Triton
COLLEGE

Real Opportunity

Triton College Catalog

2016-2017

Volume LI

A public community college
Illinois Community College District 504

Triton College
2000 Fifth Avenue
River Grove, Illinois 60171

General (708) 456–0300
Website: www.triton.edu • Email: admissions@triton.edu

Vision Statement

Triton College is a model of teaching excellence and student success. We are a community college that embraces the educational, training and personal development needs of the diverse communities we serve through innovation in our programs and approach to learning.

Mission Statement

Triton College is committed to student success through institutional and academic excellence, and providing a student-centered, lifelong learning environment for our diverse community.

Core Values

The Core Values of Triton College are Integrity, Communication, Excellence, Teamwork and Service.

Board of Trustees

Mark R. Stephens, Chairman; Donna L. Peluso, Vice Chairwoman; Diane Viverito, Secretary; Luke Casson; Glover Johnson; Elizabeth Ann Potter; Jay Reyes; and Andrea Senyk, Student Trustee

President

Mary-Rita Moore

General Information

Message from the President

Welcome to Triton College. I'm pleased you have chosen Triton as the college for pursuing your higher education goals.

We are committed to providing a diverse, student-centered learning environment for our community. Whether you are here to pursue a certificate, degree, transfer to a four-year institution, or gain skills for entering the workforce, we are here to ensure you meet your goals. Our college is engaged in the ongoing development of academic pathways that provide real career opportunities now and into the future.

At Triton, our faculty and staff work diligently to offer the highest quality of educational programs and an array of resources and services that support the diverse needs of our students through their transfer, career and life aspirations. We value students of all backgrounds, ages and interests and are proud to bring members of our community together through campus initiatives, innovative technology, and unique opportunities each year.

You've chosen an exciting time to join our campus community. With campus grounds covering 100 acres and 18 facilities, we are currently in the midst of renovation and renewal plans that will further enhance our program offerings as well as partnerships with local businesses and community organizations.

Congratulations on taking a huge step towards your future! Your success is a shared goal of ours and we are committed to partnering with you throughout this journey ahead.

Mary-Rita Moore
President, Triton College
president@triton.edu

Board of Trustees

Arts & Sciences Transfer Guarantee

Triton College guarantees that courses approved for transfer to another college will be honored either as program requirements, general education requirements or electives. Students must develop their program of study with a counselor to ensure that selected courses are transferable. If they are not, and all provisions of the Credit Transfer Guarantee are followed, the tuition and course fees will be refunded to the student. Effective Summer 1998 for new incoming freshmen, the Illinois Articulation Initiative allows transfer of the General Education Core curriculum between participating Illinois institutions. The Baccalaureate Majors Recommendations build on the transferable General Education Core Curriculum by identifying courses in the major as well as prerequisite courses that students need to transfer with junior standing into the specific major. Triton students are encouraged to complete the associate's degree prior to transfer. To complete a guarantee, students must meet with a Triton College counselor and select courses based on the intended major and transfer institution. The student, the counselor and the Dean of Student Services will sign the guarantee. If the courses do not transfer as per the terms of the signed Credit Transfer Guarantee, the tuition and course fees will be refunded to the student.

Career Educational Guarantee

Triton College, as a demonstration of its dedication to providing exemplary programs and services, and as a reflection of its pride, confidence and accountability in education and workforce preparation, hereby guarantees that all certificate and degree graduates have obtained the skills specified in the program's course outlines. Graduates whose employers have determined they are lacking in the skills contained in the program may receive a maximum of 12 credit hours of occupational course work or up to 100 hours of specially designed instruction, free of tuition, subject to the conditions and procedures of the guarantee policy.

Conditions and Notification

To use the guarantee, the graduate will submit a letter to the appropriate dean, with appropriate documentation. The graduate must be employed in a position directly related to the program of study and must submit a letter, jointly signed by the employer, within one year of program completion certifying that the graduate is lacking entry-level skills guaranteed in the program.

- When a claim is determined to be valid, a written retraining program will be developed by the employer, graduate and program coordinator, subject to the approval of the program's dean, specifying the course(s) and/or instruction to be provided and the skills to be mastered. The college will have the option of providing retraining through regularly offered courses or by instruction specifically designed for the employee. Course prerequisites and other admission requirements for retraining courses must be met and are not part of this guarantee.
- Instruction and remediation must be completed within one year from the time the retraining plan is agreed upon.
- Instruction and remediation will be provided tuition free. Lab fees and other costs are not included in the guarantee and said fees and costs will be the sole responsibility of the student.
- Program advisory committees validate the list of skills specified in course outlines and may participate in the development of educational guarantee retraining guidelines. In the event of a disagreement between the college and an employer regarding whether or not the student possesses the skills specified in the course outline, the program advisory committee may serve as arbitrator and will make the final determination.

The limits of the college's liability is to the retraining specified above. Additional conditions or procedures may be required in order to effectuate this guarantee.

CATALOG DISCLAIMER

This catalog contains information regarding Triton College, which is current at the time of publication. It is not intended to be a complete description of all Triton College's policies and procedures, nor is it intended to be a contract. This catalog and its provisions are subject to change at any time, and may be revised by Triton College in the future without advance notice.

THIS CATALOG IS NOT A CONTRACT.

State of Illinois General Education Core Curriculum Requirements

Effective for Incoming Freshmen as of Summer 1998

Triton College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed General Education Core Curriculum between participating institutions. Completion of the General Education Core Curriculum at any participating college or university in Illinois assures transferring students that lower-division general education requirements for an associate's or bachelor's degree have been satisfied. This agreement is in effect for students entering an associate or baccalaureate degree-granting institution as a first-time freshman in summer 1998 (and thereafter).

Contact a counselor for additional information and read about the IAI on the World Wide Web at
http://www.iTransfer.org.

Accreditation

Triton College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

NCA-HLC may be reached at:

> The Higher Learning Commission
> 230 South LaSalle Street, Suite 7-500
> Chicago, IL 60604
> Telephone: (800) 621-7440/(312) 263-0456
> Fax: (312) 263-7462
> Email: inquiry@hlcommission.org
> Web site: http://www.ncahlc.org

Fice Code

Triton College's assigned six digit Fice Code number is 001773 as described in the Higher Education Publication.

Approvals

- Illinois Board of Higher Education
- Illinois Community College Board
- Authorized under federal law to enroll non-immigrant alien students.

Memberships

- American Association of Community Colleges
- Association of Community College Trustees
- Association of Governing Boards
- Illinois Community College Trustees Association
- National Junior College Athletic Association

The information contained in this catalog is not to be construed as part of the enrollment contract.

Affirmative Action and Title IX

Triton College reaffirms its commitment to affirmative action and equal employment for all qualified persons without regard to race, color, religion, sex, national origin, sexual orientation, disability, veteran status, age, or any other basis which is protected by law except where such characteristics are bonafide occupational requirements.

Inquiries regarding compliance with state and federal non-discrimination regulations may be directed to:

Students
Corey M. Williams
Dean, Student Services
Triton College
2000 Fifth Avenue
River Grove, IL 60171
708-456-0300, Ext 3230
coreywilliams@triton.edu

Employees
Joe Klinger
AVP, Human Resources
Triton College
2000 Fifth Avenue
River Grove, IL 60171
708-456-0300, Ext. 3743
joeklinger@triton.edu

Section 504
Deborah Ford
Director, Center for Access and Accommodative Services
Triton College
2000 Fifth Avenue
River Grove, IL 60171
708-456-0300, Ext. 3854
deborahford@triton.edu

or to any of the following agencies:

1. Equal Employment Opportunity Commission
   1400 L Street NW
   Washington, DC 20005
   –or the–
   Chicago District Office
   500 West Madison, Suite 2800
   Chicago, IL 60661
   (312) 353-2713
   (312) 353-2421 (TTY)

2. Illinois Department of Human Rights
   100 West Randolph, Suite 10-100
   Chicago, IL 60601
   (312) 814-6200
   (312) 263-1579 (TDD)

3. Office for Civil Rights
   U.S. Department of Education
   111 N. Canal Street, Suite 1053
   Chicago, IL 60606
   (312) 886-8434
   (312) 353-2540 (TDD)

4. Illinois Education Labor Relations Board
   160 North LaSalle Street, Suite N-400
   Chicago, IL 60601
   (312) 793-3170
   (800) 526-0844 (TDD)

Acción Afirmativa y Título IX

Triton College reafirma su cometido de Acción Afirmativa e igualdad de empleo para todas aquellas personas calificadas sin importar raza, color, religión, sexo, nacionalidad, preferencia sexual, desabilidad, edad o cualesquier otras bases, las cuales son protegidas por la ley, excepto donde tales caracteristicas son necesarias como requisito de empleo.

Usted puede obtener información relacionada conforme a los reglamentos estatales y federales contra la discriminación en las direcciones mencionadas en el párrafo anterior.

Akcja Afirmacyjna i Title IX

Triton College potwierdza swoje zaangażowanie i aktywna działalność na rzecz równego zatrudnienia dla wszystkich wykwalifikowanych osób bez względu na rasę, kolor skóry, religię, płeć, narodowość, orientację seksualną, niepełnosprawność, status weterana, wiek, lub jakąkolwiek inną ceche, która jest chroniona przez prawo z wyjątkiem przypadków kiedy takie atrybuty są wymagane w celu wykonywania obowiązków zawodowych.

Pytania dotyczące przestrzegania przepisów stanowych i federalnych od spraw dyskryminacji można kierować do osób lub agencji wymienionych na poprzedniej stronie.

Policy on Compliance with Illinois Freedom of Information Act

The Board of Trustees of Triton College acknowledges that the inspection and dissemination of public records must reflect an appropriate balance between the needs of the board for administrative effectiveness and confidentiality, the protection of the privacy of individuals and the legitimate interests of the public in receiving public information.

The Board of Trustees of Triton College hereby states its intention to comply with the provisions of the Illinois Freedom of Information Act. Information concerning Triton College, and the records of such entity, will be displayed, and lists of records will be maintained, as required by the act. Public records of the entity will be available for inspection and copying. Compliance with the act will be effected in accordance with this policy and regulations issued to implement this policy.

Inquiries should be directed to the Marketing department.

Academic Freedom

The Triton College Board of Trustees supports the concept of academic freedom for the full- and part-time teachers of the college.

Faculty members shall be free to present instructional materials which are pertinent to the subject and level taught and shall be expected to present all facets of controversial issues in an unbiased manner.

As an individual of learning and a representative of the college, he or she shall remember that the public may judge the teaching profession and the college by his or her utterances. Hence, he or she shall exercise appropriate restraint, show respect for the opinion of others, and make every effort to indicate that he or she is not an institutional spokesperson.

College Profile

Diversity and Quality

Triton College is a comprehensive community college that serves 25 towns in the near western suburbs of Chicago. The Triton College district encompasses 63 square miles and includes over 340,000 residents.

Triton College is one of 48 community colleges in the state of Illinois. It operates under the direction of the Illinois Community College Board, with accreditation from the Higher Learning Commission of North Central Association of Colleges and Schools.

Triton College was founded in 1964 and has become recognized for its attractive, 100-acre campus, for its diverse and innovative programs and for the quality of its faculty. Triton transfer students are readily accepted into colleges and universities nationwide. Career program students learn skills that enable them to successfully compete in the job market and to make significant contributions to business and industry. Continuing education students participate in courses geared towards recreation, personal improvement, work force development, and lifelong learning.

Triton's affordable tuition and open admission policy have greatly expanded the accessibility of post-secondary education to residents of the district. Currently, Triton College serves more than 15,000 students during the fall and spring semesters with close to 100 degree and certificate programs. New educational programs and services are constantly being developed in order to meet the needs of district residents. Triton classes are offered at the main campus in River Grove, several extension sites throughout the district, as well as on the Web.

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		June 2016				
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		July 2016				
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		August 2016				
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Summer Semester 2016

Feb. 15	Registration begins
April 30	Tuition deadline for students registering Feb. 15–April 28 (deadline of two days for those registering April 29–July 31
June 3	August 2016 Graduation petition deadline
June 14	**Continuing Education classes begin**

First Five-Week Session

Feb. 15–May 24	Registration for first five-week session
May 30	Holiday, no classes
May 31	**Credit classes begin**
May 31–June 1	Schedule adjustment (add/drop)
July 1	End of first five-week session
July 6	Grades due by 7:30 p.m.

Eight-Week Session

Feb. 15–June 13	Registration for eight-week session
June 13	**Credit classes begin**
June 13–14	Schedule adjustment (add/drop)
July 4	Holiday, no classes
Aug. 5	End of eight-week session
Aug. 9	Grades due by 7:30 p.m.

Second Five-Week Session

Feb. 15–July 5	Registration for second five-week session
July 4	Holiday, no classes
July 5	**Credit classes begin**
July 5-6	Schedule adjustment (add/drop)
Aug. 5	End of second five-week session
Aug. 9	Grades due by 7:30 p.m.

Summer Session final exams are given the last day of class.

Refund and withdrawal dates are based on the percentage of completion of class calendar days: 100% refund=5.5%; 50% refund=5.6%-8%; withdrawal with grade of "W"=75%. Please consult class schedule in your "MyTriton" portal for specific dates.

Fall Semester 2016

April 25	Advanced registration begins
April 25-July 29	**Tuition deadline of July 31** for students registering on these dates
April 25	FACTS Tuition Payment Plan available
June 1-Aug. 20	Registration/Placement Testing/New Student Orientation
June 3	August 2016 graduation petition deadline
July 30-Dec. 15	**Tuition deadline of two (2) days** for students registering on these dates
Aug. 18	Dept. chairpersons return
Aug. 19	Faculty workshop
Aug. 22	**Credit and High School Completion (HSC)** (formerly GED)/**English Language Acquisition (ELA)** (formerly ESL) **and Bridge classes begin**
Aug. 22–26	Schedule adjustment (add/drop)
Aug. 26	**Weekend College classes begin, first six-week session**
Aug. 29	**Continuing Education classes begin**
Sept. 5	Holiday, no classes
Sept. 12	December 2016 graduation petition deadline
Sept. 19	**English Language Acquisition (ELA)** (formerly ESL) **Mini-term classes begin**
Sept. 21	Last day to make up incomplete ("I") grades
Oct. 11	Faculty holiday, no classes
Oct. 14	Mid-semester
Oct. 17	**Second seven-week classes begin**
Oct. 21	**Weekend College classes begin, second six-week session**
Nov. 23–27	Thanksgiving recess, no classes
Nov. 28	**High School Completion (HSC)** (formerly GED**) Review classes begin**
Dec. 12–15	Final exams
Dec. 21	Grades due by 3 p.m.

Refund and withdrawal dates are based on the percentage of completion of class calendar days: 100% refund=5.5%; 50% refund=5.6%-8%; withdrawal with grade of "W"=75%. Please consult class schedule in your "MyTriton" portal for specific dates.

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		November 2016				
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Spring Semester 2017

	Nov. 1	Advanced registration begins
	Nov. 1–Jan. 2	**Tuition deadline of Jan. 4** for students registering on these dates
	Nov. 1	FACTS Tuition Payment Plan available
	Nov. 21-Jan. 21	Registration/Placement Testing/New Student Orientation
	Jan. 3-May 19	**Tuition deadline of two (2) days** for students registering on these dates
	Jan. 16	Holiday - closed
	Jan. 19	Dept. chairpersons return
	Jan. 20	Faculty Workshop
	Jan. 23	**Credit and High School Completion (HSC)** (formerly GED)/**English Language Acquisition (ELA)** (formerly ESL) **classes begin**
	Jan. 23-27	Schedule adjustment week (add/drop)
	Jan. 27	**Weekend College classes begin, first six-week session**
	Jan. 30	**Continuing Education classes begin**
	Feb. 6	May 2017 graduation petition deadline
	Feb. 6	**Bridge classes begin**
	Feb. 14	**English Language Acquisition (ELA)** (formerly ESL) **Mini-term classes begin**
	Feb. 22	Last day to make up incomplete ("I") grades
	March 17	**Weekend College classes begin, second six-week session**
	March 17	Mid-semester
	March 20-26	Spring recess, no classes
	March 27	**Second seven-week classes begin**
	April 14-16	Spring Holiday, no classes
	May 8	**High School Completion (HSC)** (formerly GED) **Review classes begin**
	May 16-19	Final exams
	May	Graduation—date and time to be determined
	May 24	Grades due by 3 p.m.

Refund and withdrawal dates are based on the percentage of completion of class calendar days: 100% refund=5.5%; 50% refund=5.6%-8%; withdrawal with grade of "W"=75%. Please consult class schedule in your "MyTriton" portal for specific dates.

Summer Semester 2017

	Feb. 20	Registration begins
	Feb. 20-April 29	**Tuition Deadline of** May 1 for students registering on these dates
	April 30-July 31	**Tuition deadline of two (2) days** for all students registering on these dates
	June 5	August 2017 Graduation petition deadline
	June 13	**Continuing Education classes begin**

First Five-Week Session

	Feb. 20–May 29	Registration for first five-week session
	May 29	Holiday, no classes
	May 30	**Credit classes begin**
	May 30-31	Schedule adjustment (add/drop)
	June 30	End of first five-week session
	July 5	Grades due by 7:30 p.m.

Eight-Week Session

	Feb. 20–June 11	Registration for eight-week session
	June 12	**Credit classes begin**
	June 12–13	Schedule adjustment (add/drop)
	July 4	Holiday, no classes
	Aug. 4	End of eight-week session
	Aug. 8	Grades due by 7:30 p.m.

Second Five-Week Session

	Feb. 20–July 2	Registration for second five-week session
	July 3	**Credit classes begin**
	June 3-5	Schedule adjustment (add/drop)
	July 4	Holiday, no classes
	Aug. 4	End of second five-week session
	Aug. 8	Grades due by 7:30 p.m.

Summer Session final exams are given the last day of class.

Refund and withdrawal dates are based on the percentage of completion of class calendar days: 100% refund=5.5%; 50% refund=5.6%-8%; withdrawal with grade of "W"=75%. Please consult class schedule in your "MyTriton" portal for specific dates.

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Admission and Registration

Student Admission

Triton College recognizes that the community college must be available to all residents within its boundaries. All high school graduates and all others who can benefit from college programs will be admitted.

With the belief that every student should be successful, after admission, the college will provide counseling and advising to help each student determine an appropriate field of study according to individual abilities and interests.

Entry into certain programs may be restricted due to limitations in space, number of sections offered, or other considerations. If space is not available for all students who apply, the college will accept those best qualified, using pre-established criteria as guides, and will give preference to in-district students.

Triton College does not discriminate in the admission of students on the basis of race, color, national origin, age, gender, gender expression, sexual orientation, religion, veteran status, marital status, ancestry, or disability. Additionally, the lack of English language skills will not be a barrier to admission and participation in any educational programs. Information regarding admission to the college and to specific programs may be obtained from the Office of Admission Services at (708) 456-0300, Ext. 3130.

Triton College nie dyskryminuje w przyjęciu studentów na podstawie rasy, koloru skóry, pochodzenia, wieku, płci, ekspresji płci, orientacji seksualnej, religii, statusu weterana, stanu cywilnego, narodowości czy niepełnosprawności. Dodatkowo, brak znajomości języka angielskiego nie będzie przeszkodą do przyjęcia i udziału w jakichkolwiek programach edukacyjnych. Informacje o przyjęciu do college'u i do konkretnych programów można uzyskać w Office of Admission Services dzwoniąc pod numer (708) 456-0300, wew. 3130.

El Colegio Triton no discrimina la matriculación a estudiantes por razones de raza, color, nacionalidad, edad, género, expresión de género, orientación sexual, religión, estatus de veterano militar, estado civil, descendencia, o discapacidad. Además, la falta de destreza en el inglés no es una barrera para matricularse o tomar parte de los programas educacionales. Para más información acerca de cómo matricularse u otros programas pueden ser obtenidos en la Oficina Servicios de Admisión o llamar al (708) 456-0300, Ext. 3130.

Admissions Call Center

The Admissions Call Center strives to meet the needs of Triton's highly diverse community of traditional and non-traditional life-long learners.

The Admissions Call Center is available to assist students, faculty, and staff with information and resources.

Some of our services include:

- Answer general college and admission questions
- Program information
- Class location/description
- Register for classes
- Faculty contact information
- Explain college tuition/fees
- Special events information

We are here to guide you and help you transition to Triton. For more information, call us at (708) 456-0300 Ext. 3130 or email us at admissions@triton.edu.

Residence Policy

Residence is defined as the place where a student lives and which a student intends to be his true permanent home. A student who temporarily moves into the Triton district for the purpose of attending the college at a reduced tuition rate will not be considered as having established residency within the district.

The student must meet the following criteria to be considered a resident of the district:

Occupy and/or own a dwelling in the district for 30 days immediately prior to the start of classes. Provide a photo ID and at least two forms of identification such as a driver's license, automobile registration, property tax statement, voter registration card, lease or purchase agreement, utility or telephone bill, library card or other official documentation.

A change from out-of-district to in-district status during a semester becomes effective no earlier than the following semester.

Student Right to Know

Triton College maintains a list of information, as required by federal law that is available for review by students, prospective students, and the general public, upon their request. The categories of information are shown below, and the campus location where the information is available is indicated for each.

Graduation/Completion and Transfer-Out Rates

Information is available on the numbers of degree-seeking or certificate-seeking students who complete their programs at the college. Also, the number of students who transfer out without completing their programs is reported.

This information is available at the Research Office, Room F-209, (708) 456-0300, Ext. 3565.

Campus Crime Statistics and Security Policies

The following information is available for review:

- crime statistics
- current campus security policies
- current policies for reporting campus crimes
- policies for issuing security warnings to students/ employees
- the status of allowing confidential reporting of crimes.

The Triton Police maintain a daily, written log of crimes that are reported.

This information is available in the student handbook, on the Triton College Web site, and at the Triton College Police, Room N-210, (708) 456-0300, Ext. 3203.

Institutional Information

Descriptions of the following items are available to students and the general public:

- requirements and procedures for withdrawing from the institution
- cost of attendance (tuition/fee charges, books/supplies costs)
- refund policy and summary of requirements for return of Title IV grants or loans
- current academic programs of the institution (current degree programs, educational/training programs, faculty)
- names of associations or agencies accrediting the institution
- description of special facilities and services for disabled students
- Triton's policy on enrollment in study abroad programs

This information is available in the college catalog and at the Office of Admission and Records, Student Center, Room B-216E, (708) 456-0300, Ext. 3130, and at the Financial Aid Office, Student Center, Room B-216W, (708) 456-0300, Ext. 3155.

Annual Notification Required by FERPA (Family Educational Rights and Privacy Act regulations)

A notice and explanation of Triton's policy relating to the federal Family Education Rights and Privacy Act regulations is available.

and at the Office of Admission and Records, Student Center, Room B-216E, (708) 456-0300, Ext. 3720.

Financial Assistance Available and Eligibility

Information about financial assistance and eligibility requirements is available, including:

- types of aid available
- application forms/procedures to use in applying for aid
- eligibility requirements
- selection criteria
- criteria used to determine amount of aid award,
- satisfactory student progress standards
- how to re-establish satisfactory progress status
- disbursement methods
- loan qualifications and student employment conditions
- conditions for federal loan repayment for students who participate in volunteer services

This information is available in this catalog and at the Financial Aid Office, Student Center, Room B-216W, (708) 456-0300, Ext. 3155.

Athletic Participation and EADA (Equity in Athletics Disclosure Act) Report and Data

Information about athletic program participation and financial aid programs is available. Enrollment data about Triton athletes is provided, as well as information about Triton's Inter-collegiate Athletics programs. Triton is a member of the National Junior College Athletic Association (Region IV).

This information is available at the Athletic Office, Robert M.

Collins Center, Room R-202, (708) 456-0300, Ext. 3784, and at the Financial Aid Office, Student Center, Room B-216W, (708) 456-0300, Ext. 3155.

Out-of-District Resident Employed In-District

A student who resides outside of the Triton College district, but is employed by a company/organization within the district will be entitled to in-district tuition rates if the following conditions for contract training are met:

1. The student must first apply for a chargeback from their local community college if the program of study is not offered by that district.
2. An authorized agent of the company must complete the contract training form, verifying that the student is employed at least 35 hours per week and in a job-related course and/or program of study.
3. All contract training forms submitted by the student are subject to verification by the college.
4. A separate contract training form must be submitted each semester, prior to the start of classes, to confirm eligibility.

For more information, contact the Admissions Call Center (708) 456-0300, Ext. 3130.

Towns and villages in the Triton district are:

ROSEMONT*

NORWOOD PARK*

HARWOOD HEIGHTS*

NORRIDGE*

SCHILLER PARK

FRANKLIN PARK

RIVER GROVE

NORTHLAKE

ELMWOOD PARK

STONE PARK

MELROSE PARK

RIVER FOREST

BERKELEY

OAK PARK

BELLWOOD

MAYWOOD

HILLSIDE

HINES

FOREST PARK

BROADVIEW

WESTCHESTER

*Only portions of these communities are located in District 504

NORTH RIVERSIDE

LaGRANGE PARK*

BROOKFIELD*

RIVERSIDE

Application Procedures

This policy for making application for admission to Triton College is established to accommodate the needs and goals of both degree candidate students and non-degree candidate students.

Degree candidates are those students who intend to earn a degree or certificate at Triton College. A degree candidate must meet the following admission requirements:

1. Submit application for admission to the Office of Admissions or apply online at www.triton.edu.
2. Submit official high school transcripts or GED scores, or "Ability to Benefit" test scores.
3. Submit ACT and/or SAT scores (optional).
4. Submit official college transcripts, where applicable.
5. Take Triton College placement tests.
6. Complete new student orientation.

Non-degree candidates are all other students enrolled at Triton College. A non-degree student must meet the following admission requirements:

1. Submit application for admission to the Office of Admission or apply online at www.triton.edu.
2. Submit official high school and college transcript, where applicable.
3. Complete new student orientation.
4. Take Triton College placement tests.

Triton College High School Transcript Procedure

To be in compliance with Title IV Federal Student Aid Program Integrity Regulations of a definition of a high school diploma, the Office of Admission and Records at Triton College will be implementing the following procedures for high school transcripts effective July 1, 2011.

• All high school transcripts must be from an accredited institution.

• International high school transcripts must be evaluated by an evaluation agency and must meet United States high school equivalency standards. All foreign High School and College Transcripts must be evaluated by a NACES member. NACES stands for the National Association of Credential Evaluation Services. They may be reached at www.naces.org.

Special Admission Requirements

Associate in Arts/Associate in Science Degree Programs

Illinois General Assembly Public Act 86-0954 establishes minimum high school course requirements for admission to transfer programs at Illinois public community colleges and Illinois public universities, effective fall 1993, as listed below. All students applying for admission to an associate in arts or associate in science degree program will be admitted to the college on a provisional basis until completion of 32 semester hours of AA/AS course work with grades of "C" or better in each course. Prior to the completion of 32 semester hours, an evaluation of the high school transcript may be requested to determine compliance with the requirements.

All entering students are required to complete Triton's placement tests at the time of registration. These tests are required whether or not all college preparatory course requirements have been met. Upon completion of the placement tests, students will be placed in courses appropriate to their academic needs.

The law requires completion of at least 15 academic units in the following areas: (4) units of English, (3) units each in mathematics, sciences and social studies and (2) elective units. One unit is equivalent to one year of high school study. Electives may be taken in art, music, foreign language or vocational education. Up to three of the 15 units may be redistributed by deducting no more than one unit each from the categories of social studies, mathematics, sciences and electives, and completing them in any of the five categories of course work. For more information, contact the Office of Admission at (708) 456-0300, Ext. 3444.

Nursing and Allied Health Programs

Applicants for some Health Career programs must meet additional admission requirements. For information, please see the catalog section on "Selective Admission Health Programs" on page 138. Applicants are strongly encouraged to attend an information session and may do so online or in person. For more information, call (708) 456-0300, Ext. 3858 for Nursing, Ext. 3545 for all other Allied Health programs, or Admissions Call Center at Ext. 3130.

Contract Training

The following provisions exist for Contract Training programs with individual companies:

Option 1 — Customized training at company site or class-size programs at Triton. Contact: Dean of Continuing Education, (708) 456-0300, Ext. 3489.

Option 2 — Companies with an insufficient number of employees to contract for customized training may purchase seats in a regular college course offering through the following procedures:

    a. Authorized agent of company signs a contractual agreement with the college for a designated number of employees to be retrained.

    b. The company is billed directly for tuition.

For more information, contact Continuing Education, (708) 456-0300, Ext. 3489.

New Student Orientation

Triton's new student orientation program, Destination Success, provides an opportunity for new students to learn about degree programs, student services, college facilities, strategies for college success and much more. Students may attend orientation on campus or complete the online orientation. With the goal of facilitating a smooth transition into Triton College, Destination Success is designed to provide this information to students in small group settings.

Participation in new student orientation is mandatory for all new credit students. Students must be admitted to Triton and have placement test completed prior to attending an orientation session. Students beginning in the fall semester should attend orientations conducted in June/July/August; those beginning in the spring semester may attend sessions offered in November/December/January. Students completing the online orientation must access it through the student portal. For additional information or to register for an orientation session, call (708) 456-0300, Ext. 3130, or visit www.triton.edu/destinationsuccess.

Full Time/Part Time

In addition to the degree and non-degree candidate classifications described above, students also may be considered either full-time or part-time. A part-time student is one taking fewer than 12 semester hours (less than six hours in summer session). A full-time student is one enrolled in 12 or more semester hours (six or more hours in summer session).

Freshman/Sophomore

A freshman is a student who has completed less than 30 semester hours of college credit. A sophomore is one who has completed 30 or more semester hours of college credit.

International Student Admission

All applicants are required to contact the Records Evaluator for specific admission procedures. International students applying to Triton College are required to submit proof of English proficiency through qualifying scores in the Test of English as a Foreign Language (TOEFL) or COMPASS exam to the Records Office.

International students must enroll in a minimum of 12 semester hours and must complete their degree objectives within six semesters. International students pay the out-of-state tuition rate. Financial assistance will not be available to international students.

International applicants must also submit official credentials and transcripts from all secondary and post-secondary educational institutions including any college or university work. All foreign High School and College Transcripts must be evaluated by a National Association of Credential Evaluation Services (NACES) member. They may be reached at www.naces.org.

The Records Evaluator will issue the required Immigration Form 20 (I-20) only after all required documents have been submitted and the student's application for admission has been accepted.

Other non-native students, whether holding diplomatic, visitor or other non-immigrant visas, must pay out-of-state tuition rates. (For information, contact the Records Evaluator, Office of Admission and Records at (708) 456-0300, Ext. 3733.)

High School Student Admission

High school students may be permitted to take college courses after obtaining the written approval of their high school principal or counselor and must meet the college application and admission requirements before permitted to register for classes.

Registration

A schedule of classes will be mailed to all in-district homes before each term for the convenience of residents who may want to enroll at Triton College. A notice to register is issued to students who are currently enrolled.

Students may register in person for all courses and by telephone or Internet for many occupational and university transfer credit courses, and almost all courses offered through the School of Continuing Education. To ensure proper academic placement, all credit seeking students will be required to participate in new student orientation and placement testing (see Academic Placement).

Students may pay tuition and fees in cash, by check, online or by bankcard. Failure to comply with payment deadlines may result in cancellation of enrollment and the need to re-register, with no assurance that the same class schedule will be available.

Class registration will close at 11:59 p.m. on the day before the scheduled start date of each class. Registration for classes already in session will not be allowed. This change will impact all credit, non-contractual courses. For more information, go to www.triton.edu/rethink.

(Inquiries concerning registration dates and procedures should be directed to the Admission Call Center at (708) 456-0300, Ext. 3130, or the Triton College Web site: www.triton.edu.)

Tuition and Fees

Tuition

In-District	$113.00	per semester hour
Out-of District*	$296.35	per semester hour
Out-of State/International Visa Students	$371.65	per semester hour
In-District Nursing Tuition	$190.00	per semester hour
Out-of-District Nursing Tuition	$355.00	per semester hour

* Out-of-district student tuition — Students not residing within the Triton College district must pay out-of-district tuition unless the student qualifies for a chargeback or cooperative instructional program as outlined in this catalog. The out-of-district rate is calculated by a formula as prescribed by the Illinois Community College Board.

Student Services Fee (nonrefundable)	$7 per credit hour
Auxiliary Fee	$1 per credit hour
Registration Fee	$2 per credit hour
Technology Fee	$6 per credit hour
Online Course Fee	$25 per course

Charged Where Applicable

Graduation fees (non-refundable)	
Degree or Certificate	$12
Additional Degrees or Certificates	$12 each
Advanced Certificate	$12 each
Cap and Gown fee	TBA
Course fee	variable (lab fees, supplies, etc.)
Late Registration	$7
Proficiency Examination	$5 per course credit
Academic Transcript	$3

All fees are subject to revision by the Triton College Board of Trustees without prior notice.

Out-of-District Students/Chargebacks

Individuals who reside outside the Triton College district and want to enroll in a curriculum that is not offered by their local community college must apply for tuition assistance from their community college district at least 30 days before the beginning of the term for which they intend to enroll. The tuition assistance is called a "chargeback."

Many community college districts do not approve chargebacks for college success courses and/or continuing education courses. It is the responsibility of the student to consult with their home district regarding availability.

Cooperative Instructional Programs/ Joint Agreements

The following selected programs are available at in-district rates at other community colleges. Students should complete approval forms in the Triton College Chargeback Office, Room B-216E, in the Student Center.

College of DuPage, Glen Ellyn (630) 942-2800, Ext. 2441
Fashion Design
Health Information Technology
Manufacturing Cert.
Photography
Physician Office Coding and Billing
Travel, Tourism and Event Planning

College of Lake County, Grayslake, (847) 223-6601, Ext. 2418
Laser/Photonics/Optics Certificate
Applied Lasers Certificate
Biophotonics Certificate

Elgin Community College, Elgin (847) 214-7226
Clinical Lab Tech. AAS
Clinical Lab Assistant
Physical Therapy Assistant AAS

Harper College, Palatine (847) 925-6000, Ext. 6282
Cardiographic Technician
Dental Hygiene AAS
Dietetic Tech. AAS
Fashion Design AAS
Interpreter Training Cert.
Paralegal Studies

Morton College, Cicero (708) 656-8000. Ext. 345
Alternative Fuels/Compressed Natural Gas
Physical Therapist Assistant
Therapeutic Massage

Oakton Community College, Des Plaines (847) 635-1716
Health Information Technology
Financial Services/Investments
Global Business Studies
Management & Supervision
Physical Therapy Assistant AAS

Athletic Tuition Waiver Policy

Student-athletes eligible under National Junior College Athletic Association (NJCAA) and Conference standards are considered qualified to receive tuition waivers. Any student who participates in intercollegiate athletics will also be eligible to apply for local, state and national scholarships available to all other Triton College students. Non-athletic scholarships awarded to student-athletes are not counted toward the total tuition waiver.

In accordance with NJCAA regulations, waivers are available to any and all sport offerings designated as Division I or Division II. Triton College will offer waivers that cover in-district tuition only, (not fees) and shall not exceed fifteen (15) credit hours per semester. These are one year renewable

awards and do not include summer school expenditures.

Each year for the subsequent academic year by May 1st, the college administrator overseeing intercollegiate athletics will determine the following:

• Identify programs eligible to offer tuition waivers.

• Determine number of renewable and vacant (available) waivers.

• Make any recommendations or determinations on new or existing provisions issued by NJCAA or Conference.

Written notice of the terms of the original tuition waiver shall be given to the student-athlete no later than fourteen (14) calendar days after the beginning of classes of the academic term in which they participate. This tuition waiver agreement (with the required student signature) shall be in effect for one full academic year. If waivers become vacant, it may be awarded to a different individual for the remainder of that academic year beginning with the next term. Renewal of the tuition waiver must be given in writing as soon as eligibility is determined. Actions regarding prohibited practices or cancellation of a waiver will follow the established regulations of the NJCAA.

Refund Schedule

A student who registers, fails to attend class and fails to officially withdraw from the class, is still responsible for all tuition and fees. A student who receives grades for a class, but does not pay, will be subjected to collection fees when the unpaid balance is turned over to a collection agency.

A student who officially withdraws from any class may be refunded a percentage of the course tuition, depending on when withdrawal is made. The registration, late registration, proficiency test and special examination fees are not refundable. The auxiliary and student service fees are refundable only when official withdrawal occurs before the start of the semester.

Refund

A student is entitled to a 100 percent refund when official withdrawal is made no later than the first 5.5 percent of the class calendar days. A 50 percent refund will be granted within the first 5.6-8 percent of the class calendar days. Withdrawals after the 100 percent refund period will result in a grade of "W".

Students should refer to their current class schedule in the MyTriton portal for specific withdrawal dates for each term.

All requests for exceptions to this policy must be made in writing on a General Petition form and submitted to the Welcome Center in the Student Center within one calendar year of the start of the semester in dispute. For more information, you may obtain a guide to refund petitioning at the Welcome Center.

Tuition Refunds/Credit Vouchers for Students Called to Active Military Service

Any active student who is required to withdraw from classes during his/her regular semester or summer term due to active military obligations will be entitled to a full refund of tuition or credit voucher (unless paid by a state/federal agency) upon evidence and notification to the college within the semester or term of withdrawal.

Financial Obligations

All Triton College students have the responsibility to make tuition and fee payments by established due dates. The Bursar's Office will determine when a student is in default of a required payment. It is the policy of Triton College that the following take place:

1. The student's records will be sealed and not made available to the student until all financial obligations are met in full.
2. The student will not be permitted to enroll in additional courses until all financial obligations are met in full.
3. Students not meeting financial obligations will have their accounts referred to a collection agency. The fee associated with the collection agency is the student's responsibility, in addition to all unpaid tuition and fees.

Reduced Tuition for Older Adults

Residents of the Triton College district who are 60 years of age or older may register for classes at reduced rates any time during regular registration periods. The reduced tuition rate is $6 per semester hour for arts and science and career education courses. Senior citizens over the age of 60, also are entitled to a waiver of registration fees ($5.00 per term).

Residents of the Triton College district who are 65 years or older may enroll in regularly scheduled courses during the late registration period without payment of tuition under the following conditions:

1. Annual household income $12,000 or less.
2. The class is not filled.
3. Enrollment of tuition-paying students exceeds the minimum number required for the course.

Proof of age and a signed declaration of annual income are required to qualify for the tuition waiver.

Student Services Fee

This fee is charged to any student enrolled in one or more credit classes. This fee supports athletics, student activities, recreation programs, student organizations, Fifth Avenue Journal, extracurricular funding, Internet access, Student Center operations and a variety of other programs and services offered by various campus departments.

Programs funded by this fee include:

Retention Programs
Career Days
Learning Resource Center
Student-based facilities
Future Focus College Fair
Commencement
Curriculum Related Seminars
Model United Nations
Model Illinois Government
Cultural Programs
Student Life Scholarships
Cernan Earth and Space Center
Swimming Pool
Leadership Recognition Programs
Emergency Service Vehicle
Internet

Financial Aid

Financial Aid & Veterans Affairs

The Office of Financial Aid & Veterans Affairs is available to assist eligible students in completing the application process for federal and state financial aid and veterans' benefits. Students eligible to apply for financial aid must be U.S. citizens or eligible non-citizens, have a high school diploma or equivalent passing GED® scores and must be planning to enroll in a degree or certificate program consisting of a minimum of 16 credit hours. Financial aid is not available to cover Adult Continuing Education classes, HSC (High School Completion) (formerly GED), ELA (English Language Acquisition) (formerly ESL), or short-term training certificates requiring fewer than 16 credit hours to complete.

The process for applying for financial aid at Triton College requires the following two steps:

1. Complete the Free Application for Federal Student Aid (FAFSA). A FAFSA on the Web Worksheet may be obtained from the Triton College Financial Aid Office and completed online at www.fafsa.gov. Be sure to include Triton College's school code 001773 on the application.

2. Have your final/official high school transcript or GED scores sent to the Admission and Records Office at Triton College.

Once these two items have been reviewed, additional documentation may be requested.

Students are encouraged to apply as soon after January 1 as possible. While the Financial Aid Office will process applications throughout the year, the preferred filing date is Feb. 15 due to the limited funding of certain grant programs.

Student financial aid programs involving grants, loans, scholarships, and employment will be available so that no qualified student will be denied an opportunity to receive a college education due to a lack of funds. Guidelines are developed and published by the Financial Aid Office.

No person will, on the basis of race, color, religion, sex, national origin, sexual orientation, disability, veteran status, age, or any other basis which is protected by law, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the college's financial aid programs. The Financial Aid Office is located in Room B-216W of the Student Center, or call (708) 456-0300, Ext. 3155.

Grants

Grants are monies that do not have to be repaid. Students who complete the FAFSA are applying for all federal and state based grants. The Federal Pell Grant can be used for tuition, fees, books, transportation, and other educational expenses.

The Illinois Student Assistance Commission (ISAC) Monetary Award Program (MAP) Grant may be used to pay in-district tuition and fees.

The Federal Supplemental Educational Opportunity Grant (SEOG) is awarded to the highest need students also receiving the Federal Pell Grant.

To be considered enrolled in a course for financial aid purposes; you must be registered in the course before the 50 percent refund period for the class concludes. If you enroll in a course beyond the refund period, your financial aid package will not reflect that course. Students may retake courses as often as desired; however, financial aid will only pay for a repeated course once after a course has been successfully completed.

Loans

The Federal Direct Stafford Student Loan allows a student to borrow at a low interest rate. Repayment begins six months after the student ceases to be enrolled in six or more credit hours. A freshman level student may borrow up to $3,500 in a subsidized student loan and a sophomore level student may

borrow up to $4,500 per year, if eligible. A dependent student may additionally borrow up to $2,000 in an unsubsidized loan and an independent student may additionally borrow up to $6,000, if eligible. New borrowers after July 1, 2013, are limited on the maximum period of time they can receive subsidized loans. If this limit applies, they may not receive subsidized loans for more than 150 percent of the length of their academic program. The maximum eligibility period is based on the published length of their current academic program (available in the course catalog). Loan funds may be used toward tuition, fees, books, transportation, and other educational expenses. Student loan information is available in the Financial Aid Office, Room B-216W of the Student Center, or call (708) 456-0300, Ext. 3045 for the loan specialist.

Scholarship Opportunities

In an effort to reward students for their academic ability and involvement in community and school activities, Triton College offers prospective and current students the opportunity to apply for scholarships. Scholarships are available for students from a variety of sources. An updated list of available scholarships and applications can be found in the Scholarship Office located in the Financial Aid Office, Room B-216W in the Student Center or at www.triton.edu/scholarships.

In addition to institutional scholarships, the Scholarship Office has a list of scholarships available to students in specific areas of study, such as accounting, education, criminal justice, health careers, graphic arts/printing, etc. Information on these scholarships and those offered by a variety of service organizations is available in the Scholarship Office. The Financial Aid section of the college Web site also provides access to scholarship search engines in order to assist students in identifying nationwide scholarship information.

For more information, contact the scholarship coordinator at (708) 456-0300, Ext. 3616.

Work Study

The Federal College Work Study Program enables a student to work 15-20 hours per week on campus. This is a need-based program and students must qualify for financial aid. Students who qualify for the program will work in various areas of the college as long as funds are available.

The Triton Work Study program is a non-need based program. The number of hours per week a student can work is based on the position and its allocation.

Students can find out more information on both programs through the Work Study Office located in the Financial Aid Office, Room B-216W in the Student Center, or call (708) 456-0300, Ext. 3616 for the work study coordinator.

Students wishing to work off campus may investigate job listings in the Job Opportunity Bulletin or stop by Career Services, Room A-204.

Veterans Benefits

There are many military educational benefits available to eligible students. The Triton College Office of Financial Aid and Veteran Affairs coordinates processing for the following federal VA educational benefit programs:

- Montgomery GI Bill: for those who enlisted after July 1, 1985 (Chapter 30)
- Post 9/11 GI Bill: for those who served after September 11, 2001 (Chapter 33)
- Montgomery GI Bill: Selected Reserves (Chapter 1606)
- Montgomery GI Bill: Reserve Educational Assistance Program (REAP) (Chapter 1607)
- Montgomery GI Bill: Survivors and Dependents Educational Assistance (Chapter 35)
- Vocational Rehabilitation (Chapter 31)
- Tuition Assistance: administered through the Cashier's Office

Students receiving educational benefits through any of the above programs must be meeting the Standards of Academic Progress.

Illinois Veterans Grant (IVG)

The Illinois Veterans Grant is available to Illinois veterans who have performed at least one year of federal active duty service in the U.S. Armed Forces; or who have served on federal active duty in a foreign country during a time of hostilities in that country and were honorably discharged after each period of federal active duty service. Students eligible for the Illinois Veterans Grant will be charged the in-district tuition rate. The program covers tuition and certain fees for the equivalent of four years of study. Students receiving educational benefits through the program must be meeting the GPA component of the Standards of Academic Progress.

Illinois National Guard Scholarship

The Illinois National Guard Scholarship is available to those who have completed one full year of service in the Illinois National Guard and are current Illinois National Guard members. Students eligible for the Illinois National Guard Grant will be charged the in-district tuition rate. The program covers tuition and certain fees for the equivalent of four years of study. Students receiving educational benefits through the program must be meeting the GPA component of the Standards of Academic Progress.

MIA/POW Scholarship Grant

The MIA/POW Scholarship Grant is available to eligible dependents of Illinois veterans declared by the Department of Defense to be a prisoner of war, missing in action, or to have died or become fully disabled as the result of a service-connected event. Students eligible for the MIA/POW Scholarship Grant will be charged the in-district tuition rate. The program covers tuition and certain fees for the equivalent of four years of study. Students receiving educational benefits through the program must be meeting the GPA component of the Standards of Academic Progress.

Approval Agency

Triton College is approved by the Illinois Department of Veterans' Affairs, State Approving Agency for the training of eligible persons. For additional information relating to VA administered programs, contact the Office of Veterans Services at (708) 456-0300, Ext. 3531 or 3651, or stop by the Financial Aid Office, Room B-216W in the Student Center.

Financial Aid Standards of Academic Progress Policy

Public Law 99-498 requires that you make satisfactory and measurable academic progress in order to be eligible for state and federally funded financial assistance. When you attend Triton College and receive aid from the following federal programs: Federal Pell Grant, College Work-study, Federal Supplemental Educational Opportunity Grant, Federal TEACH Grant, Federal Veterans' Grants, Direct Student Loan (subsidized and unsubsidized), PLUS loan; or the following state programs: Monetary Award Program, Illinois Merit Recognition Scholarship, Police Officer/Fire Officer Dependent's Grant, Illinois Veteran' Grant (GPA only), MIA/POW Scholarship Grant (GPA only), Illinois National Guard (GPA only); or any other programs covered by regulations of the U. S. Department of Education, federal or state law, you must meet the following standards:

A. To make satisfactory academic progress for financial aid, you must meet the following criteria:

1. **Successful completion of courses (quantitative standard)**. Students will be measured for the quantitative standard at the end of each semester. Students must successfully complete and receive credit for a minimum of 67 percent of all college level and college success courses attempted cumulatively, regardless of receipt of financial aid. The percentage can be calculated by dividing the successfully completed credit hours by the number of credit hours the student attempted.

   If at the end of a semester, a student has not successfully completed a minimum of 67 percent of all credit hours attempted cumulatively, the student will be placed on Financial Aid Warning for the next semester attended.

   If at the end of the "Warning" semester, the student has not successfully completed a minimum of 67 percent of all credit hours attempted cumulatively, the student will be placed on Disqualified Status, and will not be eligible to participate in financial programs in future terms.

   All grades of "A", "B", "C", "D", "F", "P", "W", "I" and "R" are included in the calculation of credit hours attempted. Credit hours successfully completed toward the 67 percent are college and college success courses completed with a grade of "A", "B", "C", "D" or "P".

   Students receiving an INCOMPLETE ('I') grade or late grade that places them on Financial Aid warning or Disqualified Status must complete the course in accordance with the 'Incomplete Grades' policy as outlined in the Triton College catalog. Financial Aid is not notified when a student finishes an incomplete class; therefore, the student must submit an appeal within the term to request that their financial aid be reinstated.

   All attempted credit hours at Triton College will be counted toward the cumulative completion rate standards and the maximum time frame standards. These include:
   - College Success courses
   - Repeated courses
   - Withdrawn courses
   - Non-completed courses

2. **Grade-point average (qualitative standard).** All students must earn a 1.0 GPA at the end of their first semester of attendance and must maintain a cumulative GPA of 2.0 after two semesters of attendance, regardless of receipt of financial aid.

3. **Program time frame.** Students must complete their program of study within an attempted 150 percent of the credit hours required for the program. Typically an associate degree will have a maximum time frame of 96 credit hours (64 credit hours x 150 percent). Certificates will vary more based on the credit hours required to complete the program. Maximum time frames will include all semesters of enrollment regardless of receipt of financial aid, and will include all evaluated transfer credit hours. Grades of "W," "I," "R" or "F" are considered to be hours attempted and are included in the maximum time frame.

B. Financial Aid Academic Warning and Disqualification

1. Students who fail to maintain a cumulative GPA of 2.0 in any semester will be placed on Financial Aid Warning (except if the GPA is less than 1.0 in the first semester of attendance, then the student is disqualified).

2. Students who fail to meet the required course completion (see A-1) in any semester will be placed on Financial Aid Warning. Students who receive the Illinois Veterans' Grant, National Guard Grant or MIA/POW Scholarship Grant, are exempt from the quantitative component of the Standards of Academic Progress. Students may receive financial aid while on warning status **without appealing.**

3. Students who fail to meet the 1.0 GPA in their first semester of attendance will be placed on Financial Aid Disqualification Status.

4. Students who fail to meet the 2.0 cumulative GPA requirement for two consecutive semesters or who fail to successfully complete their courses as stated in section A-1, will be placed on Financial Aid Disqualification Status.

   Students may not receive financial aid while on Disqualification Status. This includes eligibility for federal and state grants, loans, work-study and federal VA benefits.

C. Financial Aid Reinstatement

1. Students on Disqualification Status may appeal to the Financial Aid Standards of Academic Progress Committee if they have mitigating circumstances. Students wishing to appeal their status must obtain an official appeal form in the Financial Aid Office. All appeals must be complete, provide detailed information and supporting documentation about mitigating circumstances, and must be submitted in writing to the Financial Aid Office. Additionally, appeals must include an approved academic plan. Future appeals will only require an academic plan if there is a change in the program of study.

2. Students who have been away from Triton College for a minimum of three years may be allowed to return on a "probationary" status for one semester. During that time, the student must make satisfactory progress or become disqualified for further financial assistance. Students who were disqualified at the time they ceased their prior enrollment will be required to submit an appeal for reinstatement.

3. Students who are not reinstated by the committee may appeal again after they have successfully completed at least six credit hours of additional course work in a semester, unless the disqualification status is a result of having exceeded the program time fame as explained in A-3.

4. Reinstatement of students who have exceeded the maximum program time frame will be considered for an extension only if they can document a change in academic program, and/or that they have taken College Success course work.

5. Students have the right to appeal the decision of the Financial Aid Committee by submitting a typed statement to the associate dean of Financial Aid, requesting a review of the committee's decision. The decision will be final.

6. Students reinstated by the Financial Aid Committee and/or the associate dean of Financial Aid to a probationary status must meet the criteria for Standards of Academic Progress or the requirements of an academic plan from that point forward.

D. Notification of Status

The Financial Aid Office will notify students when they have become disqualified. However, it is the students' responsibility to know their academic progress status and how it affects financial aid eligibility.

Return of Federal Funds Policy

Students who withdraw from coursework in a semester may be required to return a portion of the federal financial aid that had been applied to their account. The final amount of financial aid earned will be based on the period of time the student participated during the semester. Students receiving federal funds who fully withdraw, either officially or unofficially, before the conclusion of the semester, are subject to a "Return of Title IV Aid" calculation established by the federal government. This calculation determines the portion of federal funds that were earned by the student up to the time of withdrawal. The withdrawal date (last date of attendance) will be determined by official withdrawal from classes by the student, or as reported by the instructor in cases of unofficial withdrawal. If the student withdraws beyond the 60% point in the semester, they are considered to have earned 100% of the federal financial aid they were scheduled to receive. Students enrolled in classes that do not span the entire semester are considered withdrawn if, at the time of the withdrawal, they are not actively attending another class and have not provided written confirmation of anticipated return in the semester for a late start class. Federal financial aid disbursed in excess of the earned amount must be returned to the federal government. The college will perform the "Return of Title IV Aid" calculation within 30 days of the date of determination that a student has completely withdrawn and return any unearned federal funds it is responsible for returning within 45 days of the date the school determined the student withdrew. If the student previously received a refund from financial aid, which was to be used for education-related personal or housing expenses, they may be required to return a portion of those funds to the college. When the college returns a student's unearned funds to the government, they will be billed for any balance due for any unearned refunds received or institutional charges that are now unpaid as a result of the return of federal funds. If it is determined through a "Return of Title IV Aid" calculation that the Federal financial aid already disbursed to the student is less than the earned amount, the school will generate a post-withdrawal disbursement to the student no later than 45 days after the date of the school's determination that the student withdrew. Funds returned to the federal government based on the Return of Title IV Aid calculation referenced above, reduce the outstanding balances in individual federal aid programs. Federal financial aid returned by the student, the parent, or the college, are allocated in the following order:

1. Federal Unsubsidized Direct Loan
2. Federal Subsidized Direct Loan
3. Federal Direct Parent Loan (PLUS)
4. Federal Pell Grant
5. Federal Supplemental Educational Opportunity Grant (SEOG)
6. TEACH Grant

If financial aid is awarded after the conclusion of the semester, federal aid is awarded based on the courses completed for that semester. Students receiving federal financial aid and considering withdrawing from registered coursework should make an appointment with a Financial Aid Specialist to examine the implications to their financial aid.

Student Services

Counseling

Professional counselors assist students in exploring and clarifying career and educational goals, choosing programs of study and resolving personal issues. Counselors are conveniently located in the following offices: Room F-214 in the Business Building, Room J-229 in the Fine Arts Building, Room G-218F in the Health Building, Room T-102 in the Industrial Careers Building, Room D-122 in the Science Building, Room R-215 in the Robert M. Collins Center, and in the Counseling Center, Room B-100 in the Student Center.

Department members are available to students on a walk-in basis and through individual appointments. To schedule a Counseling department appointment, visit www.triton.edu/counseling, call (708) 456-0300, Ext. 3588, or visit Room B-100 in the Student Center. Appointments are not available in January and August. Service hours are 8:00 a.m.–7:30 p.m. Monday through Thursday, 8:00 a.m.–4:00 p.m. Friday, and 9:00 a.m.–1:00 p.m. Saturday.

Services provided by the Counseling department include:

Pre-Enrollment Counseling
Counselors are available to assist students before registration in determining the appropriateness of educational plans.

Major Selection
Assistance is available in the selection of a program and curriculum that will meet the student's life and career goals.

Transfer Planning
Individualized counseling is offered to students considering transferring to a four-year institution or other training/educational opportunities.

Academic Planning
Counselors are available to help students complete a semester by semester guide of courses necessary to complete your degree.

Meetings with College Representatives
Each semester Triton hosts individual visits of admission counselors representing more than 50 different colleges and universities. In addition, Triton sponsors several college fairs per year.

Transfer Guides
Triton offers transfer guides for more than 50 colleges and universities. A transfer guide is a planning tool used to select

appropriate Triton course work in preparation for transfer. Students can pick up transfer guides in Room B-100 in the Student Center or by appointment.

Information and Referral
The Counseling Center makes available a variety of resources, publications and catalogs that provide information regarding personal growth, the world of work, careers and educational opportunities. Counselors also can help individuals become aware of agencies, services and personnel that may provide assistance beyond the limits of the programs offered by the college.

Career Development
Through the use of self-evaluation techniques and career information, the student is led to a clearer understanding and realization of career goals. This may occur in individual counseling, workshops or credit courses.

Personal Development
The student is assisted in personal development through individual conferences, small group sessions and referrals.

Educational Development
The student is encouraged to develop college survival skills, including test taking, time management and study skills, through group workshops.

Testing
Programs of standardized testing, both individual and group, are used to help students gain new information and insights regarding future career goals.

Credit Courses
COL 102◊, Learning Framework for College Success is a three-credit-hour course designed to prepare students to meet the challenges of the college experience. CSG 150◊, Career/Life Planning is a one-credit-hour course designed to enhance personal growth and career decision-making skills. CSG 296◊, Special Topics in Counseling, is a credit course on selected topics in the areas of counseling and may vary from semester to semester. The course may be repeated a maximum of four times when topics are different. All of these courses can be used as electives towards graduation.

University Center
Triton College will continue to offer students the opportunity to further their higher educational pursuits for select bachelor and master degree programs without leaving the Triton campus. Listed below are the programs offered through our University Center

Please visit http://www.triton.edu/University Center for more information.

Benedictine University
- Bachelor of Science in Nursing (BSN) Completion Program
- Master of Public Health

- Master of Management & Organizational Behavior

Triton campus line: (708) 456-0300, Ext. 3479
Contact: Hicela Woods, hwoods@ben.edu or (630) 829-6337
        Liliana Ascencio, lascencio@ben.edu (630) 829-6328

Dominican University
- Bachelor of Arts in Legal Studies
- Bachelor of Arts in Human Services

Triton campus line: (708) 456-0300, Ext. 3543
Contact: Monica Halloran, mhallara@dom.edu or
        (708) 524-6793
        Michael Morsovillo, morsomike@dom.edu or
        (708) 524-6793
Website: http://www.continuingstudies.dom.edu

Eastern Illinois University
- Bachelor of Arts in General Studies

Triton campus line: (708) 456-0300, Ext. 3848
Contact: Jackie Johnson, jjohnson@eiu.edu or (217) 549-3347
Website: http://www.eiu.edu/bgs/

Governors State University
- Bachelor of Arts in Criminal Justice
- Bachelor of Arts in Communication
- Bachelor of Science in Community Health
- Bachelor of Health Administration
- Master of Arts in Criminal Justice

Triton campus line (708) 456-0300, Ext. 3177
Contact: Nancy Kaczmarczyk, NKaczmarczyk@govst.edu
        or (708) 235-3983
        Julie Anderson, janderson13@govst.edu or
        (708) 534-4086
Website: http://www.govst.edu/

National-Louis University
- Bachelor of Arts Program: Early Childhood, Applied Behavioral Sciences, Elementary Education, Special Education
- Bachelor of Science Programs: Management, Management Information Systems

Triton campus line (708) 456-0300, Ext. 3175
Contact: Dawn Brown, dbrown71@nl.edu or (847) 947-5033
Website: http://www.nl.edu/t4/

Southern Illinois University Carbondale (SIUC)
- Bachelor of Science in Management and Applied Engineering

Triton campus line (708) 456-0300, Ext. 3258
Contact: John Cooper, Ph.D., john.cooper@siu.edu or
        (708) 779-4258

- Master of Science in Public Safety Management emphasis in Homeland Security

Triton campus line: (708) 456-0300, Ext. 3176
Contact: Lindsay Laycoax, laycoax@siu.edu or
        (815) 280-2270
        Gary D. Kistner, siufire@siu.edu or (618) 453-7277
Website: http://architecture.siu.edu/undergraduate/fsm/
    index.php

Academic Success Center

The Academic Success Center (ASC), located in the lower level of the Library, in the Learning Resource Center, Room A-106, offers free tutoring to all students enrolled at Triton in reading, writing, mathematics, sciences, business, accounting, social sciences, behavioral sciences, technology and health programs. The ASC also offers computer-assisted tutorial instruction and sponsors college-skills workshops each semester. Tutorial assistance is designed to encourage student success by strengthening study skills and by helping students apply these skills to course work. For further information, call (708) 456-0300, Ext. 3361, or visit our Web site at: www.triton.edu/asc

Math and Writing Zones

The Math and Writing Zones are located in Rooms A-100 and A-314. Both support areas principally support students in college success courses, but are open to all students on a drop-in-basis. The zones offers instruction by tutors, computer programs, videos and workshops. Students also can use the zone to prepare for their placement exam. For more information, call (708) 456-0300, Ext. 3693, or visit our Web site at: www.triton.edu/asc.

Assistance for Students with Disabilities

The Center for Access and Accommodative Services (CAAS) provides academic accommodations and accessibility services for students who have disabilities. Students in need of services such as note takers, testing accommodations, sign language interpreters, alternate text materials, scribes, adaptive equipment or other accommodative services must make their request at the CAAS office. The CAAS office is located in the Learning Resource Center, Room A-137 and can be contacted at (708) 456-0300, Ext. 3854, or TTY (708) 456-0991.

Triton Retraining Assistance Center

The Triton Retraining Assistance Center is a federally funded program which provides comprehensive counseling, retraining and placement assistance to workers who are unemployed due to layoff, plant shutdown and shifting industry needs.

The goal of the program is to return participants to quality jobs in the labor market. This is accomplished through counseling, assessment, retraining, job search assistance and job development. Training programs are offered in occupations where there is stability and growth so the likelihood of future displacement is minimized. The program pays 100 percent of training costs for one approved training program. More than 40 areas of study are offered.

Each participant attends an orientation, a counseling session and a pre-employment skills workshop where resumes are written and job search interviewing skills are developed. Participants are given a Triton College placement test to determine if basic skill remediation is needed before entering a training program. Counselors encourage participants to complete their GED if they lack a high school diploma.

The job search assistance component of the Triton Retraining Assistance Center offers job leads by telephone, computerized job leads mailed to participants' homes, mailing of participants' resumes to area employers and job development by program staff.

Unique to this program, participants continue to receive unemployment compensation while in training. Eligibility is determined by a person's previous work history, termination or lay off from employment and receiving or exhausted unemployment benefits.

For further information, call (708) 456-0300, Ext. 3331.

Cooperative Education Program

The Cooperative Education Program is designed to enhance students' academic knowledge, personal development and professional preparation through a combination of classroom theory and practical work experience with area business and industry. Through this hands-on experience, students can test their career goals, gain an edge on the employment market and defray the cost of their college expenses while earning college credit.

Students interested in cooperative education should contact the Cooperative Education Office, Room A-204. For information, call (708) 456-0300, Ext. 3789.

Career Services

The Triton College Career Services Center is located in Room A-204, A Building, steps away from the library. The center offers comprehensive career planning services to individuals who want to upgrade jobs, start new careers, or re-enter the workforce.

Career Planning

Many students need help in learning about and identifying appropriate career paths. Through resources and assessments, Career Service provides advice and guidance to help students find the right career directions. Many students even learn about new career options that they have never heard about or thought of before. Through the use of self-evaluation techniques and career information, the student is led to a clearer understanding and realization of career goals. For more information, call (708) 456-0300, Ext. 3619.

Employment Assistance

Career Services is the key provider of employment and career management assistance at Triton. The center helps students, graduates and community members with the entire job search process - from initial assessment (finding the right career) to how to handle a job offer. Key services include: personalized assistance with resume and cover-letter writing; mock interview sessions to help with interview preparation; advice on networking for today; and free resources to assist with job searches. Career Services also has a robust list of current jobs through College Central Network, which can be accessed online.

In addition, the center offers a number of events throughout the year, including monthly job fairs, periodic job search workshops, and several other presentations and events targeted to specific aspects of the job search - all open to the public.

Students and alumni can walk in anytime to receive help. Career Services also takes appointments, especially for more in-depth sessions. For more information, call (708) 456-0300, Ext. 3619 or 3805.

Testing Center

The Testing Center offers placement testing, test proctoring services, and selected standardized testing for individuals and groups for selective program admission and certification. Throughout the year, the college offers placement testing in the areas of math, reading, and writing; counselors use the results to assist students in determining appropriate courses for their academic career. Test proctoring is offered for students enrolled in online classes or those taking a make-up exam.

Additionally, students may earn credit through Prior Learning Assessment. Prior Learning Credit is defined as credit awarded for demonstrated college-level learning gained through work, traditional and nontraditional educational experiences, and other life experiences. The learning must be relevant to the student's selected course of study at Triton College. Prior Learning Credit may be awarded through one of more of the following means:

- Advanced Placement
- College Level Examination Program
- DANTES Subject Standardized Tests
- Military Experience
- Portfolio Evaluations
- Proficiency Examinations
- Transfer Credit

The CLEP allows students to earn up to 30 hours of credit in the five general areas of English; humanities and fine arts; mathematics; physical and life science; and social and behavioral science/history. The DSST program gives students the opportunity to receive proficiency credit for learning acquired outside the traditional college classroom. As a fully funded DSST Center, active duty military personnel are exempt from DSST fees for the first administration of each test. Proficiency credit and portfolio development allow students to pursue the option of earning credit or placement for their learning experiences. Triton College partners with the Council for Adult and Experiential Learning (CAEL) to provide credit for prior learning/portfolio evaluations. For additional information about CAEL, please visit their website at www.learningcounts.org. Additional information may be found under the section, Acceptance of Academic credit. For more information, visit www.triton.edu/priorlearning.

WorkKeys is the group of assessments used to measure the skills needed to obtain the National Career Readiness Certificate (NCRC).

For more information about our testing program, contact the Testing Center at (708) 456-0300, Ext. 3252 or go to www.triton.edu/testingcenter.

Library

The Library, located at the north end of the A Building, is a newly renovated, state-of-the-art information and study center. It offers a wealth of information in various formats to support teaching and learning at Triton College.

The Library maintains a collection of more than 75,000 volumes and more than 400 current periodical subscriptions, many other resources are available in electronic formats. Services include reference and research, computer-database searches, inter-library loans, library orientation, instruction in use of resources, reserve materials and Internet access. Small group study rooms and a laptop loan program are available to currently enrolled Triton students.

Library hours during fall and spring semesters are:
    7:30 a.m. to 10 p.m.—Mondays through Thursdays
    7:30 a.m. to 4 p.m.—Fridays
    9 a.m. to 3 p.m.—Saturdays
    Closed—Sundays

For additional information, call (708) 456-0300, Ext. 3215 or 3698, or visit the Library website at: www.triton.edu/library/.

Student Center

The Student Center is a place to meet other students and faculty, participate in campus activities and enjoy diverse dining opportunities. In addition to campus activities, the Student Center houses the Counseling, Welcome Center, Transfer Services, Health Services, Student Government Association, Program Board, Campus Ministry and Parachutes, the student lounge.

The second floor of the building houses the Financial Aid and Veterans Offices, the Admission and Records Office, as well as dining facilities for staff and students.

Health Services

The Board of Trustees recognizes that health services should be made available to all students. The Health Service Office, (located in Room B-112 in the Student Center), will provide the services of a registered nurse during scheduled class hours to care for emergency, illness or injury. Parents or next of kin will be notified of any serious illness or accident occurring at Triton College. If necessary, the student will be transported to a medical facility by ambulance. The cost of treatment shall be the responsibility of the student.

The following health services will be provided to all:

Health Services:
1. Caring of the ill and injured student.

2. Dispensing of non-prescriptive medications.

3. Referral to other health agencies

4. Offering of routine tests

5. Wellness and Health Education programming

Note: Strict confidentiality is maintained at all times concerning any visits to the Health Services Office.

Health Career students will need to meet additional specific health requirements. Consult the individual programs or the Health Services Office for further information at (708) 456-0300, Ext. 3359.

Triton College/Student Policy for Drug-Free Campus

It is the policy of Triton College, District 504, to provide a "drug-free" campus environment as defined by college policy as approved by the Board of Trustees. The college policy is made available to all students via the student handbook and is disseminated throughout the college community.

Triton College prohibits the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance within the campus environment. Appropriate sanctions include but are not limited to:

1. Required participation in an approved chemical dependency program provided by the Student Assistance Plan (SAP)

2. Disciplinary warning

3. Suspension

4. Dismissal

Such sanctions will be imposed on students found to be in violation of this policy.

Substance abuse counseling is available via the Student Assistance Program. Information regarding the Student Assistance Program is available from the Counseling department. Additional information regarding the dangers of drug abuse is available in the Counseling Center, Triton College Library and Health Services.

Alcoholic Beverage Policy

The use of alcohol at college functions is inconsistent with the institution's endorsement of the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226) and its Drug-Free Campus Policy.

Alcoholic beverages may not be served on the Triton College premises except for instructional purposes (i.e., hospitality industry management and/or associated programming). In these cases, prior approval must be granted in writing through the supervising academic dean. In the service of alcoholic beverages for associated instructional purposes, the following procedures should be strictly followed:

- The serving of alcoholic beverages must be incidental to and not the primary purpose for the activity at which alcoholic beverages are served. Alcoholic beverages may only be served at catered events and associated with the delivery of a pre-approved instructional program.

- Alcoholic beverages may be served on those portions of the Triton campus that are used for food service and convention-type activities. The serving of alcoholic beverages shall be limited to participants in educational activities held in such facilities.

- No person under 21 years of age, nor anyone who is under the influence of alcohol or dangerous substances or who is disorderly in conduct, may serve, consume or dispense alcoholic beverages.

- Supervising faculty must demonstrate that they can comply responsibly with all the laws and college regulations pertaining to the use of alcoholic beverages on campus.

- No alcoholic beverages may be served until the Vice President of Business Services or designee shall be satisfied that there exists maximum insurance coverage limits so as to save harmless Triton College from all financial loss, damage and harm.

Student Assistance Plan

At Triton College, student success is a primary concern. Services are provided to assist students both academically and financially. In cooperation with Perspectives, students can receive personalized attention when they need it, quickly and privately.

The Student Assistance Plan will help assess their problems and concerns. They will be referred for the appropriate treatment and follow-up will occur to ensure that the treatment was suitable for the student.

The first step to solving a student's problems is to contact a Triton counselor at (708) 456-0300, Ext. 3588. Students should tell the counselor that they are interested in the Student Assistance Plan. The counselor will connect them with a staff member of Perspectives who will work directly with the student. If the Triton Counseling Center is not open, students may contact the Perspectives directly at (800) 866-7556. The SAP counselor will assist the student as quickly as possible.

Tobacco and Smoke Fee Campus Policy

Triton College is dedicated to providing a healthy working environment for all of its students, employees, and guests.

By operation of state law and this Policy, effective July 1, 2015, smoking is prohibited throughout Triton College. This prohibition shall apply to all property owned, maintained, leased or otherwise utilized by Triton College. Smoking is prohibited in all indoor locations, including College vehicles, and outdoors on all College property.

This Policy shall also prohibit any sale, consumption, free sampling, distribution or advertising of any and all tobacco products, including but not limited to those identified in the "definitions" herein, on College property. No individual on College property shall litter or otherwise dispose of tobacco waste products on Triton College property.

1. Beginning July 1, 2015, Triton College shall post signs to indicate a "Smoke-Free Campus" or utilize the international "No Tobacco" symbol. Such signs shall be placed at critical Campus areas, including but not limited to building entrances. This Policy shall apply even in areas where signs are not posted.

2. The Triton College website shall indicate that all Campus property, vehicles and satellite locations are smoke free and shall include a campus map indicating the areas in which smoking is prohibited.

3. All organizations utilizing Campus property shall be informed of the Smoke Free Campus Policy and shall be responsible for informing attendees and enforcing the Policy.

4. Members of the Triton College community who fail to comply with this Smoke Free Policy will be subject to all penalties as prescribed by College Policy and applicable law.

    a. Student Non-Compliance
    Students failing to comply with this Policy shall be referred to the Dean of Student Services and may be subject to the Student Disciplinary Process.

    b. Employee Non-Compliance
    Employees failing to comply with the Policy shall be referred to the employee's administrative supervisor, and be cited as prescribed by law.

    c. Contractors/Sub-Contractor Non-Compliance
    Non-compliance will be referred to the Campus unit responsible for monitoring performance of the applicable contract. The monitoring Campus unit shall determine whether termination of the contract is appropriate, and be cited as prescribed by law.

5. Any non-Triton student or non-staff individual smoking on Triton College property will be asked to immediately extinguish the tobacco product. Such violation will result in referral to the Campus Police Department.

Exceptions
In certain limited circumstances, an individual may request advance approval to allow smoking on Triton College property. Such exceptions will be granted only in the following limited situations:

Ceremonial Smoking
Individuals or groups interested in smoking as part of a ceremony on Campus property must seek advance approval from the Vice President of Business Services.

Smoking Research
Smoking may be allowed in an enclosed area on Campus property for a medical, scientific, or research program where smoking is an integral part of the research and the appropriate Campus research oversight body has approved the inclusion of smoking. Smoking research studies must receive advance approval from the Vice President of Academic and Student Affairs.

Definitions
For the purpose of this Policy, the following definitions shall apply:

"Smoking" means (1) lighting or burning any type of matter or substance that contains tobacco, including but not limited to cigarettes, cigars, cigarillos, pipes, beedies, kreteks, water pipes, bongs, and hookahs; (2) lighting or burning of non-tobacco plants or marijuana; and (3) using electronic cigarettes.

"Campus Property" means any property owned, leased, occupied, operated or otherwise controlled by Triton College, including but not limited to academic and auxiliary buildings, classrooms, laboratories, elevators, stairwells, restrooms, roofs, meeting rooms, hallways, lobbies and other common areas, athletic complexes and facilities, exterior open spaces, shuttle buses, shuttle bus stops, parking lots, driveways, loading docks, College-owned streets, sidewalks and walkways.

"Tobacco Products" means all forms of tobacco, including but not limited to cigarettes, cigars, cigarillos, pipes, beedies, kreteks, water pipes, bongs, and hookahs, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco and any non-FDA approved nicotine delivery device or product.

Insurance
As a service, health and accident insurance applications are available for purchase by all registered students. This program is administered through the Health Services Office (Room B-112 in the Student Center). Students seeking admission to Nursing and Allied Health programs must provide proof of valid hospitalization insurance as required by the program. Student Athletes are required to complete insurance information forms with the Health Services Office.

Campus Ministry
The campus ministry members are on campus regularly and are responsible for providing the following:

1. Educational programming on economic and social justice issues

2. Pastoral counseling and spiritual direction

3. Information and opportunities for volunteer service

4. Retreat opportunities

5. Listening to the needs of the campus community

The ministry is available to all students, faculty and staff and is located in the Office of Student Life, Room B-120 in the Student Center. The ministry can be reached at (708) 456-0300, Ext. 3598.

Housing

The college does not offer on-campus housing. However, the Housing Office does maintain a listing of off-campus housing available to students. This is a listing of rooms, apartments and homes in the area that have been listed by community residents, real estate and management companies. It is the student's responsibility to arrange appointments to view potential accommodations. The student will sign a lease directly with the landlord. This listing is published monthly in the Housing Opportunities Bulletin.

For more information, call (708) 456-0300, Ext. 3616.

Child Care

The Triton College Child Development Center offers pre-school and toddler programs. Flex-time is a special program for students with children. While students attend classes, children learn in a safe, caring environment on the college campus.

A nominal fee per hour is charged. Children must be between the ages of 3 and 5 and must be toilet-trained.

Hours (based on enrollment) are:

7 a.m. to 5:30 p.m. — Mondays through Fridays.

The Triton College Child Development Center also offers a full-day Kindergarten from 8:30 a.m. to 3:30 p.m., Mondays through Fridays. All Kindergarten fees include before and after school care, a hot, nutritious lunch including two snacks, and all curriculum materials and supplies.

For an application and further details, contact the Child Development Center at (708) 456-0300, Ext. 3222.

Campus Activities

Every attempt is made in campus activities to integrate students' formal academic studies with personal experiences that are integral to the total learning experience.

Triton College Student Association

The Triton College Student Association (TCSA) is the umbrella organization for all of the student groups on campus and serves as the student government for the institution. Its purpose is to represent all students enrolled in a credit course at Triton College, approve allocation of Student Services fees, provide input on campus-wide student governance committees, establish the necessary framework for the implementation of activities for students and provide leadership for the student body.

The TCSA is made up of five executive officers and 25 student senators. Officer elections are held in April and Senate elections are held in September. To join a committee, contact the TCSA Office at (708) 456-0300, Ext. 3383. Meetings are open to the public and are held every Tuesday at 2:15 p.m. in the Senate Chambers, Room B-140 in the Student Center.

Program Board

The Program Board is responsible for programming student activities. The purpose of this organization is twofold: (1) to allow students an opportunity to take on a leadership role in a student activities programming capacity and exercise skill development via program planning; and (2) to provide a comprehensive program of cultural, educational and social activities for the student body of Triton College. The Program Board traditionally schedules a variety of events on campus including talent shows, the annual Corn Roast, Student Success Fest and other special events.

Applications to join the Program Board are available in the Office of Student Life, Room B-120 in the Student Center. For further information, contact the Program Board at (708) 456-0300, Ext. 3512.

CampusNet

CampusNet is a committee made up of presidents from all of the student clubs on campus.

The purpose of CampusNet is threefold: (1) to provide a president's network which acknowledges student leaders and sponsored events from the various student organizations recognized on Triton's campus; (2) to provide leadership development training to student organization leaders; and (3) to provide a mechanism for recruitment and retention of membership for the student organizations represented.

CampusNet represents all the presidents/delegates of Triton's clubs and organizations. Meetings are open to all students and are held during the first week of every month throughout the school year. For additional information, contact the Clubs and Organizations office at (708) 456-0300, Ext. 3221.

Phi Theta Kappa

In 1918, the presidents of eight junior colleges for women in Missouri met to organize an honor society to recognize academic achievement. Patterned after Phi Beta Kappa, the historic and prestigious honor society for four-year colleges, Phi Theta Kappa's initial letters (PTK) for the Greek words phrominmon, thuemos and katharotes mean wisdom, aspiration and purity.

The 70-plus years of Phi Theta Kappa history that provides this society with its unique identity, reached its most important milestone in 1929. In this year, the American Association of Junior Colleges (now the American Association of Community Colleges) recognized this organization as the official honor society of America's two-year colleges.

Today, more than 60,000 students, initiated by more than 1,000 chapters located in all 50 states, U.S. territorial possessions and other world countries, provide an unprecedented growth, no longer limited to a national commitment but of international accord.

On the local level, chapters belong to regions composed of a single state or a group of states. With more than 50 chapters, Illinois represents itself as a single state region. Chi Zeta chapter at Triton College exemplifies the four hallmarks of scholarship, leadership, fellowship and service.

Membership is extended by invitation. To be considered a student must:

1. be enrolled in an associate's degree program;
2. have completed at least 12 hours of course work in courses leading to the associate's degree;
3. have established a minimum cumulative grade point average of 3.5.

Students who have received an associate's degree are encouraged to join the alumni PTK organization.

More information concerning Phi Theta Kappa may be found in the student handbook, or from the office of Student Life in Room B-120 or by calling (708) 456-0300, Ext. 3752.

Academic Co-Curricular Activities

The School of Arts and Sciences promotes a variety of student activities that support and extend the academic program. The student paper, *The Fifth Avenue Journal*, relies upon the work of students from mass communications, visual communications, creative writing and other areas. The Theater department offers four major productions each year. All students are welcome to audition or to work as technicians. Music faculty and students form the award-winning Triton Jazz Band, the Triton Community Concert Band and the Triton College Choir. Concerts and recitals are presented regularly. The Triton College Art Gallery features exhibitions of student, faculty, community and professional artists.

In the social sciences, Triton offers participation in two unique programs, Model Illinois Government (MIG) and Model United Nations (MUN). Students are selected to participate on a competitive basis. MUN gathers students from around the nation and world to simulate the deliberations of the UN for a full week at UN Headquarters in New York. MIG gathers more than 200 students from around Illinois in Springfield to simulate the functioning of the Legislature.

In the sciences, Triton sponsors the Science Lecture Series. Two times each semester, prominent scientists and educators are invited to speak on their research and interests to students, faculty and staff.

Arts and Sciences also sponsor poetry readings and a poetry competition in the English department.

Cernan Earth and Space Center

The heart of the Cernan Earth and Space Center is the Planetarium where programs provide out of this world experiences to our students, their families, and our community throughout the year. Astronomy and space exploration are frequent topics, but some shows address other sciences such as geology, meteorology, engineering, paleontology - even astrobiology. Other programs explore history, culture, art, music and more.

The newly installed Super MediaGlobe 2, full dome, digital projector covers the entire surface of our 44 foot diameter dome with full color images, animation, and the starry sky to take audiences of all ages on dramatic voyages of discovery.

The Planetarium also plays host to Cosmic Concerts where brilliant laser light, fulldome digital effects, and thousands of stars perform to amazing music such as The Beatles, Pink Floyd, Queen, and Michael Jackson.

Triton College students are admitted FREE with their current semester ID. While here, browse the unique selection of gifts for science enthusiasts in the Star Store. And there is plenty of free parking!

For the latest program and schedule information:

- visit our website at **triton.edu/cernan**
- call our program information line at **(708) 583-3100**
- follow us on Facebook at **facebook.com/cernancenter**

Intercollegiate Athletics

The Triton College Athletic department welcomes all interested students to take part in intercollegiate athletics. All students must be full time and meet GPA requirements in order to qualify. The following sports are offered as part of the athletic program:

Men's	Women's
Baseball	Basketball
Basketball	Softball
Soccer	Soccer
Wrestling	Volleyball
Track & Field	Track & Field

Triton's athletic teams are nationally recognized throughout the country. It continues this strong tradition by winning championships, developing All-Americans and placing its student-athletes at four-year universities. As a member of the National Junior College Athletic Association (Region IV), Triton gives its athletes the opportunity to challenge the nation's top athletic programs.

For more information on any of these sports, call (708) 456-0300, Ext. 3784, or visit the Athletic Office in Room R-202 on the east campus.

Recreational Activities

Swimming Pool and Fitness Center—The Triton College swimming pool is available for class credit or for personal fitness through enrolling in PED 108. The indoor pool is a six-lane, 25-yard pool. The Fitness Center can be used through a class (PED 106◊) and features full Super Circuit of Universal variable resistance equipment. The Fitness Center also includes high-tech Trotter equipment, Stairmasters, treadmills, a recumbent bike and a Concept II rower, backed by an indoor track. These facilities are located in the Robert M. Collins Center.

Veterans Resource Center

Triton College Veterans Resource Center provides veterans, active duty personnel and their families with a welcoming environment that offers access to academic, career and community services. The Veterans Resource Center is located in Room J-236 of the J Building.

For more information, visit us at www.triton.edu/veterans.

Academic Information

Grading System

Triton College will use the following system of grading for all courses in all programs (except where indicated):

A	Excellent	4 points per semester hour
B	Good	3 points per semester hour
C	Fair	2 points per semester hour
D	Poor	1 point per semester hour
F	Failure	0 points per semester hour
I	Incomplete	0 points per semester hour
W	Withdrawn	No penalty
P	Pass	Non-credit only, no grade-point value
R	Reschedule	No penalty, no credit
T	Audit	No penalty, no credit

Grades of "P" or "R"; "P" or "F" are assigned in specific approved courses based on individual academic department policy. (Students should contact the instructor for information on pass/fail grades.)

Computing the Grade-Point Average

A student's overall academic record is stated in terms of a grade-point average (GPA). The formula for computing the GPA is as follows:

Grade points (see "Grading system" above) x semester hours graded "A" through "F"/semester hours graded "A" through "F" = GPA.

Example: If a student earns an "A" in a course with five semester hours of credit and a "C" in a course with two semester hours of credit, his/her GPA would be computed:

4 x 5	=	20	grade points
2 x 2	=	4	grade points
		24	grade points/seven total semester hours

= 3.429 GPA.

Academic Honors

Triton College encourages academic excellence and officially recognizes outstanding student achievement by designation to the President's Honors List for students with a semester grade point average of 3.75 or higher and Dean's Honors List for students with a semester grade point average of 3.50 to 3.74.

Records will be reviewed at the end of the fall and spring semesters to determine honors eligibility. No more than 50 percent of the semester hours completed during the period for which honors are awarded may be college success courses (numbered 001-099).

- **Full-time students** — Students who complete a minimum of 12 semester hours in one semester will be eligible for academic honors.
- **Part-time students** — Students who complete fewer than 12 semester hours during one semester will be eligible for honors when they have completed a total of 12 semester hours. Students' records will be reviewed for honors eligibility upon completion of each increment of 12 semester hours with no carry-over from the previous period of honors eligibility.

(Graduation honors are based on cumulative GPA.)

Academic Support Programs

The Academic Support Programs are those areas of the college where students of all academic levels are assisted in successfully completing their programs. They offer direct instruction in college success mathematics, writing and reading, for students who need to begin their academic careers in those courses. Direct instruction also is offered in Literacy, High School Completion (HSC) (formerly GED), Adult Education, and English Language Acquisition (ELA) (formerly ESL) through the Adult Education department.

All students are encouraged to take advantage of the tutoring services offered by this department. Students who are tutored have a much higher success rate than those who are not. Tutoring is provided at no cost to more than 4,000 students each year through the Academic Success Center, the MathPower Headquarters and the Writing Across the Curriculum Center.

For more information, contact the Academic Support Programs at (708) 456-0300, Ext. 3485 or 3470, or visit the Learning Resource Center, Room A-100. Additional information can be found on the Triton College Web site: www.triton.edu/depts/asc.

Scholars Program

The Scholars Program at Triton College offers a unique college alternative for academically superior students. Students admitted to the program can anticipate a demanding course of studies yielding an associate's degree and excellent opportunities to transfer to competitive four-year colleges and universities. Qualified students receive full in-district tuition and fee waiver, freeing their financial resources for the final two years of baccalaureate work. Students will be admitted to the program based on their academic ability and potential which is measured by:

- intent to enter Triton as a first-year student upon graduating from an in-district public or private high school

- an accumulated minimum GPA of 3.35 on a 4.0 scale; composite ACT score of at least 25 preferred

- intent to pursue an Associate of Arts (A.A.) or Associate of Science (A.S.) degree and to seek transfer to a four-year college or university upon completion of the Scholars Program two-year curriculum

- recommendations from at least one high school instructor and one guidance counselor

- completion of a student-written essay (to be submitted with the Scholars Program application)

The application process is managed in cooperation with the public high schools in the Triton district. I-20 Visa students are not eligible for this scholarship. For more information about the Scholars Program and an application form, contact your high school counselor or Dr. Michael Flaherty, Scholars Program director at (708) 456-0300, Ext. 3250. You may also contact the Office of the Dean of Arts and Sciences at Triton College at (708) 456-0300, Ext. 3529.

Honors Study

The opportunity for honors study may be available through general petition into Scholar's Program course sections (see above). These courses are designed, a maximum of two per semester, to provide an intellectual challenge for the serious student. Courses completed in the program can be noted on the student's official college transcript as "honors."

To qualify for the Honor's Program, students must have a GPA of 3.5 or greater in 12 hours of college-level credit

courses completed at Triton. A tuition waiver for up to two courses will be provided upon admission to scholars' classes. Admission to scholars' classes does not indicate admission to the Scholar's Program.

For additional information, contact Dr. Michael Flaherty, director of the Scholar's Program at (708) 456-0300, Ext. 3250 or the Office of the Dean of the School of Arts and Sciences at Ext. 3529.

Standards of Academic Progress Policy

The college is committed to helping students attain their educational goals. The Standards of Academic Progress are intended to identify students who seemingly are making little or no progress and help them correct academic weaknesses as early as possible. The standards include limits on the number of credits for which students may register and prescribe specific kinds of assistance. A student's academic progress will be reviewed at intervals of each 12 semester hours attempted.

- **Academic warning** — 6-12 semester hours attempted with completion of less than 50 percent of semester hours attempted or cumulative GPA of less than 2.00.

Academic warning is indicated on the grade report. Students are required to review their academic program with a counselor prior to enrollment for the next semester.

- **Academic probation** — 13-24 semester hours attempted with completion of less than 50 percent of semester hours attempted or cumulative GPA of less than 2.00.

Academic probation is indicated on the grade report. Students may enroll for a maximum of 12 semester hours and are required to review their academic program with a counselor prior to enrollment for the next semester. Students will be required to take COL 102◊, Learning Framework for College Success. They also may be required by the counselor to engage in one or more of the following: (1) college success courses, (2) CSG 150◊, Career/Life Planning, (3) workshops.

Academic suspension — 25-36 semester hours attempted with completion of less than 50 percent of semester hours attempted or cumulative GPA of less than 2.00.

Academic suspension is indicated on the grade report. Students are required to discontinue enrollment for one semester (fall or spring).

Students are eligible to apply for readmission to the college after the suspension period. Admission will be on a petition basis; in order for readmission to be approved, the petition must present evidence of some change in the student's circumstances. The petition must be approved by a counselor.

If a student is readmitted, the student must review his/her academic program with the counselor prior to enrollment for the next semester. Students may be required by the counselor to engage in one or more of the following: (1) an assessment program, (2) college success courses or (3) CSG 150◊ Career/Life Planning course.

- **Academic dismissal** — More than 36 semester hours attempted with completion of less than 50 percent of semester hours attempted or GPA of less than 2.00.

Academic dismissal will be indicated on the grade report. Students are required to discontinue enrollment for one year.

Students are eligible to apply for readmission to the college after the dismissal period (one year). Admission will be on a petition basis; in order for readmission to be approved, the petition must present evidence of some change in the student's circumstances. The petition must be approved by a counselor.

If a student is readmitted, the student must review his/her academic program with the counselor prior to enrollment after dismissal and may be required by the counselor to engage in one or more of the following: (1) an assessment program, (2) college success courses or (3) CSG 150◊ Career/Life Planning course.

Mandatory Enrollment in COL 102◊, Learning Framework for College Success

When students consistently underachieve academically, the institution shall take a pro-active position in order to improve academic performance. Specifically, students on academic probation have demonstrated inadequate academic performance, resulting in a cumulative grade-point average below 2.0. In order to correct or improve on academic performance: (1) Students who have completed 12 credit hours and have a cumulative GPA below 2.0 shall be required to enroll in COL 102◊, Learning Framework for College Success, in the next semester, (2) This policy shall be mandated for students placed on academic probation as a result of course work completed during the previous 12 months.

Responsibility of Student

It is the responsibility of the student to know and to observe the requirements of his/her curriculum and the rules governing academic work and college policies. Triton counselors are available to assist students; however, the ultimate responsibility for meeting all requirements and deadlines rests with the student.

For information on college policies and procedures, refer to the college catalog or the student handbook. Student handbooks are available online or through the Student Life Office, Room B-120 in the Student Center.

Classroom Behavior

Access to higher education is a privilege. It is earned by one's prior academic achievement, one's demonstrated abilities and interests, and one's ability to benefit from instruction. Once gained by admittance to the college, the privilege needs to be guarded and maintained. Actions and behavior that violate the college's published administrative and academic policies and procedures, and academic records that do not meet the college's Standards of Academic Progress, may lead to student suspension from class or from the college. Students are

especially reminded that appropriate classroom behavior is prescribed by the instructor. If an instructor determines that certain behaviors are disruptive or affect the instructional purposes of the classroom, the instructor may impose certain sanctions. These include suspension from the class for the day affected or a three consecutive school day suspension. The latter sanction must be accompanied by a written statement of the incident which must be sent to the dean of Student Services. The dean will conduct a hearing to resolve the case and may impose further sanctions, if warranted. In all cases, the student will be informed of all action taken on behalf of the college.

Academic Honesty Policy

Triton College closely adheres to principles of academic honesty and integrity. The academic honesty policy is designed to inform students and faculty of the expectations and procedures associated with the honest pursuit of a Triton College education. Overall, academic achievement is a product of personal commitment, and investigation of knowledge, and a pursuit of independent and honest work, both in and out of the classroom. All forms of cheating deprive the student of achieving true academic success and are therefore, considered a serious violation. Furthermore, all incidents of cheating will result in a disciplinary response from college officials.

Below is a <u>non-inclusive</u> list of behaviors that are considered to be violations of academic honesty.

Examples of Academic Dishonesty

- copying someone else's work or answers
- allowing another student to copy your work or answers for internal or external class assignments
- using materials or information hidden on one's person during quizzes and examinations
- obtaining and using tests and answers in an unauthorized fashion
- providing course materials such as papers, lab data, reports, or answers to be used by another student
- fabricating information for the purpose of completing an assignment, quiz, exam or presentation
- taking an exam in place of another student or having someone take an exam in your place
- turning in the same paper to two different classes without receiving permission from both instructors
- copying a computer program for unauthorized use
- breaking into or utilizing college owned computer files in an unauthorized manner
- altering a grade sheet or forging a signature on an academic document
- enrolling in a telecourse while serving as an employee in the Media Center or within six months of termination

Another example of academic dishonesty, known as

plagiarism, is less simple to define, but is nonetheless considered a serious violation. When using direct quotes or ideas created by someone other than yourself, it is imperative that the source of information be clearly identified. It is appropriate and acceptable to borrow ideas, thoughts and data from other sources as long as the original authors receive credit for their contributions through referencing.

Examples of Plagiarism

- borrowing or paraphrasing (other than common knowledge) for a paper without referencing the source
- intentionally or knowingly representing the words or ideas of another as your own
- purchasing a term paper or having someone write a paper to submit as your own work

All members of the Triton College community including faculty, staff and fellow students share responsibility for maintaining an academically honest learning environment. Therefore, all members of the Triton College community are eligible to report apparent acts of academic dishonesty to the Dean.

Below is a non-inclusive summary of consequences that may result from student violation of the academic honesty policy.

Consequences of Academic Dishonesty

- a failing grade for the assignment in question
- a failing grade for the course
- placement on academic probation
- a notation on the academic transcript stating, "Student violated academic honesty policy" for a specific course
- an immediate suspension from the class for one or more class sessions
- administrative withdrawal from the course in question
- administrative withdrawal from the student's major or related majors as determined by the dean
- suspension or academic dismissal from Triton College

The decision of the academic dean is final. Thereafter, any student grievances must be submitted in writing within thirty calendar days of the disciplinary hearing to the Student Life Committee, Student Center, Room B-100, 2000 Fifth Avenue, River Grove, Illinois, 60171. The request for a grievance hearing must include a brief summary of the alleged incident in addition to reasoning as to why the disciplinary process did not adequately serve the rights of the student who was deemed to be in violation of the academic honesty policy.

Disciplinary Probation and Disqualification

Students who fail to comply with Triton Community College policies, regulations, and rules will be subject to disciplinary action, including dismissal from the College. Disciplinary hearings will be facilitated through the Dean of Student Services office or designee, and conducted by the Student

Conduct Committee. The Student Conduct Committee will be appointed by the Vice President of Student Affairs and membership will be reviewed on an annual basis.

In cases of suspension or dismissal, the decision of the Student Conduct Committee may be grieved through the Student Life Committee. In cases which involve academic concerns, grievances will be initiated with instructor, department chairperson, and academic dean. The decision of the academic dean is final.

A student accused of violating College policies and/or regulations may be diverted from the disciplinary process if it is determined that the student is suffering from a psychological disorder and, as a result of the psychological disorder, engages or threatens to engage in a behavior which poses a danger of causing physical harm to self or others, or would cause significant property damage or impedes the lawful activities of others.

Standards and Procedures for Voluntary and Mandatory Withdrawal

A student accused of violating college disciplinary regulations may be diverted from the disciplinary process if it is determined the student is suffering from a mental disorder, and as a result of the mental disorder:

(a) engages or threatens to engage in behavior which poses a danger of causing physical harm to self or others, or

(b) engages or threatens to engage in behavior which would cause significant property damage or impedes the lawful activities of others.

These procedures are outlined in the student handbook which is available in the Office of Student Life, Room B-120 in the Student Center.

Procedures for Regulating Student Performance in Clinical Education

Clinical education is an integral component of most Health Career programs. In these programs, students learn in a combined format of classroom, laboratory and clinical practice designed to develop safe, competent practitioners. In the clinical setting, the client's (patient's) welfare and safety must be considered. Therefore, it is important for students and faculty to follow procedures which are objective, consistent and fair when the student's clinical performance is unsatisfactory. Procedures for addressing unsatisfactory performance in a clinical setting are outlined in the student handbook, available in the Office of Student Life, Room B-120 in the Student Center.

Academic Placement

As a comprehensive community college, Triton College has a fundamental responsibility to provide educational opportunities for community residents able to benefit from college-level instruction.

In accordance with this objective, the institution expects all students to either possess at the time of admission or acquire through appropriate developmental coursework the basic reading, writing, and mathematical skills that are necessary for success in the course or program of study chosen by the student.

Therefore, the institution requires all new students enrolling in credit courses to take institutional placement tests in mathematics, reading, and writing prior to enrolling in their first course at the College. The following exemptions are permitted: prescribed ACT and/or SAT scores within the last two years in English, Reading, and/or Math; approved documentation of college level coursework in English and/or Math with a grade of "C" or better from a regionally accredited institution; or exceptions granted by an appropriate College Dean or designee.

The placement test results are valid for two calendar years. Students are allowed to retake the placement test once each year; they must allow a one-week waiting period before completing the first retest. A retesting fee will be charged for each subject area test. If students are currently enrolled in the discipline, they will only be allowed to retest after completion of the course in which they are enrolled. The highest scores will be used for placement.

Students scoring in the developmental range on the English placement test must enroll in appropriate college reading and/or writing courses prior to registering for 12 or more academic credit hours.

Upon instructor recommendation, a student may be referred to the Counseling Department for other assessment of academic skills. Based upon a basic skills assessment, the counselor may require the student to withdraw or take appropriate developmental courses.

Students, who do not possess a high school diploma or equivalent, may not receive financial aid until the "ability to benefit" testing requirement is fulfilled. These guidelines are in accordance with the Department of Education's "ability to benefit" regulations.

Students must submit a high school diploma or its equivalent to the Office of Admission prior to receiving Title IV aid at Triton College. Those students in English Language Acquisition (ELA) (formerly ESL), and High School Completion (HSC) (formerly GED) programs (who are enrolling in credit courses) may only be eligible to receive financial aid if they have taken the Test of Adult Education. (TABE) and score at Level D (or above), Forms 9 and 10 or 10 and 11 examinations.

Schedule Changes/Withdrawals
Students who officially drop from courses during the schedule adjustment period — the first 5.5 percent of the class calendar days of each course — will not be assigned a grade for the course(s).

Students who do not officially drop/withdraw from courses in which they are enrolled may be assigned a failing grade ("F")

even if they never attend the class. Add/Drop and Withdrawal forms are available from the Welcome Counter, Student Center and at each of the counseling offices.

The "W" grade will be assigned as follows when students officially withdraw from a course:

• Until 75 percent of the term has elapsed for courses scheduled.

Students are responsible for official withdrawal from courses. They may withdraw through the MyTriton portal or in person at the Welcome Center. Any informal arrangements they make with the instructor or any other college staff member may result in a failing grade for the course. Withdrawal forms may be submitted to the Welcome Center in the Student Center. Students should consult a current class schedule for specific withdrawal dates for each term.

Incomplete Grades
If a student is passing and misses the final examination with the authorization of the appropriate dean or fails to complete a major assignment, the instructor may assign a grade of "I" — Incomplete.

Removal of Incomplete — An "I" grade will become an "F" grade on the student's permanent record unless the required course work is completed within 30 calendar days after the beginning of the next regular semester (i.e., fall or spring term) or an earlier date determined by the instructor.

Change of Grades
Students may challenge a final grade given by an instructor by first presenting their grievances to the instructor in question. Students may further pursue a grievance by consulting with the chairperson who supervises that instructor, and, finally, with the dean who supervises the chairperson. The decision of the academic dean will be final.

Repeating a Course
Effective with the Summer 2013 term, students may repeat a course to improve a grade; however, they may not receive credit for the course more than once. Only the higher of the two grades will be used in computing the grade point average (GPA).

The only exception to using the higher grade in GPA computation is for courses that may be repeated for full credit as designated in the "Course Descriptions" section of the college catalog. In such cases, students may submit the Petition for Repeated Course to the Records Office to request that all allowable grades be used in the recalculation of the GPA.

In all cases, both grades will remain on the student's official college transcript. This policy pertains only to courses taken and repeated at Triton College.

All grade point averages and associated honors, awards, and activities established prior to the Summer 2013 term are correct as stated.

Auditing a Course

Auditing of courses is not encouraged; however, in some cases it may be permitted if there is room available after students enrolling for credit are accommodated. **Late registration is the only time students may register to audit a course.** Students must receive written permission from the instructor via a general petition to audit a course. Students may preregister for all courses except those intended for audit. The cost of auditing a course is the same as that charged for enrolling for credit.

Cancellation of Courses by the College

The college reserves the right to cancel any course for which there is insufficient enrollment or for other reasons as judged necessary.

Semester Hour Course Load

Seventeen semester hours constitute the normal semester course load at the college. In some cases, it may take more than four semesters of 17 semester hours to complete the program requirements. In such situations, summer attendance or an extra semester may be necessary. A student is considered as "full-time" if the semester-hour course load is 12 hours or more.

For many students, a 17-semester-hour course load will be an extremely heavy schedule. New students should consider taking a lighter course load for the first semester. In unusual circumstances, it may be necessary for a student to carry more than the normal course load. Permission to carry such course load may be granted to individual students depending on their academic record and other pertinent factors. Such permission is only granted by a counselor or the dean of Enrollment Services or their designee depending on the proposed course load.

Class Attendance

Inasmuch as regular class attendance contributes substantially to learning, students are expected to attend all scheduled meetings of each course. However, since attendance requirements vary, the number of absences permitted also will vary from one course to another. Faculty will inform students of attendance policies in the syllabus per Board policy.

Students who are absent from class are responsible for the completion of assignments made during their absence.

Students may be terminated from class by the faculty for excessive absence or failure to begin attendance by the census date of the course. Students may petition faculty for readmission to classes.

Privacy Act & Directory Information

Students will be annually informed of the Family Education Rights and Privacy Act of 1974 through the Student Handbook. Copies of the college's policy are available in the Office of Admissions (Room B-216E in the Student Center.)

A directory of records for all students will be maintained by the college. There will be three categories of directory information: 1) name, address, telephone number, dates of attendance and class; 2) previous institutions attended, major field of study, awards, honors and degree(s) conferred and associated dates; and 3) past and present participation in officially recognized sports and activities, physical factors such as height and weight of athletes and date and place of birth.

To withhold directory information from disclosure, students must notify the Admission and Records Office in writing at the beginning of each semester. Failure to make such a written request will indicate approval to disclose directory information by the college for any purpose, at its discretion. The vice president of Academic Affairs and Student Affairs will review and approve all requests for student directory information. Directory information will be provided when the vice president determines it is in the best interest of Triton College students. (All student records are maintained in the Records Office, Room B-216E in the Student Center.)

Change of Student Records

In accordance with the provisions of the Family Educational Rights and Privacy Act of 1974, students may appeal the accuracy of their permanent record. This right to a hearing does not permit a student to contest the grade given by the instructor, but only the accuracy of the record that contains the grade. Appeals should be filed with Admission and Records, Room B-216E in the Student Center.

Final Examinations

Final examinations/evaluations are held in all subjects according to the schedule. No examination will exceed two hours in length. No student will be excused from the final examination. Should any unusual circumstances develop requiring a special examination at a time other than which is scheduled, special authorization must be secured from the appropriate academic dean. Failure to secure this authorization will result in a final grade of "F" or, at the discretion of the instructor, in a reduced grade.

Under certain circumstances, special early examination arrangements may be approved.

Transcripts

Transcripts, a permanent record of courses and credit, are provided by the Records Office. The fee is $3 per transcript. Students must complete a Transcript Request available in their student portal at www.triton.edu. The fee is subject to change.

Acceptance of Academic Credit

Students who are seeking academic credit for courses completed at other institutions or through prior learning assessment must be currently enrolled in a degree or certificate program. Students must adhere to the Triton College residency requirements for graduation with a degree or certificate. To meet the residency requirements, students must complete 15 of the last 18 credit hours for a degree and

50% of the credit hours for a certificate, including the last 6 credit hours. The following conditions apply:

Only those credits that are applicable to the student's curriculum at Triton College will be accepted.

Transfer Credit

Academic credit is generally accepted only from institutions that are accredited by one of the regional accrediting associations approved by the Council on Higher Education Accreditation. All foreign/non-English transcripts must be evaluated by a NACES member. NACES stands for the National Association of Credential Evaluation Services. They can be reached at www.naces.org.

CLEP

Triton College follows the guidelines of the Illinois Community College Board in accepting credit from the general examinations of College Level Examination Program. Students may earn up to 30 hours of credit through such examinations. For more information, visit www.triton.edu/CLEP.

CLEP General exam credit*	Triton credit awarded for CLEP general exam
English Composition - six semester hours credit	Three to six semester hours credit will be applied to communications general education requirements. If the student has completed RHT 101◊ or RHT 102◊, three semester hours of CLEP will be awarded. If the student has completed both RHT 101◊ and RHT 102◊, no CLEP credit will be awarded.
Humanities and Fine Arts - six semester hours credit	Three to six semester hours credit will be applied to humanities general education requirements or electives.
Mathematics - six semester hours credit	Three to six semester hours credit will be applied to mathematics general education requirements or electives.
Physical and Life Science** - six semester hours credit	Three to six semester hours credit will be applied to science general education requirements or electives.
Social and Behavioral Science - six semester hours credit	Three to six semester hours credit will be applied to social and behavioral science general education requirements or electives.

*Students who earn six semester hours of CLEP credit in any of the five general exam areas are advised to enroll in advanced or specialized courses, as the freshman level or introductory courses may be repetitive.
Students should consult with a counselor or an enrollment facilitator before registration.

Students may not substitute CLEP credit toward a laboratory science course requirement.

Proficiency Examinations

Academic credit or advanced placement may be granted following either a review of the content of specific courses or proficiency examination in compliance with individual department policies and subject to approval by the department chairperson and the appropriate dean.

Portfolio Development Program

Students with documented prior life or work experience that demonstrates college level learning and translates into having mastered the content of a Triton course may apply to receive credit through the portfolio development program in accordance with departmental policy.

Military

The College follows the recommendation of the American Council on Education in granting four semester hours of undergraduate credit in physical education and two semester hours of credit for health for education received in Basic Training. In addition, courses completed in training may also be accepted for college credit.

Sports Participation

Two semester hours of credit may be granted in physical education to students for approved sports participation on college teams. Students must register for a class that corresponds to the varsity sport to receive credit. Credits for such sports participation may be only granted once for a given sport.

Sport	Corresponding P.E. Class
Baseball (Men's)	PED 127◊, PED 106◊
Basketball (Men's & Women's)	PED 130◊, PED 106◊
Soccer (Men's & Women's)	PED 128◊, PED 106◊
Softball (Women's)	PED 127◊, PED 106◊
Volleyball (Women's)	PED 129◊, PED 106◊
Wrestling	PED 156◊, PED 106◊
Track & Field (Men's & Women's)	PED 106◊

Advanced Placement (CEEB)

Students earning a score of 3 or higher may be granted credit on any of the Advanced Placement (AP) Tests of the College Entrance Examination Board. For more information, visit www.triton.edu/AP.

ASE Certification

The college follows the recommendations of the American Council on Education in granting credit for National Institute for Automotive Service Excellence (ASE) certification. Students enrolled in the Automotive Technology (AUT) degree(s) or a related certificate program may receive course credit for areas they are certified in by ASE. Interested students should contact the Counseling department at (708) 456-0300, Ext. 3588.

DSST

The College follows the recommendation of the American Council on Education in granting academic credit for each successful completion of each Dante's Subject Standardized Test. Students may earn up to 30 credit hours through such examinations.

Students are responsible for submitting all required documentation to the Records Office and petitions requesting the granting of such credit. Credit awarded in this manner will be added to the semester hours earned but not the semester hours attempted or the grade points. Students may be allowed to apply prior learning assessment through credit-by- examination or portfolio development for a maximum of 50% of the required credit hours for degree or certificate completion.

Acceptance of all prior learning assessment credits are subject to departmental approval. Triton College cannot guarantee that credits awarded through prior learning assessment will be accepted by another institution.

Scheduling Solutions

Triton College provides a variety of class times, course lengths and locations to accommodate students' needs. Scheduling options include:

Fast Track Classes

The Triton College Fast Track Program is an accelerated program which gives students the opportunity to complete their associate's degree by attending classes throughout the week or on the weekend. Students meet for longer class sessions than they would for semester-length classes, but they cover the same course content. Seven-week courses are offered at the beginning of each semester, as well as at midterm. Eight-week and five-week courses are offered during the summer session.

Off-Campus Credit

A limited selection of daytime and evening classes are offered at Triton extension centers, including area high schools. This arrangement eliminates the time and cost of traveling to campus and allows students to attend classes close to home. (See community map in the back of this catalog for locations.)

Weekend Classes

Weekend College is primarily designed for those individuals who prefer intensive weekends of study. There are different scheduling options. Some courses meet the full semester while others are Fast Track classes. By choosing from these many scheduling options, students can organize their classes around their jobs, family obligations and transportation needs.

Distance Learning

Triton College offers a variety of classes through distance learning. This delivery method allows the student to complete online courses with limited or no required on-campus visits. An online course provides the same course content as a face-to-face classroom course. Triton College offers many online General Education courses and Career and Technical Education courses designed to provide flexibility for students to complete programs of study.

State Authorization and Complaint Resolution

Triton College is currently authorized to offer Distance Learning programs in multiple states with further sites pending approval. Triton College Online students from out of state should attempt to resolve any issues or complaints with College faculty and administration first. Typically, working directly with the College, students can satisfactorily resolve any issues. In addition, the U.S. Department of Education requires that institutions offering distance learning provide students and prospective students with contact information for filing complaints with any relevant state official or agency that would handle student complaints. A Directory of State Authorization Agencies and Lead Contacts can be accessed at SHEEO (State Higher Education Executive Officers) www.sheeo.org/stateauth/stateauth-home.htm. You may also contact the Illinois Board of Higher Education or North Central Association of Colleges and Schools, Higher Learning Commission.

They may be reached at:
The Higher Learning Commission
230 South LaSalle Street
Chicago, Illinois 60602-2404
Telephone: (800) 621-7440
Web site: www.ncahlc.org
or
IBHE Institutional Complaint Hotline: (217) 557-7359

Degree and Certificate Requirements

Triton College recognizes the educational achievement of its students by granting the associate in arts degree, associate in arts in teaching degree, the associate in science degree, the associate in applied science degree, the associate in general studies degree, the associate in fine arts degree, the career certificate and the advanced career certificate.

Students who complete a degree or certificate program without interruption must satisfy the requirements specified in the college catalog for the year in which they first enrolled. If degree or certificate requirements are changed after enrollment, the student may choose to satisfy the new requirements.

Those who re-enroll after withdrawal from the college for at least one year must satisfy the requirements specified in the catalog for the year in which they re-enter.

Academic procedures, regulations and fees are subject to changes that may go into effect at any time.

Application of Certificates Toward Associate in Applied Science Degree

Students are allowed to apply credits earned in career certificates and advanced career certificates toward the associate in applied science degree (AAS). However, students who complete the requirements for the associate in applied science degree (AAS) and the career certificate in the same occupational area will not be eligible for simultaneous awards of the associate in applied science degree and the career certificate.

Pre-Baccalaureate Degree Completion Opportunities

Illinois Articulation Initiative

The Illinois Articulation Initiative (IAI) is a statewide agreement that allows transfer of the completed General Education Core Curriculum between participating Illinois institutions. Completion of the General Education Core Curriculum at any participating college or university in Illinois assures transferring students that lower-division general education requirements for an associate's or bachelor's degree have been satisfied. This agreement is in effect for students entering an associate or baccalaureate degree-granting institution as a first-time freshman in summer 1998 and thereafter. For a complete list of participating Illinois colleges and universities, visit the Web site at www.iTransfer.org.

Compact Agreement

The articulation compact is an agreement between public and private four-year colleges/universities and Illinois community colleges. Graduates of Illinois community colleges who have completed an associate in arts (AA) or an associate in science

(AS) degree are accepted as having "junior status" at the following colleges and/or universities: Aurora University, Chicago State University, Concordia University, Eastern Illinois University, Governor's State University, Illinois State University, Northeastern Illinois University, Northern Illinois University, Southern Illinois University, University of Illinois at Springfield and Western Illinois University.

AA and AS degree students transferring to these institutions are considered to have met the lower division general education requirements. Certain programs of study at the senior transfer institution may require additional prerequisites beyond those specified in the institution's general education requirements. For additional information, students are encouraged to contact their counselor.

2 + 2 Agreements

These agreements define two years of specific Triton course work that would allow for transfer into specific programs of study at participating four-year institutions. The agreement(s) also define(s) the two years of course work required at the senior institution for completion of the baccalaureate degree. For additional information, students are encouraged to contact a counselor.

Capstone Agreement

While the associate in applied science (AAS) degree is not intended to transfer, some participating four-year colleges will accept the AAS degree in its entirety for specific program majors (technology, criminal justice, etc.). Students should substitute transferable courses for those AAS degree requirements whenever possible. For a list of four-year institutions that participate in the capstone agreement, contact a counselor.

Second Associate's Degree

A student may earn a second associate's degree by meeting the following:

1. The general education requirements for the second degree.
2. Program requirements for the second degree.
3. Completion of 15 additional semester hours in residence that do not apply to the first degree.

Degree Graduation Requirements

It is the student's responsibility to see that all graduation requirements are satisfied. Students are encouraged to consult with a counselor to monitor their educational progress.

A degree, career certificate, or advanced certificate is not automatically conferred upon completion of Triton College curriculum requirements. Candidates must file a 'Petition for Graduation' with the Records Evaluator according to published deadline dates. Deadline dates are listed in the calendar section of the catalog, various publications, and in the Office of Admission.

Candidates for May graduation, as well as August and December graduates, are encouraged to participate in the annual commencement exercises held at the end of each spring semester. Students completing any degree or certificate program will have up to one year to participate in a commencement ceremony. Exceptions will be approved by the Dean of Student Services.

The following requirements also must be met to qualify for graduation with an associate's degree:

College Success Courses
College success courses (numbered 001-099) may not be used to meet graduation requirements. Courses numbered 001-099 taken prior to fall 1980 may not be classified as developmental. Contact a counselor for further information.

Articulated Courses
Courses that have been articulated with at least three individual colleges or universities in Illinois or approved by an Illinois Articulation Initiative (IAI) panel are identified by the "◊" symbol following courses numbered 100-299 (i.e., RHT 101◊). Such courses include: 1) arts and sciences courses designed to transfer to colleges and universities; and 2) articulated career courses (with limited applicability to transfer institutions). When making transfer plans, students should check with the college or university they plan to attend to assure these courses will transfer. For more information consult with a counselor, or stop by the Walk-in Counseling Center in the Student Center, Room B-100.

Physical Education Elective
A maximum of six semester hours of physical education activity courses (PED courses numbered below 150◊) may be used as electives to fulfill graduation requirements.

Semester Hour Requirement
Students must complete the number of semester hours and all requirements specified for the particular curriculum in which the degree is awarded.

Residence Requirement
Students must complete at least 15 of the last 18 semester hours of course work in residence at Triton College.

Grade-Point Average Requirement
Students in arts and sciences curricula must achieve a minimum cumulative GPA of 2.00 ("C" average) in all courses attempted. Students in career education curricula must achieve a minimum cumulative GPA of 2.00 in all courses used to fulfill graduation requirements. RHT 101 and RHT 102 must be a "C" or better to fulfill IAI and graduation requirements from Triton College.

High School Transcript Requirement
You must submit official high school or GED transcript to fulfill graduation requirements.

General Education Requirements and Minimum Semester Hours

Area	Degree Type					
	AA	AS	AGS	AAS	AFA	
				*	Art	Music
Communications	9	9	6	6	9	9
Social & Behavioral Science	9	9	3	6	6	6
Humanities & Fine Arts	9	9	3		6	6
Mathematics	3	6	3	3	3	3
Physical & Life Science	8	8			8	8
Minimum general education semester hours	37-41	40-41	24	15	32	32
Program requirements & electives	23-27	23-24	40	45	30	35
Minimum semester hours for graduation	64	64	64	60	62	64

*Note: new requirements for the Associate in Applied Science Degree (**effective Fall 2015**)*

AA – Associate in Arts Degree   AS – Associate in Science Degree   AGS – Associate in General Studies Degree
AAS – Associate in Applied Science Degree   AFA – Associate in Fine Arts Degree

Certificate Graduation Requirements

The certificate is awarded to students in career education certificate curricula (up to 50 semester hours or more) who meet the following requirements:

Course Completion Requirement

The certificate is awarded to students who complete all requirements specified in a certificate curriculum.

Cumulative Grade-Point Average Requirement

Students must achieve a minimum cumulative GPA of 2.00 ("C" average) in all courses used to fulfill graduation requirements.

Residence Requirement

Students must complete at least one-half of the total required semester hours at Triton College, and the last six semester hours.

High School Transcript Requirement

You must submit official high school or GED transcripts to fulfill graduation requirements.

Advanced Career Certificate Completion Requirements

Advanced certificates are career education certificates that require a substantive set of prior skills or knowledge base to build upon. They are awarded to students who meet the following:

Course Completion Requirement

Advanced career certificates are awarded to students who complete all requirements specified in an advanced career certificate curriculum.

Cumulative Grade-Point Average

Students must achieve a minimum cumulative GPA of 2.00 ("C" average) in all courses used to fulfill certificate completion requirements.

Residence Requirement

Students must complete at least one half of the total required semester hours at Triton College, including the last six semester hours.

High School Transcript Requirement

You must submit official high school or GED transcripts to fulfill graduation requirements.

Graduation Procedures

It is the student's responsibility to see that all graduation requirements are satisfied. Students are encouraged to consult with a counselor to monitor their educational progress.

A degree, career certificate or advanced certificate is not automatically conferred upon completion of Triton College curriculum requirements. Candidates must file a Petition for Graduation with a records evaluator according to published deadline dates. Deadline dates are listed in the calendar section of this catalog, various college publications and in the Office of Admission.

Candidates for May graduation, as well as August and December graduates, are encouraged to participate in the annual commencement exercises held at the end of each spring semester. Students completing any degree or certificate program will have up to one year to participate in a commencement ceremony. Exceptions will be approved by the dean of Student Services.

High Honors, designated by gold honor cords, are awarded at the annual commencement to graduating associate's degree students having a 3.75 or better cumulative GPA.

Honors, distinguished by red honor cords, are awarded at the annual commencement to graduating associate degree students having at least a 3.50 but less than 3.75 cumulative GPA.

Blue honor cords are awarded at the annual commencement to graduating students receiving career certificates, including advanced certificates, if they have a 3.50 or better cumulative GPA.

Students who have not attended Triton College for an uninterrupted period of five years may petition through a records evaluator to exclude all prior grades from the computation of the cumulative GPA to determine eligibility for graduation with honors.

General Petitions

If you have a special request, you need a general petition signed by the proper authorities. A general petition is the formal vehicle used by students when requesting that the college initiate an action pertaining to student enrollment. Refer to the policy statement on the next page for specifics. General petitions are available on the website or at the Welcome Center in the Student Center.

Approval Authority for General Petitions and Other Requests

Academic Department Request	Approving Authority	Form Used
Evaluation of credit from non-accredited sources	Academic dean (after department chairperson)	General Petition
Substitution of course(s) required by student's curriculum (*Substitution of course may nullify requirements that fulfill the IAI General Education Core.)	Academic dean (after department chairperson)	General Petition
Waiver of course required by curriculum (*Waiver of course may nullify requirements that fulfill the IAI General Education Core.)	Academic dean (after department chairperson)	General Petition
Applicability of articulated career courses to AA/AS exceeding six credits	Academic dean — Arts and Sciences	General Petition
Admission into filled class	Instructor or department chairperson (if instructor is unavailable) and the academic dean	General Petition
Time conflicts	Academic dean (after instructor and department chairperson) or dean of Enrollment Services	General Petition
Admission into class after Late Registration	Academic dean (after instructor and department chairperson)	General Petition
Extension of deadline to make up incomplete	Instructor, department chairperson, academic dean	General Petition
Change of grade (non-incomplete)	Academic dean (after instructor and department chairperson)	Change of Grade
Readmission into class after termination	Instructor	Petition for Readmission
Proficiency examination	Academic dean (after department chairperson)	Petition for Proficiency Exam

Counseling Request	Approving Authority	Form Used
Semester hour course load of 18-20 credits	Counselor	Registration Form
Semester hour course load more than 21 credits	Dean of Enrollment Services, Student Center, Room B-100	Registration Form
Summer semester overload of two or more semester hours	Dean of Enrollment Services, Student Center, Room B-100	Registration Form
Readmission to the college after disqualification	Counselor	General Petition
Registration schedule adjustment	Welcome Center	Schedule Adjustment Form

Admission/Records Request	Approving Authority	Form Used
Evaluation of credit from accredited sources	Records evaluator, Student Center, Room B-216E	General Petition
Evaluation of credit from military service	Records evaluator, Student Center, Room B-216E	General Petition
Evaluation of Graduation Petition	Records evaluator, Student Center, Room B-216E	Graduation Petition
Course repeat for grade improvement (course repeated for full credit)	Records Office, Student Center, Room B-216E	Petition for Repeated Course
Chargebacks—from District 504	Chargeback Office, Student Center, Room B-216E	Chargeback Approval
Chargebacks—to District 504	Chargeback Office, Student Center, Room B-216E	Chargeback Approval
Tuition refund after refund period	Dean of Enrollment Services, Student Center, Room B-100	General Petition
Posting of extra-curricular activities, awards on permanent record	Faculty advisor and dean of Student Services (submit to Records Office, Student Center, Room B-216E)	General Petition
Request for evaluation of high school transcript to comply with Illinois Public Act 86-0954	Records Evaluator, Student Center, Room B-216E	General Petition

Short-Term Professional Training and Continuing Education

Programs for Lifelong Learning

Triton's Continuing Education programs provide community access to lifelong learning by providing courses, workshops, seminars and conferences at convenient neighborhood locations, as well as on the campus. All programs are based on a continuous assessment of community needs.

The Continuing Education Guide is sent to every home in Triton's district several times each year. The guide lists courses in a variety of categories. These courses focus on developing skills valuable to the work world and on constructive, enriching use of leisure time. Courses related to obtaining a job or enhancing a career include clerical skills training, accounting, real estate licensing, computer skills and many more. Leisure time courses teach auto care, gourmet food preparation, languages and photography, as well as yoga, aerobics and swimming. New courses are constantly being developed, many with the aid of community residents who have a desire to teach or learn something special. For information on general Continuing Education programs, call (708) 456-0300, Ext. 3500.

Career Development

A major goal of Short Term Professional Training and Continuing Education is to provide assistance to district adults at various stages of their working lives.

Short-Term Professional Training

Short-term training programs offered through the School of Continuing Education are designed for those who are seeking to upgrade their employment skills, enter new fields or gain skills to earn a second income. Many of these training programs are unique to Triton. Short-term training programs include computer software training, office executive, general office clerk, pharmacy technician, certified nursing assistant, paralegal, bookkeeping, and career enhancement seminars. For more information and orientation dates on short-term training programs, call (708) 456-0300, Ext. 3500.

Center for Business and Professional Development

Besides the job preparation and professional development courses offered in the general Continuing Education Program, Triton also is committed to meeting the challenge of rapidly changing technology and regulations by designing and sponsoring programs to train, retrain and upgrade the skills of individuals in business and industry. The Center for Business and Professional Development (CBPD) offers on-site training programs tailored to the specific needs of local businesses. These programs are taught by experts in the fields of industry, business and government. The Center also offers a variety of public seminars and workshops on topics of current interest to the business community. Topics include management/supervisory development, customer relations, business writing and computer software training. For information on these programs, call (708) 456-0300, Ext. 3489 or visit us on the Web at www.triton.edu/ce.

Center for Health Care Professionals

Programs are designed with input from health professionals and professional associations to assist those in practitioner, supervisor/manager and educator positions to more effectively meet their responsibilities. Newly emerging concepts of health care, principles, theories and research findings — which will enhance the professional's knowledge and enable practice at increasingly higher levels of excellence — are presented. Programs are presented in health-care institutions, corporate offices and other sites as well as on campus, and are offered at various times to accommodate the active health professional with specific scheduling needs. Call (708) 456-0300, Ext. 3709.

Triton College Youth Programming

Every semester through Continuing Education, Triton offers a variety of programs for young learners ages 4 and up. From acting to astronomy, story writing to study skills, magic to mathematics, Triton College Youth Programming represents a constantly growing and expanding curriculum that strives to maintain its programming perspective to the world in which we live. Programs include: 1) specially designed age-specific courses open to all children ages 4-16; 2) courses scheduled on-campus and at select community sites.

Programs employ various teaching techniques and instructional activities using projects, presentation and discovery learning to fully enrich the learning of young people. Triton College Youth Programming's principal objective is to complement regular school schedules and activities with recreational and educational learning experiences aimed to engage and promote the development of a young person's interest and desire to learn. Through challenging, entertaining and enlightening topics and formats, Triton College Youth Programming's goal is to constructively contribute to an educational foundation that inspires youngsters to be stimulated, motivated and encouraged about learning both today and tomorrow.

For more information on Triton College Children's Programming, call (708) 456-0300, Ext. 3500, or visit us on the Web at www.triton.edu/ce.

The Lifelong Learning Series

The Lifelong Learning Series offers courses that are designed to provide intellectual, social, cultural, and recreational opportunities for adults, including seniors. These courses cover a variety of subjects including literature, drama, philosophy, fitness, swimming, dancing, music, computer literacy, driver education, and many others. While older adults are welcome in all of Triton's programs, some special courses are also offered for seniors (age 60 and older). For

more information about courses and other activities, call (708) 456-0300, Ext. 3500, or visit us on the Web at www.triton.edu/ce.

Cultural Programming

The Triton College Performing Arts Center is the setting for a variety of cultural activities ranging from ballet and plays to puppetry and musicals. The programs vary each year and offer district residents a cultural center in their neighborhood as well as trips to operas, plays and concerts. For information on current programs, call (708) 456-0300, Ext. 3757.

Recreation and Self-Improvement

Triton encourages adults of all ages and educational backgrounds to turn leisure time into creative, productive opportunities. Adults can sample various kinds of exercise, games, sports, hobbies, crafts, art, music and dance. Qualified experts create informal classrooms in which participants can express themselves.

Self-improvement courses enable individuals and groups, young and old, to benefit from new skills. Many classes enhance the students' opportunities to learn for profit as well as pleasure. For more information, call Continuing Education at (708) 456-0300, Ext. 3500

Cultural Programming and Community Forums

The School of Continuing Education promotes the creative and intellectual life of residents of the Triton district through cultural programming and community forums. Cultural programs including opera excursions, lecture series, art exhibits and theater excursions are scheduled. Special events, such as Italian-American Week, Community Education Day and the Hispanic-American festival, focus on the concerns and leisure of the Triton College community.

The following programs and services are offered through the School of Continuing Education, sometimes in cooperation with other community agencies:

- Active Retired Citizens
- Business management seminars
- Community chorus
- Community orchestra
- Lectures and community forums
- Neighborhood site courses
- Programs for young people

For information about these offerings, contact the School of Continuing Education in Room A-201 of the Learning Resource Center or call (708) 456-0300, Ext. 3500.

RSVP Volunteer Program

A national volunteer program, locally sponsored by Triton College, RSVP provides individuals an opportunity to impact their community through volunteer service activities. RSVP volunteers serve in capacities, which call on their experiences, skills, training, interest and willingness to keep learning. A few volunteer service activities examples are storyteller, tax assistance, homework helper, homeless shelter aide, clerical, advocate and teacher aide. Volunteers play an important role; for volunteer opportunities and information, call (708) 456-0300, Ext. 3835 or 3603.

Active Retired Citizens Club

The Active Retired Citizens Club (ARCC) is an activity and social club for community residents who are young at heart, and interested in expanding their social and intellectual life through adult education and community programs. ARCC meets twice monthly; the first and third Fridays of the month. Dues are $10. For more information call (708) 456-0300, Ext. 3896.

Adult Education Programs

Adult Education (AE) programs are designed to assist students gain the skills or certification needed to take college courses or pursue career pathways that lead to better employment opportunities. The department is composed of the following areas: English Language Acquisition (ELA) (formerly ESL), High School Completion (HSC) (formerly GED), Access to Literacy and Bridge programs. The AE division works closely with public libraries and school districts and other community-based organizations, including various entities at the college.

Additional support services and programs also are provided to individuals receiving Temporary Assistance for Needy Families (TANF). For more information or a catalog about the AE program, please call (708) 456-0300, Ext. 3259 or 3513.

English Language Acquisition (ELA)

(formerly ESL)

English Language Acquisition (ELA) is designed to build the reading, writing, listening and speaking skills of nonnative English speakers. Classes are offered in the morning and evening to meet the needs of working. Saturday classes are also available. Classes are held at Triton and other locations throughout the district. In addition, the ELA Program offers citizenship courses. All classes are free. As classes tend to fill up quickly, registering early is strongly advised. For more information, please call (708) 456-0300, Ext. 3259.

High School Completion Programs

These programs are designed to assist adults who do not have a high school diploma and wish to develop basic skills or prepare them to take the computer-based GED® exams. Classes are held in the morning, evening, or Saturday. In preparation for the computer-based GED® tests, learners are required to take the free keyboarding courses offered on different days of the week. Constitution review classes and exam are also offered on Saturdays. High School completion courses are offered in Spanish or English.

For more information, please call (708) 456 0300, Ext. 3829.

Adult Literacy

The Access to Literacy Program is designed to help adults develop basic reading and writing skills in English or Spanish. The goal of this program is to assist adults with emerging literacies to transition into ELA or High School Equivalency classes and to support them in the completion of their certificates. Volunteer tutors are trained to assist students in small group or individual tutoring sessions. Classes and a computer lab also are available. For more information, please call (708) 456-0300, Ext. 3978.

Bridge Programs

Allied Health: Enrollment in ELA or High School Completion classes while completing courses in Medical Career Preparation, College 102, Medical Math or Introduction to Medical Terminology, will provide the student with a solid background of information essential for a variety of college credit courses within the Allied Health career pathway.

Manufacturing: Enrollment in High School preparation classes, while completing the Basic Electronics bridge program will lead adult students to the Manufacturing career pathways.

Additional career academies are being developed. Contact the Adult Education Department at (708) 456-0300 Ext. 3672.

Arts and Sciences Programs

Courses in the Arts and Sciences curricula parallel those offered at universities and are transferable to four-year institutions. Students may complete the first two years of the bachelor's degree at Triton in the areas listed below.

Students will be audited for graduation against the prescribed associate in arts (AA), the Associate in Science (AS), or the Associate in Fine Arts (AFA) general education requirements. The remaining required semester hours should be completed according to the intended major at a four-year school.

Accounting & Business Administration*

Anthropology

Art (AA & AFA degrees)

Biological Sciences*

Chemistry*

Community Studies

Computer Science (Information Systems)*

Computer Science (Technical)

Criminal Justice Administration (AA, AS, & AAS degrees)*

Economics*

Education: Early Childhood, Elementary, Secondary and Special Education

English and Rhetoric

Foreign Languages

Geography

Geology

Global Studies

Health, Sport & Exercise Science

History

Intercultural Studies

International Business

Mass Communication - Multimedia*

Mathematics*

Music (AA & AFA degrees)

Music Technology

Philosophy and Logic

Physics*

Pre-Profession

- Dentistry
- Engineering
- Forestry
- Law
- Medicine
- Nursing
- Nutrition/Dietetics
- Occupational Therapy
- Optometry
- Pharmacy
- Veterinary

Psychology*

Social and Political Science*

Sociology/Social Work

Speech Communication

Speech/Theatre*

Women's and Gender Studies

Special Programs:
   Scholars/Honors
   Independent Study
   Pre-Profession

*IAI baccalaureate majors

Notes for this section:

 #   Prerequisites/Corequisites: See the course description section of this catalog to ensure course prerequisites or corequisites are met prior to enrolling in courses. Students may petition for waiver of course prerequisites/corequisites if they believe they have comparable experience or completed course work with similar content. Counselors can assist in this process.

◊ **See Articulated Courses** for additional information.

Degree graduation requirements: In addition to fulfilling general education and program requirements, students must maintain a minimum grade-point average, meet public-law and residency requirements and complete proper filing procedures to graduate. For information, see degree graduation requirements in the "Degrees and Certificates" section of this catalog and the general education requirements for the Associate in Applied Science degree at the beginning of the "Applied Science Programs" section. Also see your counselor for assistance.

Additional certificate requirements: In addition to fulfilling certificate program requirements, students must maintain a minimum grade-point average, meet residency requirements and complete proper filing procedures to receive their diplomas. For information, see certificate graduation requirements in the "Degrees and Certificates" section of this catalog. Also see your counselor for assistance.

Transferring to a Four-year Institution

It is important for students to plan for transfer to a senior institution as early as possible in their academic career. Triton College has Transfer Services, located in D-122, to assist with transfer planning. A computerized transfer articulation system provides students with direct access to information regarding the transferability of specific courses to more than 50 Illinois colleges and universities. While attending Triton, students should contact the college or university to which they intend to transfer to ensure transferability and to plan their Triton course work accordingly. Visits to these college campuses also are encouraged. Triton counselors are available to provide additional information to transfer students.

Illinois Articulation Initiative

Triton College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the General Education Core curriculum between participating institutions. Completion of the General Education Core curriculum at any participating college or university in Illinois assures transferring students that lower-division general education requirements for an associate's or bachelor's degree have been satisfied. This agreement is in effect for students entering an associate or baccalaureate degree-granting institution as first-time freshman in summer 1998 and thereafter.

The baccalaureate majors' recommendations build on the transferable General Education Core curriculum by identifying courses in the major and prerequisite courses that students need to complete to transfer as a junior, that is, with a minimum of 60 semester credits, into the specific major.

Students are strongly encouraged to complete an AA, AS or AFA degree prior to transfer, to facilitate the transferability of credits through the IAI. Nursing students may complete the AAS (Associate in Applied Science degree) and Music and Art students may complete the Associate in Fine Arts degree (AFA).

For more information on the IAI, students should see a counselor or visit the IAI Web site at http://www.iTransfer.org.

Transferology® (formerly u.select)

Transferology® (formerly u.select) is an electronic advising system intended primarily for potential transfer students. Using the World Wide Web (https://www.Transferology®.org), Transferology® provides consistent and up-to-date information about degree requirements to students, counselors, faculty and administrators. Transferology® allows a user to view course equivalency guides, academic programs, course descriptions, transfer course evaluations and planning guides. Triton College participates as a sending institution in Transferology®.

Foreign Language Options

Many colleges and universities require one or two years of a foreign language. Students should consult the college or university to which they plan to transfer.

Students with some foreign language background should contact a counselor for appropriate placement. Generally, a student with high school foreign language is placed as follows:

High School 0-2 years = 101 or 102 Triton Foreign Language

High School 2-3 years = 102 or 103 Triton Foreign Language

High School 3-4 years = 103 or 104 Triton Foreign Language

Foreign language placement tests can be taken at the testing center in the Student Center.

Students enrolled in selected foreign language courses may choose to be graded on either the letter-grade (A through F) or the Pass/Reschedule system. For details, see the "Academic Information" section of this catalog. Students who demonstrate substantial academic progress in a course but attain a proficiency level below that required for a passing grade may be assigned the "R" grade (Reschedule). Students must inform the instructor of the grading option they have chosen before the fifth week of the semester (and a proportionate time period for less-than-semester-length classes). Students should consult with the institution to which they intend to transfer regarding the transferability of the "P" (Pass) grade.

Student interest in foreign language aptitude for business professions has resulted in an international business concentration at Triton. For information, see the International Business program description in the "Associate in Science degree" section of this catalog.

Independent Study

Students enrolled in university transfer programs may pursue a maximum of four semester hours of independent study under the supervision of an instructor. Students must have completed at least 15 semester hours of college credit before enrolling for independent study. The Independent Study Proposal form, which includes guidelines, may be obtained from the Dean of Arts and Sciences Office, in the Liberal Arts Building, Room E-103.

International Study Tours

Triton College sponsors international study tours each year.

For more information, contact the Office of the Dean of Arts and Sciences at (708) 456-0300, Ext. 3508.

College Readiness

Triton's Department of College Readiness is committed to helping Triton's adverse students develop effective learning strategies and skills that will transfer to courses across the curriculum. By bridging gaps in students' reading, writing, Mathematics and study skills backgrounds, we provide a strong foundation for successful lifelong learning in college and beyond.

Program Goals

After completing College Readiness coursework, a student will have demonstrated an ability to:

- read and comprehend college-level literary and informational texts independently and proficiently;
- produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience;
- employ learning and study strategy skills needed for academic success; and
- comprehend and apply basic principles of Mathematics and algebra.

Students enrolled in College Readiness are offered a program of instruction and tutoring. All these services are provided in a central location on the lower level of the Learning Resource Center, Room A-100.

College Readiness Courses

Instruction is offered in reading and study skills, writing, principles of pre-algebra, algebra, and geometry. All students are required to take Triton College's administered placement tests to determine whether the student places into these courses.

Upon placement and registration, the students will benefit from the special features of these courses, including reduced class size.

- \#   RHT 085   Introduction to College Reading I
- \#   RHT 086   Introduction to College Reading II
- \#   RHT 095   Introduction to College Writing I
- \#   RHT 096   Introduction to College Writing II

- \#   MAT 045   Arithmetic and Pre-Algebra
- \#   MAT 050   Pre-Algebra
- \#   MAT 055   Algebra & Geometry I
- \#   MAT 080   Preparation for General Education Mathematics
- \#   MAT 085   Algebra & Geometry II
- \#   MAT 096   Algebra/Geometry Review

Students earn Triton College credit for each course. However, these credits do not transfer and do not count toward graduation. They do count toward a student's Triton GPA.

Like all Triton students, those enrolled in College Readiness courses are encouraged to take advantage of tutoring. All of these services are provided in a central location within the lower level of the Learning Resource Center, Room A-100.

College Readiness Reading Course Requirements

The following sequence is advised for students to complete their Reading requirements:

Step 1: Before taking a Reading Placement Test, review the material at: www.triton.edu/placementreview.

Step 2: Take a placement test in the Testing Center, Room A-126.

Step 3: The score received will indicate which level Reading course is best. The courses for which students are eligible will be on the evaluation form. Therefore, the class indicated on the form will be the starting point.

Step 4: Register for a Reading class during the first semester at Triton. *Do not wait* to take Reading classes until the last semester at Triton. This may very well delay graduation, as some courses or programs list a Reading requirement as a prerequisite.

College Readiness Writing Course Requirements

The following sequence is advised for students to complete their Writing requirements:

Step 1: Before taking a Writing Placement Test, review the material at: www.triton.edu/placementreview.

Step 2: Take a placement test in the Testing Center, Room A-126.

Step 3: The score received will indicate which level Writing class is best. The courses for which students are eligible will be on the evaluation form. Therefore, the class indicated on the form will be the starting point.

Step 4: Register for a Writing class during the first semester at Triton. *Do not wait* to take Writing classes until the last semester at Triton. This may very well delay graduation, as some courses or programs list a Writing requirement as a prerequisite.

College Readiness Math AA or AS Course Requirements

The following sequences are advised for students to complete their Math AA or AS degree requirements:

Step 1: Before taking a Math Placement Test, attend one of the FREE Math review sessions designed to help students refresh their skills and prepare for the placement test or work through one of the self-study options provided by the Mathematics Department. Review sessions are offered at least once a month. Information about placement test preparation can be found at: www.triton.edu/placementreview.

Step 2: Take a placement test in the Testing Center, Room A-126. Students may use a calculator during the exam.

Step 3: The score received will indicate which level Mathematics course is best. The courses for which students are eligible will be on the evaluation form. Many students need a refresher class before they are ready to take a course that will fulfill the degree requirements. Therefore, the class indicated on the form will be the starting point.

Step 4: Register for a Mathematics class during the first semester at Triton. *Do not wait* to take Math classes until the last semester at Triton. This may very well delay graduation, as some courses or programs list a Math requirement in a prerequisite.

Arts and Sciences Programs Offered

AA/AS Applicable Courses

Criteria for Applicable Courses in AA and AS Degree:
Baccalaureate transfer courses (includes the IAI General Education Core curriculum) or career courses approved by an IAI Major Panel or other articulated career courses approved by the department chair and academic dean, sent through the curriculum process and approved for inclusion in the Arts & Sciences section of the catalog as a suggested major or elective course. In addition, the dean reserves the right to approve articulated career courses through the petition process.

ACC 101◊	BIS 241◊	ECE 110◊	HIS 296◊	MCM 205◊	PED 118◊	PHS 141◊	SPE 141◊
ACC 105◊	BUS 112◊	ECE 111◊	HRT 100◊	MCM 296◊	PED 120◊	PHS 142◊	SPE 161◊
ACC 166◊	BUS 127◊	ECE 118◊	HRT 125◊	MUS 101◊	PED 121◊	PHY 100◊	SPE 162◊
ACC 251◊	BUS 128◊	ECE 138◊	HTH 104◊	MUS 105◊	PED 122◊	PHY 101◊	SPE 294◊
ACC 252◊	BUS 141◊	ECE 142◊	HTH 120◊	MUS 106◊	PED 124◊	PHY 102◊	SPE 296◊
AHL 102◊	BUS 150◊	ECO 100◊	HTH 175◊	MUS 110◊	PED 125◊	PHY 106◊	SPN 101◊
ANT 101◊	BUS 161◊	ECO 102◊	HTH 202◊	MUS 115◊	PED 127◊	PHY 107◊	SPN 102◊
ANT 102◊	BUS 200◊	ECO 103◊	HTH 210◊	MUS 116◊	PED 128◊	PHY 108◊	SPN 103◊
ANT 103◊	BUS 262◊	ECO 150◊	HTH 220◊	MUS 120◊	PED 129◊	PSC 120◊	SPN 104◊
ANT 105◊	BUS 293◊	ECO 170◊	HTH 221◊	MUS 135◊	PED 130◊	PSC 150◊	SPN 113◊
ANT 150◊	CHM 100◊	ECO 296◊	HTH 281◊	MUS 177◊	PED 131◊	PSC 151◊	SPN 114◊
ANT 275◊	CHM 110◊	EDU 200◊	HUM 104◊	MUS 179◊	PED 132◊	PSC 184◊	SPN 115◊
ANT 296◊	CHM 132◊	EDU 203◊	HUM 124◊	MUS 180◊	PED 134◊	PSC 296◊	SPN 116◊
ART 110◊	CHM 140◊	EDU 206◊	HUM 151◊	MUS 181◊	PED 135◊	PSY 100◊	SPN 151◊
ART 111◊	CHM 141◊	EDU 207◊	HUM 152◊	MUS 200◊	PED 138◊	PSY 105◊	SPN 152◊
ART 112◊	CHM 234◊	EDU 215◊	HUM 165◊	MUS 201◊	PED 150◊	PSY 201◊	SSC 190◊
ART 114◊	CHM 235◊	ENG 101◊	HUM 170◊	MUS 207◊	PED 152◊	PSY 205◊	VIC 100◊
ART 116◊	CHN 101◊	ENG 103◊	IDS 101◊	MUS 208◊	PED 153◊	PSY 207◊	VIC 104◊
ART 117◊	CHN 102◊	ENG 105◊	IDS 102◊	MUS 211◊	PED 156◊	PSY 210◊	VIC 121◊
ART 118◊	CIS 101◊	ENG 113◊	ITL 101◊	MUS 215◊	PED 158◊	PSY 216◊	VIC 160◊
ART 119◊	CIS 121◊	ENG 114◊	ITL 102◊	MUS 216◊	PED 159◊	PSY 222◊	VIC 161◊
ART 120◊	CIS 125◊	ENG 170◊	ITL 103◊	MUS 217◊	PED 168◊	PSY 228◊	VIC 162◊
ART 125◊	CIS 150◊	ENG 202◊	ITL 104◊	MUS 218◊	PED 169◊	PSY 234◊	VIC 172◊
ART 126◊	CIS 195◊	ENG 231◊	ITL 113◊	MUS 220◊	PED 172◊	PSY 238◊	VIC 270◊
ART 135◊	CIS 210◊	GEO 104◊	ITL 114◊	MUS 235◊	PED 180◊	PSY 245◊	VIC 272◊
ART 136◊	CIS 253◊	GEO 105◊	MAT 101◊	MUS 250◊	PED 189◊	PSY 250◊	VIC 273◊
ART 140◊	CIS 255◊	GEO 106◊	MAT 102◊	MUS 251◊	PED 194◊	PSY 296◊	VIC 285◊
ART 141◊	CIS 263◊	GEO 200◊	MAT 110◊	MUS 252◊	PED 195◊	RHT 101◊	VIC 286◊
ART 142◊	CIS 265◊	GEO 201◊	MAT 111◊	MUS 253◊	PED 196◊	RHT 102◊	VIC 288◊
ART 151◊	CIS 275◊	GEO 296◊	MAT 114◊	MUS 261◊	PED 197◊	RHT 255◊	
ART 210◊	CIS 278◊	GOL 101◊	MAT 117◊	MUS 262◊	PED 198◊	SOC 100◊	
AST 100◊	CIS 280◊	GOL 102◊	MAT 124◊	MUS 266◊	PED 200◊	SOC 120◊	
AST 101◊	CIS 295◊	HIS 121◊	MAT 131◊	PED 100◊	PED 201◊	SOC 131◊	
AST 102◊	CJA 111◊	HIS 122◊	MAT 133◊	PED 101◊	PED 210◊	SOC 175◊	
BIS 100◊	CJA 121◊	HIS 141◊	MAT 134◊	PED 102◊	PED 230◊	SOC 180◊	
BIS 101◊	CJA 161◊	HIS 142◊	MAT 170◊	PED 103◊	PED 275◊	SOC 201◊	
BIS 102◊	CJA 181◊	HIS 151◊	MAT 224◊	PED 104◊	PED 296◊	SOC 210◊	
BIS 105◊	CJA 201◊	HIS 152◊	MAT 235◊	PED 106◊	PHL 101◊	SOC 225◊	
BIS 108◊	CJA 219◊	HIS 155◊	MAT 341◊	PED 107◊	PHL 102◊	SPE 101◊	
BIS 114◊	CJA 246◊	HIS 156◊	MCM 120◊	PED 108◊	PHL 103◊	SPE 111◊	
BIS 150◊	CJA 257◊	HIS 171◊	MCM 125◊	PED 112◊	PHL 104◊	SPE 112◊	
BIS 151◊	CJA 296◊	HIS 172◊	MCM 130◊	PED 113◊	PHL 105◊	SPE 113◊	
BIS 205◊	COL 102◊	HIS 191◊	MCM 150◊	PED 115◊	PHL 106◊	SPE 121◊	
BIS 222◊	CSG 150◊	HIS 192◊	MCM 160◊	PED 116◊	PHL 296◊	SPE 130◊	
BIS 240◊	DAN 110◊	HIS 210◊	MCM 200◊	PED 117◊	PHS 100◊	SPE 135◊	

Many of the courses in this catalog, not identified as IAI articulated, have been articulated by at least three Illinois universities or colleges. To find out how a given course articulates, go to Transferology® at: http://www.transferology®.org/. Students are encouraged to contact their counselors and transfer school for the current transfer status of a course.

Associate in Arts Degree Requirements

Curriculum AAD.AA.AA (U224A)
(64 semester hours required)

For students who intend to pursue a Bachelor of Arts degree at a four-year school.

Students must meet the prescribed general education requirements listed below for the Associate in Arts degree and should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. The "◊" symbol on courses means articulated courses.

NOTE: The following AA degree requirements, effective summer 1998, meet the Illinois Community College Board's recommended model including the IAI General Education Core curriculum.

Communications: Three courses (nine semester credits)

#	RHT 101◊	Freshman Rhetoric and Composition I	3
#	RHT 102◊	Freshman Rhetoric and Composition II	3
#	SPE 101◊	Principles of Effective Speaking	3

Note: Grade of "C" or better is an IAI requirement for *RHT 101◊ and RHT 102◊.*

Social and Behavioral Science: Three courses (nine semester credits), with courses selected from at least two disciplines.

Graduation from an Illinois college or university requires satisfactory completion of one or more courses incorporating Human Diversity which may be taken as a Social and Behavioral Science or a Humanities and Fine Arts course. These courses are notated with an (*).

	ANT 101◊	*Introduction to Anthropology	3
	ANT 102◊	Introduction to Biological Anthropology	3
	ANT 103◊	*Cultural Anthropology	3
	ANT 105◊	Digging into Archaeology	3
	ANT 150◊	*Cultural Contexts	3
	ECO 100◊	Principles of Economics	3
	ECO 102◊	Macroeconomics	3
	ECO 103◊	Microeconomics	3
	GEO 104◊	*Contemporary World Cultures	3
	GEO 105◊	*Introduction to Economic Geography	3
	GEO 106◊	*Regional Geography of Africa and Asia	3
	HIS 121◊	History of Western Civilization I	3
	HIS 122◊	History of Western Civilization II	3
	HIS 141◊	*World History I	3
	HIS 142◊	*World History II	3
	HIS 151◊	History of the United States to 1877	3
	HIS 152◊	History of the United States Since 1877	3
	HIS 156◊	*African History	3
	HIS 171◊	*History of Latin American I	3
	HIS 172◊	*History of Latin American II	3
	HIS 191◊	*History of Asia and the Pacific I	3
	HIS 192◊	*History of Asia and the Pacific II	3
	PSC 120◊	Principles of Political Science	3
	PSC 150◊	American National Politics	3
	PSC 151◊	American State and Urban Politics	3
	PSC 184◊	Global Politics	3

	PSY 100◊	Introduction to Psychology	3
#	PSY 201◊	Introduction to Social Psychology	3
#	PSY 216◊	Child Psychology	3
#	PSY 222◊	Adolescent Psychology	3
#	PSY 228◊	Psychology of Adulthood and Aging	3
	SOC 100◊	Introduction to Sociology	3
#	SOC 120◊	Social Patterns of Courtship & Marriage	3
	SOC 131◊	Social Problems	3
#	SOC 225◊	*Racial and Cultural Minorities	3
	SSC 190◊	Contemporary Society	3

Humanities and Fine Arts: Three courses (nine semester credits), with at least one course selected from Humanities and at least one course from the Fine Arts. **Graduation from an Illinois college or university requires satisfactory completion of one or more courses incorporating Human Diversity which may be taken as a Humanities and Fine Arts or Social and Behavioral Science course. These courses are notated with an (*).**

Humanities

#	ENG 101◊	Introduction to Poetry	3
#	ENG 103◊	Introduction to Fiction	3
#	ENG 105◊	World Literature (Antiquity to 1700s)	3
#	ENG 113◊	Classic American Authors Before Civil War	3
#	ENG 114◊	Classic American Authors, Civil War to Present	3
#	ENG 170◊	Introduction to Children's Literature	3
#	ENG 202◊	Introduction to Drama	3
#	ENG 231◊	Introduction to Shakespeare	3
	HUM 104◊	Humanities Through the Arts	3
	HUM 151◊	Great Books of the West I	3
	HUM 152◊	Great Books of the West II	3
	HUM 165◊	*Introduction to the Latin American Experience	3
#	HUM 170◊	*Introduction to Women's and Gender Studies	3
	IDS 101◊	The Arts in Western Culture I	3
	IDS 102◊	The Arts in Western Culture II	3
#	ITL 104◊	Intermediate Italian II	4
	PHL 101◊	Introduction to Philosophy	3
	PHL 102◊	Logic	3
	PHL 103◊	Ethics	3
	PHL 105◊	*World Religions	3
#	SPN 104◊	Intermediate Spanish II	4
#	SPN 115◊	Spanish for Heritage Speakers I	4
#	SPN 116◊	Spanish for Heritage Speakers II	4
#	SPN 151◊	Introduction to Spanish-American Literature I	3
#	SPN 152◊	Introduction to Spanish-American Literature II	3

Fine Arts

	ART 110◊	Looking at Art	3
	ART 111◊	Ancient to Medieval Art	3
	ART 112◊	Renaissance to Modern Art	3
	ART 114◊	*Survey of Asian Art	3
	HUM 104◊	Humanities Through the Arts	3
#	HUM 170◊	*Introduction to Women's and Gender Studies	3
	IDS 101◊	The Arts in Western Culture I	3

IDS 102◊	The Arts in Western Culture II	3
MCM 150◊	Film History and Appreciation	3
MUS 110◊	Listening to Music	3
MUS 215◊	Introduction to Music History	3
MUS 216◊	Music in America	3
SPE 130◊	Introduction to Theatre	3
VIC 160◊	History of Photography	3

Mathematics: One course (three semester credits)

#	ECO 170◊	Statistics for Business and Economics	3
#	MAT 101◊	Quantitative Literacy	3
#	MAT 102◊	Liberal Arts Mathematics	3
#	MAT 117◊	Math for Elementary School Teachers II	3
#	MAT 124◊	Finite Mathematics	3
#	MAT 131◊	Calculus & Analytic Geometry I	5
#	MAT 133◊	Calculus & Analytic Geometry II	5
#	MAT 134◊	Introduction to Calculus for Business and Social Science	5
#	MAT 170◊	Elementary Statistics	4
#	MAT 235◊	Calculus & Analytic Geometry III	3

Physical and Life Science: Two courses (seven to eight semester credits), with one course selected from the Life Sciences and one course from the Physical Sciences including at least one laboratory course.

Physical Science

	AST 100◊	Introduction to Astronomy	4
	AST 101◊	Astronomy of the Solar System	4
	AST 102◊	Astronomy of the Stars and Beyond	4
	CHM 100◊	Chemistry and Society	4
#	CHM 110◊	Fundamentals of Chemistry	4
#	CHM 140◊	General Chemistry I	5
	GEO 200◊	Physical Geography: Weather and Climate	4
	GEO 201◊	Physical Geography: Maps and Land Forms	4
	GOL 101◊	Physical Geology	4
	GOL 102◊	Historical Geology	4
	PHS 100◊	Introduction to Earth Science	4
	PHS 141◊	Applications of Physical Science Concepts	4
	PHS 142◊	Science of Light and Music	4
#	PHY 100◊	General Physics	4
#	PHY 101◊	General Physics (Mechanics, Heat & Sound)	5
#	PHY 106◊	General Physics (Mechanics)	4

Life Science

	BIS 100◊	General Biology	4
	BIS 101◊	Human Biology	4
	BIS 102◊	Human Heredity and Society	4
	BIS 105◊	Environmental Biology	4
	BIS 108◊	Biology of Humans	3
	BIS 114◊	Microbes and Society	3
#	BIS 150◊	Principles of Biology I	4
#	BIS 151◊	Principles of Biology II	4
#	BIS 222◊	Principles of Microbiology	4
	HRT 125◊	Plants and Society	4

General Education Core: 12 to 13 courses (37 to 41 semester credits)

Total credits required for graduation	**64**

- No more than two courses from any one discipline can be used to fulfill General Education Core curriculum requirements.
- While few baccalaureate institutions require a foreign or second language in their campus-wide general education requirements, **competency through two, three, or four college semesters (or the high school equivalent) in a single foreign/second language is required for the Bachelor of Arts degree at some universities, for all bachelor's degrees** in some colleges (such as Colleges of Liberal Arts), and for some bachelor's degree majors.
- **Community college students who intend to transfer should complete the foreign language courses required by their intended transfer institution, college within a university, and /or major, prior to transferring.**
- Students must earn a passing letter grade in each course used to fulfill requirements. Passing scores (based on national norms) on appropriate AP and CLEP exams may be used to fulfill requirements for students who earn an Associate of Arts or an Associate of Science degree prior to transfer. For other transfer students, receiving institutions will follow established credit policies.

Transfer Major and Electives (23-27 credit hours)

- It is recommended that students select the remaining courses from their major area of study of the IAI approved or articulated courses with a counselor.
- It is highly recommended that students enroll in COL 102◊, CSG 150◊ and HTH 104◊ or HTH 281◊.

_____

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AA Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AA Degree Requirements on page 52 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Art

Curriculum VPA.ART.AA (U224A50)

While the following sequence of courses is strongly recommended, students should select general education courses and plan the sequence for completing general education requirements in consultation with a member of the Counseling department. Students may select art electives that will best prepare them for transfer to senior institutions. Consultation with a counselor is highly recommended.

Semester One		Credit Hours
ART 111◊	Ancient to Medieval Art	3
ART 117◊	Drawing I	3
ART 119◊	Two-dimensional Design	3
	General education	7-9
		16-18

Semester Two		
ART 112◊	Renaissance to Modern Art*	3
ART 116◊	Color Composition	2
ART 118◊	Drawing II	3
ART 120◊	Three-dimensional Design (optional)	3
	General education	6-7
		17-18

Semester Three		
# ART 125◊	Life Drawing I	3
	Art elective (ART 141◊ if required by the institution transferring to)	3
	General education	12-14
		18-20

Semester Four		
# ART 126◊	Life Drawing II	3
Art elective (ART 151◊ if required by the institution transferring to)		3
General education		12-14
		18-20

Recommended Art electives:

Select courses that meet the BA requirements of your transfer college.

ART 114◊	Survey of Asian Art*	3
ART 120◊	Three-dimensional Design	3
# ART 135◊	Ceramics I	3
ART 140◊	Printmaking	3
ART 141◊	Painting I	3
ART 142◊	Painting II	3
ART 151◊	Sculpture I	3
VIC 100◊	Graphic Design	3
General education requirements: AA degree on page 52		37-41
Art courses or other electives for AA degree		23-27

See ART course descriptions and IAI codes on page 155.

*These courses also fulfill Humanities requirements in general education.

Students with an emphasis in two-dimensional pictorial arts are advised to select from a combination of ART 140◊, ART 141◊ and ART 142◊ for their Art electives. Students with an emphasis on three-dimensional media should select from ART 135◊ and ART 151◊ for their Art electives. Students with an emphasis in Advertising Art should select their electives from the Visual Communication curriculum.

Chairperson: Dennis McNamara, Ext. 3597

Community Studies

Curriculum BES.CMS.AA (U224A07)

The focus of Community Studies is designed to focus on aspects of the community with an emphasis on leadership skills and knowledge of community organizational processes. It will enable the student who wishes to take a leadership role to incorporate and develop skills necessary for participation in contemporary organizations. Students who are planning on transferring are advised to select courses that will transfer to the four-year school of their choice.

Semester One		Credit Hours
HTH 281◊	First Aid & CPR	2
# RHT 101◊	Freshman Rhetoric and Composition I	3
# SPE 101◊	Principles of Effective Speaking	3
	General education/Humanities & Fine Arts	3
	Community Studies electives	6
		17

Semester Two		
PSC 151◊	American State and Urban Politics	3
# RHT 102◊	Freshman Rhetoric and Composition II	3
	General education/Humanities & Fine Arts	3
	General education/Social & Behavioral Science	3
	General education/Mathematics	3
	Community Studies electives	3
		18

Semester Three		
	General education/Physical & Life Science	4
	General education/Humanities & Fine Arts	3
	General education/Social & Behavioral Science	3
	Community Studies electives	6
		16

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AA Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AA Degree Requirements on page 52 for required hours and number of courses in each discipline.

*discipline: a subject or field of activity, for example, an academic subject

Semester Four

	General education/Physical & Life Science	4
	General education/Social & Behavioral Science	3
	Community Studies electives	9
		16

General education requirements: AA degree on page 52	37-41
Community Studies electives for AA degree	19-23

Required Community Studies Courses:

BUS 141◊	Introduction to Business	3
# SOC 210◊	Sociology of Leadership	3

(Select courses that meet the BA requirements of your transfer college.)

Select 13 to 17 credits from the following courses:

ACC 101◊	Financial Accounting	4
ACC 105◊	Managerial Accounting	3
BUS 127◊	Principles of Marketing	3
BUS 150◊	Principles of Management	3
BUS 161◊	Business Law I	3
BUS 200◊	Introduction to Human Resource Management	3
HIS 151◊	History of the United States to 1877	3
HIS 152◊	History of the United States Since 1877	3
PSC 150◊	American National Politics	3
PSC 184◊	Global Politics	3
SOC 131◊	Social Problems	3
# SOC 225◊	Racial & Cultural Minorities	3

Note: *Courses taken to meet the General Education Core requirements cannot serve as Community Studies electives. Selection of Community Studies electives should be based on specific career goals.*

Coordinator: Lorelei Carvajal, Ext. 3440

Criminal Justice Administration

Curriculum CJA.CJA.AA (U224A43)

Concentration of courses that prepares students interested in transferring to a four-year school for a bachelor's degree in Criminal or Social Justice. The courses also provide a background for students interested in law, law enforcement, juvenile work, probation services, parole services, work release or half-way house counseling.

Semester One		**Credit Hours**
CJA 111◊	Introduction to Criminal Justice	3
CJA 121◊	Introduction to Corrections	3
# RHT 101◊	Freshman Rhetoric and Composition I	3
	General education/Physical & Life Science	4
	General education/Social & Behavioral Science	3
		16

Semester Two

CJA 181◊	Juvenile Delinquency & Law	3
# RHT 102◊	Freshman Rhetoric and Composition II	3
	General education/Humanities or Fine Arts	3
	General education/Social or Behavioral Science	3
	Electives[1]	4-5
		16-17

Semester Three

# CJA 219◊	Criminal Law I	3
HTH 104◊	*Science of Personal Health* or	
HTH 281◊	*First Aid & CPR*	2
# SPE 101◊	Principles of Effective Speaking	3
	General education/Humanities ot Fine Arts	3
	General education/Mathematics	3
	General education/Physical ot Life Science	3
		17

Semester Four

# CJA 201◊	Criminology	3
	General education/Humanities or Fine Arts	3
	General education/Social or Behavioral Science	3
	Electives[1]	6-8
		15-17

Total credits required for graduation	**64**

(Select courses that meet the BA requirements of your transfer college.)

Suggested General Education and/or Electives:

ECO 102◊	Macroeconomics	3
PHL 103◊	Ethics	3
PSY 100◊	Introduction to Psychology	3
SOC 100◊	Introduction to Sociology	3
# SOC 225◊	Racial & Cultural Minorities	3
	One year of a foreign language sequence	8

Recommended Criminal Justice Administration Courses:

CJA 161◊	Administration of Justice	3
# CJA 246◊	Laws of Evidence	3
# CJA 257◊	Law Enforcement Administration	3
CJA 296◊	Special Topics in Criminal Justice	0.5-4

General education requirements: AA degree on page 52	37-41
Criminal Justice courses or other electives for AA degree	23-27

See CJA course descriptions and IAI codes on page 172.

See Associate in Applied Science degree in Criminal Justice Administration on page 73 for more information. Also available are certificates in Corrections, Law Enforcement and Private Security on page 106.

[1]It is recommended that students select a minimum of 20 credits with a counselor from the Criminal Justice Administration area.

Coordinator: Gregory Catena, Ext. 3325

Education

Curriculum EDU.EAE.AA (U224A13)

An introduction to teaching as a profession in the American education system offering a variety of perspectives on education, including historical, professional, social, legal and ethical issues in a diverse society. The curriculum also includes how schools are structured, governed and operated. Observation and assessment skills will be fostered through field experience. Admission into baccalaureate degree programs is competitive and most senior institutions require a GPA of 2.5 or higher. A "C" or better is required in all coursework at Triton College and senior institutions. Completion of these courses alone does not guarantee admission into the senior institution.

General Education Core:

11 courses (35-37 semester credits)

Communications: Three courses (nine semester credits)

#	RHT 101◊	Freshman Rhetoric & Composition I	3
#	RHT 102◊	Freshman Rhetoric & Composition II	3
#	SPE 101◊	Principles of Effective Speaking	3

Social & Behavioral Sciences[1]: Three courses
(nine semester credits)

	HIS 151◊	*History of the United States to 1877* or	3
	HIS 152◊	*History of the United States Since 1877*	
	PSC 150◊	American National Politics	3
		Electives	3

Humanities & Fine Arts[1]: Three courses (nine semester credits) At least one Humanities course and one Fine Arts course

Physical & Life Sciences: Two courses (eight to 10 semester credits) at least one Physical Science course and one Life Science course

Early Childhood Education (Birth to Grade 3/Age 8)

EDU.BTH.AA

Additional General Education Core: Six courses (19-20 semester credits)

Mathematics: Two courses (seven semester credits)

#	MAT 117◊	Math for Elementary School Teachers II[2]	3
#	MAT 170◊	Elementary Statistics[2]	4

Physical & Life Sciences: One course (four-five semester credits)

Humanities & Fine Arts: One course (three semester credits)

Social & Behavioral Sciences: One course (three semester credits)

Health/Physical Development: One course (three semester credits)

#	ECE 118◊	Health, Nutrition and Safety[2]	3

Recommended Courses (up to 13 semester credits)

	ECE 110◊	Early Childhood Development	3
	ECE 111◊	Introduction to Early Childhood Education	3
#	ECE 138◊	Observation, Assessment, Curriculum and Guidance of Young Children	3.5
	PSY 234◊	Abnormal Child & Adolescence Psychology	3

One course selected from the two listed below:

#	ECE 142◊	Students with Disabilities in School	3
#	EDU 200◊	Introduction to Special Education	3

Area of Concentration Courses [3]

Up to nine semester credits in **one** of the following disciplines selected in consultation with the counselor for education majors: Art, Biology, Chemistry, Economics, English, a single foreign language, History, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Sociology or Theatre.

Additional General Education Core Courses to meet the AA degree requirements: 0-10 semester credits

Elementary Education (Grades K through 9)

EDU.EED.AA

Additional General Education Core: Six courses (18-19 semester credits)

Mathematics: Two courses (six semester credits)

#	MAT 117◊	Math for Elementary School Teachers II[2]	3
#	MAT 170◊	Elementary Statistics[2]	4

Physical & Life Sciences: One course (four-five semester credits)

Humanities & Fine Arts: Two courses (six semester credits)

#	ENG 103◊	Introduction to Fiction[2]	3
		Humanities & Fine Arts	3-4

Health/Physical Development: One course (two semester credits)

	HTH 104◊	Science of Personal Health[2]	2

Recommended Courses (up to 7.5 semester credits)

	EDU 203◊	Portfolio Development for Educators	1
#	EDU 206◊	Human Growth and Development	3
#	EDU 207◊	Introduction to Education	3.5

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AA Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AA Degree Requirements on page 52 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Area of Concentration Courses [3]

Up to nine semester hours of credit in **one** academic discipline at the sophomore level. Acceptable disciplines are: Art, Biology, Chemistry, Economics, English, a single foreign language, History, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Sociology or Theater.

Additional General Education Core Courses to meet the AA degree requirements: 0 - 11 semester credits

Secondary Education (Grades 6 - 12)

EDU.SED.AA

Additional General Education Core: Five courses (15-19 semester credits)

Mathematics: One course (three to five semester credits) selected from the following list:

#	MAT 101◊	Quantitative Literacy	3
#	MAT 102◊	Liberal Arts Mathematics	3
#	MAT 124◊	Finite Mathematics	3
#	MAT 131◊	Calculus & Analytic Geometry	5
#	MAT 134◊	Introduction to Calculus for Business & Social Science	5
#	MAT 170◊	Elementary Statistics	4

Physical & Life Sciences: One additional course (four to five semester credits) will be necessary if the student has less than nine semester hours in this category.

Humanities & Fine Arts: Two courses (six to seven semester credits)

#	ENG 103◊	Introduction to Fiction[2]	3
		Humanities & Fine Arts	3-4

Health/Physical Development: One course (two semester credits)

	HTH 104◊	Science of Personal Health[2]	2

Recommended Courses (up to nine semester credits)

#	EDU 200◊	Introduction to Special Education	3
	EDU 203◊	Portfolio Development for Educators	1
#	EDU 207◊	Introduction to Education	3.5

One course selected from the following:

#	EDU 206◊	Human Growth and Development	3
#	EDU 215◊	Educational Psychology	3

Additional General Education Core Courses to meet the AA degree requirements: 0 - 15 semester credits

Special Education (Grades Pre-K through 12)

EDU.SPC.AA

Additional General Education Core: Five courses (15-19 semester credits)

Mathematics: One course (three to five semester credits) selected from the following list:

#	MAT 101◊	Quantitative Literacy	3
#	MAT 102◊	Liberal Arts Mathematics	3
#	MAT 124◊	Finite Mathematics	3

#	MAT 131◊	Calculus & Analytic Geometry	5
#	MAT 134◊	Introduction to Calculus for Business & Social Science	5
#	MAT 170◊	Elementary Statistics	4

Physical & Life Sciences: One additional course (four to five semester credits) will be necessary if the student has less than nine semester credits in this category.

Humanities & Fine Arts: Two courses (six to seven semester credits)

#	ENG 103◊	Introduction to Fiction[2]	3
		Humanities & Fine Arts	3-4

Health/Physical Development: One course (two semester credits)

	HTH 104◊	Science of Personal Health[2]	2

Recommended Courses (up to nine semester credits)

	EDU 203◊	Portfolio Development for Educators	1
#	EDU 206◊	Human Growth and Development	3
#	EDU 207◊	Introduction to Education	3.5
	PSY 100◊	Introduction to Psychology	3

Additional General Education Core Courses to meet the AA degree requirements: 0 - 14 semester credits

Note: Wherever specific courses are not identified, every effort should be made to utilize only IAI approved courses.

[1]Students must complete at least one three-semester hour course in "Non-Western or Third-World Cultures" either in the Humanities & Fine Arts category or the Social & Behavioral Science category. Courses may be selected from:

ART 114◊	Survey of Asian Art	3
HIS 156◊	African History	3
HIS 191◊	History of Asia and the Pacific I	3
HIS 192◊	History of Asia and the Pacific II	3
HUM 165◊	Introduction to the Latin American Experience	3
PHL 105◊	World Religions	3

See EDU course descriptions on page 180, ECE course descriptions on page 178.

NOTE: *EDU 055 is the suggested course elective for the Basic Skills Review.*

[2]If this course is not completed at Triton, a similar course will have to be completed at the transfer school.

[3]The student, in cooperation with the counselor for education, should carefully select one discipline for additional study because an additional nine semester hours of upper division course work will be completed in that one discipline at the transfer school. These courses may or may not be listed in the General Education Core Curriculum.

Chairperson: Education, Mary Rinchiuso, Ext. 3022
Counselor: Kathy Cunningham, Ext. 3644

English and Rhetoric

Curriculum ENG.RHT.AA (U224A21)

Courses in Rhetoric train students in the craft of writing and develop skills in critical thinking. Some courses are required; others may be selected as a basis for a major in English.

Courses in English introduce the major genres, survey American and British literature, and examine authors or special fields of literature. Some courses meet general education requirements and all contribute toward developing a major in the field.

Recommended courses:

#	RHT 101◊	Freshman Rhetoric and Composition I	3
#	RHT 102◊	Freshman Rhetoric and Composition II	3

(Select courses that meet the BA requirements of your transfer college.)

Recommended electives:

#	ENG 101◊	Introduction to Poetry	3
#	ENG 103◊	Introduction to Fiction	3
#	ENG 170◊	Introduction to Children's Literature*	3
#	ENG 202◊	Introduction to Drama	3
#	ENG 231◊	Introduction to Shakespeare*	3
#	RHT 255◊	Creative Writing*	3
	General education requirements: AA degree on page 52		37-41
	English and Rhetoric courses or other electives for AA degree		23-27

See ENG course descriptions on page 183.

*Not offered every semester.

Chairperson: Michael Flaherty, Ext. 3250

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AA Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AA Degree Requirements on page 52 for required hours and number of courses in each discipline.

*discipline: a subject or field of activity, for example, an academic subject

Foreign Languages

Curriculum SOC.FLA.AA (U224A16)

The Foreign Language curriculum is designed to prepare students to participate in a highly competitive multi-cultural global society. Two years of foreign language study at Triton will, in most instances, fulfill curriculum foreign language requirements for advanced programs at many universities. Triton is prepared to help students make foreign language choices and take programs based upon their needs and plans for the future.

Career areas enhanced by foreign language skills include:

- Foreign language teaching in schools and colleges (also see Education)
- International business or professional careers — international export, import, marketing, sales, investment, law, health, development, missionary, Peace Corps
- Tourism
- Research — scientific and social engineering
- Government service
- Airline positions
- Translating, interpreting
- Bilingual, administrative or secretarial work
- International banking and finance
- Law enforcement — local, national

Semester One		**Credit Hours**

Select one of the groupings for a total of 16 hours in Semester One

	CHN 101◊	*Elementary Chinese I* or	
	ITL 101◊	*Elementary Italian I* or	
	SPN 101◊	*Elementary Spanish I*	4
		General education	12
		—*OR*—	
#	SPN 115◊	Spanish for Heritage Speakers	4
		General education	9
		General electives	3
			16

Semester Two		
#	CHN 102◊	*Elementary Chinese II* or	
#	ITL 102◊	*Elementary Italian II* or	
#	SPN 102◊	*Elementary Spanish II*	4
		General education	12
			16

Semester Three		
#	ITL 103◊	*Intermediate Italian I* or	
#	SPN 103◊	*Intermediate Spanish I*	4
		General education	12
			16

Semester Four

#	ITL 104◊	*Intermediate Italian II* or	
#	SPN 104◊	*Intermediate Spanish II*	4
		General education	9
		Electives	3
			16

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Foreign Language courses or other electives for AA degree	23-27

See ITL course descriptions on page 201; SPN course descriptions on page 224, and CHN course descriptions.

NOTE: *Italian and Spanish Composition and Conversation I and II (ITL 113◊ or ITL 114◊; SPN 113◊ or SPN 114◊) may be offered during the summer semester of the school year.*

The undecided transfer student should begin a foreign language in the first semester of the first year since two years of a foreign language are needed. It is desirable to complete the foreign language requirement before transferring. The student who does not complete the requirements may be asked to take a placement exam.

Chairperson: Bill Decker, Ext. 3509

Global Studies

Curriculum SOC.GLB.AA (U224A06)

Globalization has become a powerful force in the life of Americans everywhere, including those in our district. The impacts of globalization are most apparent in the economic aspects of life. The consequences of globalization are equally evident in our social, cultural and political interactions. This curriculum is intended to aide students in managing the issues of globalization in their personal and working lives, and to prepare them for further study in such fields as government, area studies, international business, diplomacy, the travel industry and socio-economic development.

Elements of this curriculum can also be adapted to support specialized programs in career education with a global focus. Global issues are an area of study that transcends traditional divisions in college programs.

Communications: Three courses (nine semester credits)

#	RHT 101◊	Freshman Rhetoric & Composition I	3
#	RHT 102◊	Freshman Rhetoric & Composition II	3
#	SPE 101◊	Principles of Effective Speaking	3

Note: *Grade of "C" or better is an IAI requirement for RHT 101◊ and RHT 102◊.*

Social & Behavioral Sciences: Three courses (nine semester credits)

Students can choose three courses from the approved Social & Behavioral Science course list approved for this degree. Students may not choose more than two courses from any one discipline.

	ANT 103◊	Cultural Anthropology	3
	GEO 104◊	Contemporary World Cultures	3
	GEO 105◊	Economic Geography	3
	GEO 106◊	Regional Geography of Africa & Asia	3
	HIS 142◊	World History II	3
	HIS 156◊	African History	3
	HIS 192◊	History of Asia and the Pacific II*	3
	PSC 184◊	Global Politics	3
#	SOC 225◊	Racial & Cultural Minorities	3

Humanities & Fine Arts: Three courses (nine semester credits)
The following three courses are required:

	HUM 104◊	Humanities Through the Arts	3
	HUM 165◊	Introduction to Latin American Experience	3
	PHL 105◊	World Religions	3

Mathematics: One course (three semester hours)
Students may choose from any of the Mathematics courses on page 52.

Physical & Life Sciences: Two courses (eight semester credits)
One physical science course and one life science course taken from the Physical and Life Sciences listing on page 52.

Foreign Languages: Three courses in a foreign language sequence (12 semester credits)
The degree requires three semesters of foreign language from one foreign language sequence (e.g., ITL 101◊, ITL 102◊, ITL 103◊, or SPN 101◊, SPN 102◊, SPN 103◊)

Business: Three course (nine semester credits)
Students are required to take the following courses:

	BUS 127◊	Principles of Marketing	3
	BUS 141◊	Introduction to Business	3
#	BUS 293◊	Global Business	3

Electives: (five semester credits)
Students can choose two additional three semester hour courses from the Social & Behavioral Sciences list above, or one Social Science course and any one of the following business courses:

#	BUS 112◊	Principles of Finance	3
	BUS 150◊	Principles of Management	3
	BUS 161◊	Business Law I	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Global Studies courses or other electives for AA degree	23-27

See BUS course descriptions on page 161; GEO course descriptions on page 190, and HIS course descriptions on page 194.

Chairperson: Bill Decker, Ext. 3509

History

Curriculum SOC.HIS.AA (U224A46)

Courses in History cover a variety of American and international topics. Designed at the freshman and sophomore levels, these courses provide a broad foundation on which a student may specialize. Beyond general education requirements and personal interests, students should select courses that meet requirements at the transfer institution of choice.

Recommended courses:

	HIS 121◊	History of Western Civilization I	3
	HIS 122◊	History of Western Civilization II	3
	HIS 141◊	World History I	3
	HIS 142◊	World History II	3
	HIS 151◊	History of the United States to 1877	3
	HIS 152◊	History of the United States Since 1877	3
	HIS 155◊	History of the Afro-American in the U.S.*	3
	HIS 156◊	African History*	3
	HIS 171◊	History of Latin America I	3
	HIS 172◊	History of Latin America II	3
	HIS 191◊	History of Asia and the Pacific I*	3
	HIS 192◊	History of Asia and the Pacific II*	3
#	HIS 210◊	U.S. Civil War and Reconstruction	3
	HIS 296◊	Special Topics in History	1-4

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
History courses or other electives for AA degree	23-27

See HIS course descriptions on page 194.

*Not offered every semester.

Recommended electives include other courses in the Social Sciences, Behavioral Sciences, Humanities, Literature, Foreign Language, Economics and the Arts.

Chairperson: Bill Decker, Ext. 3509

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AA Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AA Degree Requirements on page 52 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Intercultural Studies

Curriculum SOC.INT.AA (U224A05)

Triton's students represent a great variety of ethnic backgrounds. This mix reflects the national population and the interests, concerns and needs of such a population reflect, in turn, those of the nation in our increasing involvements with the international community.

Courses in Intercultural Studies are designed to promote the understanding of such issues as they relate both to our own communities and to international interests.

Recommended courses:

	ART 210◊	Afro-American Art	3
	GEO 104◊	Contemporary World Culture	3
	HIS 141◊	World History I	3
	HIS 142◊	World History II	3
	HIS 155◊	History of the Afro-American in the United States	3
	HIS 156◊	African History	3
	HIS 192◊	History of Asia and the Pacific II	3
	HUM 165◊	Introduction to the Latin American Experience	3
	PHL 104◊	Social and Political Philosophy	3
	PHL 105◊	World Religions	3
	PSC 184◊	Global Politics	3
#	PSY 210◊	Theories of Personality	3
	SOC 131◊	Social Problems	3
	SOC 225◊	Racial and Cultural Minorities	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Intercultural Studies courses or other electives for AA degree	23-27

Recommended electives include courses in the Sciences, Mathematics and Computer Science, Economics, Political Science, Foreign Language and Literature.

Chairperson: Bill Decker, Ext. 3509

Mass Communication–Multimedia

Curriculum VPA.MCM.AA (U224A09)

Mass Communication-Multimedia includes careers in multimedia, journalism, film, public relations, television, radio, web design, animation and advertising. The Mass Communication–Multimedia degree uses digital computer-based tools for designing graphics, creating Websites and animations, and incorporating sound with still and moving images. Students may choose elective courses to specialize in specific areas of Mass Communication. Four-year schools differ in their requirements. Students are advised to select courses that will transfer to the four-year school of their choice.

Semester One		Credit Hours
ART 119◊	*Two-dimensional Design* or	
VIC 100◊	*Graphic Design*	3
# MCM 120◊	Mass Communication	3
# RHT 101◊	Freshman Rhetoric and Composition I	3
	General education/Humanities	3
	General education/Mathematics	3
		15

Semester Two		
# RHT 102◊	Freshman Rhetoric and Composition II	3
# SPE 101◊	Principles of Effective Speaking	3
# VIC 172◊	Web Page Design	3
	General education/Physical Science	4
	General education/Social & Behavioral Science	3
		16

Semester Three		
# MCM 160◊	Basic News Writing	3
VIC 285◊	Digital Video	3
	General education/Humanities or Fine Arts	3
	General education/Life Science	4
	General education/Social & Behavioral Science	3
		16

Semester Four		
MCM 150◊	Film History and Appreciation[1]	3
# VIC 272◊	*Advanced Web Page Design* or	
VIC 273◊	*Flash Animation*	3
# VIC 286◊	*Advanced Digital Video* or	
VIC 288	*Video Editing*	3-4
	General education/Social & Behavioral Science	3
	Electives	5
		17-18

Suggested electives:

ART 117◊	Drawing I	3
CIS 101◊	Introduction to Computer Science	3
MCM 125◊	Broadcasting History	3
MCM 130◊	Introduction to Radio Production	3
# MCM 200◊	Basic News Editing	3
# MCM 205◊	Basic Broadcast Announcing	3

# MCM 296◊	Special Topics in Mass Communication and Journalism	1-4
PSC 184◊	Global Politics	3
VIC 121◊	Introduction to Adobe InDesign	3
VIC 161◊	Introduction to Photoshop	3
VIC 162◊	Digital Photography	3
# VIC 270◊	Writing for Multimedia	3
# VIC 272◊	Advanced Web Page Design	3
# VIC 286◊	Advanced Digital Video	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Mass Communication-Multimedia courses or other electives for AA degree	23-27

See MCM course descriptions and IAI codes on page 204.

[1]MCM 150◊ meets the Fine Arts general education requirement

Beyond designated requirements, select courses required by transfer institutions. In addition, selection should be based on specific career goals. For teaching, see Education section.

Chairperson: Dennis McNamara, Ext. 3597

Music

Curriculum VPA.MUS.AA (U224A51)

Series of courses designed to offer all of the required freshman- and sophomore-level music course work for students planning to pursue a Bachelor of Music or Bachelor of Music Education degree at senior institutions.

All incoming music students must take a Music theory proficiency test administered by the ETRC, in Room M-142 and evaluated by the Music faculty. This examination will determine placement in Music courses. Students desiring applied private lessons for two hours of credit (major applied lessons) must audition for the faculty before enrolling.

One semester of Class Piano Instruction (MUS 177◊) and one semester of Private Piano Instruction (MUS 180◊) are required of all instrumental and vocal majors; however, instrumental and vocal majors with backgrounds in piano and the consent of the piano staff may enroll in MUS 180◊ in lieu of the required semester of MUS 177◊.

Semester One		Credit Hours
# MUS 105◊	Theory of Music I	3
# MUS 115◊	Sight-singing & Ear-training I	1
# MUS 135◊	Keyboard Musicianship I	1
Applied Music—Major area chosen from:		
# MUS 180◊	*Piano* or	
# MUS 181◊	*Voice* or	
# MUS 179◊	*Applied Music—Instrumental*	2
# MUS 180◊	(Applied Music—Piano requirement)	1
Music Ensemble (Chosen from MUS 250◊, MUS 251◊, MUS 252◊, MUS 253◊, MUS 261◊, MUS 262◊, MUS 266◊)		1

Semester Two

#	MUS 106◊	Theory of Music II	3
#	MUS 116◊	Sight-singing & Ear-training II	1

Applied Music—Major area chosen from:

#	MUS 179◊	*Applied Music—Instrumental* or	
#	MUS 180◊	*Piano* or	
#	MUS 181◊	Voice	2
#	MUS 180◊	(Applied Music—Piano)	1

Music Ensemble (Chosen from MUS 250◊, MUS 251◊,   1
MUS 252◊, MUS 253◊, MUS 261◊, MUS 262◊, MUS 266◊)

Semester Three

#	MUS 207◊	Theory of Music III	3
#	MUS 217◊	Sight-singing & Ear-training III	1

Applied Music—Major area chosen from:

#	MUS 179◊	*Applied Music—Instrumental* or	
#	MUS 180◊	*Piano* or	
#	MUS 181◊	Voice	2
#	MUS 215◊	Introduction to Music History	3

Music Ensemble (Chosen from MUS 250◊, MUS 251◊,   1
MUS 252◊, MUS 253◊, MUS 261◊, MUS 262◊, MUS 266◊)

Semester Four

#	MUS 208◊	Theory of Music IV	3
#	MUS 218◊	Sight-singing & Ear-training IV	1

Applied Music—Major area chosen from:

#	MUS 179◊	*Applied Music—Instrumental* or	
#	MUS 180◊	*Piano* or	
#	MUS 181◊	Voice	2

Music Ensemble (Chosen from MUS 250◊, MUS 251◊,   1
MUS 252◊, MUS 253◊, MUS 261◊, MUS 262◊, MUS 266◊)

Suggested electives:

	MUS 110◊	Listening to Music	3
#	MUS 179◊	Applied Music—Instrumental	1-2
		includes: organ, violin, viola, cello,	
		string bass, flute, clarinet, oboe,	
		bassoon, trumpet, French horn,	
		trombone, baritone, tuba, percussion,	
		saxophone and guitar.	
#	MUS 180◊	Applied Music—Piano	1-2
#	MUS 181◊	Applied Music—Voice	1-2
#	MUS 200◊	Improvisation I	2
#	MUS 201◊	Improvisation II	2
	MUS 216◊	Music in America	3

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AA Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AA Degree Requirements on page 52 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Music courses or other electives for AA degree	23-27

Notes:

1. MUS 105◊, MUS 115◊ and MUS 135◊ should be taken concurrently. It is recommended that students without a keyboard background should enroll in MUS 135◊ in the first semester.

2. Beginners in piano may take MUS 177◊, Class Piano Instruction, in lieu of MUS 180◊ for one semester.

3. Students who elect MUS 180◊, Applied Music-Piano, as their major applied area, can satisfy their remaining applied Music requirement with any other applied Music area.

4. It is recommended that MUS 215◊, Introduction to Music History, be taken during the third or fourth semester.

See MUS course descriptions on page 205.

Students are encouraged to participate in the Triton Jazz Band and the Triton Concert Band.

Chairperson: Dennis McNamara, Ext. 3597

Music Technology

Curriculum VPA.MUT.AA (U224A52)

Curriculum offers students an opportunity to acquire specific skills in the diverse field of Music Technology. Curriculum provides a basic foundation in music theory as well as computer music skills. Interested students should pursue a baccalaureate degree in Music Technology. Four-year schools differ in their requirements. Students are advised to select courses that will transfer to the four-year institution of their choice.

Semester One			**Credit Hours**
	MUS 101◊	Electronic Music Production	3
#	MUS 105◊	Theory of Music I	3
#	MUS 115◊	Sight-singing & Ear-training I	1
#	MUS 135◊	Keyboard Musicianship I	1
#	RHT 101◊	Freshman Rhetoric and Composition I	3
		General education/Social & Behavioral Sciences	3
			14

Semester Two			
#	MUS 106◊	Theory of Music II	3
#	MUS 116◊	Sight-singing & Ear-training II	1
	MUS 120◊	Record Production I	3
#	RHT 102◊	Freshman Rhetoric and Composition II	3
		General education/Mathematics	3
		General education/Social & Behavioral Sciences	3
			16

Semester Three

#	MUS 207◊	Theory of Music III	3
#	MUS 215◊	Introduction to Music History	3
#	MUS 217◊	Sight-singing & Ear-training III	1
#	MUS 220◊	Record Production II	3
#	SPE 101◊	Principles of Effective Speaking	3
		General education/Physical and Life Sciences	4
			17

Semester Four

#	MUS 208◊	Theory of Music IV	3
#	MUS 218◊	Sight-singing & Ear-training IV	1
		General education/Humanities & Fine Arts	6
		General education/Physical and Life Sciences	4
		General education/Social & Behavioral Sciences	3
			17

Suggested Additional Course Work:

#	MUS 235◊	Keyboard Musicianship II	1

Applied Music—Major area chosen from:

#	MUS 179◊	*Applied Music—Instrumental* or	
#	MUS 180◊	*Applied Music—Piano* or	
#	MUS 181◊	Applied Music—Voice	2

Music Ensemble (Chosen from MUS 250◊, MUS 251◊, MUS 252◊, MUS 253◊, MUS 261◊, MUS 262◊, MUS 266◊)

#	MUS 211◊	Arranging and Composition	2

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Music courses or other electives for AA degree	23-27

See MUS course descriptions on page 205.

Chairperson: Dennis McNamara, Ext. 3597

Philosophy and Logic

Curriculum BES.PHL.AA (U224A38)

These courses offer a foundation in the study of Philosophy. Some also meet general education requirements. Students planning to transfer into a major in Philosophy should select courses based on requirements at the four-year school to which transfer is planned.

Recommended courses:

PHL 101◊	Introduction to Philosophy	3
PHL 102◊	Logic	3
PHL 103◊	Ethics	3
PHL 104◊	Social and Political Philosophy	3
PHL 105◊	World Religions	3
PHL 106◊	Biomedical Ethics	3
PHL 296◊	Special Topics in Philosophy	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Philosophy courses or other electives for AA degree	23-27

See PHL course descriptions on page 216.

Recommended electives include courses in the Social and Behavioral Sciences, Humanities, Mathematics, Foreign Languages and Fine Arts.

Chairperson: Lorelei Carvajal, Ext. 3440

Psychology

Curriculum BES.PSY.AA (U224A42)

Students planning to major in Psychology when they transfer to a four-year school should use the following as a guide.

Required Course:

PSY 100◊	Introduction to Psychology	3

Recommended Electives for Psychology Majors (a maximum of nine semester credits selected from the courses listed below):

#	PSY 201◊	Introduction to Social Psychology	3
#	PSY 205◊	Positive Psychology	3
#	PSY 207◊	Health Psychology	3
#	PSY 210◊	Theories of Personality	3
#	PSY 238◊	Abnormal Psychology	3
#	PSY 245◊	Industrial Psychology	3
#	PSY 250◊	Psychology of Gender	3

(**Only one** of the developmental psychology courses listed below **may** be used in meeting the nine credit hours of recommended electives for psychology majors):

#	PSY 216◊	Child Psychology	3
#	PSY 222◊	Adolescent Psychology	3
#	PSY 228◊	Psychology of Adulthood and Aging	3
#	PSY 234◊	Abnormal Child and Adolescence Psychology	3

Electives for Non-Psychology Majors:

PSY 105◊	Personal Applications of Psychology	3
PSY 296◊	Special Topics in Psychology	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Psychology courses or other electives for AA degree	23-27

See PSY course descriptions and IAI codes on page 218.

Chairperson: Lorelei Carvajal, Ext. 3440

Social and Political Science

Curriculum SOC.PSC.AA (U224A45)

These courses offer a study of contemporary political and economic issues. Social Science courses provide an historical perspective. Political Science courses examine the nature of the state both nationally and internationally.

Recommended courses:

PSC 150◊	American National Politics	3
PSC 151◊	American State and Urban Politics	3
PSC 184◊	Global Politics	3
PSC 296◊	Special Topics in Political Science	1-4

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Social/Political Science courses or other electives for AA degree	23-27

See PSC course descriptions on page 217; SSC course descriptions on page 226.

Recommended electives include courses in History, Economics, Anthropology, Foreign Languages, Education, Literature, Sociology and Geography.

Chairperson: Bill Decker, Ext. 3509

Sociology/Social Work

Curriculum BES.SWK.AA (U224A44)

Triton provides students the opportunity to develop a comprehensive understanding of the discipline of Sociology and the applied field of Social Work. A student planning to transfer to a four-year school and major in Sociology or Social Work can meet most, if not all, of the general education requirements and some of the major requirements for those two areas. The specific major field courses completed will be determined by whether the student plans to major in Sociology or Social Work.

Sociology

Semester One		Credit Hours
SOC 100◊	Introduction to Sociology	3
PSY 100◊	Introduction to Psychology	3
# RHT 101◊	Freshman Rhetoric and Composition I	3
	General education/Physical Science	3
	General education/Social & Behavioral Science	3
		15

Semester Two		
ANT 101◊	Introduction to Anthropology	3
# RHT 102◊	Freshman Rhetoric and Composition II	3
# SPE 101◊	Principles of Effective Speaking	3
	General education/Humanities & Fine Arts	3
	General education/Sociology	3
	Electives[1]	3
		18

Semester Three		
	Sociology electives	6
	General education/Humanities & Fine Arts	3
	General education/Mathematics	3
	General education/Life Sciences	3
		15

Semester Four		
	Sociology electives	3
	General education/Humanities & Fine Arts	3
	Electives[1]	10
		16
	Total credits required for graduation	**64**

Recommended Sociology Electives (12 semester credits)

#	SOC 120◊	Social Patterns of Courtship and Marriage	3
	SOC 131◊	Social Problems	3
	SOC 175◊	Introduction to Social Work	3
	SOC 180◊	Human Sexuality	3
	SOC 201◊	Sociology of Death & Dying	3
	SOC 210◊	Sociology of Leadership	3
#	SOC 225◊	Racial and Cultural Minorities	3

Social Work

Recommended Electives for Social Work (3 to 9 semester credits):

SOC 131◊	Social Problems	3
SOC 175◊	Introduction to Social Work	3
SOC 180◊	Human Sexuality	3

Recommended Behavioral Science Electives (3 to 9 semester credits):

#	PSY 201◊	Introduction to Social Psychology	3
#	PSY 234◊	Abnormal Child & Adolescence Psychology	3
#	PSY 238◊	Abnormal Psychology	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Sociology/Social Work courses or other electives for AA degree	23-27

See SOC course descriptions and IAI codes on page 223; PSY course descriptions and IAI codes on page 218.

[1]*It is recommended that students select the remaining courses from their major area of study with a counselor.*

Chairperson: Lorelei Carvajal, Ext. 3440

Speech Communication

Curriculum VPA.SPE.AA (U224A23)

As a field of study, Speech Communication is highly versatile, in that it teaches students about crucial issues of human relationships, particularly as revealed through communication issues. The sequence of courses recommended below will prepare students to enter a wide array of fields, including but not limited to advertising, marketing, business, education, law, politics, public service, public relations and human resource management. Speech Communication courses provide an important foundation for students to develop not only professional, work-related skills, but also personal skills that will enhance their overall quality of life and relationships.

Semester One		Credit Hours
PSY 100◊	Introduction to Psychology	3
# RHT 101◊	Freshman Rhetoric and Composition I	3
# SPE 101◊	Principles of Effective Speaking	3
SPE 111◊	Interpersonal Communication	3
	General education /Mathematics	3
	Electives	2
		17

Semester Two		
HIS 151◊	*History of the United States to 1877* or	
HIS 152◊	*History of the United States Since 1877* or	
PSC 150◊	*American National Politics*	3
# RHT 102◊	Freshman Rhetoric and Composition II	3
# SPE 113◊	*Small Group Communication* or	
SPE 141◊	*Introduction to Performance Studies*	3
	General education /Humanities	3
	General education/Physical Science	4
		16

Semester Three		
# SPE 113◊	*Small Group Communication* or	
# SPE 121◊	*Advanced Public Speaking*	3
	General education/Fine Arts	3
	General education/Life Science	4
	General education/Social & Behavioral Science	3
	Electives	2
		15

Semester Four		
# MCM 120◊	Mass Communication (recommended elective)	3
SPE 112◊	*Intercultural Communication* or	
# SPE 294◊	*Gender and Communication*	3
	General education/Fine Arts	3
	Electives	7
		16

Recommended electives:

AHL 102◊	Ethics and Law for Allied Health Professionals	1
ANT 103◊	Cultural Anthropology	3
ANT 150◊	Cultural Contexts	3

BUS 127◊	Principles of Marketing	3
BUS 150◊	Principles of Management	3
CJA 161◊	Administration of Justice	3
ECO 102◊	Macroeconomics	3
GEO 104◊	Contemporary World Cultures	3
GEO 105◊	Economic Geography	3
HIS 121◊	History of Western Civilization I	3
HIS 141◊	World History I	3
HUM 124◊	Professional Ethics	1
# MCM 205◊	Basic Broadcast Announcing	3
PHL 101◊	Introduction to Philosophy	3
PHL 102◊	Logic	3
PHL 104◊	Social and Political Philosophy	3
PHL 105◊	World Religions	3
PSC 151◊	American State and Urban Politics	3
# PSY 201◊	Introduction to Social Psychology	3
# PSY 210◊	Theories of Personality	3
SOC 131◊	Social Problems	3
# SOC 225◊	Racial and Cultural Minorities	3
SPE 130◊	Introduction to Theatre	3
SPE 296◊	Special Topics in Speech and Theatre	1-4
SSC 190◊	Contemporary Society	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Speech Communication courses or other electives for AA degree	23-27

See SPE course descriptions on page 223.

Chairperson: Dennis McNamara, Ext. 3597

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AA Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AA Degree Requirements on page 52 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Speech/Theatre

Curriculum VPA.THE.AA (U224A22)

The Speech/Theatre curriculum outlined here, is well-suited for students interested in theatre as an artistic form of human communication. Students will explore aesthetic and practical aspects of the theatre process. These courses are especially appropriate for students who are interested in pursuing careers in such aspects of theatre as acting, directing, producing, stagecraft, scenic design, stage management and education.

Semester One　　　　　　　　　　　　　　**Credit Hours**

	PSY 100◊	Introduction to Psychology	3
#	RHT 101◊	Freshman Rhetoric and Composition I	3
#	SPE 101◊	Principles of Effective Speaking	3
	SPE 130◊	*Introduction to Theatre* or	
#	SPE 135◊	*Stagecraft**	3
	SPE 161◊	Acting I	3
		General education and/or electives	2
			17

Semester Two

#	ENG 202◊	Introduction to Drama	3
#	RHT 102◊	Freshman Rhetoric and Composition II	3
	SPE 130◊	*Introduction to Theatre* or	
#	SPE 135◊	*Stagecraft**	3
#	SPE 162◊	Acting II	3
		General education/Humanities & Fine Arts Suggested electives (ART 111◊ or ART 112◊)	3
		General education/Mathematics	3
			18

Semester Three

#	SPE 113◊	Small Group Communication	3
	SPE 141◊	Introduction to Performance Studies	3
		General education/Physical Science	4
		Electives	3
			13

Semester Four

	HIS 151◊	*History of the United States to 1877* or	
	PSC 150◊	*American National Politics*	3
		General education/Life Science	4
		General education/Social & Behavioral Science	3
		Electives	6
			16

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52　37-41
Speech/Theatre courses or other electives for AA degree　23-27

See SPE course descriptions on page 223.

Recommended electives include: Drawing (ART 117◊), Music (MUS 181◊, Applied Voice), Dance (DAN 110◊), Literature (ENG 101◊, ENG 103◊, ENG 105◊), Speech/Theatre (SPE 296◊) History, Psychology and Sociology.

Chairperson: Dennis McNamara, Ext. 3597

Women's and Gender Studies

Curriculum SOC.WGS.AA (U224A15)

The formation of women's identity and the construction of gender, past and present, are integral to the courses in this program. This interdisciplinary curriculum includes exciting coursework that explores human experience and identity through the lens of gender. Students investigate and analyze how society, economics, history and culture impact the construction of gender.

Students who enroll in Women's and Gender Studies will be well-prepared to transfer into a four-year degree program that offers a major or minor in women's and/or gender studies. Many courses in the Women's and Gender Studies program also fulfill general education requirements that will easily transfer to four-year colleges and universities, even if a student wishes to major in another area. Appropriate for those planning to study a variety of disciplines, including, but not limited to business, communications, humanities, health and human services. Exploration of the women's and gender-focused topics in this curriculum also will be useful for those already in professional settings, as it will broaden understanding of current cultural expectations of women and men and support sensitivity to gender issues in the workplace.

The following courses, when designated as women's and gender studies sections, are recommended to complete the General Education Core requirements and/or fulfill elective requirements. There also will be special topics courses in Women's and Gender Studies offered in various disciplines that are appropriate to this curriculum.

General Education Core: 12 to 13 courses (37-41 semester credits)

Communications: Three courses (nine semester credits)

#	RHT 101◊	Freshman Rhetoric and Composition I	3
#	RHT 102◊	Freshman Rhetoric and Composition II	3
#	SPE 101◊	Principles of Effective Speaking	3

Note: Grade of "C" or better is an IAI requirement for RHT 101◊ and RHT 102◊.

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AA Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AA Degree Requirements on page 52 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Social & Behavioral Sciences: Three courses (nine semester credits) with courses selected from at least two disciplines.

	ANT 101◊	*Introduction to Anthropology	3
	ANT 103◊	*Cultural Anthropology	3
	ANT 150◊	*Cultural Contexts	3
	GEO 104◊	*Contemporary World Cultures	3
	GEO 105◊	*Introduction to Economic Geography	3
	GEO 106◊	Regional Geography of Africa and Asia	3
	HIS 141◊	*World History I	3
	HIS 142◊	*World History II	3
	HIS 151◊	History of the United States to 1877	3
	HIS 152◊	History of the United States Since 1877	3
	HIS 156◊	*African History	3
#	PSY 201◊	Introduction to Social Psychology	3
#	PSY 216◊	Child Psychology	3
	SOC 100◊	Introduction to Sociology	3
#	SOC 120◊	Social Patterns of Courtship & Marriage	3
	SOC 131◊	Social Problems	3

Humanities & Fine Arts: Three courses (nine semester credits) with at least one course selected from Humanities and at least one course from the Fine Arts.

Fine Arts

ART 111◊	Ancient to Medieval Art	3
ART 112◊	Renaissance to Modern Art	3
MCM 150◊	Film History and Appreciation	3
MUS 110◊	Listening to Music	3
SPE 130◊	Introduction to Theatre	3

Humanities

#	ENG 101◊	Introduction to Poetry	3
#	ENG 103◊	Introduction to Fiction	3
#	ENG 202◊	Introduction to Drama	3
	HUM 151◊	Great Books of the West I	3
	HUM 152◊	Great Books of the West II	3
	HUM 165◊	*Introduction to the Latin American Experience	3
	PHL 101◊	Introduction to Philosophy	3
	PHL 103◊	Ethics	3

Mathematics: One course (three semester credits)

Physical & Life Sciences: Two courses (seven to eight semester credits), with one course selected from the Life Sciences and one course from the Physical Sciences, including at least one laboratory course.

Life Science

BIS 102◊	Human Heredity and Society	4
BIS 105◊	Environmental Biology	4

Physical Science: one course (four to five credits)

Recommended Electives:

	ART 110◊	Looking at Art	3
	CSG 150◊	Career/Life Planning	1
#	ENG 170◊	Introduction to Children's Literature	3
#	HUM 170◊	Introduction to Women's and Gender Studies	3
#	PSY 250◊	Psychology of Gender	3
	SPE 141◊	Introduction to Performance Studies	3
#	SPE 294◊	Gender and Communication	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AA degree on page 52	37-41
Women's and Gender Studies designated courses or other electives for AA degree	23-27

Chairperson: Bill Decker, Ext. 3509

Associate in Science Degree Requirements

Curriculum ASD.AS.AS (U230A)
(64 semester hours required)

For students who intend to pursue a Bachelor of Science degree at a four-year school.

Students must meet the prescribed general education requirements listed below for the Associate in Science degree and should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. The "◊" symbol on courses means articulated courses on page 40.

NOTE: The following AS degree requirements, effective summer 1998, meet the Illinois Community College Board's recommended model including the IAI General Education Core curriculum.

Communications: Three courses (nine semester credits)

#	RHT 101◊	Freshman Rhetoric and Composition I	3
#	RHT 102◊	Freshman Rhetoric and Composition II	3
#	SPE 101◊	Principles of Effective Speaking	3

Note: Grade of "C" or better is an IAI requirement for RHT 101◊ and RHT 102◊

Social and Behavioral Science: Three courses (nine semester credits), with courses selected from at least two disciplines.

Graduation from an Illinois college or university requires satisfactory completion of one or more courses incorporating Human Diversity which may be taken as a Social and Behavioral Science or a Humanities and Fine Arts course. These courses are notated with an (*).

ANT 101◊	*Introduction to Anthropology	3
ANT 102◊	Introduction to Biological Anthropology	3
ANT 103◊	*Cultural Anthropology	3
ANT 105◊	Digging into Archaeology	3
ANT 150◊	*Cultural Contexts	3
ECO 100◊	Principles of Economics	3
ECO 102◊	Macroeconomics	3
ECO 103◊	Microeconomics	3
GEO 104◊	*Contemporary World Cultures	3
GEO 105◊	*Introduction to Economic Geography	3
GEO 106◊	*Regional Geography of Africa and Asia	3
HIS 121◊	History of Western Civilization I	3
HIS 122◊	History of Western Civilization II	3
HIS 141◊	*World History I	3
HIS 142◊	*World History II	3
HIS 151◊	History of the United States to 1877	3
HIS 152◊	History of the United States Since 1877	3
HIS 156◊	*African History	3
HIS 171◊	*History of Latin American I	3
HIS 172◊	*History of Latin American II	3
HIS 191◊	*History of Asia and the Pacific I	3
HIS 192◊	*History of Asia and the Pacific II	3

	PSC 120◊	Principles of Political Science	3
	PSC 150◊	American National Politics	3
	PSC 151◊	American State and Urban Politics	3
	PSC 184◊	Global Politics	3
	PSY 100◊	Introduction to Psychology	3
#	PSY 201◊	Introduction to Social Psychology	3
#	PSY 216◊	Child Psychology	3
#	PSY 222◊	Adolescent Psychology	3
#	PSY 228◊	Psychology of Adulthood and Aging	3
	SOC 100◊	Introduction to Sociology	3
#	SOC 120◊	Social Patterns of Courtship & Marriage	3
	SOC 131◊	Social Problems	3
#	SOC 225◊	*Racial and Cultural Minorities	3
	SSC 190◊	Contemporary Society	3

Humanities and Fine Arts: Three courses (nine semester credits), with at least one course selected from Humanities and at least one course from the Fine Arts. Graduation from an Illinois college or university requires satisfactory completion of one or more courses incorporating Human Diversity which may be taken as a Humanities and Fine Arts or Social and Behavioral Science course. These courses are notated with an (*).

Humanities

#	ENG 101◊	Introduction to Poetry	3
#	ENG 103◊	Introduction to Fiction	3
#	ENG 105◊	World Literature (Antiquity to 1700s)	3
#	ENG 113◊	Classic American Authors Before Civil War	3
#	ENG 114◊	Classic American Authors, Civil War to Present	3
#	ENG 170◊	Introduction to Children's Literature	3
#	ENG 202◊	Introduction to Drama	3
#	ENG 231◊	Introduction to Shakespeare	3
	HUM 104◊	Humanities Through the Arts	3
	HUM 151◊	Great Books of the West I	3
	HUM 152◊	Great Books of the West II	3
	HUM 165◊	*Introduction to the Latin American Experience	3
#	HUM 170◊	*Introduction to Women's and Gender Studies	3
	IDS 101◊	The Arts in Western Culture I	3
	IDS 102◊	The Arts in Western Culture II	3
#	ITL 104◊	Intermediate Italian II	4
	PHL 101◊	Introduction to Philosophy	3
	PHL 102◊	Logic	3
	PHL 103◊	Ethics	3
	PHL 105◊	*World Religions	3
#	SPN 104◊	Intermediate Spanish II	4
#	SPN 115◊	Spanish for Heritage Speakers I	4
#	SPN 116◊	Spanish for Heritage Speakers II	4
#	SPN 151◊	Introduction to Spanish-American Literature I	3
#	SPN 152◊	Introduction to Spanish-American Literature II	3

Fine Arts

ART 110◊	Looking at Art	3
ART 111◊	Ancient to Medieval Art	3
ART 112◊	Renaissance to Modern Art	3
ART 114◊	*Survey of Asian Art	3
HUM 104◊	Humanities Through the Arts	3
# HUM 170◊	*Introduction to Women's and Gender Studies	3
IDS 101◊	The Arts in Western Culture I	3
IDS 102◊	The Arts in Western Culture II	3
MCM 150◊	Film History and Appreciation	3
MUS 110◊	Listening to Music	3
# MUS 215◊	Introduction to Music History	3
MUS 216◊	Music in America	3
SPE 130◊	Introduction to Theatre	3
VIC 160◊	History of Photography	3

Mathematics: Two courses (six semester credits)

# ECO 170◊	Statistics for Business and Economics	3
# MAT 101◊	Quantitative Literacy	3
# MAT 102◊	Liberal Arts Mathematics	3
# MAT 117◊	Math for Elementary School Teachers II	3
# MAT 124◊	Finite Mathematics	3
# MAT 131◊	Calculus & Analytic Geometry I	5
# MAT 133◊	Calculus & Analytic Geometry II	5
# MAT 134◊	Introduction to Calculus for Business and Social Science	5
# MAT 170◊	Elementary Statistics	4
# MAT 235◊	Calculus & Analytic Geometry III	3

Physical and Life Science: Two courses (seven to eight semester credits), with one course selected from the Life Sciences and one course from the Physical Sciences including at least one laboratory course.

Physical Science

AST 100◊	Introduction to Astronomy	4
AST 101◊	Astronomy of the Solar System	4
AST 102◊	Astronomy of the Stars and Beyond	4
CHM 100◊	Chemistry and Society	4
# CHM 110◊	Fundamentals of Chemistry	4
# CHM 140◊	General Chemistry I	5
GEO 200◊	Physical Geography: Weather and Climate	4
GEO 201◊	Physical Geography: Maps and Land Forms	4
GOL 101◊	Physical Geology	4
GOL 102◊	Historical Geology	4
PHS 100◊	Introduction to Earth Science	4
PHS 141◊	Applications of Physical Science Concepts	4
PHS 142◊	Science of Light and Music	4
# PHY 100◊	General Physics	4
# PHY 101◊	General Physics (Mechanics, Heat & Sound)	5
# PHY 106◊	General Physics (Mechanics)	4

Life Science

BIS 100◊	General Biology	4
BIS 101◊	Human Biology	4
BIS 102◊	Human Heredity and Society	4

BIS 105◊	Environmental Biology	4
BIS 108◊	Biology of Humans	3
BIS 114◊	Microbes and Society	3
# BIS 150◊	Principles of Biology I	4
# BIS 151◊	Principles of Biology II	4
# BIS 222◊	Principles of Microbiology	4
HRT 125◊	Plants and Society	4

General Education Core:

12 to 13 courses (40 to 41 semester credits)

Total credits required for graduation   64

- No more than two courses from any one discipline can be used to fulfill General Education Core curriculum requirements.

- While few baccalaureate institutions require a foreign or second language in their campus-wide general education requirements, competency through two, three, or four college semesters (or the high school equivalent) in a single foreign/second language is required for the Bachelor of Arts degree at some universities, for all bachelor's degrees in some colleges (such as Colleges of Liberal Arts, and for some bachelor's degree majors.

- **Community college students who intend to transfer should plan to complete the foreign language courses required by their intended transfer institution, college within a university and /or major prior to transferring.**

- Students must earn a passing letter grade in each course used to fulfill requirements. Passing scores (based on national norms) on appropriate AP and CLEP exams may be used to fulfill requirements for students who earn an Associate of Arts or an Associate of Science degree prior to transfer. For other transfer students, receiving institutions will follow established credit policies.

Transfer Major and Electives (23-24 credit hours)

- It is recommended that students select the remaining courses from their major area of study of the IAI approved or articulated courses with a counselor.

- It is highly recommended that students enroll in COL 102◊, CSG 150◊ and HTH 104◊ or HTH 281◊.

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AS Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AS Degree Requirements on page 68 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Accounting & Business Administration

Curriculum BUS.ACC.AS (U230A06)

For transfer students with interests in accounting, law, economics, history, economics of government and business, finance, management, marketing, human resource management and business education.

Since four-year schools differ greatly in their requirements, students should select courses from the general education requirements and electives list that will best fit the program of the school to which they intend to transfer.

Semester One		Credit Hours
ACC 101◊	Financial Accounting	4
BUS 141◊	Introduction to Business	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
	General education/Humanities or Fine Arts	3
	General education/Social or Behavioral Science	3
		16

Semester Two		
ACC 105◊	Managerial Accounting	3
BUS 161◊	Business Law I	3
CIS 101◊	Introduction to Computer Science	3
# ECO 170◊	Statistics for Business and Economics[1]	3
# RHT 102◊	Freshman Rhetoric & Composition II	3
	General education/Humanities & Fine Arts	3
		18

Semester Three		
ECO 102◊	Macroeconomics	3
# SPE 101◊	Principles of Effective Speaking	3
	General education/Physical & Life Science	4
	Electives	5
		15

Semester Four		
ECO 103◊	Microeconomics	3
# MAT 131◊	*Calculus & Analytic Geometry I* or	
# MAT 134◊	*Introduction to Calculus for Business and Social Science*	5
	General education/Humanities & Fine Arts	3
	General education/Physical & Life Science	4
		15
	Total credits required for graduation	**64**

Recommended Electives:

# ACC 166◊	Cost Accounting	3
# ACC 251◊	Intermediate Accounting I	3
# ACC 252◊	Intermediate Accounting II	3
# BUS 112◊	Principles of Finance	3
BUS 127◊	Principles of Marketing	3
BUS 128◊	Sales Force Management	3
BUS 150◊	Principles of Management	3
# BUS 262◊	Business Law II	3
BUS 200◊	Introduction to Human Resource Management	3

# CIS 150◊	Computer Systems Applications	3
# ECO 150◊	Money, Credit and Banking	3
GEO 105◊	Economic Geography	3
# MAT 124◊	Finite Mathematics	3

(Select courses that meet the BA requirements of your transfer college.)

General education requirements: AS degree on page 68	40-41
Accounting, business courses or other electives for AS degree	23-24

See ACC course descriptions and IAI codes on page 151; BUS course descriptions and IAI codes on page 161.

Foreign Language, Humanities, Mathematics, Natural Science, Social Science or Physical Education courses also are suggested.

[1]ECO 170◊ satisfies partial fulfillment of the Mathematics requirement for this curriculum.

Coordinator: Dr. William M. Griffin, Ext. 3579

Anthropology

Curriculum BES.ANT.AS (U230A31)

Anthropology is the study of humans in all areas and in all periods of time. Physical and cultural courses are offered. Students interested in anthropology as a four-year major should consult the catalog of their transfer school for social, physical and life science requirements appropriate to the first two years of study.

Recommended courses:

ANT 101◊	Introduction to Anthropology	3
ANT 102◊	Introduction to Biological Anthropology	3
ANT 103◊	Cultural Anthropology	3
ANT 105◊	Digging into Archaeology	3
ANT 150◊	Cultural Contexts	3
ANT 275◊	Anthropology of Religion	3
ANT 296◊	Special Topics in Anthropology	3

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68	40-41
Anthropology courses or other electives for AS degree	23-24

See ANT course descriptions on page 152.

Chairperson: Lorelei Carvajal, Ext. 3440

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General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AS Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AS Degree Requirements on page 68 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Biological Sciences

Curriculum SCI.BIS.AS (U230A26)

Biological Science majors may find careers available in biological research, teaching, state and federal government departments, such as environmental protection agencies, park services, departments of natural resources or in private industries, such as forest products, agriculture and food products.

Students planning to major in Biological Sciences must be ready to take RHT 101◊, MAT 111◊ and have had at least one unit of high school Biology and one unit of high school Chemistry. Students meeting these qualifications may then take the following sequence of Science and Mathematics courses along with the appropriate general education courses.

Semester One		**Credit Hours**
# CHM 140◊	General Chemistry I	5
# MAT 131◊	*Calculus & Analytic Geometry* or	
# MAT 170◊	*Elementary Statistics*	4-5
	General education	6
		14-16

Semester Two		
# BIS 150◊	Principles of Biology I	4
# CHM 141◊	General Chemistry II	5
	General education	7
		16

Semester Three		
# CHM 234◊	Organic Chemistry I[2]	5
# PHY 101◊	General Physics (Mechanics, Heat & Sound)	5
	General education	6
		16

Semester Four		
# PHY 102◊	General Physics (Elect., Magnetism, Optics & Modern Physics)	5
	General education and/or electives	11
		16

Suggested additional electives:

# BIS 151◊	*Principles of Biology II*[1] or	
# BIS 205◊	*Field Ecology*[1]	4
# CHM 235◊	Organic Chemistry II[2]	5

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68	40-41
Biological Sciences courses or other electives for AS degree	23-24

See BIS course descriptions and IAI codes on page 159.

[1]Course selection should be coordinated with major area of interest.
[2]Recommend completion of CHM 234◊ and CHM 235◊ sequence at Triton.

Chairperson: Gabriel Guzman, Ext. 3260

Chemistry

Curriculum SCI.CHM.AS (U230A28)

Many careers are open to Chemistry majors. Lab technician positions in the chemical industry are available for students with an associate in science degree. Students continuing with a four-year Chemistry major program have career possibilities in research, government, patent law, business administration, sales and purchasing, chemical engineering, environmental work (pollution control and ecology) and quality control in the food industry. Students planning a career in medicine, dentistry or veterinary science often major in Chemistry with supporting Biology courses.

The following courses are recommended for transfer to a four-year college or university for students intending to major in Chemistry. To complete the associate in science degree, all general education requirements must be completed, plus additional courses for a total of 64 credits.

Semester One		**Credit Hours**
# CHM 140◊	General Chemistry I	5
# MAT 131◊	Calculus & Analytic Geometry I	5
# RHT 101◊	Freshman Rhetoric and Composition I	3
	General education	3
		16

Semester Two		
# CHM 141◊	General Chemistry II	5
# MAT 133◊	Calculus & Analytic Geometry II	5
# RHT 102◊	Freshman Rhetoric and Composition II	3
	General education	5
		18

Semester Three		
# CHM 234◊	Organic Chemistry I[2]	5
# MAT 235◊	Calculus & Analytic Geometry III	3
# PHY 101◊	General Physics (Mechanics, Heat & Sound)[1]	5
	General education	5
		18

Semester Four		
# PHY 102◊	General Physics (Elect., Magnetism, Optics & Modern Physics)[1]	5
	General education	7
		12

Suggested additional elective:

#	CHM 235◊ Organic Chemistry II[2]	5

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68	40-41
Chemistry courses or other electives for AS degree	23-24

See CHM course descriptions on page 165.

[1]PHY 106◊, PHY 107◊ and PHY 108◊ are required for students planning to major in Engineering.
[2]Recommend completion of CHM 234◊ and CHM 235◊ sequence at Triton

Chairperson: Gabriel Guzman, Ext. 3260

Computer Science (Information Systems)

Curriculum CIS.CSI.AS (U230A11)

Students intending to major in Computer Science with a business emphasis will need a background in Mathematics, economics and accounting in addition to information systems. Baccalaureates in Business Computer Science generally find employment as programmers, systems analysts, operations research, database management or help-desk personnel in business.

	Semester One	**Credit Hours**
	ACC 101◊ Financial Accounting	4
	CIS 101◊ Introduction to Computer Science	3
#	CIS 121◊ *Introduction to Programming* or	
#	CIS 195◊ *Programming for Engineers*	3
#	MAT 124◊ *Finite Mathematics* or	
#	MAT 131◊ *Calculus & Analytic Geometry I* or	
#	MAT 134◊ *Introduction to Calculus for Business & Social Science*	3-5
	General education/Communications	3
		16-18

	Semester Two	
#	CIS 125◊ Discrete Mathematics for Computing[1]	4
#	CIS 253◊ *Advanced Visual Basic Programming* or	
#	CIS 255◊ *C++ Programming* or	
#	CIS 263◊ *Introduction to Object-Oriented Programming*	3-5
	ECO 102◊ Macroeconomics	3
	General education/Communications	3
	General education/Humanities & Fine Arts	3
		16-18

	Semester Three	
#	CIS 253◊ *Advanced Visual Basic Programming* or	
#	CIS 255◊ *C++ Programming* or	
#	CIS 263◊ *Introduction to Object-Oriented Programming*	3-5
	ECO 103◊ Microeconomics	3
	General education/Communications	3
	General education/Humanities & Fine Arts	3
	General education/Physical & Life Science	4
		16-18

	Semester Four	
#	CIS 265◊ *Computer Architecture and Assembly Language* or	
#	CIS 295◊ *Data Structures with C/C++*	3-4
#	ECO 170◊ *Statistics for Business and Economics*[1] or	
#	MAT 170◊ *Elementary Statistics*	3-4
	General education/Humanities & Fine Arts	3
	General education/Physical & Life Science	4
	General education/Social & Behavioral Science	3
		16-18

Electives: (Choose electives that meet the BS requirements of your transfer college.)

	BUS 141◊ Introduction to Business	3
	BUS 161◊ Business Law I	3
#	CIS 150◊ Computer Systems Applications	3
#	CIS 210◊ Data Communication and Networking Fundamentals	3
#	CIS 275◊ Project Management for Small-Business Systems	3
#	CIS 278◊ Database Management Systems	3
#	CIS 280◊ Business Systems Analysis and Design	3
#	MAT 133◊ Calculus & Analytic Geometry II	5

(Select courses that meet the BS requirements of your transfer college)

General education requirements: AS degree on page 68	40-41
Computer Science courses or other electives for AS degree	23-24

See CIS course descriptions and IAI codes on page 166.

[1]CIS 125◊ and ECO 170◊ may meet the Math requirement for the AS degree.

Coordinator: (Computer Information Systems): David Anderson, Ext. 3968
Coordinator: (Business): Dr. William M. Griffin, Ext. 3579

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AS Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AS Degree Requirements on page 68 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Computer Science (Technical)

Curriculum CIS.CST.AS (U230A12)

Students majoring in Computer Science with a Mathematics emphasis need a strong background in Mathematics and computing theory. Bachelor of Science degree graduates will find employment as programmers in scientific and engineering applications, graphics, operating systems or be prepared for graduate education in Computer Science.

Semester One   **Credit Hours**

#	CIS 121◊	*Introduction to Programming* or	
#	CIS 195◊	*Programming for Engineers*	3
#	CIS 125◊	Discrete Mathematics for Computing	4
	ECO 102◊	Macroeconomics	3
#	MAT 131◊	Calculus & Analytic Geometry I	5
		General education/Communications	3
			18

Semester Two

#	CIS 255◊	C++ Programming	3
#	ECO 103◊	Microeconomics	3
#	MAT 133◊	Calculus & Analytic Geometry II	5
			17

Semester Three

#	CIS 295◊	Data Structures with C/C++	3
#	PHY 106◊	General Physics (Mechanics)	4
		General education/Communications	3
		General education/Humanities & Fine Arts	3
			13

Semester Four

#	CIS 265◊	Computer Architecture and Assembly Language	4
#	PHY 107◊	General Physics (Electricity, Magnetism, Thermodynamics)	4
		General education/Humanities & Fine Arts	3
		General education/Physical & Life Science	4
		General education/Social & Behavioral Science	3
			18
		Total semester hours required for graduation	**66**

Recommended Electives:

#	MAT 235◊	Calculus & Analytic Geometry III	3
	PHL 102◊	Logic	3
#	PHY 108◊	General Physics (Waves, Optics, Relativity & Quantum Mechanics)	4

(Select courses that meet the BS requirements of your transfer college)

General education requirements: AS degree on page 68	40-41
Computer Science courses or other electives for AS degree	23-24

See CIS course descriptions and IAI codes on page 166.

Coordinator: David Anderson, Ext. 3968

Criminal Justice Administration

Curriculum CJA.CJA.AS (U230A43)

This concentration of courses prepares students interested in transferring to a four-year school for a bachelor's degree in criminal or social justice. The courses also provide a background for students interested in law, law enforcement, juvenile work, probation services, parole services, work release or halfway house counseling.

Semester One   **Credit Hours**

	CJA 111◊	Introduction to Criminal Justice	3
	CJA 121◊	Introduction to Corrections	3
#	RHT 101◊	Freshman Rhetoric and Composition I	3
		General education/Physical or Life Science	4
		General education/Social or Behavioral Science	3
			16

Semester Two

	CJA 181◊	Juvenile Delinquency & Law	3
#	RHT 102◊	Freshman Rhetoric and Composition II	3
		General education/Humanities or Fine Arts	3
		General education/Social or Behavioral Science	3
		Electives[1]	4-5
			17-18

Semester Three

#	CJA 219◊	Criminal Law I	3
#	SPE 101◊	Principles of Effective Speaking	3
	HTH 104◊	Science of Personal Health or	
	HTH 281◊	First Aid & CPR	2
		General education/Humanities & Fine Arts	3
		General education/Mathematics	3
		General education/Physical & Life Science	3
			17

Semester Four

#	CJA 201◊	Criminology	3
		General education/Humanities or Fine Arts	3
		General education/Mathematics	3
		General education/Social or Behavioral Science	3
		Electives[1]	3-4
			15-16
		Total credits required for graduation	**64**

Suggested General Education and/or Electives:

	ECO 102◊	Macroeconomics	3
	PHL 103◊	Ethics	3
	PSY 100◊	Introduction to Psychology	3
	SOC 100◊	Introduction to Sociology	3
#	SOC 225◊	Racial & Cultural Minorities	3
		One year of a foreign language sequence	8

Recommended Criminal Justice Administration Courses:

	CJA 161◊	Administration of Justice	3
	CJA 246◊	Laws of Evidence	3
#	CJA 257◊	Law Enforcement Administration	3
	CJA 296◊	Special Topics in Criminal Justice	0.5-4

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68	40-41
Criminal Justice courses or other electives for AS degree	23-24

See CJA course descriptions and IAI codes on page 172.

Note: *See Associate in Applied Science degree in Criminal Justice Administration on page 105 for more information. Also available are certificates in Corrections, Law Enforcement and Armed Security. on page 106*

[1]It is recommended that students select a minimum of 20 elective credits from the Criminal Justice Administration area.

Coordinator: Gregory Catena, Ext. 3325

Economics

Curriculum SOC.ECO.AS (U230A08)

Triton's courses in Economics will give the learner an understanding of fiscal and monetary policies and cover such topics as supply and demand analysis, market structures and resource allocations.

Recommended courses:

	ECO 102◊	Macroeconomics	3
	ECO 103◊	Microeconomics	3
#	ECO 170◊	Statistics for Business and Economics	3
	ECO 296◊	Special Topics in Economics	1-4
#	MAT 134◊	Introduction to Calculus for Business and Social Science	5

Suggested electives:

	ACC 101◊	Financial Accounting	4
#	ACC 105◊	Managerial Accounting	3
#	MAT 131◊	Calculus & Analytic Geometry I	5
#	MAT 133◊	Calculus & Analytic Geometry II	5

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68	40-41
Economics courses or other electives for AS degree	23-24

See ECO course descriptions on page 180.

Chairperson: Bill Decker, Ext. 3509

Geography

Curriculum SOC.GEO.AS (U230A32)

Geography is the study of the interaction of Earth surface forms and human settlements. It is not only an interesting subject that broadens the horizons of those who study it, but also one that helps individuals, business concerns and governments.

Recommended courses:

GEO 104◊	Contemporary World Cultures	3
GEO 105◊	Economic Geography	3
GEO 200◊	Physical Geography: Weather & Climate	4
GEO 201◊	Physical Geography: Maps & Land Forms	4
GEO 296◊	Special Topics in Geography	1-4

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68	40-41
Geography courses or other electives for AS degree	23-24

See GEO course descriptions on page 190.

Chairperson: Bill Decker, Ext. 3509

Geology

Curriculum SCI.GOL.AS (U230A33)

The geological sciences are fundamentally the study of Earth, its crust and global internal structure, ocean basins, continents, mountains, volcanoes, earthquakes, glaciers and other surface features. Geology also is concerned with the history of the planet, the origin and evolution of the continents, seas and life. Employment opportunities for the geologist are found with state and federal agencies and private engineering firms concerned with land use, geologic hazards, hazardous waste disposal and the management of important resources such as oil, gas, coal, water and various minerals.

Semester One		**Credit Hours**
GOL 101◊	Physical Geology	4
# MAT 111◊	Pre-Calculus	5
	General education and/or electives	6
		15

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AS Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AS Degree Requirements on page 68 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Semester Two

GOL 102◊	Historical Geology	4
	General education and/or electives	12
		16

Semester Three

#	CHM 140◊	General Chemistry I	5
#	PHY 101◊	General Physics (Mechanics, Heat & Sound)	5
		General education and/or electives	6
			16

Semester Four

#	CHM 141◊	General Chemistry II	5
#	PHY 102◊	General Physics (Elect., Magnetism, Optics & Modern Physics)	5
		General education and/or electives	7
			17

Suggested electives:

#	BIS 150◊	Principles of Biology I	4
#	MAT 131◊	Calculus & Analytic Geometry I	5
#	MAT 133◊	Calculus & Analytic Geometry II	5

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68	40-41
Geology courses or other electives for AS degree	23-24

See GOL course descriptions on page 190.

Chairperson: Gabriel Guzman, Ext. 3260

Health, Sport & Exercise Science
(formerly Physical Education)

Curriculum HSE.PED.AS (U230A36)

Triton's Health, Sport and Exercise Science department offers a program that is as diverse as Triton's student body. If you want to major in Physical Education, Health or Exercise Science, want to be involved in sports or are simply interested in keeping fit, you can choose from a variety of transferable credit courses/concentrations. The schedule shown below is provided as guidance to students seeking the associate in science degree.

General Education Core[2]
13 courses (40-41 semester credits)

Communications: Three courses (nine semester credits)

#	RHT 101◊	Freshman Rhetoric and Composition I[1]	3
#	RHT 102◊	Freshman Rhetoric and Composition II[1]	3
#	SPE 101◊	Principles of Effective Speaking	3
			9

Note: Grade of "C" or better is an IAI requirement for RHT 101◊ **and** RHT 102◊

Social & Behavioral Sciences: Three courses (nine semester credits) with courses selected from at least two disciplines

Recommended Social & Behavioral Sciences Courses:

PSY 100◊	Introduction to Psychology	3
SOC 100◊	Introduction to Sociology	3
	Plus one course from Social & Behavioral Sciences	3
		9

Humanities & Fine Arts[2]: Three courses (nine semester credits) with at least one course selected from Humanities and at least one course from Fine Arts. Graduation from an Illinois college or university requires satisfactory completion of one or more courses incorporating Human Diversity, which may be taken as a Humanities and Fine Arts or Social and Behavioral Science course. These courses are notated with an asterisk (*).

Mathematics[2]: Two courses (six semester credits)

Physical & Life Sciences[2]: Two courses with one course selected from the Life Sciences and one course from Physical Sciences.

Required Health, Sport & Exercise Science Core

HTH 104◊	Science of Personal Health	2
HTH 120◊	Nutrition Science	3
HTH 281◊	First Aid & CPR	2
PED 106◊	Total Fitness	1
PED 153◊	Foundations of Exercise	3
	PED elective[3]	0-1
		11-12

AREA OF CONCENTRATION COURSES (12-13 semester credits) Students will choose courses from **one** of the following areas:

Physical Education Teaching Concentration:
(HSE.PET.AS)

	PED 150◊	Introduction to Physical Education	2
	PED 159◊	Selected Team and Recreation Sports	3
	PED 169◊	Elementary School Games	3
#	EDU 207◊	Introduction to Education	3.5
	PED	Team or Individual Sports elective[1]	1
			12.5

Athletic Training Concentration:
(HSE.ATH.AS)

HTH 220◊	Athletic Training Techniques	3
HTH 221◊	Sport Specific Training and Rehabilitation	3
PED 200◊	Introduction to Biomechanics	3
PED 210◊	Exercise, Testing and Prescription	3
		12

Coaching Concentration:
(HSE.COA.AS)

HTH 220◊	Athletic Training Techniques	3
PED 168◊	Theory & Practice of Weight Training	2
PED 194◊	Principles of Coaching	3
PED 196◊	*Sport & Exercise Psychology* or	
PED 197◊	*Sociology of Sport*	3
PED	Team or Individual Sports elective[1]	1
		12

Wellness and Nutrition Concentration:
(HSE.WNT.AS)

	HTH 175◊	Drug and Alcohol Education	3
	HTH 202◊	Culture and Food	3
	HTH 210◊	Lifestyle for Wellness	3
#	PSY 207◊	Health Psychology	3
			12

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68   40-41
Health, Sport & Exercise Science courses or other electives for AS degree   23-24

See PED course descriptions on page 212.

[1]Grade of 'C' or better is an IAI requirement
[2]See Associate in Science degree requirements, (ASD.AS.AS (U230A)) on page 68 for a list of applicable general education courses.
[3]The number of required elective credit is determined by the program option completed.

Chairperson: Julianne Murphy, Ext. 3087

International Business

Curriculum SOC.IBU.AS (U230A07)

This concentration is designed for transfer students with interests in international marketing, finance, economics and management.

Recommended courses:

	ACC 101◊	Financial Accounting	4
	ACC 105◊	Managerial Accounting	3
	BUS 161◊	Business Law I	3
	CIS 101◊	Introduction to Computer Science	3
	ECO 102◊	Macroeconomics	3
	ECO 103◊	Microeconomics	3
		ITL 101◊, ITL 102◊; SPN 101◊, SPN 102◊ or	
		ITL 103◊, ITL 104◊; SPN 103◊, SPN 104◊	8-16
	GEO 105◊	Economic Geography	3

Suggested electives:

	ANT 103◊	Cultural Anthropology	3
	BUS 141◊	Introduction to Business	3
#	MAT 110◊	College Algebra	5
#	MAT 124◊	Finite Mathematics	3
#	MAT 134◊	Introduction to Calculus for Business & Social Science	5
	PSC 184◊	Global Politics	3

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AS degree on page 68   40-41
Business courses or other electives for AS degree   23-24

 BUS course descriptions on page 161.

Chairperson (Social Science): Bill Decker, Ext. 3509
Coordinator (Business): Dr. William M. Griffin, Ext. 3579

Mathematics

Curriculum MAT.MAT.AS (U230A27)

The study of mathematical sciences involves ideas and techniques that are essential for the natural and social sciences and increasingly important in all areas of society.

Triton College Mathematics department offers a variety of classes, including those described below.

The following courses all are articulated and intended to transfer under the Illinois Articulation Initiative. They may be used to fulfill **General Education Core requirements:**

#	MAT 101◊	Quantitative Literacy	3
#	MAT 102◊	Liberal Arts Math	3
#	MAT 117◊	Math for Elementary School Teachers II	3
#	MAT 124◊	Finite Mathematics	3
#	MAT 131◊	Calculus & Analytic Geometry I	5
#	MAT 133◊	Calculus & Analytic Geometry II	5
#	MAT 134◊	Introduction to Calculus for Business & Social Science	5
#	MAT 170◊	Elementary Statistics	4
#	MAT 224◊	Linear Algebra (usually offered as independent study)	3
#	MAT 235◊	Calculus and Analytic Geometry III	3

Students who select a major in Mathematics or a related field should plan their selections with the transfer college requirements in mind. In all cases, it is strongly recommended that the calculus sequence be completed at Triton College, as many transfer schools will not accept single courses as evidence of meeting requirements.

Some students will be required to take courses, which transfer as electives and are not applied to the General Education Core, but do constitute a prerequisite toward the calculus sequence and Finite Math. They are:

#	MAT 110◊	College Algebra	5
#	MAT 111◊	Pre-Calculus	5
#	MAT 114◊	Plane Trigonometry	3

Occupational fields open to students who complete college Mathematics curricula include analysis in industry or government, teaching, actuarial work, computer programming, data analysis and other statistical work, and mathematical aspects of business and finance.

General Education electives must be selected from AA/AS applicable course list *and* must adhere to the requirements of the Illinois Articulation Initiative for graduation if planning to transfer within Illinois. AS Degree Requirements pages explain needed courses in detail. *Students are required to select at least one course from Humanities and one course from Fine Arts, a Physical and a Life Science, and courses in Social and Behavior Sciences from at least two disciplines*. See catalog with AS Degree Requirements on page 68 for required hours and number of courses in each discipline.*

*discipline: a subject or field of activity, for example, an academic subject

Suggested Program:

Semester One		Credit Hours
# MAT 131◊	Calculus & Analytic Geometry I	5
# RHT 101◊	Freshman Rhetoric & Composition I	3
# SPE 101◊	Principles of Effective Speaking	3
	General education/Humanities & Fine Arts	3
		14

Semester Two		
# CIS 195◊	Programming for Engineers	3
# MAT 133◊	Calculus & Analytic Geometry II	5
# RHT 102◊	Freshman Rhetoric & Composition II	3
	General education/Humanities & Fine Arts	3
	General education/Social & Behavioral Science	3
		17

Semester Three		
# MAT 235◊	Calculus & Analytic Geometry III	3
# PHY 106◊	General Physics (Mechanics)	4
	General education/Humanities & Fine Arts	3
	General education/Life Science	4
	General education/Social & Behavioral Science	3
		17

Semester Four		
# MAT 341◊	Differential Equations	3
# PHY 107◊	General Physics (Electricity, Magnetism, and Thermodynamics)	4
	General education/Social & Behavioral Science	3
	Electives	6-7
		16-17

(Select courses that meet the BS in Mathematics requirements of your transfer college.)

General education requirements: AS degree on page 68		40-41
Mathematics courses or other electives for AS degree		23-24

See MAT course descriptions on page 201.

Chairperson: Glenn Jablonski, Ext. 3345

Personal Trainer

(See Personal Trainer Certificate on page 133)

Physics

Curriculum SCI.PHY.AS (U230A34)

The Physics curriculum consists of the first two years of courses needed for a bachelor's degree in Physics. The curriculum includes 12 hours of physics, 10 hours of chemistry, 16 hours of Mathematics, and 27 hours of general education courses. Students begin the two-year Associate in Science Physics program when they are ready to take RHT 101◊ and MAT 131◊.

Semester One		Credit Hours
# CHM 140◊	General Chemistry I	5
# MAT 131◊	Calculus & Analytic Geometry I	5
# RHT 101◊	Freshman Rhetoric and Composition I	3
	General education	3
		16

Semester Two		
# CHM 141◊	General Chemistry II	5
# MAT 133◊	Calculus & Analytic Geometry II	5
# PHY 106◊	General Physics (Mechanics)	4
	General education	3
		17

Semester Three		
# MAT 235◊	Calculus & Analytic Geometry III	3
# PHY 107◊	General Physics (Electricity, Magnetism and Thermodynamics)	4
	General education	9
		16

Semester Four		
# MAT 341◊	Differential Equations	3
# PHY 108◊	General Physics (Waves, Optics, Relativity & Quantum Mechanics)	4
	General education	8
		15

Suggested electives:

AST 101◊	Astronomy of the Solar System	4
AST 102◊	Astronomy of the Stars and Beyond	4
# CIS 195◊	Programming for Engineers	3

(Select courses that meet the BS requirements of your transfer school.)

General education requirements: AS degree on page 68		40-41
Physics courses or other electives for AS degree		23-24

See PHY course descriptions on page 217.

Chairperson: Gabriel Guzman, Ext. 3260

Pre-Profession

Curriculum SCI.PPO.AS (U230A30)

Pre-professional studies include programs in the health sciences (nutrition, dietetics, physical therapy, occupational therapy, medical lab technology, nursing), pre-veterinary medicine, pre-pharmacy, pre-dentistry, pre-medicine, pre-optometry and pre-chiropractic. Students typically begin a pre-professional program when ready to take RHT 101◊, MAT 111◊, and with the equivalent of at least one unit of high school Biology and one unit of high school Chemistry. To facilitate the transfer of credits to the professional school, the student should contact the school to help coordinate his/her course selection at Triton.

Semester One		Credit Hours
# BIS 150◊	Principles of Biology I	4
# CHM 140◊	General Chemistry I	5
# MAT 111◊	Pre-Calculus	5
# RHT 101◊	Freshman Rhetoric and Composition I	3
		17

Semester Two		
# BIS 151◊	Principles of Biology II	4
# CHM 141◊	General Chemistry II	5
	General education	4
		13

Semester Three		
# BIS 240◊	Human Anatomy and Physiology I[1]	4
# CHM 234◊	Organic Chemistry I[1]	5
# MAT 131◊	Calculus & Analytic Geometry I[1]	5
	General education	3
		17

Semester Four		
# BIS 241◊	Human Anatomy and Physiology II[1]	4
# CHM 235◊	Organic Chemistry II[1]	5
# PHY 101◊	General Physics (Mechanics, Heat & Sound)[1]	5
	General education	3
		17

Optional Semester Five or Summer School		
# CHM 132◊	Elementary Organic Chemistry	5
# PHY 102◊	General Physics (Elect., Magnetism, Optics & Modern Physics)[1]	5
	General education	4-10
		9-15

(Select courses that meet the BS requirements of your transfer school.)

General education requirements: AS degree on page 68	40-41
Pre-profession courses or other electives for AS degree	23-24

[1]Courses may not be required for all of the pre-profession programs and therefore should be coordinated with the transfer school.

The following specialized programs can be started at Triton College and then completed at a four-year college.

Students should meet the general education requirements and recommended course work for Triton and then plan the remainder of their courses according to the four-year college requirements.

Pre-Dentistry

Curriculum SCI.DNT.AS

To be admitted to a college of dentistry, a student should have a minimum of two years of work in liberal arts. Course selections should include strong emphasis in Chemistry, Physics and Biology. The Dental Aptitude Test usually is required of an applicant for admission to dental school.

Pre-Engineering

Curriculum SCI.EGR.AS

Engineers use analytical and technical tools to provide creative yet economic solutions to problems. Degreed engineers have been consistently in demand, commanding the highest starting salaries among college graduates.

Students should note that four-year colleges and universities vary in specific course and transfer requirements. Therefore, it is important that in selecting Triton courses, students should consult a Triton counselor, as well as the catalog and/or admissions advisor at the senior institution to which transfer is intended.

Recommended courses:

# CHM 140◊	General Chemistry I	5
# CIS 195◊	Programming for Engineers	3
# MAT 131◊	Calculus & Analytic Geometry I	5
# MAT 133◊	Calculus & Analytic Geometry II	5
# MAT 235◊	Calculus & Analytic Geometry III	3
# MAT 341◊	Differential Equations	3
# PHY 106◊	General Physics (Mechanics)	4
# PHY 107◊	General Physics (Electricity, Magnetism and Thermodynamics)	4

Optional course:

# PHY 108◊	General Physics (Waves, Optics, Relativity & Quantum Mechanics)	4

Pre-Forestry

Curriculum SCI.FOR.AS

The first two years of forestry can be taken primarily in Liberal Arts. Science and Mathematics courses should be chosen carefully according to the requirements stated in the four-year college catalog.

Pre-Law

Curriculum SCI.LAW.AS

A College of Law usually has no specific pre-legal course requirements, but prospective law students should choose their pre-legal subjects so as to achieve a well-rounded general education and one that would be relevant to future career interests.

A four-year college degree is usually required to enter a college of law, as is the law school admissions test. Each law school determines its own requirements for grade-point average. It is recommended that a student meet the requirements of either the Liberal Arts or Business Administration curriculum.

Pre-Medicine

Curriculum SCI.MED.AS

Students desiring admission to a college of medicine should have a Bachelor of Science or Bachelor of Arts degree or at least 90 semester hours of college work and be eligible for full senior status in college. Their chosen courses should have emphasis in Biology, Chemistry and Physics. The medical college admissions test is required by most medical schools.

Pre-Nursing

Curriculum SCI.NUR.AS

A student who plans to get a Bachelor of Science degree with a major in Nursing may take the first and/or second years of work in Liberal Arts and should be careful especially in selecting Science courses.

Pre-Nutrition/Dietetics

Curriculum SCI.NTR.AS

Students interested in being a nutritionist or dietician must complete a bachelor's degree in nutrition or dietetics within a CADE-accredited supervised practice program and must successfully pass the Commission on Dietetic Registration (CDR) examination. Students can take this associate degree and then transfer to a university to complete their degree in dietetics or nutrition.

Students should note that four-year colleges and universities vary in specific course and transfer requirements. Therefore, it is important that in selecting Triton courses, students should consult a Triton counselor, as well as the catalog and/or admissions advisor at the senior institution to which transfer is intended.

General Education Requirements:

#	BIS 150◊	Principles of Biology I	4
#	CHM 140◊	General Chemistry I	5
#	MAT 124◊	Finite Mathematics	3
#	MAT 170◊	Elementary Statistics	4
	PHL 101◊	Introduction to Philosophy	3

	PHL 105◊	World Religions	3
	PSY 100◊	Introduction to Psychology	3
	SOC 100◊	Introduction to Sociology	3
#	RHT 101◊	Freshman Rhetoric & Composition I	3
#	RHT 102◊	Freshman Rhetoric & Composition II	3
#	SPE 101◊	Principles of Effective Speaking	3

Program Requirements:

#	BIS 222◊	Principles of Microbiology	4
#	BIS 240◊	Human Anatomy & Physiology I	4
#	BIS 241◊	Human Anatomy & Physiology II	4
#	CHM 141◊	General Chemistry II	5
	HTH 120◊	Nutrition Science	3
		Program electives	3

Optional fifth semester or summer school:

#	CHM 234◊	Organic Chemistry I	5
		Program electives	3

Program electives (select one):

	BUS 200◊	Introduction to Human Resource Management	3
#	CHM 132◊	Elementary Organic Chemistry	5
	HTH 202◊	Culture and Food	3
#	PSY 207◊	Health Psychology	3

Choose a Social & Behavioral Science elective that meets the human diversity requirement.

Pre-Occupational Therapy

Curriculum SCI.THR.AS

The first two years of occupational therapy can be taken primarily in liberal arts with some specialization according to the requirements stated in the four-year college catalog.

Pre-Optometry

Curriculum SCI.OPT.AS

Admittance to a college of optometry requires a minimum of 60 semester hours and a minimum GPA of 2.50 for all college courses attempted.

These courses should emphasize Biology, Chemistry and Mathematics. Automatic admission is not implied by the attainment of the minimum requirements set forth in the program.

Pre-Pharmacy

Curriculum SCI.PHR.AS

One year of this curriculum may be taken in liberal arts and the next four years in a College of Pharmacy. Chemistry and Mathematics courses should be included in chosen courses.

Pre-Veterinary

Curriculum SCI.VET.AS

A student usually should present 60 semester hours of acceptable college credit to be admitted to a College of Veterinary Medicine. These courses may be taken in liberal arts and should include emphasis in Chemistry, Biology and Physics.

Chairperson: Gabriel Guzman, Ext. 3260

Associate in Fine Arts Degree Requirements

The Associate of Fine Arts in Music or Art provides the first two years of post-secondary study in either Music or Art. Accordingly, the student can expect to engage in a variety of courses that will require the student to practice skills necessary for proficiency. The Associate of Fine Arts degree enables the student to achieve competence and understanding necessary for success at the university level.

Art

Curriculum VPA.ART.AFA (U250M50)
(62 semester hours required)

Semester One		Credit Hours
ART 111◊	Ancient to Medieval Art	3
ART 117◊	Drawing I	3
ART 119◊	Two-dimensional Design	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
	General education/Mathematics	3
		15

Semester Two		
ART 112◊	Renaissance to Modern Art	3
# ART 118◊	Drawing II	3
# ART 120◊	Three-dimensional Design	3
# RHT 102◊	Freshman Rhetoric & Composition II	3
PSC 150◊	*American National Politics* or	
HIS 151◊	*History of the United States to 1877* or	
HIS 152◊	*History of the United States Since 1877*	3
		15

Semester Three		
# ART 125◊	Life Drawing I	3
# SPE 101◊	Principles of Effective Speaking	3
	General education/Humanities or Fine Arts	3
	General education/Life Science	4
	Art elective(s)	3-6
		16-19

Semester Four		
	General education/Humanities & Fine Arts[1]	3
	General education/Physical Science	4
	General education/Social & Behavioral Science[1]	3
	Art elective(s)	3-6
		13-16
	Total credits required for graduation	**62**

Suggested Electives
(select at least two of the following disciplines)
Ceramics:

#	ART 135◊	Ceramics I	3
#	ART 136◊	Ceramics II	3

Painting:

#	ART 141◊	Painting I	3
#	ART 142◊	Painting II	3

Printmaking:

#	ART 140◊	Printmaking	3

Sculpture:

#	ART 151◊	Sculpture I	3

Visual Communication:

	VIC 100◊	Graphic Design	3
	VIC 104◊	Computer Art I	3

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AFA degree	32
Art courses or other electives for AFA degree	30

See ART course descriptions and IAI codes on page 155.

[1]One Human Diversity course must be taken from either Social & Behavioral Science or Humanities/Fine Arts.

Chairperson: Dennis McNamara, Ext. 3597

Music

Curriculum VPA.MUS.AFA (U250M51)
(64 semester hours required)

Semester One		Credit Hours
# MUS 105◊	Theory of Music I	3
# MUS 115◊	Sight-singing & Ear-training I	1
# MUS 135◊	Keyboard Musicianship I	1
# RHT 101◊	Freshman Rhetoric & Composition I	3
PSC 150◊	*American National Politics* or	
HIS 151◊	*History of the United States to 1877* or	
HIS 152◊	*History of the United States Since 1877*	3
	General education/Mathematics	3
	Applied Music elective	2
	Ensemble elective	1
		17

Semester Two

#	MUS 106◊	Theory of Music II	3
#	MUS 116◊	Sight-singing & Ear-training II	1
#	MUS 235◊	Keyboard Musicianship II	1
#	RHT 102◊	Freshman Rhetoric & Composition II	3
		General education/Life Science	4
		Applied Music elective	2
		Ensemble elective	1
			15

Semester Three

#	MUS 180◊	Applied Music-Piano	1
#	MUS 207◊	Theory of Music III	3
#	MUS 215◊	Introduction to Music History	3
#	MUS 217◊	Sight-singing & Ear-training III	1
#	SPE 101◊	Principles of Effective Speaking	3
		General education/Humanities & Fine Arts[1]	3
		Applied Music elective	2
		Ensemble elective	1
			17

Semester Four

#	MUS 180◊	Applied Music-Piano	1
#	MUS 208◊	Theory of Music IV	3
#	MUS 218◊	Sight-singing & Ear-training IV	1
		General education/Physical Science	4
		General education/Social & Behavioral Science[1]	3
		Applied Music elective	2
		Ensemble elective	1
			15

Ensemble electives: Choose from:

#	MUS 250◊	Concert Band	1
#	MUS 251◊	Community Concert Band I	0.5
#	MUS 252◊	Community Concert Band II	0.5
#	MUS 253◊	Ensemble	1
#	MUS 261◊	College Chorus	1
#	MUS 262◊	Choral Ensemble	1
#	MUS 266◊	Jazz Band	1

Applied Music electives: Choose from below courses and repeat four semesters.

#	MUS 179◊	Applied Music-Instrumental	2
#	MUS 180◊	Applied Music-Piano	2
#	MUS 181◊	Applied Music-Voice	2

(Select courses that meet the BS requirements of your transfer college.)

General education requirements: AFA degree	32
Music courses or other electives for AFA degree	35

See MUS course descriptions and IAI codes on page 205.

NOTE: *All program requirement courses require an earned grade of 'C' or higher, in order to pass onto the next course in the program sequence.*

[1]One Human Diversity course must be taken from either Social & Behavioral Science or Humanities & Fine Arts.

Chairperson: Dennis McNamara, Ext. 3597

Associate in General Studies Degree Requirements

Curriculum GEN.GEN.AGS (L224A)

The Associate in General Studies (AGS) degree is intended for students whose educational goals will not be adequately met by the other associate degree programs. The AGS is awarded in individualized curricula that has been agreed upon by the student and counselor.

Communications		**6 semester hours**
#	RHT 101◊	Freshman Rhetoric and Composition I
#	RHT 102◊	Freshman Rhetoric and Composition II

Note: Grade of "C" or better is an IAI requirement for RHT 101◊ and RHT 102◊.

Humanities	3 semester hours
Social Science	3 semester hours
Math/Science	3 semester hours
General education electives	9 semester hours

(To be selected from a combination of SPE 101◊; Social Science; Humanities; Mathematics; and/or Science course offerings)

(Select courses that meet the BS requirements of your transfer college.)

General education for AGS degree requirements	24
Total semester hours required for AGS degree	**64**

Students who wish to discuss pursuing the AGS degree must contact the counselor for the Associate in General Studies degree program. This contact should be made when the student first enrolls for classes or upon changing his/her educational goals.

The Associate in General Studies degree is not considered to be a transferable degree. The student should contact the Counseling department to determine the transferability of part or all the Associate in General Studies degree. The Counseling department may be contacted at (708) 456-0300, Ext. 3588.

Applied Science Programs

Applied Science Programs at Triton provide occupational preparation in a range of careers. The programs are designed to prepare students for direct or upgraded employment following Triton College graduation. In many cases, the areas of specialization are transferable to four-year colleges. The programs are listed alphabetically.

Courses offered in Applied Science are college-level and designed primarily for career preparation and in some cases transfer to particular colleges and universities in specific majors. Students should contact the institution to which they intend to transfer or consult with a Triton counselor or Triton's Transfer Center regarding the transferability of career-education courses.

Associate in Applied Science degrees, career certificates and advanced certificates are awarded for the successful completion of requirements.

Some programs, most notably those in Nursing and Allied Health, have special requirements for enrollment. Students must attend a scheduled information session and meet with the program coordinator to be considered for many of these programs. Please call (708) 456-0300, Ext. 3545, for dates and times.

A maximum of six semester hours of physical education activity courses (PED courses numbered 150 and below) may be selected as electives to fulfill graduation requirements.

College success courses may not be used to meet graduation requirements.

The Applied Science curricula follow with curriculum numbers related to degree, certificate and advanced certificate programs. Students must use these numbers when registering for classes. All degree programs qualify for the Associate in Applied Science degree.

Human Diversity Requirement

Illinois Public Act 87-581 requires that degree-seeking students meet this requirement. This can be accomplished by successful completion of all the required general education courses in the AAS Degree.

Notes for this section:

\# **Prerequisites/Corequisites:** See the course description section of this catalog to ensure course prerequisites or corequisites are met prior to enrolling in courses. Students may petition for waiver of course prerequisites/corequisites if they believe they have comparable experience or completed course work with similar content. Counselors can assist in this process.

◊ **See Articulated Courses** on page 40 for additional information.

Degree graduation requirements: In addition to fulfilling general education and program requirements, students must maintain a minimum grade-point average, meet public-law and residency requirements and complete proper filing procedures to graduate. For information, see degree graduation requirements in the "Degrees and Certificates" section of this catalog and the general education requirements for the Associate in Applied Science Degree at the beginning of the "Applied Science Programs" section. Also see your counselor for assistance.

Additional certificate requirements: In addition to fulfilling certificate program requirements, students must maintain a minimum grade-point average, meet residency requirements and complete proper filing procedures to receive their diplomas. For information, see certificate graduation requirements in the "Degrees and Certificates" section of this catalog. Also see your counselor for assistance.

Applied Science Programs Offered

Curriculum

Selective Admission Health Programs Offered

Curriculum

Associate in Applied Science Degree Requirements

The general education requirements for the Associate in Applied Science degree are listed below. The specific requirements for each career-education curriculum are listed on the pages that follow that section of the catalog.

Note: Students may be required to enroll in COL 102◊ as a condition for admission or re-admission to certain programs at the college.

Communications
The Communications requirement varies by curriculum.
(six semester hours total are required for graduation; department choice of RHT 101◊ and RHT 102◊ or RHT 101◊ and SPE 101◊ option)

			Semester hours
#	RHT 101◊	*Freshman Rhetoric & Composition I* with	3
#	RHT 102◊	*Freshman Rhetoric and Composition II* or	3
#	RHT 101◊	*Freshman Rhetoric & Composition I* with	3
#	SPE 101◊	*Principles of Effective Speaking*	3

Note: Grade of "C" or better is an IAI requirement for RHT 101◊ and RHT 102◊.

Social and Behavioral Sciences or Humanities or Fine Arts
(six semester hours total are required for graduation; department choice whether courses are taken from each discipline or two courses from the same discipline)

Anthropology:

ANT 101◊	Introduction to Anthropology	3
ANT 102◊	Introduction to Biological Anthropology	3
ANT 103◊	*Cultural Anthropology	3
ANT 105◊	Digging into Archaeology	3
ANT 150◊	*Cultural Contexts	3

Education:

ECE 110◊	Early Childhood Development	3

Economics:

ECO 100◊	Principles of Economics	3
ECO 102◊	Macroeconomics	3
ECO 103◊	Microeconomics	3
ECO 105◊	Consumer Economics	3

Geography:

GEO 104◊	*Contemporary World Cultures	3
GEO 105◊	*Economic Geography	3
GEO 106◊	*Regional Geography of Africa and Asia	3

History:

HIS 151◊	History of the United States to 1877	3
HIS 152◊	History of the United States Since 1877	3
HIS 156◊	*African History	3
HIS 171◊	*History of Latin America I	3
HIS 172◊	*History of Latin America II	3
HIS 191◊	*History of Asia and the Pacific I	3
HIS 192◊	*History of Asia and the Pacific II	3

Political Science:

PSC 120◊	Principles of Political Science	3
PSC 150◊	American National Politics	3
PSC 151◊	American State and Urban Politics	3
PSC 184◊	Global Politics	3

Psychology:

	PSY 100◊	Introduction to Psychology	3
	PSY 105◊	Applied Psychology	3
#	PSY 201◊	Introduction to Social Psychology	3
#	PSY 216◊	Child Psychology	3
#	PSY 222◊	Adolescent Psychology	3
#	PSY 228◊	Psychology of Adulthood & Aging	3

Sociology:

	SOC 100◊	Introduction to Sociology	3
#	SOC 120◊	Social Patterns of Courtship & Marriage	3
	SOC 131◊	Social Problems	3
#	SOC 225◊	*Racial & Cultural Minorities	3

Social Science:

SSC 190◊	Contemporary Society	3

Humanities or Fine Arts
(department may specify which discipline the course is taken from or may specify a specific course)

Architecture:

#	ARC 210◊	History of Architecture I	3

Art:

ART 110◊	Looking at Art	3
ART 111◊	Ancient to Medieval Art	3
ART 112◊	Renaissance to Modern Art	3
ART 114◊	*Survey of Asian Art	3

English:

#	ENG 101◊	Introduction to Poetry	3
#	ENG 103◊	Introduction to Fiction	3
#	ENG 105◊	World Literature (Antiquity to 1700s)	3
#	ENG 113◊	Classic American Authors Pre-Civil War	3
#	ENG 114◊	Classic American Authors, Civil War to Present	3
#	ENG 170◊	Introduction to Children's Literature	3
#	ENG 202◊	Introduction to Drama	3
#	ENG 231◊	Introduction to Shakespeare	3

Foreign Language:
(any CHN, ITL, SPN course)   2-4

History:

HIS 121◊	History of Western Civilization I	3
HIS 122◊	History of Western Civilization II	3
HIS 141◊	*World History I	3
HIS 142◊	*World History II	3

Humanities:

	HUM 101◊	The Popular Arts	3
	HUM 102◊	Mass Media and Culture	3
	HUM 104◊	Humanities Through the Arts	3
	HUM 120◊	Humanities: The Worker in America	1
	HUM 124◊	Professional Ethics	1
	HUM 125◊	The Individual and Technology	1
	HUM 126◊	Modern Business Ethics	1
	HUM 151◊	Great Books I	3
	HUM 152◊	Great Books II	3
	HUM 165◊	*Introduction to the Latin-American Experience	3
#	HUM 170◊	*Introduction to Women's and Gender Studies	3
	HUM 296◊	Special Topics in Humanities	3
	IDS 101◊	The Arts in Western Culture I	3
	IDS 102◊	The Arts in Western Culture II	3

Mass Communication:

MCM 150◊	Film History and Appreciation	3

Music:

	MUS 110◊	Listening to Music	3
#	MUS 215◊	Introduction to Music History	3
	MUS 216◊	Music in America	3

Philosophy:

PHL 101◊	Introduction to Philosophy	3
PHL 102◊	Logic	3
PHL 103◊	Ethics	3
PHL 105◊	*World Religions	3
PHL 106◊	Biomedical Ethics	3

Speech:

SPE 130◊	Introduction to Theatre	3

Visual Communication:

VIC 160◊	History of Photography	3

Physical or Life Sciences or Mathematics

(three semester hours total are required for graduation; review specific program requirements for the curriculum selected)

Graduation Requirements:

Total semester hours required in **general education** toward the AAS degree	15
Total semester hours in program **core courses and electives** required toward the AAS degree	45
Total semester hours required toward the AAS degree	60

Accounting/Finance
(formerly Accounting)

Curriculum BUS.ACC.AAS (C206A)

The Accounting/Finance curriculum includes the study of theory and practice for accounting procedures, cost accounting, income tax procedures and the application of data processing to accounting and financial problems.

Provides the minimum accounting requirements needed to enter the accounting profession as an accounting clerk or as an entry-level member of an accounting staff in many small to medium-sized businesses. The program also will enable the student to pursue an associate in applied science degree in accounting.

While the accounting curriculum is designed with the career student in mind, many of the courses contained in it will transfer to a four-year college.

Students successfully completing the associate in applied science degree program will have developed knowledge and skills in the following areas:

- analyze and record the transactions of a business entity applying generally accepted accounting principles;
- perform all of the steps of the complete accounting cycle;
- understand theory and practical applications of various accounting systems, such as costing systems;
- journalize the entries of a job order costing and process costing system;
- compute the variances in an actual versus standard cost system;
- analyze financial statements in comparative forms, common-size forms and trend percentages; and
- use financial ratios for various users.

Associate in Applied Science Degree

Semester One			Credit Hours
	ACC 101◊	Financial Accounting	4
	BUS 129◊	Personal Finance	3
	BUS 141◊	Introduction to Business	3
	BUS 146◊	*Business Computations* or	
#	MAT 110◊	*College Algebra*	3-5
	BUS 107◊	*Microsoft Office in Business Applications* or	
	CIS 101◊	*Introduction to Computer Science*	3
			16-18

Semester Two			
#	ACC 105◊	Managerial Accounting	3
	BUS 113◊	Investments and Securities	3
	BUS 161◊	Business Law I	3
	CIS 161◊	Microsoft Excel II	3
#	RHT 101◊	Freshman Rhetoric & Composition I	3
			15

Semester Three

# ACC 166◊	Cost Accounting	3
# ACC 251◊	Intermediate Accounting I	3
# BUS 112◊	Principles of Finance	3
ECO 102◊	Macroeconomics	3
# SPE 101◊	Principles of Effective Speaking	3
	General education/Humanities or Fine Arts	3
		18

Semester Four

# ACC 252◊	Intermediate Accounting II	3
# ACC 257◊	Principles of Auditing	3
# BUS 149◊	*Elementary Statistics* or	
# ECO 170◊	*Statistics for Business and Economics*	3
	Program electives	6
		15
	Total credits required for graduation	**64-66**

See ACC course descriptions on page 151; BUS course descriptions on page 161; Humanities or Fine Arts General Education requirements on page 85.

Program electives (6): Any ACC or BUS course

Note: *ECO 102 ◊ meets the Social or Behavioral Sciences general education requirement.*

Coordinator: Dr. William M. Griffin, Ext. 3579

Accounting Certificate

Curriculum BUS.ACC.CERT (C306A)

The minimum accounting requirements for students to enter the accounting profession. Students will study accounting in proprietorship and learn accounting procedures, as well as the application of data processing to accounting problems. Graduates of this certificate may receive job positions in accounts payable, accounts receivable, data entry, cost accounting and bookkeeping.

Semester One **Credit Hours**

ACC 101◊	Financial Accounting	4
BUS 161◊	Business Law I	3
CIS 101◊	Introduction to Computer Science	3
	Electives	3
		13

Semester Two

# ACC 105◊	Managerial Accounting	3
CIS 155◊	Microsoft Excel I	3
	Electives	2
		8

Semester Three

# ACC 166◊	Cost Accounting	3
# ACC 251◊	Intermediate Accounting I	3
# CIS 157◊	Microsoft Access I	3
		9
	Total credits required	**30**

See ACC course descriptions on page 151; BUS course descriptions on page 161.

Suggested electives (5): ACC 156◊, ACC 252◊, ACC 257◊, ACC 296◊; BUS 262◊ or CIS 140◊

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Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/AccountingCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Bookkeeping Certificate

Curriculum BUS.BKK.CERT (C416A)

The Bookkeeping Certificate includes the minimum business and accounting requirements for students seeking bookkeeper positions. Students will gain the necessary background in business and introductory accounting courses, and the ability to use business software applications most common in businesses. Graduates of this certificate may receive positions as a bookkeeper or other entry-level business, accounting or financial roles.

Semester One **Credit Hours**

ACC 101◊	Financial Accounting	4
BUS 102◊	Small Business Accounting	3
BUS 107◊	Microsoft Office in Business Applications	3
BUS 141◊	Introduction to Business	3
CIS 155◊	Microsoft Excel I	3
		16
	Total credits required	**16**

See ACC course descriptions on page 151; BUS course descriptions on page 161 and CIS course description on page 166.

Coordinator: Dr. William M. Griffin, Ext. 3579

Architecture

Curriculum ARC.ARC.AAS (C248A)

The goal of the Architecture program is to help students develop critical thinking, technical and visual and verbal communication skills needed to be successful in this industry. Sustainability and real world professional practices are covered throughout the curriculum, and it is designed to provide students with the skills necessary to transfer to a four-year college or university or obtain an entry-level position in architecture or a related field.

Having completed or taken courses in Architecture, students will be able to:

- demonstrate proficiency in software programs used in professional practice;
- draw and analyze construction documents;

- understand various construction technologies and how they work together to create a building;

- interpret owners' needs based on project requirements and budgetary limitations and develop solutions to meet those needs;

- express yourself creatively by solving multifaceted design problems;

- know your responsibility as part of a design team, including the role architects play in create environmental sustainability; and

- have the opportunity to advance in your career and continue your professional development through four-year transfer programs.

Associate in Applied Science Degree

Semester One		Credit Hours
ARC 104◊	Introduction to Architecture	3
ARC 109◊	Fundamentals of Drafting & Design	3
ARC 189◊	AutoCAD & 3D Computer Modeling	3
# RHT 101◊	Freshman Rhetoric & Composition I[2]	3
	General education/Humanities or Fine Arts	3
		15

Semester Two		
# ARC 110◊	Materials, Methods & Sustainability I	3
# ARC 171◊	Architectural Design I	3
# ARC 187◊	Architectural Drawings & Models	3
# RHT 102◊	*Freshman Rhetoric & Composition II*[2] or	
# SPE 101◊	*Principles of Effective Speaking*[2]	3
	General education/Social or Behavioral Sciences	3
		15

Semester Three		
# ARC 220	Materials, Methods & Sustainability II	3
# ARC 210◊	History of Architecture I	3
ARC 261◊	Revit	4
# MAT 110◊	*College Algebra*[1] or	
# MAT 111◊	*Pre-Calculus*[1] or	
# MAT 131◊	*Calculus & Analytic Geometry I*[1]	5
		15

Semester Four		
# ARC 172◊	Architectural Design II	5
# ARC 214◊	History of Architecture II	3
# ARC 260◊	Architectural Portfolio	2
# ARC 280◊	Materials, Methods and Sustainability III	3
	Program electives	3-5
		16-18
	Total credits required for graduation	**61-63**

Program electives (3-5, choose one):

IBC 105	Carpentry: Rough Carpentry[3]	3
# PHY 101◊	General Physics (Mechanics, Heat and Sound)[3]	5

See ARC course descriptions on page 153.

[1]MAT 110◊, MAT 111◊ or MAT 131◊ meets the Science and/or Mathematics general education requirement. Students intending to transfer should take MAT 131◊.
[2]Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.
[3]Students intending to transfer should take PHY 101◊. Students looking to enter the profession should take IBC 105.

Coordinator: Michael Tweed, Ext. 3129; Email: michaeltweed@triton.edu

Architectural Technology Certificate
(formerly Architecture Certificate)

Curriculum ARC.ARC CERT (C448T)

The Architectural Technology certificate is designed for students who wish to concentrate solely on technically-related courses. Graduates are prepared for entry-level positions with architecture, interior design or construction companies.

Semester One		Credit Hours
ARC 104	Introduction to Architecture	3
# ARC 110◊	Materials, Methods & Sustainability I	3
ARC 189◊	AutoCAD & 3D Computer Modeling	3
ARC 261◊	Revit	4
		13

Semester Two		
ARC 109◊	Fundamentals of Drafting & Design	3
# ARC 220	Materials Methods & Sustainability II	3
# ARC 280◊	Materials, Methods & Sustainability III	3
IBC 105	Carpentry: Rough Carpentry	3
		12
	Total credits required	**25**

See ARC course descriptions on page 153; IBC course descriptions on page 89.

Coordinator: Michael Tweed, Ext. 3601; Email: michaeltweed@triton.edu

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/ArchitecturalTechnologyCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu

Architectural Design Certificate
(formerly Architectural Studies)

Curriculum ARC.STD CERT (C448X)

The Architectural Design Certificate provides students with the group of classes that focus on becoming a creative thinker and designer in the architecture industry. These classes are the core of most architectural curriculum at four-year colleges and university and the certificate will prepare you for transfer.

Semester One		Credit Hours
ARC 104	Introduction to Architecture	3
ARC 109◊	Fundamentals of Drafting & Design	3
# ARC 171◊	Architectural Design I	3
ARC 189◊	AutoCAD & 3D Computer Modeling	3
# ARC 210◊	History of Architecture I	3
		15

Semester Two		
# ARC 172◊	Architectural Design II	5
# ARC 187◊	Architectural Drawings & Models	3
# ARC 214◊	History of Architecture II	3
# ARC 260◊	Architectural Portfolio	2
		13
	Total credits required	**28**

See ARC course descriptions on page 153.

Coordinator: Michael Tweed, Ext. 3601; Email: michaeltweed@triton.edu

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/ArchitecturalDesignCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Building Information Modeling/BIM Advanced Certificate

Curriculum ARC.BMA.CERT (C548M), (formerly ARC.ABM.CERT (C448M))

Building Information Modeling (BIM) is a specialty activity in architectural, construction management or facility management firms, in which the BIM modeler creates a three-dimensional electronic database and model of a proposed or existing building containing all of the geometry, quantity and material information for a building. This certification provides the student and professional a pathway of study that terminates with a certificate that is recognized in the industry.

Semester One		Credit Hours
ARC 261◊	Revit	4
		4

Semester Two		
# ARC 280◊	Materials, Methods & Sustainability III	3
		3
	Total credits required	**7**

See ARC course descriptions on page 153.

Coordinator: Michael Tweed, Ext. 3601; Email: michaeltweed@triton.edu

Independent Building Contractor

Curriculum ARC.IBC.AAS (C235A)

Designed to provide basic and advance skills and knowledge to go into business as an independent building contractor. Students will receive hands-on training in trades like carpentry, plumbing, and interior finishing, as well as obtain the financial and business knowledge to become a small business owner. In addition to the possibility of developing a small business as an independent contractor, graduates could enter an apprentice training program in a trade or work as a facility maintenance technician in residential and small commercial buildings.

Upon completion of this degree, students will be able to:
- read and understand blueprint drawings;
- follow all building codes and safety procedures;
- demonstrate proper plumbing techniques;
- learn and apply state codes, laws, regulation and proper use of safety tools;
- understand and use sustainable building products;
- demonstrate proper construction techniques;
- demonstrate proper interior wall preparation;
- estimate small construction projects; and
- understand the financial and human resources needed to own a business.

Associate in Applied Science Degree

Semester One		Credit Hours
ARC 102	OSHA 10-Hour Construction Training	1
ARC 109	Fundamentals of Drafting & Design	3
IBC 100	Introduction to Independent Building Contracting	1
IBC 105	Carpentry: Rough Carpentry	3
# MAT 101◊	Quantitative Literacy[1]	3
# RHT 101◊	Freshman Rhetoric & Composition I[2]	3
		14

Semester Two		
ARC 107◊	Construction Print and Specification Reading	3
BUS 107◊	Microsoft Office in Business Applications	3
IBC 110	Plumbing: Fixtures, Valves and Faucets	3
# IBC 120	Exterior Finishes	3
IBC 205	Carpentry: Finished Carpentry	3
# SPE 101◊	Principles of Effective Speaking[2]	3
		18

Semester Three		
BUS 141◊	Introduction to Business	3
# ENT 201	Residential Wiring: Installation & Repair	3
# IBC 201	Professional Practice	3
IBC 210	Plumbing: Installation and Repair	3
# IBC 230	Interior Preparation: Paints & Wallpaper	3
	General education/Humanities	3
		18

Semester Four		
ARC 258◊	Construction Cost Estimating	3
BUS 102◊	Small Business Accounting	3
HTH 281◊	First Aid & CPR	2
# IBC 250	Integrated Sustainable Construction Practices	4
	General education/Social or Behavioral Science	3
		15
	Total credits required for graduation	**65**

See ARC course descriptions on page 153; BUS course descriptions on page 161; IBC course descriptions on page 89.

See Humanities and Social or Behavioral Sciences General Education on page 85 requirements.

[1]MAT 101◊ meets the Science and Mathematics general education requirement.

[2]Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Coordinator: Michael Tweed, Ext. 3601, Email: michaeltweed@triton.edu

Automotive: General Motors/AC Delco

Curriculum AUT.GMC.AAS (C247C)

The General Motors Automotive Service Educational Program (ASEP) and AC Delco Total Service Support (TSS) program is a cooperative agreement between Triton College, General Motors and AC Delco*, which alternates college training and practical experience at a GM dealership or AC Delco TSS independent repair facility. Students are prepared in all areas of product servicing.

Prospective students must contact the General Motors ASEP coordinator at Ext. 3454 to apply. Application information can be downloaded at www.Triton.edu. Hand tools are required both at the dealership and at Triton.

*GM sponsorship is required at a Chevrolet, Buick, GMC, Cadillac or AC Delco TSS repair facility.

Associate in Applied Science Degree

Semester One (Fall)		Credit Hours
AUT 112◊	Introduction to Automotive Technology	3
AUT 114◊	Fuel Management Systems	4
AUT 127◊	Automotive Electricity & Electronics I	4
# AUT 296◊	Automotive Internship I	2
# MAT 122◊	Technical Mathematics[1]	3
		16

Semester Two (Spring)		
# AUT 129◊	Automotive Electricity & Electronics II	3
# AUT 136◊	Brake, Hardware & Chassis Repair	4
# AUT 150◊	Automotive Power Plants	5
# AUT 297◊	Automotive Internship II	2
	General education/Humanities or Fine Arts	3
		17

Semester Three (Summer)		
# AUT 280◊	Automotive Heating & Air Conditioning Fundamentals	2
# AUT 282◊	Advanced Automotive Heating & Air Conditioning	2
		4

Semester Four (Fall)		
# AUT 226◊	Engine Performance & Diagnosis	5
# AUT 275◊	Transmissions and Drive Systems	5
# AUT 298◊	Automotive Internship III	1
# RHT 101◊	Freshman Rhetoric & Composition I[2]	3
	General education/Social or Behavioral Sciences	3
		17

Semester Five (Spring)

#	AUT 230◊	Computerized Engine Controls	5
#	AUT 240◊	Steering, Suspension & Alignment	4
#	AUT 277◊	Advanced Automatic Transmission Repair	5
#	AUT 299◊	Automotive Internship IV	1
#	RHT 102◊	*Freshman Rhetoric & Composition II* or	
#	SPE 101◊	*Principles of Effective Speaking*[2]	3
			18
		Total credits required for graduation	**72**

See AUT course descriptions on page 156.

See Humanities or Fine Arts and Social or Behavioral Sciences General Education requirements. on page 85

[1]MAT 122◊ meets the Mathematics and Science general education requirement at Triton College. Consulting with the Automotive coordinator is recommended for students who are planning to transfer.
[2]Students must complete RHT 101◊ with SPE 101◊, or RHT 101◊ with RHT 102◊. Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Coordinator: James Gray, ASEP, Ext. 3454

Automotive Service Department Management

Curriculum AUT.SDM.AAS (C247E)

The Automotive Service Department Management program blends technical and management courses to prepare students to enter the automotive service management field.

Associate of Applied Science Degree

Semester One		**Credit Hours**	
	AUT 112◊	Introduction to Automotive Technology	3
	AUT 114◊	Fuel Management	4
	AUT 127◊	Automotive Electricity & Electronics I	4
	BUS 146◊	Business Computations[1]	3
#	RHT 101◊	Freshman Rhetoric & Composition I[2]	3
			17

Semester Two			
#	AUT 136◊	Brake, Hardware & Chassis Repair	4
#	AUT 150◊	Automotive Power Plants	5
	BUS 154◊	Human Relations in Labor & Management	3
#	RHT 102◊	*Freshman Rhetoric & Composition II* or	
#	SPE 101◊	*Principles of Effective Speaking*[2]	3
			15

Semester Three			
#	AUT 240◊	Steering, Suspension & Alignment	4
#	AUT 275◊	Transmission & Drive Systems	5
#	AUT 280◊	Automotive Heating & Air Conditioning Fundamentals	2
	BUS 150◊	Principles of Management	3
		General education/Humanities or Fine Arts	3
			17

Semester Four

#	AUT 226◊	Engine Performance & Diagnosis	5
	BUS 151◊	Small-Business Management	3
	CIS 101◊	Introduction to Computer Science[2]	3
		General education/Social or Behavioral Sciences	3
			14
		Total credits required for graduation	**63**

See AUT course descriptions on page 156.

See Humanities or Fine Arts and Social or Behavioral Sciences General Education requirements on page 85.

Note: Hand tools are required for Automotive courses that include lab time.

[1]BUS 146◊ meets the Mathematics and/or Science general education requirement.
[2]If RHT 101◊ & RHT 102◊ are taken, students also must take SPE 101◊.

Coordinator: Michael DiGangi, Ext. 3456

Automotive Technology

Curriculum AUT.AUT.AAS (C247D)

The Automotive Technology degree curriculum provides the student with a working knowledge of automotive repair on today's high-tech, computerized automobile.

Upon completion of the program, the graduate will be able to seek employment as an auto repair technician in a dealership or the aftermarket and can move into advanced automotive opportunities, such as service advising and manufacturer corporate positions. This program is National Automotive Technician Education Foundation (NATEF) - Automotive Service Excellence (ASE) certified.

Associate in Applied Science Degree

Semester One		**Credit Hours**	
	AUT 112◊	Introduction to Automotive Technology	3
	AUT 114◊	Fuel Management Systems	4
	AUT 127◊	Automotive Electricity & Electronics I	4
#	MAT 122◊	Technical Mathematics[2]	3
#	RHT 101◊	Freshman Rhetoric & Composition I[1]	3
			17

Semester Two			
#	AUT 129◊	Automotive Electricity & Electronics II	3
#	AUT 136◊	Brake, Hardware & Chassis Repair	4
#	AUT 150◊	Automotive Power Plants	5
#	RHT 102◊	*Freshman Rhetoric & Composition II* or	
#	SPE 101◊	*Principles of Effective Speaking*[1]	3
			15

Semester Three

#	AUT 280◊	Automotive Heating & Air Conditioning Fundamentals	2
#	AUT 282◊	Advanced Automotive Heating & Air Conditioning	2
			4

Semester Four

#	AUT 226◊	Engine Performance & Diagnosis	5
#	AUT 240◊	Steering, Suspension & Alignment	4
#	AUT 275◊	Transmission & Drive Systems	5
		General education/Humanities or Fine Arts	3
			17

Semester Five

#	AUT 230◊	Computerized Engine Controls	5
#	AUT 277◊	Advanced Automatic Transmission Repair	5
		General education/Social or Behavioral Sciences	3
			13
		Total credits required for graduation	**66**

See AUT course descriptions on page 156.

See Humanities or Fine Arts and Social or Behavioral Sciences General Education requirements on page 85.

Note: *Hand tools are required for Automotive courses that include lab time.*

[1]Students must complete RHT 101◊ with SPE 101◊, or RHT 101◊ with RHT 102◊. Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

[2]MAT 122◊ meets the Mathematics and/or Science general education requirement.

Coordinator: Michael DiGangi, Ext. 3456

Automotive Technology Certificate

Curriculum AUT.AUT.CERT (C347C)

The Automotive Technology certificate curriculum is designed for learners who wish to concentrate solely on technically-related courses in the repair of today's high-tech computerized automobile.

Upon completion of the program, the certificate holder will be able to seek employment as an automobile repair technician in a dealership or the aftermarket and can move into advanced automotive opportunities, such as service advising and manufacturer corporate positions.

Program is a National Automotive Technician Education Foundation (NATEF) division of Automotive Service Excellence (ASE) certified.

Semester One — **Credit Hours**

AUT 112◊	Introduction to Automotive Technology	3
AUT 114◊	Fuel Management Systems	4
AUT 127◊	Automotive Electricity & Electronics I	4
# AUT 136◊	Brake, Hardware & Chassis Repair	4
		15

Semester Two

#	AUT 129◊	Automotive Electricity & Electronics II	3
#	AUT 150◊	Automotive Power Plants	5
#	AUT 226◊	Engine Performance & Diagnosis	5
#	AUT 275◊	Transmission & Drive Systems	5
			18

Semester Three

#	AUT 280◊	Automotive Heating & Air Conditioning Fundamentals	2
#	AUT 282◊	Advanced Automotive Heating & Air Conditioning	2
			4

Semester Four

#	AUT 230◊	Computerized Engine Controls	5
#	AUT 240◊	Steering, Suspension & Alignment	4
#	AUT 277◊	Advanced Automatic Transmission Repair	5
			14
		Total credits required	**51**

See AUT course descriptions on page 156.

Coordinator: Michael DiGangi, Ext. 3456

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/AutomotiveTechnologyCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Automotive Brake and Suspension Certificate

Curriculum AUT.BRK.CERT (C447B)

The Brake and Suspension certificate is designed to provide the student with skills necessary for entry-level employment at a brake and suspension repair facility.

Program does not include all of the high-tech courses necessary for today's master technician.

Instruction includes complete brake system servicing, use of lathes for disc and drum machining, asbestos safety control, front-end alignment, active suspension and steering system diagnosis and repair.

Semester One — **Credit Hours**

AUT 112◊	Introduction to Automotive Technology	3
AUT 114◊	Fuel Management Systems	4
AUT 127◊	Automotive Electricity & Electronics I	4
		11

Semester Two

#	AUT 136◊	Brake, Hardware & Chassis Repair	4
#	AUT 240◊	Steering, Suspension & Alignment	4
#	AUT 280◊	Automotive Heating & Air Conditioning Fundamentals	2
			10
		Total semester credits	**21**

See AUT course descriptions on page 156.

Coordinator: Michael DiGangi, Ext. 3456

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/AutomotiveBrakeandSuspensionCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Automotive Engine Performance Certificate

Curriculum AUT.EGP.CERT (C447C)

The Engine Performance certificate program is designed to provide the student skills to seek entry-level employment as an engine performance technician.

This program does not include all of the high-tech courses necessary for today's master technician.

Instruction includes complete fuel system diagnosis, repair and adjustment, battery, starting, charging and ignition system testing, scope/engine analyzer usage both analog and digital, and computerized engine control systems.

Semester One		**Credit Hours**
AUT 112◊	Introduction to Automotive Technology	3
AUT 114◊	Fuel Management Systems	4
AUT 127◊	Automotive Electricity & Electronics I	4
		11

Semester Two		
# AUT 129◊	Automotive Electricity & Electronics II	3
# AUT 226◊	Engine Performance & Diagnosis	5
		8

Semester Three		
# AUT 230◊	Computerized Engine Controls	5
		5
	Total credits required	**24**

See AUT course descriptions on page 156.

Coordinator: Michael DiGangi, Ext. 3456

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/AutomotiveEnginePerformanceCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Automotive Engine Repair Certificate

Curriculum AUT.ENR.CERT (C447D)

The Engine Repair certificate program is designed to provide the student with skills necessary for entry-level employment at an engine repair facility.

This program does not include all of the high-tech courses necessary for today's master technician.

Instruction includes: engine/power plant diagnosis and overhaul stressing field repair techniques such as valve and seat refinishing, guide repair, magna fluxing, block, piston and rod service; bottom-end and engine front-end service plus basic fuel and engine electrical systems.

Semester One		**Credit Hours**
AUT 112◊	Introduction to Automotive Technology	3
AUT 114◊	Fuel Management Systems	4
		7

Semester Two		
AUT 127◊	Automotive Electricity & Electronics I	4
# AUT 150◊	Automotive Power Plants	5
		9
	Total credits required	**16**

See AUT course descriptions on page 156.

Coordinator: Michael DiGangi, Ext. 3456

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/AutomotiveEngineRepairCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Automotive Transmission Certificate

Curriculum AUT.TRN.CERT (C447E)

The Transmission certificate program is designed to provide the student with skills necessary to seek entry-level employment at a transmission repair facility.

This program does not include all of the high-tech courses necessary for today's master technician.

Instruction includes electricity and electronics for electrical applications to the transmission, complete brake system servicing, use of lathes for disc and drum-machining, asbestos safety control, transmission removal, overhaul and replacement, clutch replacement, universal joints, driveshafts, differential diagnosis and repair, and torque converter clutch systems.

Semester One		Credit Hours
AUT 112◊	Introduction to Automotive Technology	3
AUT 127◊	Automotive Electricity & Electronics I	4
		7

Semester Two		
# AUT 136◊	Brake, Hardware & Chassis Repair	4
# AUT 275◊	Transmission & Drive Systems[1]	5
		9

Semester Three		
# AUT 277◊	Advanced Automatic Transmission Repair	5
		5
	Total credits required	**21**

See AUT course descriptions on page 156.

[1]AUT 275◊ can be taken concurrently with AUT 136◊.

Coordinator: Michael DiGangi, Ext. 3456

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/AutomotiveTransmissionCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Biotechnology Laboratory Technician
(pending ICCB approval)

Curriculum BIS.BTC.AAS (C226B)

The Biotechnology Laboratory Technician Associate in Applied Science degree emphasizes skills necessary for entry-level employment in bioscience laboratories. The program focuses on techniques basic to the biotechnology industry. Students acquire proficiency in laboratory skills, effective communications and employment skills.

Program graduates may seek entry-level employment in public or private laboratories for positions titled laboratory assistant, laboratory technician, laboratory tester or laboratory worker, cell culture technician, research technician, and/or microbiology technician. These sources of employment are found in government and university laboratories, pharmaceutical companies, food processing industries, companies performing research and development, companies involved in plant and animal breeding, manufacturing, sales, and even customer service. The Biotechnology Laboratory Technician curriculum is designed to meet the increasing demands for skilled laboratory technicians in various fields of biological and chemical technology. With the curriculum objectives designed to prepare graduates to serve as research assistants and technicians in laboratory and industrial settings, course work emphasizes biology, chemistry, and biotechnology techniques. The Biotechnology Laboratory Technician program also prepares students who wish to continue their studies toward a bachelor's degree and advanced degrees in biotechnology.

Associate in Applied Science Degree

Semester One		Credit Hours
BIS 150◊	Principles of Biology I	4
# CHM 110◊	*Fundamentals of Chemistry* or	
# CHM 140◊	*General Chemistry I*	4-5
# MAT 110◊	*College Algebra* or	
# MAT 111◊	*Pre-Calculus*	5
# RHT 101◊	Freshman Rhetoric & Composition I	3
		16-17

Semester Two		
# BIS 222◊	Principles of Microbiology	4
# BOT 200	Cellular and Molecular Biology	3
# CHM 132◊	*Elementary Organic Chemistry* or	
# CHM 234◊	*Organic Chemistry I*	5
SAT 170◊	Introduction to Biotechnology	3
		15

Semester Three		
BOT 110	Good Lab Practices/Good Manufacturing Practices in Biotechnology	1
# BOT 210	Introduction to Biochemistry	3
# BOT 230	Biotechnology Laboratory I (DNA Techniques)	4
# MAT 170◊	Elementary Statistics	4
# RHT 102◊	Freshman Rhetoric & Composition II	3
		15

Semester Four		
# BOT 220	Cell and Tissue Culture	3
# BOT 240	Biotechnology Laboratory II (Protein Techniques & Biofuels)	4
CIS 101◊	Introduction to Computer Science	3
PHL 103◊	Ethics	3
PSY 100◊	*Introduction to Psychology* or	
SOC 100◊	*Introduction to Sociology* or	
SOC 131◊	*Social Problems*	3
		16
	Total credits required for graduation	**62-63**

See BOT course descriptions on page 161.

Contact: Gabriel Guzman, Ext. 3260; Email: gabrielguzman@triton.edu

Business Management

Curriculum BUS.MGT.AAS (C206B)

The Business Management curriculum provides students with employment or advancement in business, industry, government or service organizations. The curriculum is intended to serve the needs of students who want to enter management positions and to enable those already in management to upgrade their skills and potential for growth. Skills are developed in communication, management of personnel, accounting, customer service and technology.

In addition, a certificate program in Business Management is available for those students who prefer a selection of business courses but do not wish to enter a degree program at this time.

Upon successful completion of the Business Management program, the graduate will be able to:

- demonstrate knowledge of the business environment from an ethical, economic and global perspective;
- articulate an awareness of current legal, ethical, social, financial, technical and economic environmental factors, as they apply to business;
- prepare and present effective written and oral business-related reports;
- effectively communicate and interact with others;
- use appropriate technology and other resources to research, analyze and integrate data to solve business problems;
- list successful marketing mix strategies as they relate to the business environment;
- apply management functions both departmentally and to the organization as a whole;
- assess and develop individual communication, leadership and team-building styles; and
- adapt to the communication, leadership and team-building styles of others in the workforce.

Associate in Applied Science Degree

Semester One		Credit Hours
ACC 100◊	*Basic Accounting I*[1] or	
ACC 101◊	*Financial Accounting*[1]	3-4
BUS 107◊	*Microsoft Office in Business Applications* or	
CIS 101◊	*Introduction to Computer Science*	3
BUS 141◊	Introduction to Business	3
BUS 146◊	Business Computations[1]	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
		15-16

Semester Two		
# ACC 103◊	*Basic Accounting II*[1] or	
# ACC 105◊	*Managerial Accounting*[1]	3
BUS 150◊	Principles of Management	3
BUS 154◊	Human Relations in Labor & Management	3
BUS 171◊	Introduction to Customer Service	3
# RHT 102◊	Freshman Rhetoric & Composition II	3
		15

Semester Three		
BUS 161◊	Business Law I	3
BUS 188◊	Business Writing	3
ECO 102◊	Macroeconomics[2]	3
	General education/Humanities or Fine Arts	3
	Program electives	6
		18

Semester Four		
BUS 127◊	Principles of Marketing	3
# BUS 262◊	Business Law II	3
# BUS 285◊	Project Management	3
# SPE 101◊	Principles of Effective Speaking	3
	Program electives	3
		15
	Total credits required for graduation	**63-64**

See BUS course descriptions on page 161.

Program electives (10): Any ACC, BUS, or CIS course

Note: ACC 101◊ is a prerequisite for ACC 105◊. ACC 100◊ and ACC 103◊ are not transferable to all universities.

[1]ACC 100◊ or ACC 101◊; ACC 103◊ or ACC 105◊; and BUS 146◊ meets the Mathematics and/or Science general education requirement.
[2]ECO 102◊ meets the Social and Behavioral Sciences general education requirement.

Coordinator: Dr. William M. Griffin, Ext. 3579

Business Management Certificate

Curriculum BUS.MGT.CERT (C306B)

The Business Management certificate program serves students who may already be employed, but who desire to upgrade themselves at their present place of employment. The program also provides a broad base of business courses for individuals wishing to acquire entry-level skills.

Upon successful completion of the Business Management certificate program, the graduate will be able to:

- coordinate the activities of a business in accordance with organizational policies;
- prepare and present effective written and oral business-related reports;
- work effectively as a member of a team;
- demonstrate knowledge of the management functions and skills within an organization system as they interact in a dynamic and diverse global environment; and

- use appropriate technology as it relates to a business environment.

Semester One		Credit Hours
BUS 141◊	Introduction to Business	3
BUS 146◊	Business Computations	3
BUS 154◊	Human Relations in Labor & Management	3
BUS 171◊	Introduction to Customer Service	3
CIS 101◊	*Introduction to Computer Science* or	
BUS 107◊	*Microsoft Office in Business Applications*	3
		15

Semester Two		
# BUS 122◊	Business English	3
BUS 127◊	Principles of Marketing	3
BUS 150◊	Principles of Management	3
# BUS 285◊	Project Management	3
	Program electives	3
		15
	Total credits required	**30**

See BUS course descriptions on page 161.

Program electives (3): Any ACC, BUS or CIS course

Coordinator: Dr. William M. Griffin, Ext. 3579

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/BusinessManagementCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Entrepreneurship Certificate

Curriculum BUS.ETR.CERT (C406D)

The Entrepreneurship Program prepares learners to competently start their own small business. For persons who currently own a small business, the program provides specific skills and knowledge necessary to increase sales and profits, and improve overall operation efficiency.

Semester One		Credit Hours
BUS 107◊	Microsoft Office in Business Applications	3
BUS 127◊	Principles of Marketing[1]	3
BUS 136◊	Entrepreneurship	3
BUS 141◊	Introduction to Business[1]	3
BUS 150◊	Principles of Management	3
		15

Semester Two		
BUS 102◊	Small Business Accounting	3
BUS 161◊	Business Law I	3
BUS 200◊	Introduction to Human Resource Management	3
BUS 151◊	*Small Business Management* or	
BUS 171◊	*Introduction to Customer Service* or	
# BUS 293◊	*Global Business*	3
CIS 110◊	Social Networking and Web 2.0	3
		15
	Total credits required	**30**

See BUS course descriptions on page 161; CIS course descriptions on page 166.

Coordinator: Dr. William M. Griffin, Ext. 3579

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/EntrepreneurshipCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Financial Services Certificate

Curriculum BUS.FSV.CERT (C306K)

The Financial Services Certificate is designed to acquaint students with the financial services industry and their unique characteristics in the business world. Prepares students for entry-level positions in the financial services industry, which includes banking, brokerages, real estate, mortgage companies, insurance, financial planning organizations and government institutions.

Semester One		Credit Hours
ACC 101◊	Financial Accounting	4
BUS 107◊	*Microsoft Office in Business Applications* or	
CIS 101◊	*Introduction to Computer Science*	3
BUS 113◊	Investments and Securities	3
BUS 129◊	Personal Finance	3
BUS 141◊	Introduction to Business	3
		16

Semester Two		
# ACC 105◊	Managerial Accounting	3
# BUS 112◊	Principles of Finance	3
BUS 149◊	Elementary Statistics	3
BUS 161◊	Business Law I	3
# BUS 201◊	Introduction to Commodity Markets	3
		15
	Total credits required	**31**

See ACC course descriptions on page 151; BUS course descriptions on page 161.

Coordinator: Dr. William M. Griffin, Ext. 3579

Business Support Specialist Certificate

Curriculum BUS.SUP.CERT (C307D)

Students interested in pursuing executive assistant positions in business today can pursue this certificate. Students will learn the skills and knowledge in computer software applications, accounting principles, records management and customer service, which is required in today's high-tech business environment. A grade of "C" in BUS 104◊ (40 wpm, with five errors or fewer, on five-minute timing) is required for graduation.

Semester One		Credit Hours
ACC 100◊	*Basic Accounting I* or	
ACC 101◊	*Financial Accounting* or	
# BUS 146◊	*Business Computations*	3-4
BUS 103◊	Keyboarding Technique[1]*	1
# BUS 122◊	Business English	3
BUS 171◊	Introduction to Customer Service	3
CIS 119◊	Windows	1
CIS 140◊	Microsoft Word I	3
CIS 144◊	Microsoft PowerPoint	3
		17-18

Semester Two		
# BUS 104◊	Keyboarding Speed & Accuracy	1
BUS 107◊	Microsoft Office in Business Applications	3
BUS 125◊	Formatting/Proofreading Business Documents	3
BUS 267◊	Records Management	2
CIS 142◊	Microsoft Word II	3
# CIS 158◊	Introduction to the World Wide Web	1
		13
	Total credits required	**30-31**

See BUS course descriptions on page 161.

*Students completing the BUS 103◊ proficiency requirement in the first semester may take BUS 104◊ in the first semester instead of the second semester.
[1]Any student who can type 25 words per minute on a three-minute timing, with five errors or fewer, using proper touch-typing technique, may take a proficiency test for BUS 103◊.

Coordinator: Dr. William M. Griffin, Ext. 3579

Counselor: Dr. Magalene Sudduth, Ext. 3654

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/BusinessSupportSpecialistCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Medical Administrative Assistant Certificate

Curriculum BUS.MEA.CERT (C407K)

Students that pursue this certificate program will be prepared to begin entry-level careers as a member of the health care team. Students receive the specialized training through the completion of courses in the creation and maintenance of Medical Records, Medical Terminology, Medical Machine Transcription, Medical Coding for out-patient health care, office procedures and computer applications software skills. A grade of "C" or better in BUS 104◊ (40 wpm with five errors or fewer, on five-minute timing) is required for graduation.

Semester One		Credit Hours
AHL 102◊	Ethics and Law for the Allied Health Professionals	1
AHL 120◊	Comprehensive Medical Terminology	3
BUS 103◊	Keyboarding Technique[1]*	1
# BUS 122◊	Business English	3
CIS 119◊	Windows	1
CIS 140◊	Microsoft Word I	3
		12

Semester Two		
AHL 110◊	Medical Coding and Office Procedures	2
# BUS 104◊	Keyboarding Speed and Accuracy[1]	1
BUS 107◊	Microsoft Office in Business Applications	3
# BUS 265◊	Medical Transcription	2
BUS 267◊	Records Management	2
CIS 142◊	Microsoft Word II	3
		13
	Total credits required	**25**

See BUS course descriptions on page 161.

*Students completing the BUS 103◊ proficiency requirement in the first semester may take BUS 104◊ in the first semester, instead of the second semester.
[1]Any student who can type 25 words per minute, on a three-minute timing, with five errors or fewer, using proper touch-typing technique may take a proficiency test for BUS 103◊.

Coordinator: Dr. William M. Griffin, Ext. 3579

Counselor: Dr. Magalene Sudduth, Ext. 3654

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/MedicalAdministrativeAssistantCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Office Assistant Certificate

Curriculum BUS.OFA.CERT (C407D)

Students that pursue this certificate program will be prepared to begin entry-level office positions. Students learn the skills and knowledge in office procedure and word processing, customer service and records management.

Semester One		Credit Hours
BUS 103◊	Keyboarding Technique[1]*	1
# BUS 122◊	Business English	3
CIS 119◊	Windows	1
CIS 140◊	Microsoft Word I	3
		8

Semester Two		
# BUS 104◊	Keyboarding Speed and Accuracy[1]	1
BUS 125◊	Formatting/Proofreading Business Documents	3
BUS 267◊	Records Management	2
HUM 126◊	Modern Business Ethics	1
		7
	Total credits required	**15**

See BUS course descriptions on page 161.

*Students completing the BUS 103◊ proficiency requirement in the first semester may take BUS 104◊ in the first semester, instead of the second semester.

[1]Any student who can type 25 words per minute, on a three-minute timing, with five errors or fewer, using proper touch-typing technique may take a proficiency test for BUS 103◊.

Coordinator: Dr. William M. Griffin, Ext. 3579

Counselor: Dr. Magalene Sudduth, Ext. 3654

Certified Medical Assistant

Curriculum CMA.CMA.CERT (C318A)

Medical Assistants are multi-skilled allied health professionals trained to perform a variety of administrative and clinical functions supporting diagnostic, treatment, and related health care services as part of the American health care industry. Medical Assistants typically operate under the supervision of licensed physicians or other similarly qualified independent health practitioners and therapists.

The Certified Medical Assistant Program offers a 34 credit course of study that prepares graduates to serve as medical assistants in organizations that typically employ them. Such organizations may include physician offices, outpatient clinics, hospitals, clinical laboratories, paramedical examiner agencies, health insurance agencies, government and public health agencies, educational institutions, research institutions, and related medical diagnostic, treatment, and therapeutic facilities.

Common administrative duties include clerical tasks, written correspondence, document and information processing, medical reception, appointment scheduling, medical records management, billing and collections, insurance claims processing, practice finances, facilities maintenance, medical practice management, and the like. Common clinical duties include medical documentation; eliciting medical histories; infection control; measuring vital signs, health indicators, and physical dimensions; preparing for and assisting with physical examinations, diagnostic procedures, as well as treatment and therapeutic regimens; administering medications; collecting, processing, and analyzing patient specimens.

The U.S. Bureau of Labor Statistics has consistently indicated that the employment of Medical Assistants is projected to grow much faster than average for all occupations. According to the Illinois Department of Employment Security, the average number of job openings through 2022 is projected to be 706/year in Illinois and 232/year in the Chicago area (Cook County). The median full-time compensation for Medical Assistants in the Chicago area is approximately $15/hour or $30,000/year.

Semester One		Credit Hours
AHL 102◊	Ethics & Law for Allied Health Professionals	1
AHL 103◊	Basic Pharmacology for Allied Health Professionals	1
AHL 107◊	Intravenous Venipuncture	1
AHL 120◊	Comprehensive Medical Terminology	3
# BIS 190◊	Anatomy & Physiology for Allied Health Majors	4
# CMA 101◊	Introduction to Medical Assisting	2
# CMA 102	Medical Assistant Administrative Applications I	3
		15

Semester Two		
AHL 108◊	Electrocardiography	1
AHL 110◊	Medical Coding and Office Procedures	2
# CMA 103◊	Medical Assistant Administrative Applications II	3
# CMA 110◊	Medical Assistant Clinical Applications I	3
# CMA 130◊	Medical Assistant Clinical Applications II	3
# CMA 180◊	Medical Assistant Laboratory Applications	3
		15

Semester Three		
# CMA 200◊	Medical Assistant Practicum	1
# CMA 250◊	Certified Medical Assistant Seminar	3
		4
	Total credits required	**34**

Note*: All program requirements must be completed with a grade of "C" or better and must not be more than five years old..*

See CMA course descriptions on page 174.

Coordinator: John Cody, Ext. 3656; Email: johncody@triton.edu

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/MedicalAssistingCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Computer Information Systems

Curriculum CIS.CIS.AAS (C207A)

The Computer Information Systems concentrations are designed to provide students with the skills necessary to obtain a position in the specialties of Web technologies, database design, game development and programming, and Linux system management. Graduates of the program will be able to:

- demonstrate a basic understanding of computer hardware and software;

- demonstrate basic level of competency in programming and logic skills;

- utilize web technologies;

- use productivity software effectively;

- identify an area of interest through the selection of elective courses;

- work effectively in teams; and

- present conclusions effectively, orally and in writing.

Associate in Applied Science Degree

Semester One   **Credit Hours**

	CIS 101◊	*Introduction to Computer Science* or	
#	CIS 102◊	*Professional Information Technology and Computer Science*	3
#	CIS 121◊	Introduction to Programming	3
	CIS 174◊	*LAN Administration: Windows Client* or	
	CIS 177◊	*Introduction to* Linux	3
#	RHT 101◊	Freshman Rhetoric & Composition I	3
		General education/Humanities	3
			15

Semester Two

#	CIS 150◊	Computer Systems Applications	3
#	CIS 210◊	Data Communications and Networking Fundamentals	3
#	CIS 278◊	Database Management Systems	3
		Selections from concentration	6
			15

Semester Three

#	CIS 125◊	*Discrete Mathematics for Computing*[1] or	
#	MAT 110◊	*College Algebra*[1] or	
#	MAT 111◊	*Pre-Calculus*[1] or	
#	MAT 114◊	*Plane Trigonometry*[1]	3-5
#	CIS 276◊	*Operating Systems Introduction* or	
#	CIS 277◊	*Windows Command Processing*	3
#	SPE 101◊	Principles of Effective Speaking	3
		Selections from concentration	6
			15-17

Semester Four

	General education/Social or Behavioral Sciences	3
	Selections from concentration	15
		18
	Total credits required for graduation	**64**

Choose from *one* of the following concentrations:

Database Design Concentration (CIS.DDE.AAS)
Take:

#	CIS 257◊	Access Programming	3
#	CIS 262◊	Oracle DBMS Development	3
#	CIS 267◊	Advanced Access Programming	3
#	CIS 275◊	Project Management for Small-Business Systems	3
#	CIS 280◊	Business Systems Analysis and Design	3
	CIS 299	Special Topics in Computer Information Systems	3
		Choose from any concentration	9
			27

E-Commerce Concentration (CIS.COM.AAS)

	CIS 189◊	Internet Foundations	3
#	CIS 190◊	Web Site Development	3
#	CIS 192◊	Server-side Programming	3
#	CIS 196◊	E-Commerce	3
#	CIS 220◊	Introduction to Network Security	3
#	CIS 280◊	Business-Systems Analysis	3
	VIC 100◊	Graphic Design	3
#	VIC 172◊	Web Page Design	3
			27

Game and Program Development Concentration (CIS.GPR.AAS)

#	CIS 250◊	Visual BASIC Programming	3
#	CIS 253◊	Advanced Visual Basic Programming	3
#	CIS 255◊	C++ Programming	3
#	CIS 263◊	Java Programming	3
#	CIS 264◊	C# Programming	3
#	CIS 295◊	Data Structures with C++	3
		Choose from any concentration	9
			27

Linux Professional Concentration (CIS.LNX.AAS)

	CIS 177◊	Introduction to Linux	3
#	CIS 179◊	Linux System Administration	3
		Choose from any concentration	21
			27

See CIS course descriptions on page 166.

See Humanities and Social or Behavioral Sciences General Education requirements on page 85.

[1]meets the Mathematics and/or Science general education requirement.

Coordinator: David Anderson, Ext. 3968

Cybersecurity and Information Assurance

Curriculum CIS.CIB.AAS (C207S)

The Cybersecurity and Information Assurance program provides a foundation in computing and network security and provides students with the skills necessary to obtain positions as cybersecurity analysts, specialists, engineers, and technical security support personnel. Coursework will prepare students for Cisco Certified Network Associate (CCNA) certification exams and offers courses required in the first two years of a bachelor degree. Students should note that four-year colleges and universities vary in specific course and transfer requirements. The student should consult the program coordinator, as well as the catalog and/or admissions advisor at the four-year college or university to which transfer is intended.

 Graduates of the program will be able to:

* demonstrate competency in using basic computer hardware, software, operating systems, and security;

* demonstrate competency in analysis of data, logic, programming and computing skills;

* design and build secure networks;

* assess technical vulnerabilities, implement cybersecurity and information assurance best practices; and

* monitor and deploy layered defense mechanisms in complex IT infrastructure.

Associate in Applied Science Degree

Semester One

			Credit Hours
	CIS 101◊	*Introduction to Computer Science* or	
#	CIS 102◊	*Professional Information Technology and Computer Science*	3
	CIS 105◊	A+ PC Hardware & Software	3
	CIS 177◊	Introduction to Linux	3
#	CIS 210◊	Data Communications and Networking Fundamentals	3
#	RHT 101◊	Freshman Rhetoric & Composition I	3
			15

Semester Two

#	CIS 125◊	*Discreet Mathematics for Computing*[1] or	
#	MAT 110◊	*College Algebra*[1] or	
#	MAT 111◊	*Pre-Calculus*[1] or	
#	MAT 114◊	*Plane Trigonometry*[1]	3-5
#	CIS 212◊	Internetworking, Routing and Switching	3
#	CIS 220◊	Introduction to Network Security	3
#	CIS 277◊	Windows Command Processing	3
#	RHT 102◊	*Freshman Rhetoric & Composition II* or	
#	SPE 101◊	*Principles of Effective Speaking*	3
			15-17

Semester Three

#	CIS 121◊	Introduction to Programming	3
#	CIS 226◊	Advanced Network Security	3
		General education/Humanities or Fine Arts	3
		Program electives	6
			15

Semester Four

#	CIS 271	Capstone Project in Cybersecurity and Information Assurance	1
		General education/Social or Behavioral Sciences	3
		Program electives	15
			19
		Total credits required for graduation	**64-66**

Choose from *one* of the following concentrations:

Program Electives (21):

	CIS 176◊	LAN Administration Windows Server	3
#	CIS 179◊	Linux System Administrator	3
#	CIS 227	Vulnerability Analysis and Ethical Hacking	3
#	CIS 229	Information Assurance, Ethics, Management and Policy	3
#	CIS 214	Scaling and Connecting Networks	3
#	CIS 231	Information Assurance, Risk, Continuity and Government	3
	CIS 236	Introduction to Wireless LAN Administration	3
#	CIS 238◊	Introduction to Computer Forensics	3
#	CIS 240◊	Advanced Computer Forensics	3

See CIS course descriptions on page 166.

See Humanities or Fine Arts and Social or Behavioral Sciences General Education requirements on page 85.

[1]meets the Mathematics and/or Science general education requirement.

Coordinator: David Anderson, Ext. 3968

Cybersecurity and Information Assurance Certificate

Curriculum CIS.CYB.CERT (C407S)

The Cybersecurity and Information Assurance Certificate is designed to provide students with foundational and advanced knowledge and experience with technical security practices and information assurance policies in order to obtain positions as Cybersecurity analysts, specialists, engineers, technical security support personnel, and managers. Coursework will prepare students and current Information Technology (IT) practitioners with experience for Cisco Certified Network Associate (CCNA) / Certified Information Systems Security Practitioner (CISSP) / System Administration, Networking, and Security Institute (SANS) or the International Council of Electronic Commerce Consultants (EC-Council) certification exams.

At the completion of this certificate the graduate will be able to:

- plan, design, build, deploy and manage secure IT infrastructure and systems compliant with current information assurance policies and regulations;

- assess technical vulnerabilities;

- identify attack vectors;

- respond to attacks; and

- monitor and deploy layered defense mechanisms in complex IT infrastructure.

Expected background: CIS 102 or comparable background in IT/Computing.

Required Courses		Credit Hours
# CIS 210◊	Data Communications and Networking Fundamentals[1]	3
# CIS 220◊	Introduction to Network Security	3
# CIS 226◊	Advanced Network Security	3
# CIS 277◊	Windows Command Processing	3
	Select courses from appropriate concentration	6-9
		18-21

Cybersecurity/CCNA Certification Concentration (C1) (nine semester credits)

# CIS 227◊	Vulnerability Analysis and Ethical Hacking	3
# CIS 212◊	Internetworking Routing and Switching[1]	3
CIS 176◊	*LAN Administration: Windows Server* or	
# CIS 179◊	*Linux System Administration* or	
CIS 236◊	*Introduction to Wireless LAN Administration*	3
		9

Information Assurance Policy and Administration Concentration (C2) (six semester credits)

# CIS 229	Information Assurance Ethics, Management and Policy	3
# CIS 231	Information Assurance Risk, Continuity and Governance	3
		6

Cyber Forensics Concentration (C3) (six semester credits)

# CIS 238◊	Introduction to Computer Forensics	3
# CIS 240◊	Advanced Computer Forensics	3
		6

See CIS course descriptions on page 166.

[1]CIS 210◊ and CIS 212◊ prepares the student for CISCO's Certified Network Administrator Exam.

Note: *Semester One Option: CIS 102, CIS 210◊, CIS 220◊, CIS 277◊.*
Semester Two+ Option: CIS 226◊, Concentration Selections.

Coordinator: David Anderson, Ext. 3968

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/CybersecurityInformationAssurance Certificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Mobile, Web & Data Science Application Development Certificate

Curriculum CIS.MWB.CERT (C407T)

The certificate in Mobile, Web, and Data Science Application Development prepares students for employment as web, mobile, and data science application developers.

Upon successful completion of the Mobile, Web, and Data Science Application Development Certificate program, the graduate will be able to:

- develop applications in multiple languages on multiple platforms;

- prepare and deploy applications with enterprise toolsets and environments;

- use scalable database and data storage methods to serve and process application data and large datasets; and

- use modern software development practices and methods to create and maintain applications and solutions.

Expected background/Prerequisite Coursework for Students without Computing Backgrounds:

# CIS 102	Professional Information Technology and Computer Science	3
# CIS 121◊	Introduction to Programming	3

Required Courses		Credit Hours
#	CIS 220◊ Introduction to Network Security	3
#	CIS 263◊ Introduction to Object-Oriented Programming	3
		6

Apple IOS Platform Mobile Application Development Concentration (CIS.AMA.CERT) (ten semester credits)

#	CIS 130 iPhone Operating System (IOS) Application Development I	3
#	CIS 221 iPhone Operating System (IOS) Application Development II	3
#	CIS 268 Mobile and Web Backend System Development	3
#	CIS 269 Capstone Project in Mobile and Web Application Development	1
		10

Android Platform Mobile Application Development Concentration (CIS.DMA.CERT) (ten semester credits)

#	CIS 103 Android Platform Application Development I	3
#	CIS 200 Android Application Development II	3
#	CIS 268 Mobile and Web Backend System Development	3
#	CIS 269 Capstone Project in Mobile and Web Application Development	1
		10

Data Science and Big Data Concentration (CIS.DAT.CERT) (ten semester credits)

#	CIS 120 Introduction to Big Data	3
#	CIS 215 Data Science Application Development	3
#	CIS 262◊ Oracle DMS Development	3
#	CIS 269 Capstone Project in Mobile and Web Application Development	1
		10

Microsoft Certified Solutions Development Concentration (CIS.SOL.CERT) (ten semester credits)

#	CIS 111 ASP.NET Web Application Development	3
#	CIS 190◊ Web Site Development	3
#	CIS 206◊ ASP.NET Cloud and Services Development	3
#	CIS 269◊ Capstone Project in Mobile and Web Application Development	1
		10

Web Application Development Concentration (CIS.WBA.CERT) (ten semester credits)

	CIS 189◊ Internet Foundations	3
#	CIS 190◊ Web Site Development	3
#	CIS 268 Mobile and Web Backend System Development	3
#	CIS 269 Capstone Project in Mobile and Web Application Development	1
		10

See CIS course descriptions on page 166.

Coordinator: David Anderson, Ext. 3968

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/MobileWebandDataScienceAppDevelopmentCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Office Applications Certificate–Prep for Microsoft Certification

Curriculum CIS.OAP.CERT (C407O)

Designed to prepare the student to take the Microsoft Certified Applications Specialist (MCAS) exam in all of the following areas: Word, Excel, Access, PowerPoint and Vista.[1]

Semester One		**Credit Hours**
	CIS 101◊ *Introduction to Computer Science*[1] or	
	BUS 107◊ *Microsoft Office in Business Applications*[1]	3
		3

Semester Two		
#	CIS 150◊ Computer Systems Applications[1]	3
		3
	Total credits required	**6**

See CIS course descriptions on page 166.

[1]Credit for BUS 107◊, CIS 101◊ and CIS 150◊ will not be granted towards this certificate if taken prior to Fall 2007.

Coordinator: David Anderson, Ext. 3968

Web Technologies Certificate

Curriculum CIS.WEB.CERT (C407J)

The Web Technologies certificate is designed to provide the student with the skills necessary to design, deploy and maintain a Web site. The student will create Web pages using a popular software authoring tool, as well as utilizing various markup languages. Lastly, the material covers the information tested for the CIW (Certified Internet Webmaster) certification exam.

Take:		Credit Hours
CIS 110	Social Networking and Web 2.0	3
CIS 189◊	Internet Foundations	3
# CIS 190◊	Web Site Development	3
# CIS 210◊	Data Communications and Networking Fundamentals	3
VIC 100◊	Graphic Design	3
# VIC 172◊	Web Page Design	3
	Total credits required	**18**

See CIS course descriptions on page 166 and VIC course descriptions on page 226.

Coordinator: David Anderson, Ext. 3968

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/WebTechnologiesCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Windows Programming Advanced Certificate

Curriculum CIS.WPA.CERT (C515C)

The Computer Information Systems Windows Programming Advanced Certificate is designed for current data processing professionals who want exposure to the fundamentals of windows programming.

Completion of standard data processing course work or job experience in programming is expected.

Expected background: CIS 101◊ and CIS 121◊

Semester One		Credit Hours
# CIS 253◊	Advanced Visual Basic Programming	3
# CIS 255◊	C++ Programming	3
		6

Semester Two		
# CIS 264◊	C# Programming	3
# CIS 295◊	Data Structures with C++	3
		6
	Total credits required	**12**

See CIS course descriptions on page 166.

Coordinator: David Anderson, Ext. 3968

Computer Network and Telecommunications Systems
(formerly Computer Networking and Support Services)

Curriculum CIS.CNT.AAS (C207F)

The Computer Network and Telecommunications Systems program is designed to provide students with the skills necessary to obtain a position in the specialty of Network and Telecommunications Systems. Graduates of the program will be able to:

- demonstrate a basic understanding of computer hardware and software;
- demonstrate basic level of competency in programming and logic skills;
- utilize web technologies;
- present conclusions effectively, orally and in writing;
- administer and maintain a computer network; and
- work effectively in teams.

Associate in Applied Science Degree

Semester One		Credit Hours
CIS 101◊	Introduction to Computer Science	3
# CIS 125◊	*Discrete Mathematics for Computing*[1] or	
# MAT 110◊	*College Algebra*[1] or	
# MAT 111◊	*Pre-Calculus*[1] or	
# MAT 114◊	*Plane Trigonometry*[1]	3-5
CIS 174◊	*LAN Administration: Windows Client* or	
CIS 177◊	*Introduction to Linux*	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
	General education/Humanities	3
		15-17

Semester Two		
# CIS 121◊	Introduction to Programming	3
# CIS 276◊	*Operating Systems Introduction* or	
# CIS 277◊	*Windows Command Processing*	3
# CIS 210◊	Data Communications & Networking	3
# SPE 101◊	Principles of Effective Speaking	3
	Program electives	6
		18

Semester Three		
# CIS 220◊	Introduction to Network Security	3
# CIS 212◊	Internetworking, Routing & Switching	3
CIS 236◊	Introduction to Wireless LAN Administration	3
	Program electives	9
		18

Semester Four		
	General education/Social or Behavioral Sciences	3
	Program electives	12
		15
	Total credits required for graduation	**66-68**

Program electives (27):

	CIS 176◊	*LAN Administration: Windows Server*
		or
#	CIS 179◊	*Linux System Administration*	3
#	CIS 178◊	Administering Web Servers	3
#	CIS 222◊	Administering Network Infrastructure	3
#	CIS 224◊	Managing a Network Environment	3
#	CIS 226◊	Advanced Network Security	3
#	CIS 228◊	Administering Directory Services	3
#	CIS 238◊	Introduction to Computer Forensics	3
#	CIS 240◊	Advanced Computer Forensics	3
#	CIS 260◊	Cooperative Work Experience	3
#	CIS 261◊	Cooperative Work Experience	3
#	CIS 278◊	Database Management Systems	3
#	CIS 214	Scaling and Connecting Networks	3

See CIS course descriptions on page 166.

See Humanities General Education requirements on page 85.

[1]meets the Mathematics and/or Science general education requirement.

Coordinator: David Anderson, Ext. 3968

A+ Microcomputer Technician Certificate

Curriculum CIS.APL.CERT (C407N)

The A+ Microcomputer Technician certificate is designed to provide students with the skills necessary to obtain an entry-level position in the growing specialty of PC technical support. The courses parallel CompTIA's A+ exam objectives.

Upon successful completion of the A+ Microcomputer Technician program, the graduate will be able to:

- demonstrate an understanding of computer hardware and software;
- apply customer service and end-user support principles when dealing with customers and individuals lacking a technical background;
- demonstrate knowledge of installing and configuring software and hardware;
- communicate effectively with clients, verbally and in writing;
- demonstrate critical thinking in problem solving;
- work effectively in teams; and
- apply the skills that are the focus of this program to business scenarios.

Semester One		**Credit Hours**
CIS 105◊	A+ PC Hardware & Software	3
CIS 106◊	A+ PC Maintenance & Repair	3
CIS 174◊	LAN Administration: Windows Client	3
# CIS 210◊	Data Communication & Networking Fundamentals	3
		12
	Total credits required	**12**

See CIS course descriptions on page 166

Note: *A+ Certified technicians can earn credit towards CIS 105◊ and/or CIS 106◊*

Coordinator: David Anderson, Ext. 3968

Network Management Certificate

Curriculum CIS.NTM.CERT (C407M)

The Network Management certificate is designed to provide students with the skills necessary to obtain an entry-level position in the growing specialty of network planning, installation, security and administration. The certificate may be repeated by completing six to nine credit hours in a different concentration. Courses are preparatory for industry certification exams as listed.

Upon successful completion of the Network Management program, the graduate will be able to:

- demonstrate a basic understanding of computer hardware and software;
- demonstrate basic level of competency in programming and logic skills;
- utilize web technologies;
- present conclusions effectively, orally and in writing;
- administer and maintain a computer network;
- work effectively in teams; and
- apply the skills that are the focus of this program to business scenarios.

Core Courses		**Credit Hours**
CIS 174◊	*LAN Administration: Windows Client* or	
CIS 177◊	*Introduction to Linux*	3
# CIS 277◊	Windows Command Processing	3
# CIS 210◊	Data Communications & Networking[2]	3
	Selections from one concentration	6-9

CISCO Internetworking Certification Concentration (C1)
(CIS.CSO.CERT)

	CIS 176◊	*LAN Administration: Windows Server*
		or
#	CIS 179◊	*Linux System Administration*	3
#	CIS 212◊	Internetworking, Routing and Switching	3
			6

Microsoft Certified Information Technology Professional Concentration - MCITP (C2)
(CIS.ITP.CERT)

	CIS 176◊	LAN Administration: Windows Server	3
#	CIS 222◊	Administering Network Infrastructure	3
#	CIS 224◊	Managing a Network Environment	3
			9

Microsoft Certified Information Technology Professional Concentration Advanced- MCITP (C3)[3] (CIS.ITA.CERT)

#	CIS 178◊	Administering Web Servers	3
#	CIS 226◊	Advanced Network Security	3
#	CIS 228◊	Administering Directory Services	3
			9

Certified Internet Web Master - CIW Administration Concentration (C4) (CIS.WBM.CERT)

#	CIS 158◊	Introduction to the World Wide Web	1
#	CIS 178◊	Administering Web Servers	3
#	CIS 220◊	Introduction to Network Security	3
			7

Wireless Network Management Certificate Concentration - CWNA (C5) (CIS.WNM.CERT)

	CIS 176◊	*LAN Administration: Windows Server* or	
#	CIS 179◊	*Linux System Administration*	3
	CIS 236◊	Introduction to Wireless LAN Administration	3
			6

Internet and Network Security Concentration (C6)[4] (CIS.STY.CERT)

#	CIS 220◊	Introduction to Network Security	3
#	CIS 226◊	Advanced Network Security	3
			6

Database Administrator - DBA Concentration (C9) (CIS.DTB.CERT)

#	CIS 167◊	Microsoft Access II	3
	CIS 176◊	LAN Administration: Windows Server	3
#	CIS 278◊	Database Management Systems	3
			9
		Total credits required	**15-18**

See CIS course descriptions on page 166.

[1]CIS 105◊ and CIS 106◊ prepares the student for Comptia's A+ certification exam.

[2]Prepares the student for the Comptia Network+ certification exam.

[3]Students must first complete the Microsoft Certified System Administrator - MCSA (C2) certification.

[4]Prepares the students for the CompTIA Security+ certification exam.

[5]Prepares the students for the Microsoft Certified Desktop Support Technician (MCDST) certification exam.

Coordinator: David Anderson, Ext. 3968

Criminal Justice Administration

Curriculum CJA.CJA.AAS (C243A)

The American system of Criminal Justice is comprised of three major components: law enforcement, courts and correctional systems at community, county, state and federal levels.

Criminal Justice Administration is a comprehensive field with career opportunities in several areas: law enforcement; probation, parole and corrections; social-justice services; and security and loss prevention. Prepares students for careers in public and private agencies in the social and criminal justice system. The two-year program includes the study of contemporary and advanced problems in modern law enforcement, as well as criminal justice systems, administration, criminal laws and procedures, police and community relations, and criminalistics.

Students who wish to become probation, parole or corrections officers will receive the necessary foundation through this program. The study of law, social and justice agencies, and criminal offenders is included, with emphasis on corrections.

Study of careers in the social-justice services includes such agencies as the Department of Children and Family Services, Public Aid, Corrections, and psychiatric and medical agencies.

Private Security is an emerging career field in need of personnel with qualified credentials. The Criminal Justice program provides courses to prepare students for entry-level security, armed and unarmed. Areas of employment include corporate, industrial and homeland security, hospital, airline, bank, railroad, as well as college and university security.

Students planning additional study at a four-year college or university should enroll in the Associate in Science (CJA.CJA.AS (U230A43)) or the Associate in Arts degree programs (CJA.CJA.AA on page 55, (U224A43), which requires a concentration of general education courses combined with selected core criminal justice courses and electives.

Associate in Applied Science Degree

Semester One			Credit Hours
	CJA 111◊	Introduction to Criminal Justice	3
	CJA 121◊	Introduction to Corrections	3
	CJA 161◊	Administration of Justice	3
	HTH 104◊	*Science of Personal Health* or	
	HTH 281◊	*First Aid & CPR*	2
#	RHT 101◊	Freshman Rhetoric & Composition I[1]	3
			14

Semester Two			
	BUS 125◊	*Formatting/Proofreading Business Documents* or	
	CJA 175	*Report Writing for Criminal Justice*	3
	CJA 148◊	Police/Community Relations	3
	CJA 171◊	Patrol Administration	3
	CJA 181◊	Juvenile Delinquency & Law	3
#	RHT 102◊	*Freshman Rhetoric & Composition II* or	
#	SPE 101◊	*Principles of Effective Speaking*[1]	3
			15

Semester Three

#	CJA 201◊	Criminology	3
#	CJA 219◊	Criminal Law I	3
#	CJA 257◊	Law Enforcement Administration	3
	HIS 151◊	*History of the U.S. to 1877* or	
	HIS 152◊	*History of the U.S. Since 1877* or	
	PSC 150◊	*American National Politics* or	
	SSC 190◊	*Contemporary Society*	3
		General education/Mathematics and/or Science	3-4
		Program electives	3
			18-19

Semester Four

#	CJA 236◊	Criminal Law II	3
	CJA 241◊	Traffic Enforcement & Administration	3
	CJA 246◊	Laws of Evidence	3
#	CJA 298◊	Law Enforcement Administration II	3
		General education/Humanities	3
		Electives	3
			18
		Total credits required for graduation	**65-66**

See CJA course descriptions on page 172.

See Humanities on page 85 and Mathematics and/or Science on page 68 General Education requirements.

Program electives (3): CJA 106◊, CJA 107◊, CJA 115◊, CJA 116◊, CJA 117◊, CJA 118◊, CJA 125◊, CJA 127◊, CJA 131◊, CJA 140◊ CJA 166◊, CJA 205, CJA 296◊

Suggested electives (3): CIS 100◊, CIS 101◊; CWE 290◊, CWE 291◊; PED 106◊, PED 120◊; PSY 100◊; SOC 100◊, SOC 131◊, SOC 225◊; PHL 101◊, PHL 103◊

Note: *Upon petition, students successfully completing professional-training courses sponsored or sanctioned by the Illinois Law Enforcement Training and Standards Board, or an equivalent accrediting agency, may receive up to 24 hours of credit. All documentation, including official transcripts, course descriptions, and course outlines, will be reviewed by the program coordinator to determine the number of hours of credit to be granted toward the Associate in Applied Science degree or certificate.*

[1]Students must complete either RHT 101◊ and SPE 101◊, or RHT 101◊ with RHT 102◊. Students interested in transferring are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Coordinator: Gregory Catena, Ext. 3325

Criminal Justice Administration Corrections Certificate

Curriculum CJA.COR.CERT (C443A)

This program prepares students for entry-level positions in corrections or related fields.

Semester One		**Credit Hours**
CJA 110◊	Introduction to Criminal Justice	3
CJA 121◊	Introduction to Corrections	3
CJA 125◊	Principles of Probation & Parole	3
CJA 127◊	Correctional Counseling	3
PSY 100◊	Introduction to Psychology	3
		15

Semester Two		
CJA 131◊	Correctional Procedures	3
CJA 161◊	Administration of Justice	3
CJA 181◊	Juvenile Delinquency and Law	3
# CJA 201◊	Criminology	3
		12
	Total credits required	**27**

See CJA course descriptions on page 172.

Coordinator: Gregory Catena, Ext. 3325

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/CriminalJusticeAdministrationCorrectionsCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Criminal Justice Administration Law Enforcement Certificate

Curriculum CJA.LAE.CERT (C443B)

Designed to improve the job-related skills of persons already engaged in the field of criminal justice by providing an opportunity to concentrate on courses, which relate directly to their career needs or to prepare for an entry-level position in law enforcement or associated fields. Provides the student with sufficient coursework towards earning the Associate of Applied Science in Criminal Justice Degree.

Semester One		**Credit Hours**
CJA 107◊	Stress Management in Law Enforcement (SMILE)	3
CJA 111◊	Introduction to Criminal Justice	3
CJA 171◊	Patrol Administration	3
	Program electives	6
		15

Semester Two

CJA 166◊	Criminal Investigation	3
CJA 181◊	Juvenile Delinquency and Law	3
# CJA 219◊	Criminal Law I	3
	Program electives	3
		12
	Total credits required	**27**

Program electives (9):

CJA 115◊	Professional Skills: Private Security-Basic Firearm Training[1]	3
CJA 116◊	Current Security Problems[1]	3
CJA 117◊	Introduction to Private Security[1]	3
CJA 118◊	Security Administration[1]	3
CJA 148◊	Police Supervision & Community Relations	3
CJA 161◊	Administration of Justice	3
CJA 241◊	Traffic Enforcement & Administration	3
# CJA 257◊	Law Enforcement Administration	3

See CJA course descriptions on page 172.

[1]Appropriate choice for students interested in private police security.

Coordinator: Gregory Catena, Ext. 3325

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/CriminalJusticeAdmLawEnforcementCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Criminal Justice Administration Private Security Certificate

Curriculum CJA.PST.CERT (C443C)

The Criminal Justice Administration Private Security certificate program is designed for students who wish to specialize in the expanding field of corporate or private security.

Semester One		**Credit Hours**
CJA 115◊	Professional Skills: Private Security-Basic Firearms Training	3
CJA 116◊	*Current Security Problems* or	
CJA 118◊	*Security Administration*	3
CJA 117◊	Introduction to Private Security	3
HTH 281◊	First Aid & CPR	2
		11
	Total credits required	**11**

See CJA course descriptions on page 172.

Note: *CJA 115◊ will meet the requirements outlined in the Private Detective and Private Security Act of 1983. It is approved by the Department of Education and Registration.*

Coordinator: Gregory Catena, Ext. 3325

Diagnostic Medical Sonography

(See Diagnostic Medical Sonography on page 141 in the Selective Admission Health Program section)

Early Childhood Education

Curriculum EDU.ECE.AAS (C220A)

The Early Childhood Education (ECE) professional will provide developmentally appropriate care to children in Early Childhood Care and Education programs. The field of Early Childhood covers birth through eight years of age.

Daytime morning, field experiences are requirements in all ECE classes, progressing from basic observations to a supervised observation/participation class which precedes student teaching in program approved and licensed Early Childhood Care and Education programs. Experiences include working with children and families, curriculum development, team teaching responsibilities, classroom management, guidance techniques and portfolio development. Communication skills and collaborative behaviors are emphasized.

College and state medical assessments and background inquiry checks are required of all individuals working with young children.

The Triton College Associate in Applied Science in Early Childhood Education leads to a level 4 Gateways Illinois ECE Credential.

Associate in Applied Science Degree

Semester One		**Credit Hours**
ECE 110◊	Early Childhood Development	3
ECE 111◊	Introduction to Early Childhood Education	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
	Program electives	6
		15

Semester Two		
# ECE 118◊	Health, Nutrition and Safety	3
# ECE 121◊	Language Development & Activities	3
# ECE 146◊	Child, Family & Community	2
HTH 281◊	First Aid & CPR	2
# SPE 101◊	Principles of Effective Speaking	3
# BIS 100◊	*General Biology* or	
# BIS 105◊	*Environmental Biology* or	
# MAT 110◊	*College Algebra*	4-5
		17-18

Semester Three		
# ECE 138◊	Observation, Assessment, Curriculum and Guidance of Young Children	3.5
	Program electives	3
		6.5

Semester Four

#	ECE 142◊	Students with Disabilities in School	3
#	ECE 231◊	Science & Math for Children	3
#	ECE 233◊	Creative Activities for the Young Child	3
		Program electives	6
			15

Semester Five

#	ECE 251◊	Practicum	4
#	ECE 252◊	Seminar	3
		Program electives	9
			16
		Total credits required for graduation	**69.5-70.5**

Note: A minimum grade of "C" is a requirement for each ECE course in all ECE programs.

See ECE course descriptions on page 178.

See Humanities and Social or Behavioral Science on page 85 General Education and Associate in Arts degree requirements for Physical or Life Sciences or Mathematics on page 52 requirements.

Program electives (24):

	ART 110◊	Looking at Art	3
	HIS 152◊	History of the United States Since 1877	3
	MUS 110◊	Listening to Music	3
	PHL 101◊	Introduction to Philosophy	3
	PHL 105◊	World Religions	3
	PSY 100◊	Introduction to Psychology	3
#	PSY 216◊	Child Psychology	3
	SOC 100◊	Introduction to Sociology	3

Suggested electives (4): PSY 234◊, Refer to the Associate of Arts Teaching degree in Early Childhood Education for elective choices if you plan on transferring for a teaching degree.

Chairperson: Mary Ann Olson, Ext. 3978

Early Childhood Education Certificate

Curriculum EDU.ECE.CERT (C320A)

The Early Childhood Education certificate program is designed for students wishing to prepare for entry-level positions in early childhood facilities. Emphasis is placed directly on related Early Childhood Education course work.

Field experiences are requirements in all ECE classes, progressing from basic observations to a supervised observation/participation class, in program approved and licensed Early Childhood programs. Experiences include working with children and families, curriculum development, team teaching responsibilities, classroom management and guidance techniques.

The Triton College Early Childhood Certificate leads to a level 2 Gateways Illinois Early Childhood Education Credential.

Semester One   **Credit Hours**

	ECE 110◊	Early Childhood Development	3
	ECE 111◊	Introduction to Early Childhood Education	3
		Program electives	3
			9

Semester Two

#	ECE 118◊	Health, Nutrition and Safety	3
#	ECE 138◊	Observation, Assessment, Curriculum and Guidance of Young Children	3.5
#	ECE 142◊	Students with Disabilities in School	3
			9.5

Semester Three

		Program electives	12
			12
		Total credits required	**30.5**

Program electives (15):

#	ECE 115◊	Infant/Toddler Development	3
#	ECE 121◊	Language Development & Activities	3
#	ECE 122◊	Infant/Toddler Care and Curriculum	3
	ECE 136◊	School Age Programming	3
#	ECE 146◊	Child, Family & Community	2
	ECE 151◊	Communicating with Parents and Children[1]	1
	ECE 152◊	Principles of Child Growth and Development, Birth - 5[1]	1
	ECE 153◊	Guiding Children and Managing the Classroom[1]	1
	ECE 154◊	Activities and Resources for Young Children I[1]	1
	ECE 155◊	Activities and Resources for Young Children II[1]	1
	ECE 156◊	Effective Teaching[1]	1
#	ECE 231◊	Science & Math for Children	3
#	ECE 233◊	Creative Activities for the Young Child	3
#	ECE 250◊	Administration & Supervision of Early Childhood Programs	3
	ECE 296◊	Special Topics in Early Childhood Education[1]	1

Note: A minimum grade of "C" is required for each ECE course in all ECE programs.

See ECE course descriptions on page 178.

[1]Only three of the one-credit hour courses can serve as program electives for the Early Childhood Education associate's degree.

Chairperson: Mary Ann Olson, Ext. 3978

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/EarlyChildhoodEducationCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Child Development CDA Preparation Certificate

Curriculum ECE.CDA.CERT (C420C)

The CDA Preparation certificate prepares students for Child Development Associate (CDA) assessment by fulfilling the requirement for 120 clock hours of training in eight subject areas that is needed to apply for the CDA credential.

Upon completing the CDA Preparation certificate and earning a CDA credential from the Council for Professional Recognition, a student is eligible to receive credit toward the Child Development AAS degree. The number of additional credit hours (generally seven) is awarded after the Child Development faculty evaluates the student's resource file and training experiences.

Note: *Only one of the following CDA Preparation certificates can be applied towards graduation.*

CDA Preparation Core

Semester One   Credit Hours

ECE 151◊	Communicating with Parents and Children	1
ECE 152◊	Principles of Child Growth and Development, Birth - 5	1
ECE 153◊	Guiding Children and Managing the Classroom	1
		3

Semester Two

ECE 111◊	Introduction to Early Childhood Education	3
		3

These first four courses represent the core of CDA Preparation whether you are interested in Pre-school or Infant/Toddler.

Once these are complete you can choose **one** of the following two tracks:

CDA Infant/Toddler Track (ages birth to 36 months) (EDU.IFT.CERT)

	CDA Preparation Core	6
ECE 115◊	Infant/Toddler Development	3
# ECE 122◊	Infant/Toddler Care and Curriculum	3
		12

CDA Pre-School Track (ages 3 to 5) (EDU.PSL.CERT)

	CDA Preparation Core	6
ECE 110◊	Early Childhood Development	3

Choose one of the following 3 credit hour electives:

# ECE 118◊	Health, Nutrition and Safety	3
# ECE 121◊	Language Development & Activities	3
# ECE 231◊	Science & Math for Children	3
# ECE 233◊	Creative Activities for the Young Child	3
		12
	Total credits required	**12**

Note: *A minimum grade of "C" is required as a prerequisite for each ECE course in all ECE programs.*

See ECE course descriptions on page 178.

Chairperson: Mary Ann Olson, Ext. 3978

Infant/Toddler Care Certificate

Curriculum EDU.ITC.CERT (C420B)

The Infant/Toddler certificate program is designed for students wishing to prepare for entry-level positions in infant-care centers. The program's emphasis is on infant/toddler development and creating appropriate environments and programs. A supervised, practical experience in an infant center will be an important component of the program.

Field experiences are requirements in all ECE classes, progressing from basic observations to a supervised observation/participation class, in program-approved and licensed Early Childhood programs. Experiences include working with children and families, curriculum development, team-teaching responsibilities, classroom management and guidance techniques.

The Triton College Infant/Toddler Care Certificate leads to a level 4 Gateways Illinois Infant/Toddler Credential upon completion of the following courses and an associate in applied science degree in Early Childhood Education.

Semester One   Credit Hours

ECE 110◊	Early Childhood Development	3
ECE 111◊	Introduction to Early Childhood Education	3
ECE 115◊	Infant/Toddler Development	3
HTH 281◊	First Aid & CPR	2
		11

Semester Two

# ECE 118◊	Health, Nutrition and Safety	3
# ECE 122◊	Infant/Toddler Care and Curriculum	3
# ECE 142◊	Students with Disabilities in School	3
# ECE 146◊	Child, Family & Community	2
		11
	Total credits required	**22**

Note: *A minimum grade of "C" is required as a prerequisite for each ECE course in all ECE programs.*

See ECE course descriptions on page 178

Chairperson: Mary Ann Olson, Ext. 3978

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/InfantToddlerCareCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Early Childhood Administration & Management Advanced Certificate

Curriculum EDU.CCA.CERT (C520A)

The Early Childhood director is responsible for the management of a licensed child care facility. A quality ECE director provides supervision and supports development of center staff. The director develops program goals and objectives to mirror the program philosophy, develops and maintains budgets, facilitates family involvement and coordinates relationships between home and school.

Students will be involved in opportunities to develop techniques in observation and assessment of children and staff, as well as evaluation and goal setting with staff. Curriculum development and implementation, as well as positive guidance techniques are incorporated in most classes. Emphasis is on quality programming reflecting DCFS licensing standards, NAEYC Accreditation, Early Childhood Illinois Professional Teaching Standards and Illinois Early Learning Standards.

Field experiences are requirements in all ECE classes, progressing from basic observations to a supervised observation/participation class, in program-approved and licensed early childhood programs. Experiences include working with children and families, curriculum, team-teaching responsibilities, classroom management and guidance techniques.

The program is open to students desiring to meet the Department of Children and Family Services requirements for a child care director.

Program prerequisites: A minimum of an associate degree of 60-65 college semester hours from an approved college or university and approval of the program coordinator.

The Triton College Early Childhood Administration certificate is pending entitlement approval leading to a level 4 Gateways 'Illinois Director's Credential'.

Semester One

		Credit Hours
ECE 110◊	Early Childhood Development	3
ECE 111◊	Introduction to Early Childhood Education	3
HIA 115◊	Food Sanitation and Safety	2
HTH 281◊	First Aid & CPR	2
		10

Semester Two

# ECE 118◊	Health, Nutrition and Safety	3
# ECE 121◊	Language Development & Activities	3
# ECE 142◊	Students with Disabilities in School	3
# ECE 146◊	Child, Family & Community	2
# ECE 250◊	Administration & Supervision of Early Childhood Programs	3
		14

Semester Three

# ECE 138◊	Observation, Assessment, Curriculum and Guidance of Young Children	3.5
		3.5
	Total credits required	**27.5**

Note: *A minimum grade of "C" is a requirement for each ECE course in all ECE programs.*

See ECE course descriptions on page 178.

Chairperson: Mary Ann Olson, Ext. 3978

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/EarlyChildhoodAdminManagement AdvancedCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Paraprofessional Educator Associate

Curriculum EDU.PPR.AAS (C220B)

The Paraprofessional directly supports teachers and children in the classroom. According to state guidelines, "paraprofessionals should be able to demonstrate knowledge of, and the ability to assist in instruction in the areas of reading, writing and math, or in school readiness;" therefore, "paraprofessionals are expected to have working knowledge of these academic areas." Students completing the AAS Paraprofessional degree will have knowledge and skills in:

- reading, writing, mathematical computation and mathematical reasoning;
- critical and creative thinking, decision making, problem-solving and reasoning;
- communication (listening, speaking and writing);
- child/human growth and development, behavior management, instructional strategies and laws, policies and procedures;
- technology;
- respecting cultural diversity and the views of others; and
- working as a team member.

Associate in Applied Science Degree

Semester One

		Credit Hours
# EDU 207◊	Introduction to Education	3.5
# RHT 101◊	Freshman Rhetoric & Composition I	3
# SPE 101◊	Principles of Effective Speaking	3
	Program electives	6
		15.5

Semester Two

	ECE 136◊	School Age Programming	3
	EDU 105◊	Technology for Educators	3
#	RHT 102◊	Freshman Rhetoric & Composition II	3
		Program electives	7-8
			16-17

Semester Three

#	ECE 146◊	Child, Family & Community	2
#	ECE 151◊	Communicating with Parents and Children	1
#	EDU 200◊	Introduction to Special Education	3
#	EDU 206◊	Human Growth and Development	3
		Program electives	6
			15

Semester Four

#	ECE 118◊	Health, Safety & Nutrition for the Young Child[1]	3
	ECE 153◊	Guiding Children and Managing the Classrooms	1
#	ECE 233◊	Creative Activities for the Young Child	3
	EDU 110◊	Diversity of Schools and Society	3
#	EDU 215◊	Educational Psychology	3
		Program electives[2]	3
			16
		Total credits required for graduation	**62.5-63.5**

Program electives: (22-23)

	ART 110◊	Looking at Art	3
	BIS 100◊	*General Biology* or	
	BIS 105◊	*Environmental Biology* or	
#	MAT 110◊	*College Algebra*	4-5
	MUS 110◊	Listening to Music	3
	PHL 105◊	World Religions	3
	PSY 100◊	Introduction to Psychology	3
#	PSY 216◊	Child Psychology	3
	SOC 100◊	Introduction to Sociology	3

Note: *A minimum grade of "C" is a requirement for each ECE or EDU course in all ECE programs.*

See ECE course descriptions on page 178 and EDU course descriptions on page 180.

See Humanities or Fine Arts and Social or Behavioral Science General Education requirements; on page 85 Mathematics requirements for Associate in Arts degree on page 52.

[1]ECE 118◊ meets the Health and Fitness graduation requirement.

[2]If a student is planning on obtaining an Illinois Teaching Certificate, elective choices should be based on certificate level. (Refer to Teacher Certification Web site for electives: http://www.isbe.state.il.us/certification)

Chairperson: Mary Ann Olson, Ext. 3978

Teacher Aide Certificate

Curriculum EDU.AID.CERT (C320C)

The Teacher Aide certificate provides Paraprofessional preparation for students who wish to directly support teachers and children in the classroom.

Students will study child development theory, educational foundations and practices that will be applied during a supervised field experience in a school setting.

This certificate has the potential to serve three groups of students.

- Future Paraprofessionals for non-Title I programs. By completing this curriculum, students who have little or no college experience will have a set of courses in general education and teacher preparation to be certified as a paraprofessional in non-Title I positions.

- Future Paraprofessionals pursuing an Associate's degree. Individuals can use the certificate as a stepping-stone toward completion of the AAS degree. By completing the certificate program they would achieve a credential at the halfway point of their program. (They also would be certified as a paraprofessional for work in non-Title I programs.)

- Incumbent Paraprofessionals. This curriculum will serve those who possess college credits, when combined with or applied to the certificate requirements, total 60 or more credit hours. These individuals would then meet the requirements of No Child Left Behind Act (NCLB) and be eligible to work in Title I positions.

Semester One   **Credit Hours**

	ECE 110◊	Early Childhood Development	3
	ECE 136◊	School-Age Programming	3
	ECE 153◊	Guiding Children and Managing the Classroom	1
	ECE 111◊	*Introduction to Early Childhood Education* or	
#	EDU 207◊	*Introduction to Education*	3.5
	PSY 100◊	Introduction to Psychology	3
#	RHT 101◊	Freshman Rhetoric & Composition I	3
			16.5

Semester Two

#	ECE 121◊	Language Development & Activities	3
#	ECE 142◊	*Students with Disabilities in School* or	
#	EDU 200◊	*Introduction to Special Education*	3
	EDU 105◊	Technology for Educators	3
#	EDU 215◊	Educational Psychology	3
#	SPE 101◊	Principles of Effective Speaking	3
			15
		Total credits required	**31.5**

Note: *A minimum grade of "C" is a required for each ECE or EDU course in all ECE programs. 2.0 GPA is required for graduation.*

See ECE course descriptions on page 178.

Chairperson: Mary Ann Olson, Ext. 3978

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/TeacherAideCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Engineering Technology/Mechanical Design Degree

Curriculum ENT.ENT.AAS (C248V)

The Engineering Technology curriculum provides the learner with working knowledge of engineering technology, including basic and advanced drafting and design principles using various 2D and 3D CAD systems, integrating Lean principles in the design process and knowledge of working with various measurement devices used in determining Quality Assurance of prototypes and finished goods. While in the program, the learner will be able to seek out entry-level and internship opportunities in engineering departments, plant maintenance, production departments and technical sales and support.

Upon successful completion of the Engineering Technology program, the graduate will be able to:

- identify quality improvement methods used in the industry, including being able to develop your own process improvement action plans;

- develop and roll out a product development plan from knowledge gained in coursework covering the various processes for manufacturing a product;

- utilize various methods of measuring for the purpose of reverse engineering and quality assurance needs in the design build process;

- analyze a piece-part drawing and make an appropriate listing of operations to obtain the desired part in the most cost and time efficient manner;

- identify and take into account the applied physics principles that come into play in the design-build process of a manufactured product;

- know your responsibilities as part of a design team and the ethics that should be practiced in this process, appreciating the overall human context in which Engineering Technology activities take place; and

- have the opportunity to advance in your career and continue your professional development through four-year transfer programs offered at institutions, such as Illinois State University, Purdue University, Illinois Institute of Technology, Southern Illinois University and others with related programs around the country.

-

Associate in Applied Science Degree

Semester One		Credit Hours
ENT 104	Electricity I	3
ENT 110◊	Production Drawings & CAD	4
# ENT 252◊	Introduction to Mechanical AutoCAD	3
# MAT 103◊	*Applied Intermediate Algebra* or	
# MAT 170◊	*Elementary Statistics*[1]	3-4
# RHT 101◊	Freshman Rhetoric & Composition I[2]	3
		16-17

Semester Two		
ENT 103◊	Introduction to Automation	3
ENT 115◊	Fluid Power	3
# ENT 232◊	Descriptive Geometry	3
# MAT 111◊	*Pre-Calculus*[1] or	
# MAT 114◊	*Plane Trigonometry*[1]	3-5
	Program electives	3
		15-17

Semester Three		
ENT 111◊	Metrology with Geometric Dimensioning and Tolerancing	3
# ENT 260◊	Jig & Fixture Design	3
# PHY 101◊	General Physics (Mechanics, Heat & Sound)	5
# RHT 102◊	*Freshman Rhetoric & Composition II*[2] or	
# SPE 101◊	*Principles of Effective Speaking*[2]	3
	Program electives	3
		17

Semester Four		
# ENT 270◊	Machine Design	3
# ENT 295◊	Applied Statics	3
HTH 104◊	*Science of Personal Health* or	
HTH 281◊	*First Aid & CPR*	2
HIS 151◊	*History of the U.S. to 1877* or	
HIS 152◊	*History of the U.S. Since 1877* or	
PSC 150◊	*American National Politics* or	
SSC 190◊	*Contemporary Society*	3
	General Education/Humanities	3
	Program electives	3
		17

	Total credits required for graduation	**65-68**

See ENT course descriptions on page 184.

See Humanities General Education requirements on page 85.

Program Electives (9): ENT 100, ENT 116◊, ENT 117◊, ENT 118◊, ENT 127◊ ENT 144◊, ENT 255◊, ENT 280◊, ENT 290◊, ENT 291, ENT 296◊

[1]PHY 101◊, MAT 111◊ and MAT 114◊ meets the Mathematics and/or Science general education requirement.

[2]Students must complete RHT 101◊ with SPE 101◊, or RHT 101◊ with RHT 102◊. Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Coordinator: Antigone Sharris, Ext. 3622; Email: antigonesharris@triton.edu; Cell Phone: (773) 580-8807

Engineering Technology/Design Certificate

Curriculum ENT.DSN.CERT (C348B)

The Engineering Technology Design certificate curriculum provides the student with the fundamental courses applicable for an entry-level position working with design professionals within engineering departments, plant maintenance, production departments and technical sales and support. Designed to jump-start an education in engineering technology with first discussions on the concepts of Lean principles in the design process and knowledge in working with the various measurement devices used in determining quality assurance of prototypes and finished goods.

Contains coursework within the Engineering Technology AAS degree, a degree that gives graduates the education needed to fill technical positions in product design and development and transfers to four-year technology-related programs, including (but not limited to) the Illinois Institute of Technology, Illinois State University, Northern Illinois University and Purdue University/Calumet. These four-year programs further prepare you to move into leadership roles, such as industrial supervision, machine and tool designer, technical buyers, production expediters and cost estimators.

Semester One		Credit Hours
ENT 104	Electricity I	3
ENT 110◊	Production Drawings & CAD	4
ENT 111◊	Metrology with Geometric Dimensioning and Tolerancing	3
# ENT 252◊	Introduction to Mechanical AutoCAD	3
		13

Semester Two		
ENT 115◊	Fluid Power	3
# ENT 232◊	Descriptive Geometry	3
# ENT 260◊	Jig & Fixture Design	3
# ENT 255◊	*Autodesk Inventor Design & Rendering* or	
# ENT 280◊	*Solidworks Design & Rendering*	3
		12
	Total credits required	**25**

See ENT course descriptions on page 184.

Coordinator: Antigone Sharris, Ext. 3622; Email: antigonesharris@triton.edu; Cell Phone: (773) 580-8807

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/EngineeringTechnologyDesignCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Engineering Technology/Fabrication Certificate

Curriculum ENT.FAB.CERT (C448S)

The Engineering Technology/Fabrication curriculum provides the student with field experience to advance their knowledge of modern elements of fabrication, from an introduction to manufacturing with shop safety and manual machining operations through the use of CAD/CAM software interfacing with automated CNC equipment. Also included in the certificate is a course on the basics of machine elements, needed in the repair and maintenance of the high-end equipment of today's automated manufacturing facilities.

Upon successful completion of the Engineering Technology/Fabrication Certificate program, the student will be able to:

• utilize effective, safety-enhancing workplace practices in multiple industries;

• demonstrate an understanding of quality practices and measurement;

• identify basic fundamental of blueprint reading;

• determine resources and workflow required of the production process;

• document product and process compliance with customer requirements;

• recognize potential maintenance problems, issues or concerns with basic production systems;

• recognize preventative maintenance indicators to ensure correct operations;

• identify different types of basic production and related mechanical principles, mechanical linkages, and production materials;

• demonstrate use of basic math skills to facilitate technical competencies; and

• set for taking the national Certified Production Technician (MSSC-CPT) exam.

Semester One		Credit Hours
ENT 100◊	Introduction to Manufacturing	4
ENT 116◊	Fabrication Processes	4
ENT 117◊	Computer Numeric Controls I	4
		12

Semester Two		
ENT 110◊	Production Drawings & CAD	4
ENT 111◊	Metrology with Geometric Dimensioning & Tolerancing	3
# ENT 118◊	*Computer Numeric Controls II* or	3-4
# ENT 290◊	*Cooperative Work Experience*	
# ENT 144◊	Sheet Metal Fabrication	3
		13-14
	Total credits required	**25-26**

See ENT course descriptions on page 184.

Coordinator: Antigone Sharris, Ext. 3622; Email: antigonesharris@triton.edu; Cell Phone: (773) 580-8807

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/EngineeringTechnologyFabrication Certificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Engineering Technology/Mechatronics Degree

Curriculum ENT.MEC.AAS (C249V)

The Engineering Technology curriculum provides the learner with working knowledge of engineering technology, including basic and advanced drafting and design principles using various 2D and 3D Computer Aided Drafting (CAD) systems, integrating lean principles in the design process and knowledge of working with various measurement devices used in determining quality assurance of prototypes and finished goods. While in the program, the learner will be able to seek out entry-level and internship opportunities in engineering departments, plant maintenance, production departments and technical sales and support.

Upon successful completion of the Engineering Technology program, the graduate will be able to:

- understand the electronic and mechanical parts of an automated system;
- interpret electrical wiring diagrams and symbols;
- install, program, and troubleshoot Programmable Logic Controllers (PLCs);
- understand and explain the principal operations of the mechatronic subsystems in a complex system;
- understand and implement safety regulations required for operation of the system;
- diagnose and resolve equipment problems by utilizing technical assessment skills that include planning, reliability, logical thinking, ability to use drawings, schematics and documentation;
- differentiate between thermal, mechanical, fluid and electrical power systems in a variety of settings;
- identify quality improvement methods used in the industry, including developing your own process improvement action plans;
- develop and roll out a product development plan from knowledge gained in coursework covering the various processes for manufacturing a product.
- utilize various methods of measuring for the purpose of reverse engineering and quality assurance needs in the design build process;

- identify and take into account the applied physics principles that come into play in the design-build process of a manufactured product;
- know their responsibilities as part of a design team and the ethics that should be practiced in this process, appreciating the overall human context in which Engineering Technology activities take place; and
- have the opportunity to advance in their careers and continue their professional development through four-year transfer programs offered at institutions, such as Illinois State University, Purdue University, Illinois Institute of Technology, Southern Illinois University and others with related programs around the country.

Associate in Applied Science Degree

Semester One		Credit Hours
ENT 104	Electricity I	3
ENT 110◊	Production Drawings & CAD	4
# ENT 252◊	Introduction to Mechanical AutoCAD	3
# MAT 122◊	*Technical Math*[1] or	
# MAT 170◊	*Elementary Statistics*[1]	3-4
# RHT 101◊	Freshman Rhetoric & Composition I[2]	3
		16-17

Semester Two		
ENT 115◊	Fluid Power	3
ENT 205	Robotics I	4
# ENT 232◊	Descriptive Geometry	3
ENT 204◊	Programmable Logic Control I	3
# MAT 114◊	Plane Trigonometry I[1]	3
		16

Semester Three		
# ENT 202◊	Electricity II	4
# ENT 260◊	Jig & Fixture Design	3
# PHY 101◊	General Physics (Mechanics, Heat & Sound)[1]	5
# RHT 102◊	*Freshman Rhetoric & Composition II*[2] or	
# SPE 101◊	*Principles of Effective Speaking*[2]	3
	Program electives	3
		18

Semester Four		
# ENT 206	Programmable Logic Controllers II	4
# ENT 207◊	Robotics II	4
HTH 104◊	*Science of Personal Health* or	
HTH 281◊	*First Aid & CPR*	2
HIS 151◊	*History of the U.S. to 1877* or	
PSC 150◊	*American National Politics*	3
	General Education/Humanities	3
		16
	Total credits required for graduation	**66-67**

See ENT course descriptions on page 184.

See Humanities General Education requirements on page 85.

Program Electives (3): ENT 100, ENT 103◊, ENT 116◊, ENT 117◊, ENT 118◊, ENT 127◊ ENT 255◊, ENT 280◊, ENT 290◊, ENT 291, ENT 295◊, ENT 296◊

[1]PHY 101◊, MAT 122◊, MAT 170◊ and MAT 114◊ meets the Mathematics and/or Science general education requirement.

[2]Students must complete RHT 101◊ with SPE 101◊, or RHT 101◊ with RHT 102◊. Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Coordinator: Antigone Sharris, Ext. 3622; Email: antigonesharris@triton.edu; Cell Phone: (773) 580-8807

Engineering Technology/Mechatronics Certificate

Curriculum ENT.MEC.CERT (C448V)

(formerly C548F)

The Engineering Technology/Mechatronics Certificate curriculum is designed for individuals seeking to secure a position in industry requiring skills and knowledge working with automation equipment, industrial controls, and basic robotics.

Semester One		Credit Hours
ENT 104	Electricity I	3
ENT 115◊	Fluid Power	3
ENT 204◊	Programmable Logic Controllers I	3
		9

Semester Two		
# ENT 202	Electricity II	4
ENT 205	Robotics I	4
# ENT 206	Programmable Logic Controllers II	4
		12
	Total credits required	**21**

See ENT course descriptions on page 184.

Coordinator: Antigone Sharris, Ext. 3622; Email: antigonesharris@triton.edu; Cell Phone: (773) 580-8807

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/EngineeringTechnologyMechatronicsCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Engineering Technology/CAD Advanced Certificate

Curriculum ENT.CAD.CERT (C548E)

The Engineering Technology/CAD (Computer-Aided Design) Advanced certificate curriculum provides the student with the coursework needed to be in an entry-level position where skills and knowledge of Computer-Aided Design (CAD) software is required.

Contains coursework within the Engineering Technology

AAS degree, a degree that gives graduates the education needed to fill technical positions in product design and development and transfers to four-year technology-related programs, including (but not limited to) the Illinois Institute of Technology, Illinois State University, Northern Illinois University and Purdue University/Calumet. These four-year programs further prepare the graduates to move into leadership roles, such as industrial supervision, machine and tool designer, technical buyers, production expediters and cost estimators.

Semester One		Credit Hours
ENT 110◊	Production Drawings & CAD	4
# ENT 252◊	Introduction to Mechanical AutoCAD	3
# ENT 255◊	Autodesk Inventor Design & Rendering	3
# ENT 280◊	Solidworks Design & Rendering	3
		13
	Total credits required	**13**

See ENT course descriptions on page 184.

Coordinator: Antigone Sharris, Ext. 3622; Email: antigonesharris@triton.edu; Cell Phone: (773) 580-8807

Environmental Science Degree

Curriculum SCI.EVN.AAS (C226A)

The Environmental Science curriculum is designed to allow students to explore the relationship between organisms and their environment, with a particular emphasis on the impacts that humans place on their environment. The interdisciplinary nature of environmental science will be investigated through diverse course offerings, including biology, chemistry, geology, geography, and sustainable agriculture. There are two tracks or emphases from which students can choose based on their interests and goals: Geography/Geology or Ecology and Agriculture. Graduates of this program will receive appropriate training to qualify for a variety of entry-level positions within the environmental testing and/or consulting and related industries. Graduates may also transfer to pursue a baccalaureate degree in environmental science or related field.

Associate in Applied Science Degree

Semester One		Credit Hours
BIS 105◊	Environmental Biology	4
# CHM 140◊	General Chemistry I	5
# MAT 110◊	College Algebra	5
# RHT 101◊	Freshman Rhetoric & Composition I	3
		17

Semester Two		
# BIS 150◊	Principles of Biology I	4
# CHM 141◊	General Chemistry II	5
# RHT 102◊	Freshman Rhetoric & Composition II	3
	Selection from appropriate concentration	3-4
		15-16

Semester Three

# BIS 151◊	Principles of Biology II	4
PSC 150◊	*American National Politics* or	
PSC 151◊	*American State and Urban Politics*	3
SAT 110	Natural Resource Management (Soils and Water)	3
# SPE 101◊	Principles of Effective Speaking	3
	Selections from concentration	3-4
		16-17

Semester Four

ENV 150◊	Environmental Sciences Field Methods	4
PHL 103◊	Ethics	3
	Program electives	7-8
	Selections from concentration	3-4
		17-19
	Total credits required for graduation	**65-69**

Choose from *one* of the following concentrations (9-12 credits):

Geography/Geology (SCI.GEO.AAS)
Take:

GEO 200◊	Physical Geography: Weather and Climate	4
GEO 201◊	Physical Geography: Maps & Landforms	4
GOL 103◊	Environmental Geology: Aspects of Global Hazards and Change	3
		11

Ecology and Agriculture (SCI.EAG.AAS)

# BIS 205◊	Field Ecology	4
# SAT 100	Principles of Agroecology	3
# SAT 105	Urban Agriculture Issues	3
		10

Program electives (7-8 credits)

GOL 101◊	Physical Geology	4
HRT 127◊	Entomology: Insects, People and Plants	3
HRT 270	Sustainable Landscape Practices	3
HRT 275	Innovations in Sustainability	4
PHS 100◊	Introduction to Earth Science	4
PHS 141◊	Applications of Physical Science Concepts	4

See BIS course descriptions on page 159.

See Humanities General Education requirements on page 85.

Chairperson: Gabriel Guzman, Ext. 3260

Eye Care Assistant Certificate

Curriculum OPH.EYE.CERT (C451A)

This program will prepare individuals to be qualified to work at the entry-level in a variety of eye care settings. Employment opportunities are excellent due to an increase in the use of support personnel in eye care and a rising demand for ophthalmic services. Eye Care Assistants work under the direction of the optometrist or ophthalmologist and graduates could seek employment in private or group practice settings, clinics, hospital ophthalmology departments or commercial eye care facilities.

Semester One		**Credit Hours**
AHL 101◊	Essentials of Medical Terminology	1
EYE 100◊	Introduction to Eye Care	2
EYE 101◊	Ocular Disease	3
EYE 110◊	Ophthalmic Skills I	4
		10

Semester Two		
EYE 105◊	Optical Principles	3
EYE 120◊	Ophthalmic Skills II	4
EYE 130◊	Ophthalmic Office Procedures	2
		9
	Total credits required	**19**

Note: *A minimum grade of "C" is required as a prerequisite for each EYE course.*

See EYE course descriptions on page 187.

Instructional Area Coordinator: TBA

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/EyeCareAssistantCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Facilities Engineering Technology

Curriculum CE.FET.AAS (C280A)

The Facilities Engineering Technology Degree is designed for students who are enrolled through the International Union of Operating Engineers (IUOE), Local 399 Education Training Fund to continue with their education and complete the course work needed for an associate's degree. Students will have the opportunity to acquire the skills needed for employment in jobs requiring multiple maintenance competencies, including electricity, plumbing, and boilers. These competencies will allow the students in this associate's degree program to obtain highly skilled maintenance positions in a variety of industries, office buildings, universities, hospitals, school districts, municipalities, stadia, and commercial/industrial facilities.

Upon successful completion of the program, the graduate will:

- maintain and repair systems and functions associated with the maintenance of facilities;
- troubleshoot and provide preventative maintenance of facilities;
- communicate effectively, not only using the terminology appropriate to this trade, but the skills acquired in the other non-technical coursework; and
- provide the leadership and management skills needed for position as foreman, manager and supervisor.

Graduates of the program may seek employment as a stationary operating engineer, a chief engineer, a facilities manager, maintenance foreman, or as a building maintenance supervisor.

Associate in Applied Science Degree

Semester One		Credit Hours
FET 101	Indoor Air Quality	4
FET 105	Commercial Heating and Cooling Systems I	4
FET 110	Electricity for Facilities Engineers I	4
# RHT 101◊	Freshman Rhetoric & Composition I[2]	3
		15

Semester Two		
# FET 115	Commercial Heating and Cooling Systems II	4
FET 125	Testing and Balancing	4
FET 135	Pneumatic and Direct Digital Controls	4
FET 140	Plumbing Repair and Maintenance	3
# MAT 122◊	Technical Mathematics	3
		18

Semester Three		
FET 201	Understanding Plan Drawings	2
# FET 210	Electricity for Facilities Engineers II	4
FET 215	Basic Boiler Operations	4
FET 220	Energy Conservation	5
# SPE 101◊	Principles of Effective Speaking[2]	3
		18

Semester Four		
FET 225	Facility Sustainability and Green Technology	5
FET 230	Critical Systems	2
FET 250	Chief Engineer	2
	General education/Humanities or Fine Arts	3
SSC 190◊	Contemporary Society	3
		15
	Total credits required for graduation	**66**

See FET course descriptions on page 187.

See Humanities or Fine Arts General Education requirements on page 85.

[2]Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Dean: Paul Jensen, Ext. 3714

Facilities Engineering Technology Certificate

Curriculum CE.FET.CERT (C380A)

The Facilities Engineering Technology Certificate provides the lecture and hands-on training needed for employment as facility engineers for both union and non-union students. Students who come through the International Union of Operating Engineers (IUOE) Local 399 Education Training Fund, will have the opportunity to acquire the necessary skills for employment in jobs requiring multiple maintenance competencies, including electricity, plumbing, and boilers. These competencies will allow graduates to obtain highly skilled maintenance positions in a variety of industries, office buildings, universities, hospitals, school districts, municipalities, stadia and commercial/industrial facilities.

Upon successful completion of the program, the graduate will:

- maintain and repair systems and functions associated with the maintenance of facilities;
- troubleshoot and provide preventative maintenance of facilities; and
- communicate effectively, not only using the terminology appropriate to this trade, but the skills acquired in the other non-technical coursework.

Graduates of the program may seek employment as a facilities engineer, stationary operating engineer, an operating engineer, a chief engineer, maintenance foreman, or as a building maintenance supervisor.

Semester One		Credit Hours
FET 101	Indoor Air Quality	4
FET 105	Commercial Heating and Cooling Systems I	4
FET 110	Electricity for Facilities Engineers I	4
# FET 115	Commercial Heating and Cooling Systems II	4
		16

Semester Two

FET 135	Pneumatic and Direct Digital Controls	4
# FET 210	Electricity for Facilities Engineers II	4
FET 215	Basic Boiler Operations	4
FET 220	Energy Conservation	5
		17

	Total credits required for graduation	**33**

See FET course descriptions on page 187.

Dean: Paul Jensen, Ext. 3714

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/FacilitiesEngineeringTechnologyCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Fire Science

Curriculum FIR.FIR.AAS (C243B)

The Fire Science program is designed for individuals pursuing a career in fire service and related fields. Some fire departments offer hiring, promotional, and salary incentives to associate degree program graduates. This program is based on the curriculum recommended by the Fire Emergency Services Higher Education (FESHE) division of the United States Fire Administration (USFA).

Other areas of employment for Fire Science graduates include fire equipment sales and service, municipal fire protection, fire prevention inspection in industry and architectural firms, investigation for insurance companies and emergency medical services. Upon petition, students who have completed programs approved by the Illinois State Fire Marshall's Office will be granted equivalent credit toward an associate's degree in Fire Science.

Courses from this program may transfer into Southern Illinois University at Carbondale (SIUC) Fire Service Bachelor of Science program, after review with a program advisor. For more information, go to: http://www.siuc.edu/~asaocap/fire_service/index.htm. In addition, courses from this program may transfer to other colleges and universities that allow students to transfer into a four-year program. For more information, contact the college or university in which you wish to transfer.

Associate in Applied Science Degree

Semester One (Fall)		Credit Hours
EMP 101◊	National Incident Management Systems (NIMS)	1
# EMS 131◊	Emergency Medical Technician[1]	7
FIR 111	Principles of Emergency Services	2
FIR 112	Fire Behavior and Combustion	2
FIR 114◊	Building Construction for Fire Protection	3
		15

Semester Two (Spring)		
# EMP 102◊	Basic ICS and Application Toward Single Resource & Initial Action Incidents	1
FIR 113	Fire Prevention	2
# FIR 115	Fire Protection Systems	2
# FIR 116	Principles of Fire & Emergency Services Safety & Survival	2
PSC 150◊	American National Politics	3
# MAT 101◊	*Quantitative Literacy* or	
# MAT 102◊	*Liberal Arts Mathematics*	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
		16

Semester Three (Summer)		
# CIS 101◊	Introduction to Computer Science	3
	General education/Humanities or Fine Arts	3
		6

Semester Four (Fall)		
# FIR 203◊	Fire & Emergency Services Administration	3
# FIR 210◊	Fire Investigation I	3
# FIR 241◊	Legal Aspects of Emergency Services	3
# FIR 251	Occupational Safety & Health for Emergency Services	2
# SPE 101◊	Principles of Effective Speaking	3
		14

Semester Five (Spring)		
# FIR 202◊	Fire Service Strategy & Tactics	3
# FIR 218	Fire Investigation II	3
# FIR 221◊	Fire Protection Hydraulics & Water Supply	3
# FIR 231◊	Hazardous Materials Chemistry	3
	Electives	3
		15

Semester Six (Summer)		
# FIR 261	Fire Service Internship	1
		1

	Total credits required for graduation	**67**

Note: *A minimum grade of "C" is required for each FIR and EMS course.*

See FIR course descriptions on page 189.

See Humanities or Fine Arts General Education requirements on page 85.

Recommended electives (3): BIS 100◊ or BIS 101◊, AST 100◊ or CHM 100◊, PSY 100◊

Humanities or Fine Arts recommended electives (3) ENG 101◊, ENG 103◊, ENG 202◊, HUM 104◊, MUS 110◊, PHL 101◊, PHL 103◊ or SPE 130◊.

[1]A grade of "B" or higher is required to take the licensure exam.

Coordinator: William Justiz, Ext. 3653

Fire Science Certificate
(formerly Fire Science Technology)

Curriculum FIR.FIR.CERT (C343A)

The Fire Science program is designed for individuals pursuing a career in fire service and related fields. Some fire departments offer hiring, promotional, and salary incentives to candidates possessing a certificate. This program is based on the curriculum recommended by the Fire Emergency Services Higher Education (FESHE) division of the United States Fire Administration (USFA).

Other areas of employment for Fire Science graduates include fire-equipment sales and service, municipal fire protection, fire prevention inspection in industry and architectural firms, investigation for insurance companies, and emergency medical services. Upon petition, students who have completed programs approved by the Illinois State Fire Marshall's Office will be granted equivalent credit toward a Certificate in Fire Science.

Semester One		Credit Hours
FIR 111	Principles of Emergency Services	2
FIR 112	Fire Behavior and Combustion	2
FIR 114◊	Building Construction for Fire Protection	3
		7

Semester Two		
FIR 113◊	Fire Prevention	2
# FIR 115	Fire Protection Systems	2
# FIR 116	Principles of Fire and Emergency Services Safety and Survival	2
		6

Semester Three		
# FIR 203◊	Fire and Emergency Services Administration	3
# FIR 210◊	Fire Investigation I	3
# FIR 241◊	Legal Aspects of Emergency Services	3
# FIR 251	Occupational Safety and Health for Emergency Services	2
		11

Semester Four		
# FIR 202◊	Fire Service Strategy and Tactics	3
# FIR 218	Fire Investigation II	3
# FIR 221◊	Fire Protection Hydraulics and Water Supply	3
# FIR 231◊	Hazardous Materials Chemistry	3
		12

Semester Five (Summer)		
# FIR 261	Fire Service Internship	1
		1
	Total credits required	**37**

Note: *A minimum grade of "C" is required for each FIR course.*

See FIR course descriptions on page 189.

Coordinator: William Justiz, Ext. 3653

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/FireScienceCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Emergency Management Degree

Curriculum EMP.EMP.AAS (C244A)

Designed to prepare students to enter the profession of emergency management. An emphasis is placed on developing academic, technical and professional knowledge and skills required for job acquisition, retention and advancement. The skills obtained through the associate degree program will prepare students to enter emergency management positions in government agencies, private corporations, industry and education or health care institutions.

Associate in Applied Science Degree

Semester One		Credit Hours
CIS 101◊	Introduction to Computer Science	3
EMP 101◊	National Incident Management System (NIMS)	1
EMP 111◊	Principles of Emergency Management & Planning	2
EMP 121◊	Introduction to Mitigation	1
EMP 131◊	Emergency Operations Center (EOC) Management and Operations	1
EMP 141◊	Basic Public Information Officers (PIO)	2
EMP 151◊	Resource Management	1
EMP 161◊	Disaster Response/Recovery Operations & RAPID Assessment	3
		14

Semester Two		
# EMP 102◊	Basic ICS and Application Towards Single Resource & Initial Action Incidents	1
# EMP 112◊	Emergency Management Operation	2
# EMP 122◊	Mitigation for Emergency Workers	2
# EMP 132◊	Incident Command System/Emergency Operations Center Interface	1
# RHT 101◊	Freshman Rhetoric & Composition I[1]	3
# SPE 101◊	Principles of Effective Speaking[1]	3
	General education/Humanities or Fine Arts	3
		15

Semester Three

EMP 221◊	The Role of Voluntary Agencies in Emergency Management		1
EMP 231◊	An Orientation to Community Disaster Exercises		1
EMP 241◊	Hazardous Weather and Flood Preparedness		1
			3

Semester Four

	EMP 113	Emergency Planning & Special Needs Population	2
	EMP 201◊	Debris Management	2
#	EMP 222◊	Developing Volunteer Resources	1
#	EMP 232◊	Exercise Design	1
#	EMP 243	Hazardous Weather, Flooding & Hurricane Planning	2
		Electives	6
			14

Semester Five

#	EMP 211◊	Basic Skills in Emergency Program Management	3
#	EMP 223◊	Donations Management	1
#	EMP 233◊	Exercise Program Manager-Management Course	2
#	EMP 242◊	Warning Coordination & Maintaining Spotter Groups	2
#	MAT 101◊	*Quantitative Literacy* or	
#	MAT 102◊	*Liberal Arts Mathematics*	3
		General education/Social or Behavioral Science	3
		Electives	4
			18
		Total credits required for graduation	**64**

Note: *A minimum grade of "C" is required for each EMP course.*

See EMP course descriptions on page 181.

See Humanities General Education requirements on page 85; Social or Behavioral Sciences General Education requirements on page 85.

Suggested elective: #EMP 103◊

[1]Students must complete RHT 101◊ with SPE 101◊, or RHT 101◊ with RHT 102◊. Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Coordinator: David Hoppe, Ext. 3972

Emergency Management Certificate

Curriculum EMP.EMP.CERT (C344A)

Designed to prepare students to enter the profession of emergency management. An emphasis is placed on developing academic, technical and professional knowledge and skills required for job acquisition, retention and advancement. The skills obtained through the certificate program prepares the students to enter emergency management positions in government agencies, private corporations and industry and education or health care institutions.

Semester One   **Credit Hours**

EMP 101◊	National Incident Management System (NIMS)		1
EMP 111◊	Principles of Emergency Management & Planning		2
EMP 121◊	Introduction to Mitigation		1
EMP 131◊	Emergency Operations Center (EOC) Management and Operations		1
EMP 141◊	Basic Public Information Officers (PIO)		2
EMP 151◊	Resource Management		1
EMP 161◊	Disaster Response/Recovery Operations & RAPID Assessment		3
			11

Semester Two

#	EMP 102◊	Basic ICS and Application Towards Single Resource & Initial Action Incidents	1
#	EMP 112◊	Emergency Management Operation	2
#	EMP 122◊	Mitigation for Emergency Workers	2
#	EMP 132◊	Incident Command System/Emergency Operations Center Interface	1
			6

Semester Three

EMP 221◊	The Role of Voluntary Agencies in Emergency Management		1
EMP 231◊	An Orientation to Community Disaster Exercises		1
EMP 241◊	Hazardous Weather and Flood Preparedness		1
			3

Semester Four

	EMP 113	Emergency Planning & Special Needs Population	2
	EMP 201◊	Debris Management	2
#	EMP 222◊	Developing Volunteer Resources	1
#	EMP 232◊	Exercise Design	1
#	EMP 243	Hazardous Weather, Flooding & Hurricane Planning	2
			8

Semester Five

#	EMP 211◊	Basic Skills in Emergency Program Management	3
#	EMP 223◊	Donations Management	1
#	EMP 233◊	Exercise Program Manager-Management Course	2
#	EMP 242◊	Warning Coordination & Maintaining Spotter Groups	2
			8
		Total credits required	**36**

Note: *A minimum grade of "C" is required for each EMP course.*

See EMP course descriptions on page 181.

Coordinator: William Justiz, Ext. 3653

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/EmergencyManagementCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Public Safety Dispatcher

Curriculum EMS.DIS.CERT (C444C)

Public safety dispatchers are responsible for receiving 911 emergency calls and dispatching the proper emergency responders to these emergencies. They are also responsible for disseminating information, acting as a communication portal, and playing an integral role for the on- scene emergency crews by serving as their communication link.

Semester One			**Credit Hours**
	DIS 111	Introduction to Public Safety Dispatching	3
	DIS 121	Law Enforcement Dispatching	2
	EMP 101◊	National Incident Management System (NIMS)	1
			6

Semester Two			
#	DIS 131	Fire/EMS Dispatching	2
#	DIS 132	Emergency Medical Dispatcher	2
#	EMP 102◊	Basic ICS and Application Towards Single Resource and Initial Action Incidents	1
			5
		Total credits required	**11**

Note: *A minimum grade of "C" is required for each DIS, and EMP course.*

See DIS course descriptions on page 176; EMP course descriptions on page 181.

Coordinator: William Justiz, Ext. 3653

Emergency Medical Technician
(formerly Emergency Medical Technician - Basic)

Curriculum EMS.EMS.CERT (C444A)

The primary focus of the Emergency Medical Technician (EMT) is to provide basic emergency medical care and transportation for critical and emergent patients who access the Emergency Medical System (EMS). This individual possesses the basic knowledge and skills necessary to provide patient care and transportation and will function as part of a comprehensive EMS response plan, under medical oversight. EMTs perform interventions with the basic equipment typically found on an ambulance and is a link from the scene to the emergency health care system.

Semester One			**Credit Hours**
#	EMS 131◊	Emergency Medical Technician	7
			7
		Total credits required	**7**

Note: *A minimum grade of "B" is required for EMS 131.*

See EMS course description on page 183.

Coordinator: William Justiz, Ext. 3653

Emergency Medical Responder
(formerly EMS First Responder)

Curriculum EMS.EMR.CERT (C444B)

The primary focus of the Emergency Medical Responder (EMR) is to initiate immediate lifesaving care to critical patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide lifesaving interventions while awaiting additional Emergency Medical Service (EMS) response and to assist higher-level personnel at the scene and during transport. EMRs function as part of a comprehensive EMS response plan, under medical oversight and perform basic interventions with minimal equipment.

Semester One			**Credit Hours**
#	EMS 121	Emergency Medical Responder	3
			3
		Total credits required	**3**

Note: *A minimum grade of "B" is required for EMS 121.*

See EMS course descriptions on page 183.

Coordinator: David Hoppe, Ext. 3972

Horticulture

Curriculum HRT.HRT.AAS (C201A)

The Horticulture (HRT) program is designed to provide students with the necessary skills to acquire entry-level positions in all fields of Horticulture and related industries, as well as skills for advancement in their career field, self-employment and transfer into a four-year curriculum. Industry fields include landscape design, landscape and grounds maintenance, floral design, greenhouse and garden center management and sustainable horticulture. Students also will develop skills for lifelong learning. Program includes an AAS degree in Horticulture and certificate programs in Landscape Design, Floral Design, Grounds Maintenance and Sustainable Horticulture.

Upon successful completion of the Horticulture program, the graduate will be able to:

- describe the interrelationships of people, society and plants;
- demonstrate how plants function, reproduce and adapt to changing environmental conditions;
- describe the identification, maintenance, cultural requirements, design and growth characteristics of plants;
- integrate appropriate landscape design principles and maintenance practices into landscape projects;
- develop a functional business plan for successful operation and management of a horticulture business; and
- use learned skills to advance in their chosen career and continue professional development through four-year transfer programs.

Associate in Applied Science Degree

Semester One (Fall)   **Credit Hours**

BUS 141◊	Introduction to Business	3
HRT 100◊	Introduction to Horticulture	4
HRT 125◊	Plants and Society[1]	4
HRT 145◊	Deciduous Plant Identification	3
# RHT 101◊	Freshman Rhetoric & Composition I[2]	3
		17

Semester Two (Spring)

CIS 101◊	Introduction to Computer Science	3
# HRT 114◊	Floral Design and Display I	4
HRT 135◊	Soils & Fertilizers	3
HRT 225◊	Evergreens, Vines, Groundcovers	3
# RHT 102◊	*Freshman Rhetoric & Composition II* or	
# SPE 101◊	*Principles of Effective Speaking*[2]	3
		16

Semester Three (Summer)

# HRT 154◊	Horticulture Internship[3]	3
		3

Semester Four (Fall)

HRT 126◊	Plant Propagation/Greenhouse Operations	3
BIS 105◊	Environmental Biology	4
HRT 240◊	Landscape Design	4
HUM 104◊	Humanities Through the Arts	3
		14

Semester Five (Spring)

ECO 103◊	Microeconomics	3
HRT 270	Sustainable Landscape Practices	3
HRT 285◊	Turf and Lawn Management	3
# HRT 295◊	Landscape CAD and Graphics	4
	Program electives	**3**
		16
	Total credits required for graduation	**66**

See HRT course descriptions on page 195.

Program electives (3): HRT 127◊, HRT 128◊, HRT 261◊, HRT 265◊, HRT 282◊, HRT 296◊

[1]HRT 125◊ meets the Mathematics and/or Science general education requirement.

[2]Students must complete RHT 101◊ with SPE 101◊, or RHT 101◊ with RHT 102◊. Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

[3]HRT 100◊, HRT 125◊ and HRT 154◊ will be offered in Fall, Spring and Summer semesters.

Coordinator: Tom Elsey, Ext. 3550

Horticulture/Floral Design Certificate

Curriculum HRT.FLR.CERT (C401B)

Designed for students who wish to concentrate solely on technically-related courses. Students may specialize in Floral Design, preparing either for self-employment or entry-level positions.

Semester One   **Credit Hours**

HRT 100◊	Introduction to Horticulture	4
# HRT 114◊	Floral Design & Display I	4
HRT 282◊	Interior Plantscaping/Tropical Plants	3
		11

Semester Two

# HRT 134◊	Floral Design & Display II	4
# HRT 244◊	Specialty Floral Design	3
# HRT 250◊	Flower Shop Operation	4
		11
	Total credits required	**22**

See HRT course descriptions on page 195.

Coordinator: Tom Elsey, Ext. 3550

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/HorticultureFloralDesignCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Horticulture/Grounds Maintenance Certificate

Curriculum HRT.GRM.CERT (C401C)

Designed to facilitate the learner into a career in grounds maintenance. Includes golf course, sports turf and commercial turf maintenance properties.

Semester One		Credit Hours
HRT 100◊	Introduction to Horticulture	4
HRT 125◊	Plants and Society	4
HRT 127◊	Entomology: Insects, People and Plants	3
	Program electives	3
		14

Semester Two		
HRT 128◊	Plant Pathology	3
HRT 135◊	Soils & Fertilizers	3
HRT 140◊	Landscape Construction and Maintenance	4
HRT 285◊	Turf and Lawn Management	3
		13
	Total credits required	**27**

See HRT course descriptions on page 195.

Program electives (3): HRT 126◊, HRT 145◊, HRT 225◊, HRT 261◊, HRT 265◊

Coordinator: Tom Elsey, Ext. 3550

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/HorticultureGroundsMaintenanceCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Landscape Design Certificate

Curriculum HRT.LND.CERT (C401A, formerly C301A)

Designed for students who wish to concentrate solely on technically-related courses. Students may specialize in landscape design, maintenance and park maintenance in preparation for self-employment or entry-level positions.

Semester One		Credit Hours
HRT 100◊	Introduction to Horticulture	4
HRT 145◊	Deciduous Plant Identification	3
HRT 240◊	Landscape Design	4
		11

Semester Two		
HRT 140◊	Landscape Construction and Maintenance	4
HRT 225◊	Evergreens, Vines, Groundcovers	3
# HRT 295◊	Landscape CAD and Graphics	4
		11
	Total credits required	**22**

See HRT course descriptions on page 195.

Coordinator: Tom Elsey, Ext. 3550

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/HorticultureLandscapeDesignCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Sustainable Agriculture Technology

Curriculum HRT.SAG.AAS (C201E)

Sustainable Agriculture Technology curriculum is designed to provide students the skills necessary to manage an environmentally sound and sustainable urban food production system. Graduates are qualified for numerous positions associated with sustainable agriculture including horticulture, nursery operations, agricultural education and managing food production.

Upon successful completion of the Sustainable Agriculture Technology Associate Degree, the graduate will be able to:

- choose sustainable food production practices for nutritious food;
- evaluate food distribution and storage practices;
- integrate appropriate sustainable practices to promote urban agriculture;
- describe the interrelationships of people, society and plants;
- demonstrate effective written, visual and verbal communication skills; and
- utilize learned skills to advance in chosen career and continue professional development through four-year transfer programs.

Associate in Applied Science Degree

Semester One (Fall)		Credit Hours
BIS 105◊	Environmental Biology	4
HRT 125◊	Plants and Society[1]	4
# RHT 101◊	Freshman Rhetoric & Composition I[2]	3
SAT 100	Principles of Agroecology	3
SAT 105	Urban Agriculture Issues	3
		17

Semester Two (Spring)		
HRT 135◊	Soils & Fertilizers	3
SAT 130	Sustainable Plant Health Care	3
SAT 140	Sustainable/Organic Plants	4
# RHT 102◊	*Freshman Rhetoric & Composition II* or	
# SPE 101◊	*Principles of Effective Speaking*[2]	3
		13

Semester Three (Summer)

#	HRT 154◊ Horticulture Internship	3
		3

Semester Four (Fall)

	HRT 127◊ Entomology: Insects, People and Plants	3
	HRT 128◊ Plant Pathology	3
	HRT 265◊ Vegetable and Herb Gardening	3
#	MAT 122◊ Technical Mathematics	3
	General education/Humanities	3
		15

Semester Five (Spring)

	ECO 105◊ *Consumer Economics* or	
	PSY 100◊ *Introduction to Psychology*	3
	HRT 126◊ Plant Propagation/Greenhouse Operations	3
	SAT 110 Natural Resource Management (Soils and Water)	3
	SAT 210 Sustainable Plant Production for Human Nutrition	3
	SAT 220 Designing Food Production Systems in Urban Landscaping	1
	SAT 230 Managing Food Production Systems in the Urban Landscape	3
		16
	Total credits required for graduation	**64**

See HRT course descriptions on page 195; SAT course descriptions on page 222.

[1]HRT 125◊ meets the Mathematics and/or Science general education requirement.

[2]Students must complete RHT 101◊ with SPE 101◊, or RHT 101◊ with RHT 102◊. Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Coordinator: Tom Elsey, Ext. 3550

Sustainable Food Production Certificate

Curriculum HRT.SFD.CERT (C401E)

Designed for learners who wish to focus on how to produce nutritional food crops and methods to overcome the availability of fresh and nutrition food produce.

Upon successful completion of the Sustainable Food Production Certificate, the learner will be able to:

- choose sustainable food production practices for nutritious food;
- analyze methods of improving nutritious value of food through sustainable food production practices;
- examine government policies and regulations which control production of nutritious food products; and
- appraise techniques of solving the challenges of urban food production.

		Credit Hours
Semester One		
SAT 100	Principles of Agroecology	3
SAT 105	Urban Agriculture Issues	3
		6
Semester Two		
SAT 210	Sustainable Plant Production for Human Nutrition	3
SAT 220	Designing Food Production Systems in Urban Landscaping	1
SAT 230	Managing Food Production Systems in the Urban Landscape	3
		7
	Total credits required for graduation	**13**

See SAT course descriptions on page 222.

Coordinator: Tom Elsey, Ext. 3550

Sustainable Landscape Practices Degree

Curriculum HRT.SUS.AAS (C201F)

Sustainable Landscape Practices offers students an opportunity to acquire specific skills to acquire an entry-level position or self-employment. The associate's degree program provides background in soil and water conservation; appropriate plant selections, use of fertilizers and pesticides with an emphasis on organic materials; reduced use of fossil fuels; infrastructure enhancements such as green roofs and xeriscaping. Students will acquire skills to implement solutions to common landscape practices that have adverse effect on the environment.

Upon successful completion of the Sustainable Landscape Practices Associate Degree, the graduate will be able to:

- describe the interrelationships of people, society and plants;
- demonstrate effective written, visual and verbal communication skills;
- integrate appropriate landscape practices to provide a healthier environment;
- demonstrate sustainable landscape practices in environmental conservation; and
- utilize learned skills to advance in chosen career and continue professional development through four-year transfer programs.

Associate in Applied Science Degree

		Credit Hours
Semester One (Fall)		
	BIS 105◊ Environmental Biology	4
	HRT 125◊ Plants and Society[1]	4
#	RHT 101◊ Freshman Rhetoric & Composition I[2]	3
	SAT 100 Principles of Agroecology	3
	SAT 105 Urban Agriculture Issues	3
		17

Semester Two (Spring)

	HRT 135◊	Soils & Fertilizers	3
	SAT 130	Sustainable Plant Health Care	3
	SAT 140	Sustainable/Organic Plants	4
	SAT 170◊	Introduction to Biotechnology	3
#	RHT 102◊	*Freshman Rhetoric & Composition II* or	
#	SPE 101◊	*Principles of Effective Speaking*[2]	3
			16

Semester Three (Summer)

| # | HRT 154◊ | Horticulture Internship | 3 |
| | | | **3** |

Semester Four (Fall)

#	BIS 205◊	Field Ecology	4
	HRT 265◊	Vegetable and Herb Gardening	3
	HRT 270◊	Sustainable Landscape Practices	3
		General education/Humanities	3
	SAT 272	Construction of Sustainable Landscaping	4
			17

Semester Five (Spring)

	HRT 126◊	Plant Propagation/Greenhouse Operations	3
	HRT 275◊	Innovations in Sustainability	4
	SAT 110	Natural Resource Management (Soils and Water)	3
	SAT 271	Design of Sustainable Landscaping	4
	HIS 151◊	*The History of the U.S. to 1877* or	
	PSC 150◊	*American National Politics* or	
	SSC 190◊	*Contemporary Society*	3
			17
		Total credits required for graduation	**70**

See HRT course descriptions on page 195; SAT course descriptions on page 222.

[1]HRT 125◊ meets the Mathematics and/or Science general education requirement.
[2]Students must complete RHT 101◊ with SPE 101◊, or RHT 101◊ with RHT 102◊. Students intending to transfer are encouraged to complete all three courses: RHT 101◊, RHT 102◊ and SPE 101◊ to meet university requirements.

Coordinator: Tom Elsey, Ext. 3550

Sustainable Landscape Practices

Curriculum HRT.SUS.CERT (C401D)

Provides the student with training in sustainable agriculture and horticulture practices and the necessary background to pursue a career in sustainable agriculture technology. The program includes landscape and home gardening practices that provide conservation and sustainable practices. Topics covered include green roofs, water gardens, natural gardens, xeriscaping and other related sustainable agricultural practices. Students will examine common landscape and agricultural practices that have an adverse effect on the environment and explore solutions to those problems. Environmental aspects of bioenergy also is included.

Upon successful completion of the Sustainable Landscape Practices program, the graduate will be able to:

- describe environmental issues that directly affect landscape and agricultural production practices;
- describe solutions to address environmental issues caused by today's common agricultural and landscape practices;
- list and describe agricultural practices to provide for a healthier environment;
- describe sustainable practices in environmental conservation;
- describe current trends in sustainable practices in agriculture, horticulture and bioenergy;
- use technology procedures to develop sustainable practices; and
- identify related career opportunities.

Semester One		**Credit Hours**
HRT 100◊	Introduction to Horticulture	4
HRT 125◊	Plants and Society[1]	4
HRT 127◊	Entomology: Insects, People and Plants	3
HRT 270	Sustainable Landscape Practices	3
		14

Semester Two		
BIS 105◊	Environmental Biology	4
HRT 135◊	Soils & Fertilizers	3
HRT 275	Innovations in Sustainability	4
		11
	Total credits required	**25**

See HRT course descriptions on page 195.

[1]HRT 125◊ meets the Mathematics and/or Science general education requirement.

Coordinator: Tom Elsey, Ext. 3550

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/HorticultureSustainableLandscapePracticesCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Sustainable Agroecology Certificate

Curriculum HRT.AGR.CERT (C401F)

Designed for learners who wish to gain an appreciation and practical skills to use sustainable practices that will positively influence the quality of natural ecosystems and human environment.

Upon successful completion of the Sustainable Agroecology certificate program, the student will be able to:

- design and manage a sustainable urban food production system;
- analyze social and political framework;
- prepare solutions to address environmental issues caused by landscape practices; and
- demonstrate and model landscape management practices to provide a healthier environment.

Semester One		Credit Hours
SAT 100	Principles of Agroecology	3
SAT 105	Urban Agriculture Issues	3
SAT 110	Natural Resource Management (Soils and Water)	3
		9

Semester Two		
SAT 130	Sustainable Plant Health Care	3
# BIS 205◊	Field Ecology	4
		7
	Total credits required	**16**

See SAT course descriptions. on page 222

Coordinator: Tom Elsey, Ext. 3550

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/SustainableAgroecologyCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Hospitality Industry Administration Culinary Arts

Curriculum HIA.CUL.AAS (C206L)

The Hospitality Industry Administration Culinary Arts Degree prepares the student for potential positions as food service workers, cooks and potential chefs in restaurants, hotels, country clubs and other food service establishments. Students are trained in hands-on culinary and baking laboratories where the student will practice their skills in quantity food preparation techniques. The degree also includes general education requirements, management training, safety and sanitation training, purchasing, marketing, menu design, nutrition, supervision and labor/food cost control.

Upon completion of this degree the student will be able to:

- apply safety and sanitation in the culinary and baking laboratories by maintaining a valid State of Illinois Sanitation license;
- demonstrate the ability to operate professional equipment;
- apply their knowledge to manage, coach, and supervise a team of culinary professionals;
- improve time management skills by beginning and finishing practical examinations in a timely manner;
- apply their knowledge in food and labor cost control, inventory control and purchasing;
- demonstrate effective written and verbal communication skills;
- perform math calculations necessary for the culinary industry;
- show proficiency in the quantity production of cold and hot food preparation; and
- demonstrate the ability to weigh and measure ingredients properly.

Associate in Applied Science Degree

Semester One		Credit Hours
HIA 100	Culinary Mathematics	2
HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation & Safety[1]	2
HIA 128◊	Introduction to Baking & Pastry	3
HIA 132◊	Nutrition	2
HIA 133◊	Menu Writing	2
HIA 150◊	Food Preparation Essentials & Theory	3
		17

Semester Two (Spring)		
HIA 120◊	Dining Room Service	3
HIA 130◊	Culinary Arts Quantity-Food Preparation I	3
# HIA 225◊	Hospitality Supervision	3
HIA 250◊	Hospitality Marketing	3
HIA 276◊	Food & Beverage Purchasing/Control	3
	General education/Humanities	3
		18

Semester Three (Fall)

	ACC 100◊	Basic Accounting I[1]	3
#	HIA 228◊	Specialty Baking and Pastry	3
	HIA 255◊	Culinary Arts Garde Manger	3
#	HIA 260◊	Culinary Arts Quantity-Food Preparation II	3
#	RHT 101◊	Freshman Rhetoric & Composition I	3
		Program electives	2
			17

Semester Four (Spring)

	HIA 277◊	Catering Management	3
#	HIA 295◊	Cooperative Work Experience	3
	HTH 281◊	First Aid & CPR	2
#	SPE 101◊	Principles of Effective Speaking	3
	HIS 151◊	*History of the U. S. to 1877* or	
	HIS 152◊	*History of the U.S. Since 1877* or	
	PSC 150◊	*American National Politics* or	
	SSC 190◊	*Contemporary Society*	3
		Program elective	1
			15
		Total credits required for graduation	**67**

See HIA course descriptions on page 190.

See Humanities General Education requirements on page 85.

Program electives (3): CIS 101◊; HIA 114◊, HIA 117◊, HIA 122◊, HIA 202◊, HIA 205◊, HIA 207◊, HIA 208◊, HIA 209◊, HIA 210◊, HIA 211◊, HIA 212◊, HIA 213◊, HIA 214◊, HIA 215◊, HIA 216◊, HIA 218◊, HIA 280◊, HIA 285◊, HIA 296◊; Italian, Spanish

[1]ACC 100◊ meet the Mathematics and/or Science general education requirement.

Coordinator: Ched Pagtakhan, Ext. 3624

Culinary Training Certificate

Curriculum HIA.CUL.CERT (C420A)

This program, offered in conjunction with the Chefs of Cuisine Association of Chicago, is designed for individuals interested in becoming cooks and chefs. The strength of this program lies in required, on-the-job training combined with required academic courses.

Semester One   **Credit Hours**

HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation and Safety	2
HIA 128◊	Introduction to Baking and Pastry	3
HIA 132◊	Nutrition	2
HIA 133◊	Menu Writing	2
HIA 150◊	Food Preparation Essentials & Theory	3
	Program elective	1
		16

Semester Two

	HIA 130◊	Culinary Arts Quantity Food Preparation I	3
	HIA 255◊	Culinary Arts-Garde Manger	3
	HIA 276◊	Food Purchasing/Control	3
#	HIA 295◊	Cooperative Work Experience	3
		Program electives	2
			14
		Total credits required	**30**

See HIA course descriptions on page 190.

Program electives (3): HIA 118◊, HIA 124◊, HIA 127◊, HIA 129◊, HIA 134◊, HIA 202◊, HIA 205◊, HIA 207◊, HIA 208◊, HIA 209◊, HIA 211◊, HIA 212◊, HIA 213◊, HIA 214◊, HIA 216◊, HIA 218◊, HIA 296◊

Coordinator: Ched Pagtakhan, Ext. 3624

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/CulinaryTrainingCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Hospitality Industry Administration/Baking and Pastry Degree

Curriculum HIA.BKG.AAS (C206M)

The Baking and Pastry degree will provide students with comprehensive, hands-on experience in both the fundamental and advanced skills to succeed in the baking and pastry industry. Students will obtain the skills necessary to produce quality bakery products from scratch. The student will also obtain knowledge in human resource training; food cost control and advanced decorating techniques. The degree program will prepare students to become pastry chefs in hotels, restaurants and bakeries, or to own and operate their own bakery business.

Upon successful completion of the Hospitality Industry Administration Baking and Pastry degree, the graduate will be able to:

- apply safety and sanitation skills in the bake shop by maintaining a valid State of Illinois Sanitation License;
- improve time management skills by beginning and finishing practical projects on time. This will be measured by practical exams given throughout the program;
- demonstrate effective written and verbal communication skills;
- demonstrate the ability to operate professional equipment;
- apply their knowledge of food cost control, purchasing and inventory control;

- demonstrate proficiency in the skill of working with a pastry bag;
- perform math calculations necessary for the baking and pastry industry;
- demonstrate the ability to weigh and measure ingredients properly;
- apply their knowledge to manage, coach and supervise a team of employees; and
- show proficiency in production, decoration and assembly of various pastries, cakes, breads, banquet and plated presentations.

Semester One		Credit Hours
HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation and Safety	2
# HIA 127◊	Cake and Pastry Decoration	3
HIA 128◊	Introduction to Baking and Pastry	3
HIA 150◊	Food Preparation Essentials and Theory	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
		17

Semester Two		
HIA 100	Culinary Mathematics	2
# HIA 124◊	Laminated Doughs	2
HIA 129◊	Chocolate	2
HIA 130◊	Culinary Arts-Quantity Food Preparation I	3
HIA 132◊	Nutrition	2
# RHT 102◊	*Freshman Rhetoric & Composition II* or	
# SPE 101◊	*Principles of Effective Speaking*[2]	3
	General Education/Humanities	3
		17

Semester Three		
# HIA 134◊	Artisan Breads	3
# HIA 227	Advanced Cake Decoration	3
# HIA 228◊	Specialty Baking and Pastry	3
# HIA 274	Retail Bakery Management	4
HTH 281◊	First Aid & CPR	2
HIS 151◊	*History of the U. S. to 1877* or	
HIS 152◊	*History of the U.S. Since 1877* or	
PSC 150◊	*American National Politics* or	
SSC 190◊	*Contemporary Society*	3
		18

Semester Four		
ACC 100◊	Basic Accounting I[1]	3
# HIA 225◊	Hospitality Supervision	3
HIA 250◊	Hospitality Marketing	3
HIA 276◊	Food & Beverage Purchasing/Cost Control	3
HIA 277◊	Catering Management	3
# HIA 295◊	Cooperative Work Experience	3
		18
	Total credits required for graduation	**70**

See HIA course descriptions on page 190.

See Humanities General Education requirements on page 85.

[1]ACC 100◊ meet the Mathematics and/or Science general education requirement.

Coordinator: Ched Pagtakhan, Ext. 3624

Baking and Pastry Certificate

Curriculum HIA.BKG.CERT (C306H)

The Baking and Pastry certificate will provide students with comprehensive, hands-on experience in the fundamentals of baking and pastry arts. Students will obtain necessary skills to produce quality bakery products from scratch. Upon completion of the program, students are employable as entry-level bakery workers and assistant pastry chefs in a variety of commercial food service establishments including retail baking, in-store bakeries, and creating bakery and pastry items for restaurants and hotels. Advancement to positions of baker, bakery management and/or pastry chef may be achieved with additional work experience.

Semester One		Credit Hours
HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation and Safety	2
HIA 128◊	Introduction to Baking and Pastry	3
HIA 132◊	Nutrition	2
HIA 276◊	Food & Beverage Purchasing/Cost Control	**3**
		13

Semester Two		
# HIA 127◊	Cake and Pastry Decoration	3
HIA 130◊	Culinary Arts-Quantity Food Preparation I	3
# HIA 134◊	Artisan Breads	3
# HIA 228◊	Specialty Baking and Pastry	3
# HIA 295◊	Cooperative Work Experience	3
	Program electives	2
		17
	Total credits required	**30**

See HIA course descriptions on page 190.

Program electives (2): HIA 129◊, HIA 202◊, HIA 205◊, HIA 207◊, HIA 208◊, HIA 209◊, HIA 211◊, HIA 212◊, HIA 213◊, HIA 214◊, HIA 216◊, HIA 218◊, HIA 296◊

Coordinator: Ched Pagtakhan, Ext. 3624

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/BakingandPastryCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Beverage Management Certificate

Curriculum HIA.BVM.CERT (C306J)

The Beverage Management Certificate will provide students with the skills necessary to manage, own or operate a beverage outlet. These outlets include cocktail bars in restaurants, hotels, casinos, banquet halls, night clubs, country clubs, catering operations, sports bars and neighborhood pubs. The students will learn and practice the art of preparing classical and fusion-style cocktails. The certificate also includes a Basic Sommelier course and a Food and Wine Pairing course. The student will receive a valid Training and Intervention Procedures (TIPS) beverage service license, The State of Illinois Beverage Alcohol Service Sellers Education Training (BASSET) license and the State of Illinois Food Safety and Sanitation license.

Program Prerequisites:

Student must be at least 21 years old and show proof of age by showing a valid driver's license, a valid State ID card or a valid passport.

Semester One (Fall)		Credit Hours
HIA 100◊	Culinary Mathematics	2
HIA 101	Knife Skills	2
HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation & Safety	2
HIA 117◊	Beverage Management	2
# HIA 119	Introduction to Sommelier	3
HIA 150◊	Food Preparation Essentials and Theory	3
		17

Semester Two (Spring)		
HIA 120◊	Dining Room Service	3
# HIA 206	Food and Wine Pairing	3
# HIA 217	Mixology	3
HIA 276◊	Food & Beverage Purchasing/Cost Control	3
# HIA 280◊	Introduction to Wines & Spirits	3
		15
	Total credits required	**32**

See HIA course descriptions on page 190.

Coordinator: Ched Pagtakhan, Ext. 3624

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/BeverageManagementCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Bread Baking Certificate

Curriculum HIA.BRD.CERT (C406N)

Designed for students who are interested in specializing in bread making techniques. The students also will improve their skills in bread decoration and prepare them for an entry-level position in a bread baking operation.

The students can complete this three-course certificate in the spring semester, all at once, or two courses in the fall semester and one course in the spring. The only class that is offered in the spring is HIA 124◊, Laminated Doughs.

Semester One		Credit Hours
HIA 128◊	Introduction to Baking and Pastry	3
# HIA 134◊	Artisan Breads	3
		6

Semester Two		
# HIA 124◊	Laminated Doughs	2
		2
	Total credits required	**8**

See HIA course descriptions on page 190.

Coordinator: Ched Pagtakhan, Ext. 3624

Cake Decoration Certificate

Curriculum HIA.CKD.CERT (C406M)

Designed for students who are interested in specializing in cake decorating techniques. The students will improve their skills in cake decoration and prepare for an entry-level position in a retail bakery operation.

The students can complete this three-course certificate in the fall semester, all at once, or two courses in the fall semester and one course in the spring.

Semester One		Credit Hours
# HIA 127◊	Cake and Pastry Decoration	3
HIA 128◊	Introduction to Baking and Pastry	3
		6

Semester Two		
# HIA 227	Advanced Cake Decoration	3
		3
	Total credits required	**9**

See HIA course descriptions on page 190.

Coordinator: Ched Pagtakhan, Ext. 3624

Hospitality Industry Administration Hotel/Motel Management

Curriculum HIA.HMM.AAS (C206H)

Prepares the students for potential positions as front office supervisors, sales managers, catering managers or other entry-level management positions in the hotel industry. Students gain knowledge of front office operations, convention management, travel industry, and sales and catering. They develop skill in basic food production and service, supervision, cost control and planning.

Associate in Applied Science Degree

Semester One		Credit Hours
HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation & Safety	2
HIA 120◊	Dining Room Service	3
HIA 122◊	Introduction to Convention Management	3
HIA 150◊	Food Preparation Essentials & Theory	3
HIA 210◊	Hotel & Motel Front-Office Operations	3
		17

Semester Two		
HIA 117◊	Beverage Management	2
HIA 123◊	Introduction to Travel and Tourism	3
HIA 130◊	Culinary Arts Quantity-Food Preparation I	3
HIA 215◊	Housekeeping for the Hospitality Industry	3
# HIA 225◊	Hospitality Supervision	3
HIA 250◊	Hospitality Marketing	3
		17

Semester Three		
HIA 100	Culinary Mathematics	2
# HIA 290◊	Dining Room Management	3
HTH 281◊	First Aid & CPR	2
# RHT 101◊	Freshman Rhetoric & Composition I	3
# SPE 101◊	Principles of Effective Speaking	3
HIS 151◊	*History of the U.S. to 1877* or	
HIS 152◊	*History of the U.S. Since 1877* or	
PSC 150◊	*American National Politics* or	
SSC 190◊	*Contemporary Society*	3
		16

Semester Four		
ACC 100◊	Basic Accounting I[1]	3
CIS 101◊	Introduction to Computer Science	3
HIA 277◊	Catering Management	3
# HIA 295◊	Cooperative Work Experience	3
	General education/Humanities	3
	Program electives	2
		17
	Total credits required for graduation	**67**

See HIA course descriptions on page 190.

See Humanities General Education requirements on page 85.

Program electives (2): HIA 128◊, HIA 132◊, HIA 133◊, HIA 228◊, HIA 255◊, HIA 260◊, HIA 276◊, HIA 280◊, HIA 285◊, HIA 296◊; Italian, Spanish

[1]ACC 100◊ meets the Mathematics and/or Science general education requirement.

Coordinator: Ched Pagtakhan, Ext. 3624

Hospitality Industry Administration Hotel/Motel Certificate

Curriculum HIA.HMM.CERT (C406F)

The certificate program prepares students for potential positions as front desk clerks, reservationists, concierge, guest attendants and other entry-level positions in the hotel industry. Students develop skill in guest handling procedures, basic supervision, housekeeping and planning catering functions. This program may be completed by full-time students in one year. All courses can be applied to the AAS in Hotel and Motel Management.

Semester One (Fall)		Credit Hours
ACC 100◊	Basic Accounting I	3
HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation & Safety	2
HIA 122◊	Introduction to Convention Management	3
HIA 210◊	Hotel & Motel Front Office Operations	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
		17

Semester Two (Spring)		
HIA 215◊	Housekeeping for the Hospitality Industry	3
# HIA 225◊	Hospitality Supervision	3
HIA 250◊	Hospitality Marketing	3
HIA 277◊	Catering Management	3
# HIA 295◊	Cooperative Work Experience	3
		15
	Total credits required	**32**

See HIA course descriptions on page 190.

Coordinator: Ched Pagtakhan, Ext. 3624

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/HIAHotelMotelCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Hospitality Industry Administration/ Restaurant Management

Curriculum HIA.RST.AAS (C206F)

Prepares the students for potential positions as restaurant managers or restaurant owners. Students gain knowledge of all phases of restaurant operation. They develop skill in food preparation, service, cost control, purchasing, menu planning and supervision.

Associate in Applied Science Degree

Semester One (Fall)		Credit Hours
HIA 100	Culinary Mathematics	2
HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation & Safety	2
HIA 120◊	Dining Room Service	3
HIA 132◊	Nutrition	2
HIA 133◊	Menu Writing	2
HIA 150◊	Food Preparation Essentials & Theory	3
		17

Semester Two (Spring)		
HIA 117◊	Beverage Management	2
HIA 128◊	Introduction to Baking and Pastry	3
HIA 130◊	Culinary Arts Quantity-Food Preparation I	3
# HIA 225◊	Hospitality Supervision	3
HIA 250◊	Hospitality Marketing	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
		17

Semester Three (Fall)		
ACC 100◊	Basic Accounting I[1]	3
HIA 255◊	Culinary Arts-Garde Manger	3
# HIA 260◊	Culinary Arts Quantity-Food Preparation II	3
# HIA 290◊	Dining Room Management	3
HTH 281◊	First Aid & CPR	2
# SPE 101◊	Principles of Effective Speaking	3
		17

Semester Four (Spring)		
CIS 101◊	Introduction to Computer Science	3
HIA 276◊	Food & Beverage Purchasing/Cost Control	3
# HIA 295◊	Cooperative Work Experience	3
HIS 151◊	*History of the U.S. to 1877* or	
HIS 152◊	*History of the U.S. Since 1877* or	
PSC 150◊	*American National Politics* or	
SSC 190◊	*Contemporary Society*	3
	General education/Humanities	3
	Program electives	3
		18
	Total credits required for graduation	**69**

See HIA course descriptions on page 190.

See Humanities General Education requirements on page 85.

Program electives (3): HIA 122◊, HIA 210◊, HIA 215◊, HIA 228◊, HIA 277◊, HIA 280◊, HIA 285◊, HIA 296◊; Italian, Spanish

[1]ACC 100◊ meets the Mathematics and/or Science general education requirement.

Coordinator: Ched Pagtakhan, Ext. 3624

Hospitality Industry Administration/Restaurant Management Certificate

Curriculum HIA.RST.CERT (C306C)

The Hospitality Industry Administration certificate program is designed for individuals who wish to concentrate solely on technically related courses leading to entry-level employment.

Semester One		Credit Hours
HIA 110◊	Introduction to Hospitality Industry	3
HIA 115◊	Food Sanitation & Safety	2
HIA 120◊	Dining Room Service	3
HIA 132◊	Nutrition	2
HIA 133◊	Menu Writing	2
HIA 150◊	Food Preparation Essentials & Theory	3
		15

Semester Two		
ACC 100◊	Basic Accounting I	3
HIA 117◊	Beverage Management	2
HIA 128◊	Introduction to Baking and Pastry	3
HIA 130◊	Culinary Arts Quantity-Food Preparation I	3
# HIA 260◊	*Culinary Arts Quantity-Food Preparation II* or	
# HIA 290◊	*Dining Room Management*	3
HTH 104◊	*Science of Personal Health* or	
HTH 281◊	*First Aid & CPR*	2
# RHT 101◊	Freshman Rhetoric & Composition I	3
		19
	Total credits required	**34**

See HIA course descriptions on page 190.

Coordinator: Ched Pagtakhan, Ext. 3624

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/HIARestaurantManagementCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Human Resource Management

Curriculum BUS.HRM.AAS (C206J)

Human Resources Management program will assist the student to understand the functions of Human Resource Management, which involves all management decisions, activities, and practices that directly affect or influence the effectiveness of persons within organizations.

Associate in Applied Science Degree

Semester One		Credit Hours
ACC 100◊	*Basic Accounting I* or	
ACC 101◊	*Financial Accounting*	3-4
BUS 141◊	Introduction to Business	3
BUS 200◊	Introduction to Human Resource Management	3
CIS 101◊	Introduction to Computer Science	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
		15-16

Semester Two		
BUS 161◊	Business Law I	3
# BUS 210◊	Recruitment and Selection	3
# BUS 220◊	Training and Development	3
# BUS 250◊	Employee and Labor Relations	3
# SPE 101◊	Principles of Effective Speaking	3
	General education/Humanities or Fine Arts	3
		18

Semester Three		
BUS 188◊	Business Writing	3
# BUS 240◊	Compensation and Benefits	3
BUS 260◊	Labor Law	3
# BUS 270◊	Employee Health and Safety	3
# CIS 150◊	Computer Systems Applications	3
ECO 102◊	Macroeconomics	3
		18

Semester Four		
BUS 146◊	Business Computations	3
BUS 150◊	Principles of Management	3
# BUS 205◊	Problem Solving for Human Resources	3
# BUS 262◊	Business Law II	3
	Program electives	3
		15
	Total credits required for graduation	**66**

See BUS course descriptions on page 161.

See Humanities or Fine Arts General Education requirements on page 85.

Program electives (3): Any ACC or BUS course.

*For students intending to go directly into the workforce take BUS 146◊. (BUS 146◊ meets the Mathematics and/or Science general education requirement.)

*For students intending to transfer to a 4-year college or university take one of the IAI Mathematics or Science courses on page 71 on page 68

Coordinator: Dr. William M. Griffin, Ext. 3579 or williamgriffin@triton.edu.

Human Resource Management Certificate

Curriculum BUS.HRM.CERT (C306F)

The Human Resource Management certificate program will assist the learner in understanding the basic concepts of human resource management. A certificate program designed for learners who wish to specialize in the expanding field of human resource management, as well as beginning to prepare for the PHR/SPHR certification.

Semester One		Credit Hours
BUS 141◊	Introduction to Business	3
BUS 171◊	Introduction to Customer Service	3
BUS 200◊	Introduction to Human Resource Management	3
# BUS 210◊	Recruitment and Selection	3
# BUS 220◊	Training and Development	3
		15

Semester Two		
# BUS 205◊	Problem Solving for Human Resources	3
# BUS 240◊	Compensation and Benefits	3
# BUS 250◊	Employee and Labor Relations	3
BUS 260◊	Labor Law	3
# BUS 270◊	Employee Health and Safety	3
		15
	Total credits required	**30**

See BUS course descriptions on page 161.

Coordinator: Dr. William M. Griffin, Ext. 3579

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/HumanResourceManagementCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Nuclear Medicine Technology

(See Nuclear Medicine Technology on page 143 in the Selective Admission Health Program section)

Nursing

(See Nursing on page 144 in the Selective Admission Health Program section)

Ophthalmic Technician

(See Ophthalmic Technician on page 146 in the Selective Admission Health Program section)

Personal Trainer Certificate

Curriculum HSE.PTR.CERT (C336A)

Provides the educational background specific to individuals pursuing job opportunities within the Sport and Fitness industry. The curriculum provides a basic foundation needed to analyze human body functions and the means to train the body to achieve the highest level of performance. Prepares the individual with the knowledge and skills for certification testing and accreditation by certifying boards (i.e., American College of Exercise). Job opportunities include personal trainer and/or positions available at fitness locations (i.e., health clubs, hospital fitness centers, corporate fitness centers, etc.).

Program prerequisite: Students must have current CPR certification or must have completed HTH 281◊ or HTH 181◊ prior to enrolling in this program.

Semester One		Credit Hours
BIS 101◊	Human Biology	4
HTH 104◊	Science of Personal Health	2
HTH 120◊	Nutrition Science	3
PED 153◊	Foundations of Exercise	3
PED 195◊	Introduction to Sport Management	3
		15

Semester Two		
PED 168◊	Theory and Practice of Weight Training	2
PED 200◊	Introduction to Biomechanics	3
# PED 210◊	Exercise, Testing and Prescription	3
# PED 230◊	Sport & Exercise Science Practicum	1
# SPE 101◊	Principles of Effective Speaking	3
	Electives	3
		15
	Total credits required	**30**

Suggested electives (3):

HTH 175◊	Drug and Alcohol Education	3
HTH 202◊	Culture and Food	3
HTH 220◊	Athletic Training Techniques	3
HTH 221◊	Sport Specific Rehabilitation and Training	3
PED	Activity courses (numbered 150 and below[1])	1-3
PED 159◊	Selected Team and Recreation Sports	3
# PED 189◊	Water Safety Instructor	2
PED 194◊	Principles of Coaching	3
PED 196◊	Sport and Exercise Psychology	3
PED 197◊	Sociology of Sport	3
PED 198◊	Lifeguarding	1
PED 275◊	Facilities Management	3
PED 296◊	Special Topics in Physical Education	0.5-4
# PSY 207◊	Health Psychology	3

See PED course descriptions on page 212.

[1]A maximum of three credit hours will be granted towards the certificate.

Chairperson: Julianne Murphy, Ext. 3087

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/PersonalTrainerCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Clinical Exercise Specialist Advanced Certificate

Curriculum HSE.XSP.CERT (C536A)

Clinical Exercise Specialist Certificate prepares students who are either currently enrolled or have completed the Personal Trainer Certification program (C336A) and current fitness professionals the opportunity to educate themselves on training individuals within the community who present with special considerations and diseases. Students will learn to competently and professionally deliver high-quality and appropriate health and fitness training to the growing number of individuals suffering from diseases or specific conditions such as a handicap, pregnancy, or various ages and cognitive levels of functioning accomplished by providing the student with the necessary knowledge and skills regarding basic pathophysiology, disease symptomatology, treatment (both conventional and exercise-related) and special considerations regarding obesity, conditions, and diseases in order to prepare the student for related certification testing such as Advanced Health and Fitness Specialist via American Council on Exercise or American College of Sport Medicine.

Semester One		Credit Hours
HTH 120◊	Nutrition Science	3
HTH 215◊	Lifestyle Diseases	3
# HTH 216◊	Wellness & Exercise for Special Populations	3
		9
	Total credits required	**9**

See HTH course descriptions on page 212.

Chairperson: Julianne Murphy, Ext. 3087

Group Fitness Instructor Advanced Certificate

Curriculum HSE.GPT.CERT (C536C)

Provides the educational background specific to individuals pursuing job opportunities within the Sport, Recreation and Fitness industry. The curriculum provides a basic foundation needed to instruct group fitness classes and prepares the individual with the knowledge and skills for certification testing and accreditation by certifying organizations (i.e., American Council on Exercise.) Job opportunities include group fitness instructor and/or positions available at sport, recreation or fitness facilities (i.e., health clubs, park districts, recreation centers, corporate fitness centers, hospital fitness facilities, etc.).

Semester One		Credit Hours
PED 116◊	Group Exercise	1
PED 153◊	Foundations of Exercise	3
# PED 172◊	Group Fitness Instructor	3
		7
	Total credits required	**7**

See PED course descriptions on page 212.

Chairperson: Julianne Murphy, Ext. 3087

Radiologic Technology

(See Radiologic Technology on page 147 in the Selective Admission Health Program section)

Sports Conditioning Advanced Certificate

Curriculum HSE.SCP.CERT (C536B)

An entry-level education in the field of sports conditioning or a beginning foundation to become a Certified Strength and Conditioning Specialist (CSCS), which is an advanced training certificate offered through the National Strength and Conditioning Association (NSCA). To become a CSCS, students can earn this certificate and then transfer to a university to earn a bachelor's degree in Exercise Science and pass the CSCS examination offered through the NSCA. Current personal trainers would also benefit from this certificate to upgrade their skills and knowledge to advance in training athletes with sports conditioning exercises and protocols.

Semester One		Credit Hours
PED 153◊	Foundations of Exercise	3
PED 180◊	Strength Conditioning & Performance	3
PED 196◊	Sport and Exercise Psychology	3
		9
	Total credits required	**9**

See PED course descriptions on page 212.

Chairperson: Julianne Murphy, Ext. 3087

Surgical Technology

(See Surgical Technology Certificate on page 148 in the Selective Admission Health Program section)

Visual Communication—Graphic Design

Curriculum VIC.VIC.AAS (C248C)

Offers students an opportunity to acquire specific skills in the diverse industry of Visual Communication-Graphic Design. The associate's degree program provides background in art and design theories, typography and layout, print, Web, photography and digital media. Computer skills are developed through design, projects using software, including Adobe Creative Suite and others.

Qualified individuals may find employment in advertising agencies, art departments and media studios. Typical job titles include: Graphic Designer, Web Designer, Photography Assistant and Media Assistant.

Associate in Applied Science Degree

Semester One		Credit Hours
ART 119◊	*Two-Dimensional Design* or	
# RHT 101◊	*Freshman Rhetoric & Composition I*	3
VIC 100◊	Graphic Design	3
VIC 104◊	Computer Art I	3
VIC 160	History of Photography	3
VIC 161◊	Introduction to Photoshop	3
		15
Semester Two		
# SPE 101◊	Principles of Effective Speaking	3
VIC 121◊	Introduction to Adobe InDesign	3
VIC 142◊	Introduction to Illustrator	3
VIC 162◊	Digital Photography	3
MCM 150◊	Film History and Appreciation	3
		15
Semester Three		
VIC 163◊	Digital Studio Photography	3
# VIC 172◊	Web Page Design	3
# VIC 202◊	Advanced InDesign and Typography	3
# VIC 204	Digital Mixed Media I	3
# VIC 242◊	Advanced Illustrator	3
# VIC 261◊	Advanced Photoshop	3
		18

Semester Four

#	VIC 282◊	Portfolio for Graphic Design	3
	VIC 285◊	*Digital Voice* or	
#	VIC 190	*Introduction to Digital Media and Animation*	3
		General education/Mathematics and/or Science	3
		General education/Social and Behavioral Sciences	6
		Program electives	3
			18
		Total credits required for graduation	**66**

See VIC course descriptions on page 226.

Program electives (3): ART 117◊, ART 119◊, ART 125◊, MCM 160◊, VIC 165, VIC 190, VIC 205, VIC 213◊, VIC 263, VIC 264◊, VIC 272◊, VIC 275, VIC 286◊, VIC 288◊, VIC 296◊

Coordinator: Lorette Dodt, Ext. 3519

Visual Communication—Graphic Design Certificate

Curriculum VIC.GRD.CERT (C348C)

Offers students an opportunity to acquire skills in diverse industry of Visual Communication-Graphic Design. The certificate program provides background in art and design theories, typography and layout, print, Web, photography and media. Computer skills are developed through design, projects using software, including Adobe Creative Suite and other industry standard software.

Qualified individuals may find employment in advertising agencies, art departments and media studios. Typical job titles include: Graphic Designer, Web Designer, Design Assistant and Media Specialist.

Semester One		**Credit Hours**
ART 119◊	*Two-Dimensional Design* or	
VIC 104◊	*Computer Art I*	3
VIC 100◊	Graphic Design	3
VIC 142◊	Introduction to Illustrator	3
VIC 161◊	Introduction to Photoshop	3
		12

Semester Two		
VIC 121◊	Introduction to Adobe InDesign	3
VIC 162◊	Digital Photography	3
# VIC 172◊	Web Page Design	3
# VIC 204◊	Digital Mixed Media I	3
		12

Semester Three		
VIC 163◊	Digital Studio Photography	3
# VIC 202◊	Advanced InDesign and Typography	3
# VIC 242◊	Advanced Illustrator	3
# VIC 261◊	Advanced Photoshop	3
		12

Semester Four

#	VIC 190	*Introduction to Digital Media and Animation* or	
	VIC 285◊	*Digital Video*	3
#	VIC 282◊	Portfolio for Graphic Design	3
		Program electives	6
			12
		Total credits required	**48**

See VIC course descriptions on page 226.

Program electives (6): ART 117◊, ART 119◊, ART 125◊, MCM 160◊, VIC 104◊, VIC 165, VIC 205, VIC 213◊, VIC 263, VIC 264◊, VIC 272◊, VIC 275, VIC 286◊, VIC 288◊, VIC 296◊

Coordinator: Lorette Dodt, Ext. 3519

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/VisualCommunicationGraphicDesignCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Visual Communication—Social Media Design Certificate
(formerly Visual Communication — Digital Media Certificate)

Curriculum VIC.DGM.CERT (C448U)

Offers students foundation skills in social media for Web, video, and photography, as applied to interactive work. Computer skills are developed through design projects using Adobe Creative suite software and other industry software. The application of digital cameras is covered. Qualified individuals may find entry-level employment in business, and social media agencies. Career paths are expanding in the field of social media with the growth of technology in all fields of employment.

Typical job titles include: Entry-level: Social Media Specialist.

Semester One		**Credit Hours**
VIC 161◊	Introduction to Photoshop	3
VIC 162◊	Digital Photography	3
# VIC 172◊	Web Page Design	3
VIC 285◊	Digital Video	3
		12

Semester Two		
VIC 163◊	Digital Studio Photography	3
# MCM 200◊	*Basic News Editing* or	
# VIC 270◊	*Writing for Multimedia*	3
VIC 275	Designing for Social Media	3
VIC 288◊	Video Editing	4
		13
	Total credits required	**25**

See VIC course descriptions on page 226.

Coordinator: Lorette Dodt, Ext. 3519

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/VisualCommunicationSocialMedia DesignCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Digital Photography

Curriculum VIC.DPH.AAS (C249C)

Digital Photography offers students an opportunity to acquire specific skills in the creation of photographic images for fine art and commercial use. The associate's degree program provides background in art and design theories, photographic composition, studio portrait and product photography, photographic production and marketing of images for Web and media. Computer skills are developed through photographic projects using Adobe Creative Suite and other industry standard software. Qualified individuals may find employment as freelance photographers and in photographic studios.

Associate in Applied Science Degree

Semester One — **Credit Hours**

#	RHT 101◊	Freshman Rhetoric & Composition I	3
	VIC 104◊	Computer Art I	3
	VIC 160	History of Photography	3
	VIC 161◊	Introduction to Photoshop	3
	VIC 162◊	Digital Photography	3
			15

Semester Two

	MCM 150◊	Film History and Appreciation	3
#	SPE 101◊	Principles of Effective Speaking	3
	VIC 163◊	Digital Studio Photography	3
#	VIC 204	Digital Mixed Media I	3
#	VIC 265	Photo Production and Lightroom	3
			15

Semester Three

#	VIC 261◊	Advanced Photoshop	3
#	VIC 263	Advanced Digital Studio Photography	3
#	VIC 264◊	Advanced Digital Photography	3
	VIC 285◊	Digital Video	3
		General education/Social or Behavioral Sciences	6
			18

Semester Four

#	VIC 165	Photography Exploration	3
#	VIC 283	Portfolio for Photography	3
		General education/Mathematics and/or Science	3
		Program electives	6
			15
		Total credits required for graduation	**63**

See VIC course descriptions on page 226.

Program electives (6): ART 117◊, ART 119◊, ART 125◊, MCM 160◊, VIC 100◊, VIC 172◊, VIC 190, VIC 205, VIC 275, VIC 286◊, VIC 288◊, VIC 296◊

Coordinator: Lorette Dodt, Ext. 3519

Digital Photography Certificate

Curriculum VIC.DPH.CERT (C348O, formerly C448O)

For individuals interested in specializing in digital photography. Digital studio photography and compositional photography, as well as image manipulation techniques and basic video production. Recommended for students wanting to apply digital photography skills to in-house photography positions or freelance photography.

Semester One — **Credit Hours**

	VIC 104◊	Computer Art I	3
	VIC 161◊	Introduction to Photoshop	3
	VIC 162◊	Digital Photography	3
	VIC 163◊	Digital Studio Photography	3
	VIC 285◊	Digital Video	3
			15

Semester Two

#	VIC 261◊	Advanced Photoshop	3
#	VIC 263	Advanced Digital Studio Photography	3
#	VIC 264	Advanced Digital Photography	3
#	VIC 265	Photography Production and Lightroom	3
			12
		Total credits required	**27**

See VIC course descriptions on page 226.

Coordinator: Lorette Dodt, Ext. 3519

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/DigitalPhotographyCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Layout and Design Certificate

Curriculum VIC.LDS.CERT (C448W)

Introduction to layout and design of printed materials, including logo development, marketing pieces and newsletters. Basic design, typography and production techniques are covered. Current Creative Suite software for photo manipulation, graphic design and page layout is used in the development of course projects.

Students successfully completing this certificate may find employment as a layout assistant.

Semester One		**Credit Hours**
VIC 100◊	Graphic Design	3
VIC 121◊	Introduction to Adobe InDesign	3
VIC 142◊	Introduction to Illustrator	3
VIC 161◊	Introduction to Photoshop	3
		12

Semester Two		
# VIC 202◊	Advanced InDesign and Typography	3
# VIC 242◊	Advanced Illustrator	3
# VIC 261◊	Advanced Photoshop	3
	Program electives	3
		12
	Total credits required	**24**

See VIC course descriptions on page 226.

Program electives (3): VIC 104◊, VIC 162◊, VIC 163◊, VIC 172◊

Coordinator: Lorette Dodt, Ext. 3519

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/LayoutandDesignCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Selective Admission Health Programs

The Board of Trustees accepts that the fields of Nursing and Allied Health, because of their importance to the welfare of all society, must have selective admission requirements.

Programs identified below have selective admission policies. Specific admission, progression, retention and graduation requirements and/or policies supersede general college policies in the catalog and student handbook.

Allied Health:

Diagnostic Medical Sonography (DMS)

Nuclear Medicine Technology (NUM)

Ophthalmic Technician (OPH)

Radiologic Technology (RAS)

Surgical Technology (SRT)

Nurse Assistant (NAS)

Nursing (NUR)

Licensed Practical Nurse to Associate Degree Nurse Upward Mobility Track

The following programs do not employ selective admission policy and require the same standards as other college programs:

Emergency Management (EMP)

EMS First Responder (EMS)

Eye Care Assistant (EYE)

Fire Science (FIR)

Selective Requirements for Allied Health and Nursing

Admission procedure for Allied Health programs:

1. Students are strongly encouraged to attend an information session to learn more about specific programs.
2. Complete the application for general admission form online. Applicants will receive a general acceptance letter from Director of Admissions, this is not a letter of acceptance to the Allied Health programs.
3. Complete the Health Careers Application online for allied health program of interest.
4. Submit official transcript of high school graduation or GED certificate and official transcripts of completed college coursework, if applicable. Students with foreign transcripts must have them evaluated by an independent credentialing agency before submitting them to the college Record' department.
5. Take the college placement exams. The college placement test is mandatory for all new students enrolling in credit courses, except when college transcripts show successful completion of Math and English courses. The Admission Committee of the specific program determines acceptable scores.
6. Complete the New Student Orientation - mandatory for all new students. if online orientation completed, the student must meet with a counselor to register for classes.

7. Meet with a counselor and register for prerequisite classes or other program-required courses. Students may complete program prerequisites and general education requirements before seeking admission into Allied Health programs. Students are expected to seek advising to plan coursework for each semester.

8. Admission selection is based upon successful completion of prerequisite courses, as well as additional coursework towards the A.A.S. degree or certificate.

9. Selective enrollment programs have implemented rolling admission with applicants being evaluated and considered according to the following deadlines: September 15th, January 15th, March 15th, and June 1st, only if seats remain available for fall admission.

10. Receive acceptance letter from the Admission Committee of the specific program chosen. Priority is given to qualified in-district residents. The Admission Committee of each program establishes criteria for program acceptance. Admission is based on completion of program prerequisites, when required, and ranking on a rating scale. Points are given for grades in completed coursework for prerequisites, general education and support courses. Minimum cumulative GPAs are established by each program.

11. Attend the Allied Health orientation and registration session.

12. Submit a completed physician's history and physical form with required documentation of functional physical condition and required immunizations, and proof of active BLS for Healthcare Providers and a valid health insurance to the College Health Services prior to the first clinical course. Continued health insurance coverage and documentation of valid health status is the responsibility of the student and must be maintained throughout the period of enrollment in any Health Career Program. Students are responsible for any incurred medical expenses. Additional health requirements may be needed to comply with clinical agency policies.

Note: Any applicant to the clinical portions of Health Career programs who is afflicted with epilepsy or any other condition that causes loss of consciousness or otherwise may impair his/her ability to perform will furnish the Office of the Dean of Health Careers with a verified statement from a licensed physician to the effect that the applicant's condition does not pose a direct health or safety threat or significant risk to the student, patients, hospital staff or others in the Health Career program or clinical facility. In addition, the applicant will agree to remain under the care of a physician and follow treatment as prescribed. Furthermore, each applicant's physician must report immediately to the College any change in the applicant's ability to function safely in the clinical portion of the program. Any default in this agreement will constitute cause for the removal of the student from the clinical portion of the program.

Advanced Placement

The Admission Committee of the specific program, using established program criteria, will evaluate requests for advanced placement on an individual basis.

Progression and Retention

1. A grade-point average of 2.0 is required for progression in all programs.

2. A "C" grade or better within the last five years is required for progression in **all required** Science, Math and major Health Career courses to count towards graduation requirements.

3. All clinical components or clinical courses must be completed with a minimum grade of "P," or "S," regardless of theory grade.

4. A failing grade ("D" or "F") in a repeated Allied Health program course will result in dismissal or termination from the program, making the student ineligible for readmission or graduation from the same program.

5. Students returning to the clinical following a major illness or delivery must provide written documentation from their physician stating that they may be involved in all clinical activities without physical restrictions.

6. Requirements stated in the catalog at the time of admission or readmission to a Health Career/Public Service program must be met for graduation.

7. Allied Health students are required to earn a grade of "C" or better in all general education courses.

Readmission
(for students who withdrew, are repeating a course or were terminated prior to program completion)

1. All students seeking readmission should submit completed "Request for Readmission to a Health Career program" form to the Health Careers Information Specialist no later than 30 days prior to the start of the semester in which they seek readmission, unless the student is seeking readmission to the 1st semester of a program then the student must submit their request by January 15th of the year they seek admission.

2. All students petitioning for readmission will be evaluated and readmitted depending on the availability of seats or clinical spaces after currently enrolled students have been placed.

3. Any student who has withdrawn ("W") and/or was terminated twice in a single Health Career/Public Service course will be subject to individual review of academic performance by the program Admission Committee prior to granting of permit to register for the same course.

4. Students seeking readmission into Diagnostic Medical Sonography, Nuclear Medicine Technology, Ophthalmic Technician, Radiologic Technology and Surgical Technology who for any reason have not taken any program specific courses in the two years prior to the readmission date, will be required to retake all previously completed program specific course requirements.

Selective Requirements for Nursing

The Nursing program has selective admission policies. Specific admission, progression, retention and graduation requirements and/or policies supersede general college policies in the catalog and student handbook.

Admission procedure for Associate Degree Nursing Program:

1. Students are strongly encouraged to attend an information session to learn more about the Nursing program.

2. Submit the following to the Office of Admissions: completed Triton College Admission Application, official high school transcripts or high school equivalency scores, and official college transcripts, if any.

3. Take the college placement exam. The college placement test is mandatory for all new students enrolling in credit courses, except when college transcripts show successful completion of Math and English courses. The Admission Committee of the specific program determines acceptable scores.

4. Take the Test of Essential Academic Skills (TEAS) test. Points toward admission are granted for TEAS scores, GPA for selected coursework and academic history. All courses must be completed with a minimum "C" grade or better.

5. Apply online in final semester of completing prerequisite courses. Cumulative GPA minimum 2.5 is required for RHT 101◊, PSY 100◊, BIS 136◊ or BIS 240◊.

6. Receive acceptance letters from the Admission Committee. Admission is based on:

   a. GPA for college-level program prerequisites;

   b. pre-nursing admission test scores completed prior to January 1, 2012 within five years;

   c. admission test scores completed after January 1, 2012 within two years of admission, and previous college academic history; and

   d. TEAS scores within two years of admission into the program are accepted.

7. Attend an orientation and registration session.

8. Submit a completed physician's history and physical form with required documentation of functional physical condition and required immunizations, and proof of valid health insurance to the college Health Services prior to the first day of the first course. The student must also meet CPR requirements prior to entry into the clinical setting. Continued health insurance coverage and documentation of valid health status is the responsibility of the student and must be maintained throughout the period of enrollment in any Health Career program. Students are responsible for any incurred medical expenses. A negative background check, as well as a negative drug test is required.

Note: Any applicant to the clinical portions of Health Career programs who is afflicted with epilepsy or any other condition that causes loss of consciousness or otherwise may impair his/her ability to perform will furnish the Office of the Dean of Health Careers programs with a verified statement from a licensed physician to the effect that the applicant's condition does not pose a direct health or safety threat or significant risk to the student, patients, hospital staff or others in the Health Career program or clinical facility. In addition, the applicant will agree to remain under the care of a physician and follow treatment as prescribed.

Students returning to clinical following a major illness or maternity leave must provide written documentation from their physician indicating that they are able to return to both class and clinical without physical restrictions.

Furthermore, each applicant's physician must report immediately to the college any change in the applicant's ability to function safely in the clinical portion of the program. Any default in this agreement will constitute cause for the removal of the student from the clinical portion of the program.

1. Part-time students may complete program prerequisites and general education requirements before seeking admission into the Nursing programs. Students are expected to seek advising to plan coursework each semester.

2. While any student admitted into the Nursing program may be required to enroll in Introduction to Nursing Academics (NUR 105), the course is required to be completed with a minimum "B" grade by any admitted student earning less than a "B" in Biology, Chemistry, or Anatomy and Physiology prerequisites, for students meeting the minimal admission standard TEAS scores, and for all students admitted within eight months of high school graduation. The most highly qualified applicants will be selected to fill the available seats. Priority is given to in-district students.

3. Students may take program gen-ed requirements prior to program entry. First year program gen-ed requirements are: EDU 206, Anatomy & Physiology II, (BIS 137◊ or BIS 241◊). BIS 136◊ and BIS 137◊ have been developed for health career students. Students may substitute BIS 240◊ and BIS 241◊, but must complete both courses within the same sequence.

4. Students entering program within eight months of high school graduation may enroll in BIS 136◊ or BIS 240◊ concurrent with first semester Nursing courses.

5. Second year program gen-ed requirements: BIS 222◊, SOC 100◊, SPE 101◊, and three credits of Humanities. Students are required to achieve a satisfactory score on a standardized comprehensive Nursing exam prior to graduation with an A.A.S. degree.

6. Students who are unsuccessful in completing the PN or RN standardized comprehensive Nursing exam may enroll in NUR 095 for Practical Nurse certificate or Associate in Applied Science degree (A.A.S.) completion.

Progression and Retention

1. A minimum grade-point average of 2.0 is required for progression in all programs.

2. A "C" grade or better within five years of the start of the program is required for progression in all required Science, Math, and major Health Careers courses to count towards graduation requirements.

3. All clinical components or clinical courses must be completed with a minimum grade of "S" regardless of theory grade.

4. Students admitted into the Nursing program are allowed to repeat only one course in each of the 100- and 200-level NUR courses following withdrawal or earning a failing grade ("D" or "F"). A failing grade or withdrawal from a repeated course, or any subsequent NUR course in the same level (100 or 200) will result in termination from the program making the student ineligible for readmission or graduation from the same program. Students in the Nursing program achieving a "D" or "F" or "W" (withdrawal) in any Nursing course and who are seeking readmission will develop a remediation plan in collaboration with the Nursing Department and meet with the Triton Nursing counselor prior to being considered for readmission. The remediation plan may include completion of NUR 105◊.

LPN Exit Option

Following completion of the first year of the Nursing program, students may enroll in NUR 190◊, Preparation for the LPN role. Students completing NUR 190◊ are granted a certificate in Practical Nursing and are eligible to apply to sit for the NCLEX-PN.

Students are required to achieve a satisfactory score on a standardized comprehensive exam prior to graduation with a Practical Nursing Certificate.

LPN to Associate Degree Upward Mobility Track

LPNs may be admitted as advanced placement students following presentation of:

a. Illinois PN license;

b. completion of program prerequisites and first year gen-ed requirements; and

c. presentation of evidence of completed State of Illinois approved pharmacology course or equivalent.

Admitted LPNs are required to complete NUR 185◊ (Summer Bridge Program) prior to enrolling in second-year Nursing courses.

All applicants for initial licensure as a registered nurse or licensed practical nurse are required to submit a criminal background check, provide evidence of finger print process and report conviction of any criminal offenses as part of the application process.

Diagnostic Medical Sonography

Curriculum DMS.DMS.AAS (C217E)

The Diagnostic Medical Sonography program provides patient services using diagnostic ultrasound under the supervision of a physician who is responsible for the use and interpretation of ultrasound procedures. The Sonographer assists in gathering data necessary to help reach a diagnostic decision.

Diagnostic Medical Sonography (ultrasound) is a fast-growing medical specialty in the imaging field. Graduates are employed in medical centers and hospitals. The program provides students with theory, lab and clinical instruction in general Diagnostic Medical Sonography. They are also introduced to peripheral vascular imaging.

Accredited by the Commission on Accreditation of Allied Health Education programs, 1361 Park St., Clearwater, FL 33756, in cooperation with the Joint Review Commission of Education in Diagnostic Medical Sonography (JRCDMS), 6021 University Boulevard, Suite 500, Ellicott City, MD 21043, (443) 973-3251, phone, (866) 738-3444, fax, www.jrcdms.org, website.

Program prerequisites: AHL 115◊, Introduction to Imaging Physics or PHY 100◊, General Physics, BIS 240◊, Human Anatomy & Physiology I, RHT 101◊, Freshman Rhetoric & Composition I, AHL 120◊, Medical Terminology and MAT 085, Algebra & Geometry II. All coursework must be completed with a grade of "C" or better. Math and Science courses must not be more than five years old. To waive the Math requirement, the student may place at level 6 on the college's placement exam in the past two years.

Associate in Applied Science Degree

Semester One		Credit Hours
# BIS 241◊	Human Anatomy & Physiology II[1]	4
# DMS 101◊	Ultrasound Physics I	3
# DMS 106◊	Introduction to Ultrasound Principles & Procedures	3
# DMS 121◊	Cross-sectional Anatomy	5
# SPE 101◊	Principles of Effective Speaking	3
		18

Semester Two		
# DMS 102◊	Ultrasound Physics II	3
# DMS 110	General Sonography and Applications	7
HTH 281◊	First Aid & CPR	2
# MAT 110◊	College Algebra	5
		17

Semester Three		
# DMS 131◊	Clinical Applications I	3
# DMS 135◊	Ultrasound Film Critique	2
# DMS 136◊	Principles & Procedures of Ultrasound Imagery	2
		7

Semester Four

	AHL 102◊	Ethics & Law for Allied Health Professionals	1
#	DMS 141◊	Clinical Applications II	4
#	DMS 146◊	Pathology & Diagnostic Sonography	3
#	DMS 200◊	Principles of Computerized Sonography	2
	PSC 150◊	American National Politics	3
			13

Semester Five

#	DMS 151◊	Clinical Applications III	4
#	DMS 201◊	Sonographic Specialties	4
#	DMS 210◊	Introduction to Peripheral Vascular Sonography	2
#	RHT 102◊	Freshman Rhetoric & Composition II	3
		General education/Humanities or Fine Arts	3
			16

Total credits required for graduation	**71**

Note: A minimum grade of "C" is required as a prerequisite for each AHL and DMS course. All Science, Math and AHL coursework must be completed within five years of start of the DMS curriculum with a "C" or greater.

See DMS course descriptions on page 177.

See Humanities or Fine Arts General Education requirements on page 85.

[1]BIS 241◊ or MAT 110◊ meets the Mathematics and/or Science general education requirement.

Coordinator: Debra Krukowski, Ext. 3780, Email: ultrasound@ triton.edu

Diagnostic Medical Sonography Certificate

Curriculum DMS.DMS.CERT (C317E)

The Diagnostic Medical Sonographer performs diagnostic ultrasound procedures under the supervision of a physician. The sonographer collects essential patient data to aid in diagnosis. The program covers basic theory and clinical instruction in Sonography, which will provide an avenue for cross-training and multi-competency in allied health. This will make the individual more marketable in many health care agencies that call for multi-competent practitioners. Employment opportunities are excellent in hospitals, medical centers and other health care agencies.

Program prerequisites: The program is only open to those who hold active status with the American Registry of Radiologic Technologists (ARRT) or certification with the Nuclear Medicine Technology Board or with ARRT, Nuclear Medicine Registry examinations. Students must have graduated from an accredited program by the Commissions of Accreditation of Allied Health Education Programs (CAAHEP) in Radiologic Technology or Nuclear Medicine

in the past five years from admissions or if graduation is longer than five years, they must complete BIS 190◊, Anatomy and Physiology for Allied Health Majors.

Semester One (Fall)   **Credit Hours**

#	DMS 101◊	Ultrasound Physics I	3
#	DMS 121◊	Cross-sectional Anatomy	5
			8

Semester Two (Spring)

#	DMS 102◊	Ultrasound Physics II	3
#	DMS 110◊	General Sonography and Applications	7
#	DMS 141◊	Clinical Applications II	4
			14

Semester Three (Summer)

#	DMS 135◊	Ultrasound Film Critique	2
#	DMS 136◊	Principles and Procedures of Ultrasound Imaging	2
			4

Semester Four (Fall)

#	DMS 146◊	Pathology & Diagnostic Sonography	3
#	DMS 151◊	Clinical Applications III	4
#	DMS 200◊	Principles of Computerized Sonography	2
#	DMS 201◊	Sonographic Specialties	4
#	DMS 210◊	Introduction to Peripheral Vascular Sonography	2
			15

Total credits required	**41**

Note: *a minimum grade of "C" is required as a prerequisite for each DMS course.*

See DMS course descriptions on page 177.

Coordinator: Debra Krukowski, Ext. 3780, Email: debrakrukowski@ triton.edu

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/DiagnosticMedicalSonographyCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Nuclear Medicine Technology

Curriculum NUM.NUM.AAS (C217B)

Nuclear Medicine uses small amounts of radioactive materials to diagnose and treat patients. The Nuclear Medicine technologist administers the radiopharmaceutical and images the area or organ of interest to detect the gamma radiation being emitted from the patient. The scanners used for imaging, whether a gamma camera, Single Photon Emission Tomography (SPECT) or a Positron Emission Tomography (PET) detectors are integrated with computers to provide detailed images showing function and anatomy. Some procedures are acquired simultaneously in conjunction with a Computerized Tomography (CT) study to create PET/CT and SPECT/CT images. Graduates of the program are employed as entry-level technologists in variety of settings from hospitals, clinics and medical imaging centers anywhere in the United States.

Triton's two-year associate's degree Nuclear Medicine Technology program is the only one of its kind offered by an Illinois community college.

Accredited by the Joint Review Committee on Educational programs in Nuclear Medicine Technology, 2000 W. Danforth Road, Suite 130, #230, Edmond, OK, 73003; (405) 285-0546. Website: www.jrcnmt.org.

Graduates qualify for the Nuclear Medicine Technology Certification Board (NMTCB) and the American Registry of Radiologic Technology (ARRT), Nuclear Medicine Registry examinations.

Program Prerequisites:

- Must read and write at college level; College level reading and writing can be demonstrated by course equivalency, or score 20 or higher on both Reading and English ACT, or score 70 or higher on COMPASS Reading and 83 or higher on COMPASS Writing skills placement test;

- PHY 100◊ (General Physics);

- MAT 110◊ (College Algebra) or MAT 111◊ (Pre-calculus); in place of MAT 110◊ or MAT 111◊, students can score 26 or higher on Math ACT, or 46 or higher on the COMPASS (College Algebra) Math placement test;

- BIS 240◊ (Human Anatomy and Physiology I).

- Completion of the Math and Science prerequisites must not be more than five years old.

- All prerequisite coursework must be completed with a grade of "C" or better.

- ACT and COMPASS placement test scores must be within the last two years.

Associate in Applied Science Degree

Semester One   Credit Hours

	AHL 120◊	Comprehensive Medical Terminology	3
#	CHM 110◊	Fundamentals of Chemistry[1]	4
#	NUM 100◊	Science of Nuclear Medicine	3
#	NUM 103◊	Radiation Safety and Protection	2
#	RHT 101◊	Freshman Rhetoric & Composition I	3
			15

Semester Two

	AHL 102◊	Ethics & Law for Allied Health Professionals	1
#	BIS 241◊	Human Anatomy & Physiology II	4
#	NUM 140◊	Instrumentation in Nuclear Medicine	5
#	NUM 155◊	Patient Care in Nuclear Medicine	2
#	SPE 101◊	Principles of Effective Speaking	3
			15

Semester Three

#	NUM 160◊	Nuclear Medicine Procedures I	3
#	NUM 161◊	Applied Nuclear Medicine Technology I	1
#	NUM 181◊	Applied Nuclear Medicine Technology II	1
			5

Semester Four

#	NUM 260◊	Nuclear Medicine Procedures II	4
#	NUM 261◊	Applied Nuclear Medicine Technology III	2
#	NUM 262◊	Nuclear Medicine Pharmacy I	2
#	NUM 265◊	Principles of PET for Nuclear Medicine	2
		General education/ Social or Behavioral Sciences	3
			13

Semester Five

#	NUM 280◊	Nuclear Medicine Procedures III	4
#	NUM 281◊	Applied Nuclear Medicine Technology IV	2
#	NUM 282◊	Nuclear Medicine Pharmacy II	2
#	NUM 285◊	Principles of CT for Nuclear Medicine	1
		General education/Humanities	3
			12

	Total credits required for graduation	**60**

Note*: All program requirements must be completed with a grade of "C" or better.*

See NUM course descriptions on page 208.

See Humanities and Social or Behavioral Sciences General Education requirements on page 85.

[1]*CHM 110◊ meets the Mathematics and/or Science general education requirement.*

Coordinator: Susan Campos, Ext. 3487; Email: susancampos@ triton.edu

Nursing

Curriculum NUR.NUR.AAS (C218A) Nursing, Associate Degree
Curriculum NUR.PNU.CERT (C317D) Nursing, Practical

Triton's Nursing program provides students with a basic knowledge of nursing theory and practice, humanities, and social and biological sciences. Clinical experiences are provided in a variety of settings. Graduates earn an associate in applied science degree and qualify to sit for the National Council Licensing Examination (NCLEX) for the registered nurse. Students may choose to sit for the NCLEX for the practical nurse after successful completion of the first two semesters of the program and NUR 190◊. Students are required to achieve a satisfactory score on a standardized comprehensive nursing exam prior to graduation with a Practical Nursing certificate or associate in applied science degree. Students who are unsuccessful in completing the PN or RN standardized comprehensive nursing exams, during enrollment in NUR 190◊ or NUR 290◊, may enroll in NUR 095 for Practical Nurse certificate or Associate in Applied Science degree (AAS) completion. Candidates for the PN and RN-NCLEX are required by law to meet fingerprinting requirements, submit to a criminal background check and report conviction of any criminal offenses as part of the licensure application process. The program is approved by the Illinois Department of Financial and Professional Regulation, 100 West Randolph, Suite 9-300, Chicago, IL 60601, (312/814-4500). The associate in applied science degree is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta GA 30326 (800/669-1656), Website: www.acenursing.org. The Practical Nurse Certificate is a non-accredited certificate program.

Admission is determined by a point system based on a nursing pre-entrance test, GPA for college level prerequisite courses (RHT 101◊, PSY 100◊, and BIS 136◊ or BIS 240◊), and previous college academic history. Candidates are required to meet CPR, health, criminal background check with no findings, alcohol breath testing and drug screening requirements prior to entry into the clinical setting. Preference is given to candidates who are permanent residents of Triton College's district. Nursing is a selective admission program with preference for admission given to the most highly qualified individuals for the available seats. Nursing courses have a higher tuition rate and fees.

Program prerequisites:

- High school graduation or GED
- Attendance at a Nursing Information Session is highly recommended
- Score of four on college math, reading and writing placement tests
- Acceptable scores on nursing pre-admission test*

- Computer proficiency (word processing, Email, Internet use) as evidenced by transcripts, employer documentation, student documentation or completion of CIS 100◊
- COURSES -- All courses must be completed with grade of "C" or better

  One year high school level completed within five years of program entry or one semester college equivalent

  > Algebra (MAT 055)
  > Biology* (BIS 101◊)
  > Chemistry* (CHM 110◊ or CHM 140◊)

  College Level — Cumulative GPA of 2.5 or better is required for the three college-level course prerequisites. No substitutions.

  > RHT 101◊
  > PSY 100◊
  > BIS 136◊ or BIS 240◊

BIS 136◊* or BIS 240◊* must be completed within five years of program entry. BIS 136◊ or BIS 240◊ may be taken concurrently with first semester nursing courses if entering program within eight months after high school completion. Students entering program within eight months of high school graduation need a minimum 2.5 GPA for Biology, Chemistry, RHT 101◊ and PSY 100◊.

*Students may be admitted pending completion of Introduction to Nursing Academics (NUR 105◊) with a "B" or better if they:

- are admitted based on established criteria on the pre-nursing admission test AND/OR
- earned a "C" grade in the biology, chemistry, anatomy and physiology prerequisites, AND/OR
- graduated from high school within eight months of entry into the Nursing program.
- accepted students are required to complete all health and clinical requirements prior to registration for NUR 130, NUR 135, NUR 145◊, NUR 155◊, NUR 185, NUR 190◊ NUR 225◊, NUR 235◊, NUR 245◊, NUR 255◊ and NUR 290◊

Pre-Admission Semester		Credit Hours
# BIS 136◊	*Functional Human Anatomy I* or	
# BIS 240◊	*Human Anatomy and Physiology I*[1]	4
PSY 100◊	Introduction to Psychology	3
# RHT 101◊	Freshman Rhetoric and Composition I	3
		10

Semester One		
# EDU 206◊	Human Growth and Development	3
# NUR 130	Promoting Adaptation I	4
# NUR 135	Promoting Adaptation II	5
		12

Semester Two

# BIS 137◊	*Functional Human Anatomy II* or	
# BIS 241◊	*Human Anatomy & Physiology II*	4
# NUR 145◊	Nursing Care of Individuals with Commonly Recurring Adaptation Problems I	5
# NUR 146◊	Pharmacology in Nursing I	1
# NUR 155◊	Nursing Care of Individuals with Commonly Recurring Adaptation Problems II	5
# NUR 156◊	Pharmacology in Nursing II	1
		16

Summer Session[3] (optional)

Semester Three

# BIS 222◊	Principles of Microbiology	4
# NUR 225◊	Promoting Adaptation: Chronic Health Problems	4
# NUR 235◊	Promoting Adaptation: Psychosocial and Rehabilitation Problems	4
SOC 100◊	Introduction to Sociology	3
		15

Semester Four

# NUR 245◊	Promoting Adaptation: The Childbearing/Childrearing Family	4
# NUR 255◊	Promoting Adaptation: Acute Health Problems	4
# NUR 285◊	Professional Nursing Career Development	2
# NUR 290◊	Leadership in the Management of Patient Care	2
# SPE 101◊	Principles of Effective Speaking	3
	General education/Humanities	3
		18
	Total credits required for graduation with Associate's degree	**71**

Note: All program requirements must be completed with a grade of "C" or better.

LPN Exit Option -- C317D (NUR.EXT.CERT)

Effective: 8/25/03

Program prerequisites	
Pre-Admission Semester	10
Semester One	12
Semester Two	16
# NUR 190◊ Preparation for the Practical Nurse Role[2]	4
Total credits required for graduation with certificate	**42**

Note: All program requirements must be completed with a grade of "C" or better.

[1]BIS 136◊ and BIS 137◊ may be substituted by BIS 240◊/BIS 241◊ sequence. Students must complete both courses within the same sequence.

[2]Students may opt to enroll in NUR 190◊ in the summer session and return for semester three and four.

See Special Requirements for Selective Admission Health programs section on page 138, which apply to the Nursing program.

LPN to Associate Degree Upward Mobility (NUR.UWM.CERT)

Program Prerequisites listed above *

Additional Prerequisites: Illinois LPN license

Semester One		**Credit Hours**
# BIS 136◊	*Functional Human Anatomy I* or	
# BIS 240◊	*Human Anatomy and Physiology I*[1]	4
# BIS 137◊	*Functional Human Anatomy II* or	
# BIS 241◊	*Human Anatomy & Physiology II*[1]	4
# EDU 206◊	Human Growth and Development	3
# NUR 146◊	Pharmacology in Nursing I	1
# NUR 156◊	Pharmacology in Nursing II	1
# NUR 185	Transition from Licensed Practical Nurse to the Associate Degree Registered Nurse Student[3]	5
PSY 100◊	Introduction to Psychology	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
		24

[3]Upon completion of NUR 185 (bridge course); LPNs will petition to receive credit for NUR 130, NUR 135, NUR 145◊, NUR 155◊, NUR 146◊ and NUR 156◊. (NUR 146◊ and NUR 156◊ credit is pending completion of a State of Illinois approved pharmacology course or equivalent.).

*Students may be admitted pending completion of Introduction to Nursing Academics (NUR 105◊) with a "B" or better if they:

- are admitted with pre-determined score on the pre-nursing admission test AND/OR
- earned a "C" grade in the Biology, Chemistry, Anatomy and Physiology prerequisites.

Program Requirements:

Semester Three	15
Semester Four	18

Note: All program requirements must be completed with a grade of "C" or better.

See NUR course descriptions on page 209.

See Humanities General Education requirements on page 85.

See Special Requirements for Selective Admission Health programs section on page 138, which apply to the Nursing program

Chairperson: Magdeline Enich, Ext. 3769

Gainful Employment

The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/NursingPracticalCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Nurse Assistant Certificate

Curriculum NAS.NAS.CERT (C417E)

Designed to prepare nursing assistants to provide care in various health care settings under the direction of a registered nurse. The program includes development of fundamental nursing skills through lectures, laboratory activities and clinical experience. Students may also complete elective courses to gain knowledge and practical skills in ethical and legal responsibilities, medical terminology, venipuncture, and electrocardiography.

Upon successful completion of the Nurse Assistant program requirements, the graduate receives a certificate and becomes eligible to take the Illinois Nurse Aide Test, which is required for certification by the Illinois Department of Public Health (IDPH). The program is approved by the Illinois Department of Public Health, 525 W. Jefferson St., Springfield, IL 62761, (217) 785-5133.

Program prerequisites:

- Have a criminal history records check as prescribed by the Health Care Worker Background Check Act (225 ILCS 46) with no disqualifying convictions;

- have no administrative finding of abuse, neglect or misappropriated property in Illinois or any other state;

- must have valid Social Security card and proof of employment authorization, if individual is not a U.S. citizen, such as a Resident Alien Card, U.S. Visa, Form I-94 or Permanent Resident Card;

- must be at least 16 years of age, of temperate habits and good moral character, honest, reliable and trustworthy;

- must have completed at least eight years of grade school or provide proof of equivalent knowledge;

- must be able to speak and understand English or a language understood by a substantial percentage of a facility's residents; and

- take the college placement tests and score 50-69 on the reading portion. Students score below 50 on the reading placement test must be enrolled concurrently in a reading class.

Semester One		Credit Hours
NAS 100◊	Basic Nurse Assistant	6
# NAS 101◊	Nurse Assistant: Care of Patients With Alzheimer's	1
	Total credits required	**7**

Recommended Electives:

AHL 102◊	Ethics and Law for Allied Health Professionals	1
AHL 107	Intravenous Venipuncture	1
AHL 108	Electrocardiography	1
AHL 111	Applied Medical Terminology	2

See NAS course descriptions on page 208; AHL course descriptions on page 151.

Coordinator: Sandra Bowling, Ext. 3767; Email: sandrabowling@triton.edu

Ophthalmic Technician

Curriculum OPH.OPH.AAS (C217I)

Ophthalmic technology is a rapidly expanding field with a growing demand for qualified technicians.

The ophthalmic technician, under the direct supervision of an ophthalmologist, assists in patient care. Ophthalmic technicians perform case histories, visual acuity measurement, visual field testing, refractometry, contact lenses care, and assist in minor ophthalmic surgery.

Accredited by the Commission on Accreditation of Ophthalmic Medical Programs (CoA-OMP), 2025 Woodlane Dr., St. Paul, NY 55125-2998. Employment opportunity in the field are excellent due to an increase in the number of support personnel employed by ophthalmologists and a rising demand for eye-care services.

Associate in Applied Science Degree

Semester One		Credit Hours
AHL 100◊	Introduction to Patient Care	2
AHL 101◊	Essentials of Medical Terminology	1
AHL 109◊	Drug Calculations	1
BIS 101◊	*Human Biology*[1] or	
# BIS 136◊	*Functional Human Anatomy I*[1]	4
# OPH 112◊	Ocular Anatomy and Physiology	3
# OPH 114◊	Ophthalmic Optics	3
# RHT 101◊	Freshman Rhetoric & Composition I	3
		17

Semester Two		
AHL 102◊	Ethics and Law for Allied Health Professionals	1
# OPH 113◊	Spectacle Skills	2
# OPH 130	Ocular Pharmacology	3
# OPH 140	Ophthalmic Procedures I	4
PSY 100◊	Introduction to Psychology	3
# SPE 101◊	Principles of Effective Speaking	3
		16

Semester Three		
# OPH 141	Refractometry	2
# OPH 245	Clinical Practicum I	1
		3

Semester Four		
HTH 281◊	First Aid & CPR	2
# OPH 210	Ophthalmic Procedures II	4
# OPH 231◊	Ophthalmic Seminar I	1
# OPH 232◊	Contact Lenses	4
# OPH 246	Clinical Practicum III	2
		13

Semester Five

#	OPH 225	Ocular Disease	3
#	OPH 241◊	Ophthalmic Seminar II	2
#	OPH 247	Clinical Practicum III	2
#	OPH 251	Ophthalmic Procedures III	4
		General education/Humanities	3
			14

Total credits required for graduation   63

Note: Ophthalmic technician courses must be taken according to assigned sequence number.

See OPH course descriptions on page 212.

See Humanities General Education requirement on page 85.

[1]BIS 101◊ or BIS 136◊ meets the Mathematics and/or Science general education requirement.

Coordinator: Debra Baker, Ext. 3934; Email: debrabaker@triton.edu

Radiologic Technology

Curriculum RAS.RAS.AAS (C217C)

Radiologic technologists operate X-ray equipment to perform diagnostic examinations ordered by a patient's physician.

A two-year program that offers classroom, a digital technology college laboratory and clinical site experiences at various Chicago metropolitan area hospitals.

Employment opportunities exist in hospitals, clinics and medical imaging centers.

Accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), 20 N. Wacker Dr., Suite 900, Chicago, IL 60602-2901, (312) 704-5300. Graduates qualify for the National Registry Examination given by American Registry of Radiologic Technologists (ARRT) and Illinois licensure.

Program prerequisites include:

- Must read and write at a college level. College-level reading and writing can be demonstrated by course equivalency, or score 20 or higher on both Reading and English ACT, or score 70 or higher on COMPASS Reading and 83 or higher on COMPASS Writing skills placement test;

- MAT 085 or higher within the last five years. In place of MAT 085, students can score 23 or higher on Math ACT, or COMPASS college algebra score of 31 or higher OR COMPASS algebra score of 66-100 (Algebra) on the COMPASS Math placement test (ACT and COMPASS placement scores must be within the last two years);

- *BIS 136◊ or *BIS 240◊ (Completion must be within the last five years);

- AHL 120◊ (Completion must be within the last five years);

- All coursework must be completed with a grade of "C" or better.

Associate in Applied Science Degree

Semester One   **Credit Hours**

#	RAS 100	Radiology Patient Care	3
#	RAS 111◊	Radiographic Anatomy & Positioning I	2
#	RAS 114◊	Basic Radiation Protection	2
#	RAS 115◊	Imaging Production	2
#	RAS 150◊	Applied Radiologic Technology I	1
#	RHT 101◊	Freshman Rhetoric & Composition I	3
			13

Semester Two

#	BIS 137◊	*Functional Human Anatomy II* or	
#	BIS 241◊	*Human Anatomy & Physiology II*	4
#	RAS 117◊	Fundamentals of Radiation	2
#	RAS 122◊	Radiographic Anatomy & Positioning II	2
#	RAS 124◊	Radiation Instrumentation	2
#	RAS 125◊	Radiological Health	2
#	RAS 160◊	Applied Radiologic Technology II	1
			13

Semester Three

	AHL 202	Comprehensive Medical Ethics	3
#	RAS 170◊	Applied Radiologic Technology III	2
		General education/Social or Behavioral Sciences	3
			8

Semester Four

	AHL 107◊	Intravenous Venipuncture	1
#	RAS 232◊	Radiographic Anatomy & Positioning III	2
#	RAS 243◊	Digital Radiography	3
#	RAS 260◊	Radiologic Pathology	2
#	RAS 280◊	Applied Radiologic Technology V	2
#	SPE 101◊	Principles of Effective Speaking	3
			13

Semester Five

		General education/Humanities	3
#	RAS 242◊	Radiographic Anatomy & Positioning IV	2
#	RAS 253◊	Special Radiologic Procedures	2
#	RAS 278◊	Radiologic Seminar	3
#	RAS 290◊	Applied Radiologic Technology V	3
			13

Total credits required for graduation   60

Note: All coursework must be completed with a grade of "C" or better.

See RAS course descriptions on page 219.

See Humanities, Social or Behavioral Sciences General Education requirements on page 85.

*BIS 136◊ and BIS 137◊ may be substituted by BIS 240◊/BIS 241◊ sequence. Students must complete both courses within the same sequence.

For further information, please access the website listed below.

Coordinator: Pamela Harmon, Ext. 3480; Email: pamelaharmon@triton.edu; Website: http://www.triton.edu/Radiologic-Technology/

Surgical Technology Certificate

Curriculum SRT.SRT.CERT (C317C)

Prepares the student to work as a part of a team providing surgical patient care. Surgical technologists often function in the scrub role, but their responsibilities may include a variety of duties before, during and after surgery. Employment opportunities exist in hospitals, surgical centers, birthing centers and other health care facilities.

The program includes theory, simulation laboratory and clinical components. Students receive supervised experience at several cooperating area hospitals.

Accredited by the Commission on Accreditation of Allied Health Education Programs, 25400 U.S. Highway 19 North, Clearwater, FL 33763, (727) 210-2350, in cooperation with the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting, 6 West Dry Creek Circle, Suite 110, Littleton, CO 80120, (303) 694-9262. Graduates qualify to apply to the National Board of Surgical Technology and Surgical Assisting for eligibility to sit for the Certified Surgical Technologist examination.

Semester One		Credit Hours
BIS 190◊	Anatomy & Physiology for Allied Health Majors	4
# SRT 110	Introduction to Surgical Technology	7
# SRT 120◊	Surgical Procedures I	5
# SRT 122◊	Surgical Procedures Lab	2
		18

Semester Two		
AHL 101◊	*Essentials of Medical Terminology* or	1-2
AHL 111	*Applied Medical Terminology*	
PSY 100◊	Introduction to Psychology	3
# SRT 130◊	Surgical Procedures II	3
# SRT 132◊	Applied Surgical Procedures I	3
# SRT 140◊	Surgical Procedures III	3
		13-14

Semester Three		
CIS 100◊	Introduction to Computer Systems	1
# SRT 160◊	Surgical Seminar	1
# SRT 162◊	Applied Surgical Procedures II	1
		3
	Total credits required	**34-35**

See SRT course descriptions on page 225.

Coordinator: Teri Junge, Ext. 3921; Email: terijunge@triton.edu

Gainful Employment
The information provided in the link below is available to assist students in making informed choices about their education and career.

http://www.triton.edu/GE_Certificates/SurgicalTechnologyCertificate.html

For more information about Gainful Employment, visit the Triton College Financial Aid Office, located in the Student Center Building, Room B-216W, or send an Email to: finaid@triton.edu.

Course Descriptions

Courses listed in this section are offered in university-transfer and career-education programs. (Continuing education courses are listed in a separate brochure.) Courses are arranged numerically within each discipline.

Within each description, information is arranged in this sequence:

- Course code and numbering:
- 001-099 are college success courses that include content and skills prerequisite to college-level course work.
- 100-299 are courses designed primarily for career preparation that are applicable to AAS (associate in applied science) degree programs and career certificates. (Some courses may transfer to particular four-year colleges or universities and be applicable to specific majors.)
- 100-299◊ symboled courses: Additional information on page 40.
- Number of semester hours of credit
- Course title
- Course description, which includes a general statement of the course objectives as well as materials, procedures and topics to be covered.
- Prerequisite or corequisite courses, if any are required (no mention of prerequisites indicates none is required). Students may petition for waiver of course prerequisites/corequisites if they believe they have comparable experience or completed course work with similar content. Counselors can assist in this process.
- Number of class hours expected for lecture or classroom practice and/or laboratory experience each week.
- Any applicable fee
- Code number of approved Triton College course by Illinois Articulation Initiative (IAI)

IAI Codes

IAI Codes for the General Education Core
  C - Communication
  M - Mathematics
  P, LP* - Physical Science
  L, LP - Life Science
  H*, HF - Humanities; Humanities/Fine Arts;
  F* - Fine Art
  S* - Social & Behavioral Science
  *Represents a number 1-9

IAI Code Suffixes for the General Education Core
  D - Diversity
  L - Lab
  N - Non-Western
  R - Research Paper

IAI Codes for Baccalaureate Majors
  AG - Agriculture
  BIO - Biological Sciences
  BUS - Business
  CHM - Chemistry
  CRJ- Criminal Justice
  CS - Computer Science
  MC - Mass Communication
  MTH - Mathematics
  PSY - Psychology
  TA - Theater Arts

Students should check their curricula to determine the recommended semesters for registering for a particular course; some courses may be canceled because of insufficient enrollment or for other reasons, and students will then need to consult with a counselor for adjustments in their -programs.

Counseling services, as detailed in the Student Information section of this catalog, are available to every student. Students who plan to apply Triton College credits toward a degree offered by four-year colleges should consult their counselor for assistance in planning their programs.

Section Contents

College course offerings and standard abbreviations are as follows:

Accounting Courses (ACC)

ACC 100◊ Basic Accounting I
3 credits
The nature of accounting, development and use of accounts, books of original entry, controlling accounts, financial statements, adjusting entries, and accounting for purchase and sale of merchandise.
Lecture: 3 hours

ACC 101◊ Financial Accounting
4 credits
Foundations for further study of accounting, including principles and concepts of financial accounting; accounting cycle; internal controls; accounts, notes, and other receivables; accounting for merchandising businesses; inventory valuation; perpetual inventory system; accounting for fixed and intangible assets; various depreciation methods; accounting for payroll, contingent, and other current liabilities; organization and corporate accounting for stock and dividend transactions; bonds, long term notes and other long term liabilities; automated accounting software project; and introduction to cash flow statement.
Lecture: 4 hours —   IAI: BUS 903

ACC 103◊ Basic Accounting II
3 credits
Continuation of Basic Accounting, covers basic accounting for accounts receivable and bad debts, notes receivable and notes payable, merchandise inventory, plant assets, accruals and deferrals, voucher systems, payroll accounting, partnerships and corporations.
Prerequisite: ACC 100◊
Lecture: 3 hours

ACC 105◊ Managerial Accounting
3 credits
Managerial accounting procedures and practices, which provides information that is used by managers for internal decision making. The statement of cash flows, cost behavior analysis and use, job-order costing, process costing cost-volume-profit relationships, contribution approach to costing, budgeting, standard costs, relevant costs of decision making, and capital budgeting.
Prerequisite: ACC 101◊
Lecture: 3 hours —   IAI: BUS 904

ACC 156◊ Tax Accounting
3 credits
Practical study of current federal and Illinois state income taxes as they relate to individual income tax procedures.
Prerequisite: ACC 103◊ or ACC 105◊
Lecture: 3 hours

ACC 166◊ Cost Accounting
3 credits
The advanced study of cost accounting procedures and practices as used by managers in decision making.   The application of various costing systems (process costing, job-order costing and standard costing), cost-volume-profit analysis and operational and capital budgeting.
Prerequisite: ACC 105◊
Lecture: 3 hours

ACC 251◊ Intermediate Accounting I
3 credits
In-depth study of generally accepted and alternative accounting principles and theory underlying financial statements. Emphasis is placed on the asset section of the balance sheet and the effects of asset depreciation, depletion and amortization on the income statement. (formerly 151)
Prerequisite: ACC 105◊
Lecture: 3 hours

ACC 252◊ Intermediate Accounting II
3 credits
In-depth study of generally accepted and alternative accounting principles and theory underlying financial statements. Emphasis is placed on the liability and owner's equity sections of the balance sheet, the income statement, statement of cash flows and includes accounting topics such as dilutive securities, bonds, revenue recognition, accounting for taxes, leases, pensions, accounting changes and errors, disclosure reporting and statement analysis. (formerly 152)
Prerequisite: ACC 105◊
Lecture: 3 hours

ACC 257◊ Principles of Auditing
3 credits
Study of auditing theory, principles and accepted procedures including the preparation of working papers, evaluation of internal controls, and audit reports. (formerly 157)
Prerequisite: ACC 105◊
Lecture: 3 hours

ACC 296◊ Special Topics in Accounting
0.5-3 credits
Topics relating to current trends and techniques in accounting will vary from semester to semester and be available in the current class schedule. Course may be repeated only once when the topics are different.
Lecture: 0.5-3 hours
Laboratory: 0-6 hours

Allied Health Courses (AHL)

AHL 100◊ Introduction to Patient Care
2 credits
Delivery of health care services, professionalism, communication skills, basic patient-care and assessment skills, infection control, and patient and employee safety in a medical environment.
Lecture: 1.5 hours
Laboratory: 1 hour
(course fee required)

AHL 101◊ Essentials of Medical Terminology
1 credit
Introduction to medical terminology adapted so individuals with little or no previous exposure to the medical field can acquire a basic understanding of medical terms. The key concepts of prefixes, suffixes, and root word formation, as applied to body systems and diagnostic and surgical procedures. Recommended for Ophthalmic Technician, Surgical Technology, and Allied Health majors.
Lecture: 1 hour

AHL 102◊ Ethics and Law for Allied Health Professionals
1 credit
Day-to-day legal and ethical considerations arising through work in the allied health professions, orderly conflict resolution in the workplace, exposure to civil liability and problems created by advanced life support technology. (formerly Ethics and Law for the Allied Health)
Lecture: 1 hour

AHL 103◊ Basic Pharmacology for Allied Health Professionals
1 credit
Basic knowledge essential to administration of medication and care of patients utilizing medications for diagnostic and therapeutic procedures. (formerly Basic Pharmacology for Allied Health)
Lecture: 1 hour

AHL 107◊ Intravenous Venipuncture
1 credit
Principles and techniques required to perform routine venipuncture and peripheral intravenous catheter insertion. (formerly Venipuncture & I.V. Administration)
Lecture: 0.5 hour
Laboratory: 1 hour
(course fee required)

AHL 108◊ Electrocardiography
1 credit
Electrocardiographic monitoring, systematic rhythm interpretation, common cardiac dysrhythmias, their origin and significance.
Lecture: 0.5 hour
Laboratory: 1 hour
(course fee required)

AHL 109 Drug Calculations
1 credit
Critical thinking skills and techniques needed to accurately and safely calculate medication dosages.
Lecture: 1.0 hour

AHL 110◊ Medical Coding and Office Procedures
2 credits
Medical billing and coding practices, health insurance, reimbursement, preparation and execution of third party payer reimbursement forms using local, state, and federal guidelines.
Lecture: 2 hours

AHL 111 Applied Medical Terminology
2 credits
Prefixes, suffixes, word roots, combining forms, abbreviations, correct pronunciation, spelling and use of medical terms as they relate to body structure, function, disease, diagnostic, surgical, and therapeutics procedures. Recommended for English as a Second Language (ESL) students, Ophthalmic Technician, Surgical Technology, and Allied Health majors. Meets AHL 101 requirements.
Lecture: 1 hour
Laboratory: 2 hours

AHL 115◊ Introduction to Imaging Physics
1 credit
Imaging modalities, units of measurements and conversions, basic physical principles and their quantities, mechanics of motion, types of energy and waves and their relationships to each other.
Lecture: 1 hour

AHL 120◊ Comprehensive Medical Terminology
3 credits
Terminology related to health care settings, including structure, function, pathologies, diagnostic and surgical procedures. Building vocabulary and spelling skills. Recommended for Nuclear Medicine Technology, Diagnostic Medical Sonography, Radiologic Technology, Medical Administrative Assistant, Nursing, and Pre-Profession majors.
Lecture: 3 hours

AHL 202◊ Comprehensive Medical Ethics
3 credits
The application of ethics to the practice of medical professionals. Morality, ethical dimensions of professional roles, confidentiality, informed consent, chronic and end-of-life care, physician assisted suicide, withdraw of life support, life-sustaining treatments, abortion, cloning, stem cell research, banking cord blood stem cells and human medical experimentation are covered.
Lecture: 3 hours

Anthropology Courses (ANT)

ANT 101◊ Introduction to Anthropology
3 credits
Introduction to the study of human nature and development and relationship to the physical and social environment today and in the past. Surveys the major subfields of anthropology: cultural anthropology, biological anthropology, archaeology, and linguistic anthropology.
Lecture: 3 hours—   IAI: S1 900N

ANT 102◊ Introduction to Biological Anthropology
3 credits
An introduction to human origins, variation and adaptation, primate variation, and the emergence of human culture. (formerly Introduction to Physical Anthropology)
Lecture: 3 hours—   IAI: S1 902
(course fee required)

ANT 103◊ Cultural Anthropology
3 credits
The nature of culture, encompassing social organization, technology, economics, religion, and language as seen among contemporary, primitive, and preliterate peoples. (formerly Introduction to Cultural Anthropology)
Lecture: 3 hours—   IAI: S1 901N

ANT 105◊ Digging into Archaeology
3 credits
Survey of archaeological concepts, research and methods for study of prehistoric cultures. Includes rise and development of modern civilization, current archaeological investigations, interpretations of finds and introduction to field work techniques. (formerly Introduction to Archaeology)
Lecture: 3 hours—   IAI: S1 903

ANT 150◊ Cultural Contexts
3 credits
Discuss the use of ethnographic readings to study how people live in non-Western societies. Topics include culture and culture change, the life cycle and sex roles, interpersonal relations, economics and politics and problem-solving strategies in a cultural context.
Lecture: 3 hours—   IAI: S1 904D

ANT 275◊ Anthropology of Religion
3 credits
An examination of the various forms of religion and religious practice including orthodox religion, indigenous religious practices, witchcraft and magic, and the role religion plays in all aspects of cultural expression.
Lecture: 3 hours

ANT 296◊ Special Topics in Anthropology

3 credits

Topics and problems in anthropology through readings, discussion, guided research and field trips are discussed. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences.

Lecture: 3 hours

Architecture Courses (ARC)

ARC 102 OSHA 10-Hour Construction Training

1 credit

Recognize and prevent hazards on a construction site in accordance with OSHA 10-hour training guidelines.

Lecture: 1 hour
(course fee required)

ARC 104 Introduction to Architecture

3 credits

Introductory study of architecture, architectural education and the profession through the study of theory, history, principles and practice of architecture. Investigation of the roles and responsibilities of the architect, interior designer, engineer, urban planner and landscape architect.

Lecture: 2 hours
Laboratory: 2 hours

ARC 107◊ Construction Print & Specification Reading

3 credits

Reading and understanding construction documents (drawings and specifications) used for bidding and construction of both residential and commercial buildings. (formerly COT)

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ARC 109◊ Fundamentals of Drafting & Design

3 credits

Proper use of manual drafting equipment in preparing accurate and readable architectural drawings, using scales, drawing geometric shapes, orthographic projection, detail drawings and translating a design sketches into architectural drawings. (formerly Architectural Drafting)

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ARC 110◊ Materials, Methods & Sustainability I

3 credits

Building materials, methods of construction and sustainability in the architecture profession. Structural systems, material selection, wall sections, energy and water conservation, lifecycle, environmental impact of building location, and Leadership in Energy and Environmental Design (LEED) rating system. (formerly Materials & Methods of Construction)

Prerequisite: ARC 189◊ or concurrent enrollment
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ARC 120◊ Steel Construction Technology

5 credits

Construction drawings for a small steel-framed industrial building, including floor plans, wall sections, elevations, metal pan stairs, reflected ceiling plans, structural steel roof-framing plans, shop drawings and spread, pile and caisson foundation drawings. Drawings will all be done on AutoCAD. Basic steel framing and erection, as well as metal deck installation skills will be taught.

Prerequisite: ARC 110◊ or ARC 189◊
Lecture: 2 hours
Laboratory: 6 hours
(course fee required)

ARC 130◊ Concrete Construction Technology

5 credits

Design process, structural engineering, specification writing and codes, while preparing an abbreviated set of architectural, structural, and mechanical construction documents for a concrete framed building. Concrete mixing, forming and pouring trade skills are also included.

Prerequisite: ARC 110◊
Lecture: 2 hours
Laboratory: 6 hours
(course fee required)

ARC 140◊ MEP Construction Technology

5 credits

Students complete a partial set of mechanical, electrical, plumbing and fire protection construction documents for a commercial building. Mechanical, electrical, plumbing and fire protection fabrication and installation trade skills will be taught.

Prerequisite: ARC 110◊
Lecture: 2 hours
Laboratory: 6 hours
(course fee required)

ARC 146◊ Construction Contract Documents

3 credits

A study of standard written legal documents used in management of building construction projects, such as General Conditions of the Contract. Supplementary Conditions, Specifications, Performance Bonds, Request for Interpretation, Change Orders, Waivers of Lien and Certification of Insurance. (formerly COT 142)

Lecture: 3 hours
(course fee required)

ARC 171◊ Architectural Design I

3 credits

A beginning studio course in basic design and drawing introducing the aesthetic principles of movement, balance, rhythm, repetition, proportion, scale, and sequence along with sketching and drawing techniques, orthographic projection, axonometric, obliques, perspectives, shades, shadows, and models.

Prerequisite: ARC 109◊, and ARC 189◊ or concurrent enrollment
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

ARC 172◊ Architectural Design II

5 credits

A studio course in architectural design using aesthetic, environmental and urban design principles to produce architectural designs of buildings and elements of buildings by means of drawings and models.

Prerequisite: ARC 171◊ and ARC 187◊ or concurrent enrollment
Lecture: 2 hours
Laboratory: 6 hours
(course fee required)

ARC 187◊ Architectural Drawings & Models
3 credits

Architectural design presentation techniques to produce architectural drawings and models, including two-dimensional and three-dimensional drawing techniques, Photoshop and Illustrator.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

ARC 189◊ AutoCAD & 3D Computer Modeling
3 credits

Computer-Aided Design (CAD) for architects and interior designers using AutoCAD to develop 2D design and construction drawings. 3D computer software will also be used to create rendered perspectives and animations. (formerly Computer Graphics for Architecture I – AutoCAD)
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

ARC 210◊ History of Architecture I
3 credits

A survey of European, Islamic, Asian and American architectural and urban design traditions from prehistoric times to the end of the middle ages. Each period is studied in relation to physical determinants, such as climate, materials, technology, and geography, and historical influences such as economics, religion, politics, society, and culture. (formerly Introduction to the History of Architecture)
Prerequisite: RHT 101◊
Lecture: 3 hours
(course fee required)

ARC 214◊ History of Architecture II
3 credits

A survey of European, Asian and American architectural and urban design traditions from the Renaissance to the current period. Each period is studied in relation to physical determinants, such as climate, materials, technology, and geography, and historical influences such as economics, religion, politics, society, and culture.
Prerequisite: RHT 101◊
Lecture: 3 hours

ARC 220 Materials, Methods & Sustainability II
3 credits

The study of materials, methods of construction and sustainability will be continued in this course with a focus on sustainable residential construction. Floor plans, foundation plans, wall sections, building sections, site plan, electrical and plumbing drawings, building codes and zoning ordinances will be examined. (formerly ARC 200, Sustainable Building Design)
Prerequisite: ARC 110◊
Lecture: 2 hours
Laboratory: 2 hours

ARC 258◊ Construction Cost Estimating
3 credits

Explore cost engineering through detailed presentation of cost estimation and relationship to project-control functions, including scheduling, budgeting, job-cost accounting, job-cost control and determination of unit prices. Timberline estimating software will be taught. (formerly COT)
Lecture: 3 hours
(course fee required)

ARC 260◊ Architectural Portfolio
2 credits

Create an architectural portfolio to use when transferring to a college/university or gain a job within the profession. Best practices and computer software, including Adobe InDesign will be demonstrated. Digital presentation techniques such as Portable Document Format (PDF) and on-line portfolios are used. (formerly Computer Graphics for Architecture)
Prerequisite: ARC 172◊ or concurrent enrollment
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

ARC 261◊ Revit
4 credits

Introduction to Building Information Modeling (BIM) using Revit software with a focus on the basic architectural tools and drawing setup.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

ARC 263◊ Revit Management
3 credits

Application of Building Information Modeling (BIM) management principles in architectural, interior design and construction management firms using Revit software. (formerly BIM Management)
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

ARC 280◊ Materials, Methods & Sustainability III
3 credits

The study of materials, methods of construction and sustainability will be continued in this course with a focus on commercial construction. Principles and best practices of Building Information Modeling (BIM) for production of bidding and construction documents for architectural and interior design projects using Revit software. (formerly ARC 262◊, Revit & Construction Documents)
Prerequisite: ARC 220, ARC 261◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ARC 292◊ Site Design and Construction
3 credits

All aspects of site design and construction are presented, including ownership rights, zoning, easements and encroachments, topography, bodies of water, surveying, soil sampling and analysis, soil contamination, excavation, stabilization, compaction, retaining walls, dewatering, grading cut and fill, stormwater management, wetlands regulations, structures, utilities, roads and walks, and safety concerns. (formerly COT 291)
Lecture: 3 hours

ARC 296◊ Special Topics in Architecture
0.5-3 credits

Selected topics in the areas of contemporary architecture. Topics will vary from semester to semester and information will be available during registration. Course may be repeated up to three times when content is different, but only six credit hours can be used to meet graduation requirements. (formerly Special Topics in Architecture and

Interior Design)
Lecture: 0.5-3 hours
Laboratory: 0-6 hours
(course fee may apply depending on topic)

Art Courses (ART)

ART 110◊ Looking at Art
3 credits
Introductory survey and analysis of the visual arts - painting, sculpture, architecture, photography, print making and crafts - to acquaint non-art majors with basic aesthetic concepts: media, technique, and function, elements of form, genres, stylistic characteristic and expressive qualities, and socio-cultural influences, while examining works from various world and historical cultures presented in a thematic framework.
Lecture: 3 hours —   *IAI: F2 900*

ART 111◊ Ancient to Medieval Art
3 credits
The historical development of the Western tradition in visual arts, focusing on major artistic styles, movements, works of art and monuments. Works are examined as expressions of the ideas, beliefs and practices of artists, cultures and societies through the Gothic period. A cultural analysis of the origins of the art of Western Civilization focusing on the inter-related fields of painting, sculpture and architecture prior to the fourteenth century.
Lecture: 3 hours —   *IAI: F2 901*

ART 112◊ Renaissance to Modern Art
3 credits
A continuation of ART 111◊. The historical development of the visual arts in the Western Art tradition from the Gothic period through contemporary art, focusing on major artistic styles, movements, works of art and monuments. Works are examined as expressions of the ideas, beliefs and practices of artists, cultures and societies.
Lecture: 3 hours —   *IAI: F2 902*

ART 114◊ Survey of Asian Art
3 credits
Survey the major art forms of India, China and Japan, emphasizing the historical, religious and intellectual contexts of the art from pre-history through contemporary practice.
Lecture: 3 hours —   *IAI: F2 903N*

ART 116◊ Color Composition
2 credits
A study of the physics, physiology, psychology and esthetics of color and its applications.
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

ART 117◊ Drawing I
3 credits
An introduction to the fundamental concepts and techniques of drawing using a variety of black and white media. Includes drawing from observation and invention leading to an interpretation and evaluative approach to drawing. Emphasis on descriptive drawing techniques from geometric and organic objects. Course includes vocabulary development, critical analysis activities and reference to historic models of drawing.
Laboratory: 6 hours
(course fee required)

ART 118◊ Drawing II
3 credits
Builds on and refines the experiences of ART 117◊, focusing on a variety of color media. Emphasis is on invention and formal concerns. Explorations into abstraction, non-objective and fabricated image making are covered in this class. Course includes vocabulary development, critical analysis activities and reference to historic models of drawing.
Prerequisite: ART 117◊
Laboratory: 6 hours—   *IAI: ART 905*
(course fee required)

ART 119◊ Two-Dimensional Design
3 credits
Introduction to two-dimensional design with emphasis on understanding and application of principles and elements.
Laboratory: 6 hours
(course fee required)

ART 120◊ Three-Dimensional Design
3 credits
Emphasizes the understanding and application of principles and elements of three-dimensional design. (fall only)
Prerequisite: ART 119◊
Laboratory: 6 hours
(course fee required)

ART 125◊ Life Drawing I
3 credits
An introduction to drawing the human figure using a variety of media. Drawings are derived from direct observation emphasizing descriptive drawing techniques of the human figure. Drawing activities should include full figure, features and anatomical differentiation encompassing individual physiognomy. Application of basic drawing techniques in rendering the human figure is covered. Course is offered in combination with ART 126◊, which is similar in content and lab. Students will be working independently during a portion of the course.
Prerequisite: ART 118◊
Laboratory: 6 hours
(course fee required)

ART 126◊ Life Drawing II
3 credits
Utilize varied media to study the structure, proportion, and values in a continuation of techniques of rendering the human figure. Course is offered in combination with ART 125◊, which is similar in content and lab. Students will be working independently during a portion of the class.
Prerequisite: ART 125◊
Laboratory: 6 hours
(course fee required)

ART 135◊ Ceramics I
3 credits
An introductory studio consisting of both hand and wheel methods of construction. Includes an examination of clay, glaze, decoration methods and firing process. Techniques of ceramics dealing with materials glazing and firing. Course is offered in combination with ART 136◊, which is similar in content and lab. Students will work independently for a portion of each class.
Prerequisite: Art majors: ART 117◊ or ART 119◊; Non-Art Majors: no prerequisite
Laboratory: 6 hours
(course fee required)

ART 136◊ Ceramics II
3 credits
Emphasizes refining and improving wheel-throwing and hand-building techniques. Clay and glaze materials and glaze calculations also are covered.

Course is offered in combination with ART 135◊, which is similar in content and lab. Students will be working independently for a portion of the class.
Prerequisite: ART 135◊
Laboratory: 6 hours
(course fee required)

ART 140◊ Printmaking
3 credits
Introduction to basic techniques in intaglio, serigraphy and relief printing as a fine art and advertising art medium.
Prerequisite: ART 117◊ or ART 119◊ or consent
Laboratory: 6 hours
(course fee required)

ART 141◊ Painting I
3 credits
Introduction to materials and techniques of painting in oils and acrylics.
Prerequisite: ART 117◊ and ART 119◊
Laboratory: 6 hours
(course fee required)

ART 142◊ Painting II
3 credits
Emphasis is placed on mastering skills and techniques acquired in ART 141◊.
Prerequisite: ART 141◊
Laboratory: 6 hours
(course fee required)

ART 151◊ Sculpture I
3 credits
Manipulation, subtraction, addition and substitution techniques with applicable tools and materials involved are presented. Prerequisite may be waived for non-art majors with appropriate backgrounds. (spring only)
Prerequisite: ART 117◊ or ART 119◊
Lecture: 1 hour
Laboratory: 5 hours
(course fee required)

ART 210◊ Afro-American Art
3 credits
Historical, philosophical and theoretical foundations of Afro-American art are covered. Included in this course is a critical study of present-day works of Nelson Stevens.
Lecture: 3 hours —

ART 296◊ Special Topics in Art History
1-3 credits
International topics and problems in art history through readings, discussions, guided research and field trips are presented. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences.
Lecture: 1-3 hours

Astronomy Courses (AST)

AST 100◊ Introduction to Astronomy
4 credits
An introductory general astronomy course for non-science majors. The material presented in this course will include the following: planetary motion, origin of the solar system, a study of the planets and their moons, the sun, the nature of stars and their evolution, galaxies, and the origin of the universe. Students with prior credit in AST 101◊ or AST 102◊ will not receive credit for AST 100◊.
Lecture: 3 hours
Laboratory: 2 hours —   IAI: P1 906L
(course fee required)

AST 101◊ Astronomy of the Solar System
4 credits
Survey of the universe, structure and motions of the Earth and moon, planetary motions, physical nature of the planets, comets and meteors, and origin and evolution of the solar system is presented.
Lecture: 3 hours
Laboratory: 2 hours —   IAI: P1 906L
(course fee required)

AST 102◊ Astronomy of the Stars and Beyond
4 credits
Star distances, motions dimensions, structure, origin and evolution; atoms and radiation; structure of galaxies (the Milky Way) and the universe.
Lecture: 3 hours
Laboratory: 2 hours —   IAI: P1 906L
(course fee required)

Automotive Technology Courses (AUT)

AUT 112◊ Introduction to Automotive Technology
3 credits
This course provides automotive technology that includes theory and related hands-on experience on live automobiles as a foundation for the advanced auto courses. Instruction includes engine testing and diagnosis, lubricating and cooling system diagnosis and service.
Lecture: 2 hours
Laboratory: 3 hours
(course fee required)

AUT 114◊ Fuel Management Systems
4 credits
Fuel systems from fuel storage reservoir through fuel distribution components, including pumps, filters, carburetors, fuel injectors, regulators, return systems, vapor storage, idle speed controls, air temperature and manifold heat-control systems are covered.
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

AUT 127◊ Automotive Electricity & Electronics I
4 credits
Basic electricity and electronics, batteries, instruments and testing methods, automotive wiring schematics, starter systems, charging systems and solid-state ignition systems are presented.
Lecture: 3 hours
Laboratory: 3 hours
(course fee required)

AUT 129◊ Automotive Electricity & Electronics II
3 credits
Learn about advanced electronic ignition systems, mechanical spark advance and computer-controlled spark-advance systems; chassis electrical systems and advanced solid-state electronics such as memory devices and computers.
Prerequisite: AUT 112◊ and AUT 127◊
Lecture: 2 hours
Laboratory: 3 hours
(course fee required)

AUT 136◊ Brakes Systems
4 credits
Theory and practice in servicing disc and drum brakes, including the diagnosis and servicing of vacuum and hydraulic-assist units and anti-lock systems are covered.
Prerequisite: AUT 112◊, registration in certificate program
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

AUT 150◊ Automotive Power Plants
5 credits
Procedures necessary to diagnose and repair internal automotive engine systems are covered. Laboratory work consists of disassembly and assembly techniques and the restoring of tolerances. Includes an introduction to future power plant system including Hybrid, Diesel and Fuel Cell technology. (formerly Automotive Power Plant Overhaul and Rebuilding)
Prerequisite: AUT 112◊
Lecture: 3 hours
Laboratory: 6 hours
(course fee required)

AUT 226◊ Engine Performance & Diagnosis
5 credits
This course covers the use of oscilloscopes and infrared equipment for diagnosis. Special emphasis placed on testing and servicing of electronic engine-control systems and emission-control devices.
Prerequisite: AUT 112◊ and AUT 127◊
Lecture: 3 hours
Laboratory: 4 hours
(course fee required)

AUT 230◊ Computerized Engine Controls
5 credits
Computerized engine-control systems, including CCC, EEC IV and O2 feedback are discussed. Detailed instruction on the use of electronic testing equipment used in diagnosis of these systems. Other topics covered include electronic fuel injection and turbo-chargers.
Prerequisite: AUT 226◊
Lecture: 4 hours
Laboratory: 3 hours
(course fee required)

AUT 240◊ Steering, Suspension & Alignment
4 credits
Comprehensive training on steering systems, both power and manually operated, is provided. Suspension repairs, front-end alignment and wheel balancing is stressed.
Prerequisite: AUT 112◊
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

AUT 275◊ Transmission & Drive Systems
5 credits
Clutches, standard transmissions/transaxles, propeller shafts, drive axles, rear-axle assemblies, basic automatic transmission servicing including theory of operation, diagnosis, maintenance and repair procedures are covered.
Prerequisite: AUT 136◊
Lecture: 3 hours
Laboratory: 6 hours
(course fee required)

AUT 277◊ Advanced Automatic Transmission Repair
5 credits
This course places exclusive emphasis on all phases of automatic transmission/transaxle operation, servicing, repair and rebuilding. Laboratory work deals only with automatic transmission/transaxle diagnosis and repair.
Prerequisite: AUT 275◊
Lecture: 3 hours
Laboratory: 4 hours
(course fee required)

AUT 280◊ Automotive Heating & Air Conditioning Fundamentals
2 credits
Fundamentals of automotive heating and air conditioning, emphasizing the basic air conditioning cycle, servicing, troubleshooting and minor repair of these systems are covered.
Prerequisite: AUT 112◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

AUT 282◊ Advanced Automotive Heating & Air Conditioning
2 credits
Continuation of AUT 280◊, emphasizing the more intricately designed systems. These include electronic sensing units, relays and vacuum controls. Laboratory work includes troubleshooting, repairing and servicing of these systems.
Prerequisite: AUT 280◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

AUT 285◊ Automotive Service Problems
4 credits
Advanced course designed to give automotive majors additional hands-on experience and exposure to a variety of service-related operations and problems in an actual service department atmosphere.
Prerequisite: Completion of two auto courses beyond AUT 112◊ & AUT 127◊
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

AUT 290◊ Dealership Organization & Management
3 credits
Designed to familiarize automotive dealership service department personnel with the organizational and management structures within the industry. Emphasis is placed on individual department responsibilities to the total organization.
Lecture: 3 hours
(course fee required)

AUT 292◊ Service Department Practices & Procedures
3 credits
Overview of the duties of an automotive service advisor. Special emphasis given to customer relations, diagnosis, repair orders, selling and advising techniques. Warranty and service-department operations also are covered.
Prerequisite: AUT 290◊
Lecture: 3 hours

AUT 296◊ Automotive Internship I
2 credits
Supervised automotive repair experiences at a selected automotive repair facility. Students participate in various automotive repair and servicing projects that parallel their semester's work at the college. Not all aspects of automotive repair/servicing may be included in each project.
Prerequisite: Admission to the program
Internship/Laboratory: 27.5 hours (298 contact hours)

AUT 297◊ Automotive Internship II
2 credits
Supervised automotive repair experience at a selected automotive repair facility. Students participate in various automotive repair and servicing projects that parallel their semester's work at the college. Not all aspects of automotive repair/servicing may be included in each project.
Prerequisite: Admission to the program
Internship/Laboratory: 13.0 hours (298 contact hours)

AUT 298◊ Automotive Internship III
1 credit
Supervised automotive repair experiences at a selected automotive repair facility. Students participate in various automotive repair and servicing projects that parallel their semesters work at the college. Not all aspects of automotive repair/servicing may be included in each project.
Prerequisite: Admission to the program
Internship/Laboratory: 9.0 hours (149 contact hours)

AUT 299◊ Automotive Internship IV
1 credit
Supervised automotive repair experiences at a selected automotive repair facility. Students participate in various automotive repair and servicing projects that parallel their semester's work at the college. Not all aspects of automotive repair/servicing may be included in each project.
Prerequisite: Admission to the program
Internship/Laboratory: 9.0 hours (149 contact hours)

Basic Addiction Counseling Courses (BAC)

BAC 100◊ Survey of Psychiatric Rehabilitation
3 credits
The survey course addresses the following themes: understanding psychiatric disability and current approaches to treatment, the mental health system and surrounding legal issues, psychiatric rehabilitation through vocational skills training, and family and community support systems. The orientation of the course is more practical than theoretical, and there is considerable opportunity to observe and practice relevant skills. Consumers serve as guest speakers to highlight issues of empowerment and stigma, and to increase understanding of consumer experiences with the mental health system. This course is appropriate for students planning careers in mental health.
Lecture: 3 hours

BAC 101◊ Introduction to Basic Addiction Counseling
4 credits
This course covers a range of addictions, including both the illegal and legal drugs. Etiology and history of addictions in the United States are discussed, as well as different treatment strategies, including out-patient and residential, individual, group and family therapy. The different support groups are explored including the Twelve Step groups, along with alternative groups.
Lecture: 4 hours

BAC 105◊ Introduction to Recreation
4 credits
Learn about the basic historical foundations of recreation and leisure. Included is an analysis of those factors influencing leisure patterns. The relationship of recreation to other social institutions in light of present individual and societal needs is covered.
Lecture: 4 hours

BAC 110◊ Introduction to Therapeutic Recreation
3 credits
Students address theory, philosophy and historical development of therapeutic recreation service in clinical- and community-based programs. Focus is on the characteristics of special population groups.
Lecture: 3 hours

BAC 115◊ Principles of Recreation
3 credits
Essential elements and basic principles of recreational programming. Emphasis is on leadership processes and methodology.
Lecture: 3 hours

BAC 120◊ Intake Assessment & Treatment Planning
4 credits
Prepares students to utilize basic communication skills to obtain necessary information during the interview for assessing problems associated with alcoholism or addiction. Provides students with a foundation for treatment planning with addicted clients.
Prerequisite: BAC 101◊
Lecture: 4 hours

BAC 200◊ Special Populations & Cultural Considerations in Addictions
3 credits
In-depth look at the effects of culture, ethnicity, religion, gender, age, socioeconomic setting on chemical use and abuse in special population groups. Emphasis will be placed on how these variables impact the addiction-counseling process, including diagnosis, treatment and aftercare.
Prerequisite: BAC 101◊
Lecture: 3 hours

BAC 201◊ Treatment Process in Addictions Counseling
4 credits
Provides an overview of individual and group counseling theories, and their clinical applications. Explores the addictive and recovery process, and allows for the development and practice of individual and group counseling skills specific to the substance abusing/dependent client. Role-playing and videotaping are utilized, as this is a clinical skills class.
Prerequisite: BAC 120◊
Lecture: 4 hours

BAC 204◊ Pharmacology of Psychoactive Drugs
3 credits
This course covers an in-depth pharmacodynamics of drugs and drug groups that are most commonly used and abused. Drug classifications, symptomatology of drug usage, withdrawal and overdose/toxicity are emphasized. Multiple drug usage, associated psychological, social and environmental impact of drug use and abuse also are included.
Prerequisite: BAC 101◊
Lecture: 3 hours

BAC 205◊ Applied Basic Addiction Counseling I
4 credits
Provides students with initial observation and involvement in various treatment centers and agencies. Emphasis is placed in evaluation of student's skills in core functions necessary to clinical skill development in the addiction treatment field.
Prerequisite: BAC 120◊, BAC 200◊, BAC 204◊ and BAC 201◊ or concurrent enrollment in BAC 201◊; Sophomore standing with GPA of 2.0 or better
Lecture: 1 hour
Laboratory: 19 hours
(course fee required)

BAC 210◊ Dynamics & Treatment of the Addicted Family
3 credits
Family dysfunction resulting from living with an alcoholic, alcohol abuser and/or drug addict are covered. The major theories and interventions of family therapy will be presented, along with the physiological, sociocultural and psychological implications of substance abuse. Specific treatment strategies include intervention, self-help and continuing care, in addition to couple and family role-play and videotaping.
Prerequisite: BAC 201◊ or concurrent enrollment
Lecture: 3 hours

BAC 215◊ Applied Basic Addiction Counseling II
4 credits
The second of two supervised field-work experiences in various treatment centers and agencies providing direct services to chemically dependent clients. Emphasis is placed on increased responsibility in case management and clinical responsibility.
Prerequisite: BAC 205◊ and minimum GPA of 2.0
Lecture: 1 hour
Laboratory: 19 hours
(course fee required)

BAC 220◊ Prevention & Outreach
3 credits
System of delivery of information, education and motivational impact strategies directed toward target groups in given communities is presented.
Prerequisite: BAC 201◊
Lecture: 3 hours

BAC 296◊ Special Topics in Addictions Counseling
0.5-4 credits
Specials topics in the area of Addictions Counseling, which may vary from semester to semester, are provided. Additional information will be available during registration. Course may be repeated up to a maximum of three times (one or two, depending on the specific needs of the program) when content is different, but only a maximum of (or up to) three hours (or less), depending on the specific needs of the program can be used to meet graduation requirements.
Lecture: 0.5-4 hours
Laboratory: 0-8 hours
(course fee required)

Biological Sciences Courses (BIS)

BIS 100◊ General Biology
4 credits
Survey of the major properties and processes of life at the cellular level. Examination of interactions between biological populations and the environment. Emphasis on how these topics relate to the individual and society.
Lecture: 2 hours
Laboratory: 4 hours —   IAI: L1 900L
(course fee required)

BIS 101◊ Human Biology
4 credits
Investigates the major principles and concepts of biology as they relate to humans. Basic biological processes, including human heredity, growth, development, health and ecology, emphasizing how these topics relate to the individual and society.
Lecture: 2 hours
Laboratory: 4 hours —   IAI: L1 904L
(course fee required)

BIS 102◊ Human Heredity and Society
4 credits
Laboratory course emphasizing scientific inquiry through a breadth of selected concepts focusing on basic genetics principles and contemporary issues in biotechnology including cell and molecular biology, genetics and heredity, evolution, and biotechnology. Biological issues will be clearly integrated throughout the course emphasizing biotechnology and the personal, ethical, political and social implications of biological advances in the area of genetics. Development of scientific literacy will be a foundation of the course to enable students to make informed decisions.
Lecture: 2 hours
Laboratory: 4 hours —   IAI: L1 906L
(course fee required)

BIS 105◊ Environmental Biology
4 credits
Biological basis of environmental science and how humans are a powerful influence on the ecosystem. Biological interrelations between natural resources, energy, pollution and human-population dynamics. May be used to satisfy a lab-science requirement for non-science majors.
Lecture: 2 hours
Laboratory: 4 hours —   IAI: L1 905L
(course fee required)

BIS 108◊ Biology of Humans
3 credits
Investigates the major principles and concepts of biology as they relate to humans. Basic biological processes, including human heredity, growth, development, health and ecology, emphasizing how these topics relate to the individual and society.
Lecture: 3 hours —   IAI: L1 904

BIS 114◊ Microbes and Society
3 credits
Introductory lecture course, which investigates the properties of life, including organization, classification, metabolism, heredity, evolution and ecology using microorganisms. Topics included are a survey of microorganisms, as well as the role of microorganisms in food production, health and disease and biotechnology. Students will not be able to receive credit for both BIS 114◊ and BIS 222◊.
Lecture: 3 hours—   IAI: L1 903

BIS 136◊ Functional Human Anatomy I
4 credits
For students in Nursing and other Health Careers programs which surveys cells, tissues and the functional anatomy of human organ systems emphasizing

basic concepts and their applications and implications for clinical practice.
Prerequisite: High school-level biology or BIS 101◊
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

BIS 137◊ Functional Human Anatomy II
4 credits
A continuation of BIS 136◊, which extends the study of functional anatomy of human organ systems by emphasizing the nature of processes at the molecular, cellular and tissue levels. How imbalances in these processes can lead to organ system dysfunction and clinical consequences in the patient will also be emphasized.
Prerequisite: BIS 136◊ or equivalent course, with a grade of "C" or better
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

BIS 150◊ Principles of Biology I
4 credits
Basic concepts in biology for science majors are covered. (formerly BIS 110◊)
Prerequisite: High school-level algebra, biology and chemistry or college equivalents; placement at RHT 101◊ level or permission of instructor
Lecture: 3 hours
Laboratory: 3 hours —   IAI: L1 910L, BIO 910
(course fee required)

BIS 151◊ Principles of Biology II
4 credits
Second semester course of an introduction to the basic principles of biology with emphasis on the diversity of living organisms, plant and animal physiology, evolution, ecology and behavior.
Prerequisite: High school AP biology or BIS 150◊ and high school chemistry; placement at RHT 101◊ level or permission of instructor
Lecture: 3 hours
Laboratory: 3 hours —   IAI: L1 910L; BIO 910
(course fee required)

BIS 190◊ Anatomy & Physiology for Allied Health Majors
4 credits
This course covers structure and function of human organ systems involved in controlling and maintaining the conditions of life.
Prerequisite: Placement at RHT 096 level
Lecture: 4 hours

BIS 200◊ Undergraduate Open Seminar: Biology
3 credits
Current topics in biology in the context of the total culture are discussed. Participants are required to do an independent research project and present a report on a topic of their choice related to the subject of the seminar.
Prerequisite: Any college biology course; placement at RHT 101◊ level
Lecture: 3 hours
Laboratory: Arranged
(course fee required)

BIS 205◊ Field Ecology
4 credits
Overview of the interactions between organisms and the environment, emphasizing regional conservation issues, plant and animal interactions and adaptations, effects of human disturbance on native flora and fauna, biodiversity concepts, and field research techniques.
Prerequisite: Any college biology course; MAT 055 (minimum grade "C" or qualifying score on placement test); placement at RHT 101◊ level
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

BIS 222◊ Principles of Microbiology
4 credits
Major groups of microorganisms with special emphasis on morphology, physiology, pathogenicity and their impact in the natural world. Integration of laboratory practice to identify microorganisms present in an unknown sample. (formerly 122, Introductory Microbiology)
Prerequisite: RHT 101◊; BIS 101◊ or BIS 150◊ or BIS 136◊ or BIS 137◊ or BIS 240◊ or acceptance into the Nursing program
Lecture: 3 hours
Laboratory: 2 hours —   IAI: L1 903L
(course fee required)

BIS 234◊ Human Anatomy & Physiology
6 credits
This course emphasizes the physiological interrelationships of human systems with clinical implications and applications through a regional anatomical approach.
Prerequisite: Minimum of high school-level biology and chemistry or college-level equivalents; placement at RHT 101◊ level
Lecture: 4 hours
Laboratory: 4 hours
(course fee required)

BIS 240◊ Human Anatomy & Physiology I
4 credits
Examines the organization of the human body at the macroscopic and microscopic levels. Human cadavers are used along with a regional anatomical approach to study the location, structure and function of major systems, organs and tissues within the human body. BIS 240◊ and BIS 241◊ meet the anatomy and physiology requirements of university-professional allied health programs. Recommended for students with better-than-average academic ability.
Prerequisite: BIS 101◊ or college-level biology course equivalent with a 'C' or better; RHT 101◊ level
Lecture: 3 hours
Laboratory: 3 hours
(course fee required)

BIS 241◊ Human Anatomy & Physiology II
4 credits
This pre-professional course examines the cellular and molecular levels of human body organization. Emphasis is placed on understanding the homeostatic control mechanisms and systemic interactions required to maintain health. BIS 240◊ and BIS 241◊ meet the anatomy and physiology requirements of university-professional allied health programs.
Prerequisite: BIS 240◊ or a college course in human anatomy; college chemistry course; placement at RHT 101◊ level
Lecture: 3 hours
Laboratory: 3 hours
(course fee required)

BIS 242◊ Introduction to Human Pathophysiology

3 credits

Underlying molecular mechanisms and causes of altered physiological states in the human body are covered. Major concepts emphasized in the course include maintenance of acid-base and body-fluid balances, oxygenation, neuro endocrine regulation and control, immune defense mechanisms, cardiovascular mechanisms and aging. Critical-thinking and problem-solving techniques will be used to study the interaction of body systems in the development of various diseases states. This course is designed for allied health practitioners and pre-professional students.

Prerequisite: BIS 240◊ and BIS 241◊
Lecture: 3 hours
(course fee required)

Biotechnology Courses (BOT)

BOT 110 Good Lab Practices/Good Manufacturing Practices in Biotechnology

1 credit

Current Food and Drug Administration (FDA) Good Laboratory Practices (GLPs) and Good Manufacturing Practices (GMP) guidelines. Emphasizes the management of manufacturing and quality control of drugs and medical devices as well as the regulations in place for conducting non-clinical studies.

Lecture: 1 hour

BOT 200 Cellular and Molecular Biology

3 credits

Focus on nucleic acids and proteins and the roles that each of these molecules play in cellular physiology. An emphasis on the molecular mechanisms of deoxyribose nucleic acid (DNA) replication, DNA repair, gene expression, membrane transport, cell communication, cell division, cell culture techniques, stem cells and cancer.

Prerequisite: BIS 150◊; and SAT 170 or concurrent enrollment
Lecture: 3 hours

BOT 210 Introduction to Biochemistry

3 credits

Explores the fundamentals of biological chemistry including structures of amino acids, proteins, nucleotides, nucleic acids, lipids, and carbohydrates. Emphasizes the relationship between structure and function. Investigates kinetics and mechanism of enzymatic reactions, central metabolic pathways, and biochemical genetics.

Prerequisite: CHM 132◊ or CHM 234◊Lecture: 3 hours

BOT 220 Cell and Tissue Culture

3 credits

An introduction to animal and plant cell cultures. Standard practices and methodologies for primary and continuous cultures will be emphasized. Topics covered include aseptic technique, media preparation, cell culture evaluation as well as maintenance and storage of cell lines.

Prerequisite: BOT 200
Lecture: 3 hours

BOT 230 Biotechnology Laboratory I (DNA Techniques)

4 credits

Biotechnology field, laboratory techniques, applications, and bioethical considerations. Metric system, solutions, spectrophotometry, bacteria culturing, gel electrophoresis, plasmid transformation and purification, polymerase chain reaction, Deoxyribonucleic Acid (DNA) structure, recombinant techniques, quantitation, sequencing, and microarray.

Prerequisite: BIS 222◊, BOT 200, CHM 110◊ or CHM 140◊, MAT 110◊ or MAT 111◊
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

BOT 240 Biotechnology Laboratory II (Protein Techniques & Biofuels)

4 credits

Expands on the biotechnology field, laboratory techniques, applications, and bioethical considerations. Includes protein structure, protein applications, enzymes, protein quantitation, size exclusion chromatography, protein expression and purification, protein electrophoresis, bioinformatics,

immunity and immunological applications, immunodiffusion, enzyme-linked immunosorbent assay (ELISA), western blotting, and biofuels.

Prerequisite: BOT 230
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

Business Courses (BUS)

BUS 102◊ Small Business Accounting

3 credits

Practical approach to small business bookkeeping and introduction to QuickBooks software. QuickBooks is designed for the small-to-midsize business owner who enjoys Quicken's ease of use, but prefers a more traditional approach to accounting. Learn how this well-designed program can make it easy to set up a chart of accounts, reconcile your checking account, create and print invoices, receipts and statements, track your payables, inventory and receivables, create estimates and generate reports. An overview of bookkeeping concepts and theories also will be covered.

Lecture: 3 hours

BUS 103◊ Keyboarding Technique

1 credit

Learn proper keyboarding technique for inputting information into a computer. Keyboarding by touch, not sight, will be stressed along with proper fingering for letters, numbers and symbols. Recommended for any non-typist who uses a computer.

Laboratory: 2 hours
(course fee required)

BUS 104◊ Keyboarding Speed & Accuracy

1 credit

Designed for individuals who want to improve their keyboarding speed and accuracy skills for personal use or employment opportunities. Course materials and structure allow for individual progression in increasing keyboarding ability. Course may be repeated in order to attain desired speed and accuracy goal. Only one credit may count for graduation.

Prerequisite: BUS 103◊ or knowledge of proper touch-typing technique
Laboratory: 2 hours
(course fee required)

BUS 107◊ Microsoft Office in Business Applications
3 credits

Introductory course in Microsoft Office utilizing the basic functions of Windows, Internet Explorer, Word, Excel, Access and PowerPoint. (formerly Microsoft Office)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

BUS 112◊ Principles of Finance
3 credits

Facts and principles of financial management and control in relation to business formation, expansion, failure reorganization and liquidation are covered.
Prerequisite: ACC 100◊ or ACC 101◊
Lecture: 3 hours

BUS 113◊ Investments & Securities
3 credits

Learn about basic investment principles. Topics include markets, stocks, bonds, investment funds and insurance. Limitations and uses of each are studied.
Lecture: 3 hours

BUS 114◊ Stock Market Analysis
3 credits

Learn investment opportunities using stocks, options, mutual funds, and tax advantage investments. Emphasis is on evaluating current market conditions and analyzing company reports. Students will be able to formulate investment strategies through lecture and group activities.
Prerequisite: BUS 113◊
Lecture: 3 hours

BUS 116◊ Principles of Insurance
3 credits

Students will understand basic insurance concepts as applied to the needs of consumers and provide business skills as needed in the insurance industry. This course includes material to allow basic understanding of tax saving strategies, laws governing insurance and regulations as required by the state of Illinois.
Lecture: 3 hours

BUS 118◊ Financial Planning
3 credits

Understanding of financial planning and its strategies and concepts. Students will be presented with case analysis, process of identifying objectives, gathering information, analyzing alternatives and creating solutions.
Lecture: 3 hours

BUS 122◊ Business English
3 credits

English fundamentals, punctuation, sentence structure, business vocabulary and spelling are emphasized.
Prerequisite: Placement into RHT 101◊
Lecture: 3 hours

BUS 125◊ Formatting/Proofreading Business Documents
3 credits

Computer and word processing software are used to develop skills in producing business documents, basic formatting of letters, memos, tables, reports, editing and proofreading to help students succeed in any computer-oriented profession. BUS 103◊ or knowledge of proper touch-typing technique is highly recommended when taking computer courses.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

BUS 127◊ Principles of Marketing
3 credits

Explores the fundamentals of the marketing concept, including product, place, promotion and pricing. Topics covered include the impact of market research, technology, globalization and the role of business and society. Students also will address the role ethics plays in the everyday operations of marketing. (formerly MKT 125)
Lecture: 3 hours

BUS 128◊ Sales Force Management
3 credits

A strategic/consultative selling model that emphasizes the need identification approach in offering solutions to today's customer needs is the central focus. The salesperson will assume the role of a consultant in developing long-term solutions to their clients' needs. Also included is effective management of a professional sales force. (formerly MKT 150, Principle of Sales)
Lecture: 3 hours

BUS 129◊ Personal Finance
3 credits

The elements of personal financial planning, how to prepare your own financial plan, buying a first home, making a major consumer purchase, supporting a growing family and preparing financially for retirement are covered. Students will develop and implement an integrated, comprehensive plan to meet financial goals and prepare for financial emergencies.
Lecture: 3 hours

BUS 136◊ Entrepreneurship
3 credits

Practical and theoretical approach to understanding entrepreneurship, with an emphasis on start-up venture focusing on opportunity assessment, feasibility planning, detailed business planning and securing financing. (formerly Entrepreneurship I)
Lecture: 3 hours

BUS 141◊ Introduction to Business
3 credits

Various forms of business organizations, finance, personnel problems, marketing and business-government relations are presented.
Lecture: 3 hours

BUS 146◊ Business Computations
3 credits

Basic mathematics as applied to the problems of business are covered. Topics include application of percentage, cash and trade discounts, mark-up, interest calculations, payroll computations and installment buying.
Lecture: 3 hours

BUS 149◊ Elementary Statistics
3 credits

Tabular and graphical presentation, measures of central tendency and variability, analysis of times series and linear correlation coefficients are covered.
Lecture: 3 hours

BUS 150◊ Principles of Management
3 credits

Managerial skills in organizing, planning, directing, staffing, controlling,

representing and implementing innovations that measure the performance of the organization and managerial strategies.
Lecture: 3 hours

BUS 151◊ Small Business Management
3 credits
Essentials of successful management of a small business are covered. Store location, layout, organization, merchandise control, buying, pricing, advertising, government regulation and labor relations also are discussed. Extensive use is made of materials provided by the U.S. Small Business Administration.
Lecture: 3 hours

BUS 154◊ Human Relations in Labor & Management
3 credits
Leadership and human relations techniques are presented on how to interact on a face-to-face basis, understand human needs, motivate and exercise authority in a just and satisfactory manner.
Lecture: 3 hours

BUS 161◊ Business Law I
3 credits
Nature and sources of law, resolution of disputes, lawsuits, criminal law, torts and multiple facets of contracts are covered.
Lecture: 3 hours

BUS 171◊ Introduction to Customer Service
3 credits
Overview course of customer service introduces the student to what customer service is, the skills necessary to achieve it and the rational for improving it.
Lecture: 3 hours

BUS 172◊ Problem Solving in Customer Service
3 credits
Course examines creative problem solving strategies, including negotiation skills and decision-making skills. Included is confronting and managing difficult situations.
Prerequisite: BUS 171◊
Lecture: 3 hours

BUS 188◊ Business Writing
3 credits
The importance of business communication in today's workplace is covered, to ensure goals and objectives are clearly understood within the organization. Emphasis is placed on preparing business messages, writing reports and proposals used in business and industry. Written and oral presentations are included. Emphasis is also placed on clear, concise business-oriented presentation of material.
Lecture: 3 hours

BUS 200◊ Introduction to Human Resource Management
3 credits
The human resource functions as an integral part of top management. Functional areas covered include selection and recruitment, training and development, compensation and benefits and employee relations.
Lecture: 3 hours

BUS 201◊ Introduction to Commodity Markets
3 credits
The history of the commodities markets, methods of trade, market structure and profile of market participants. Commodity exchanges and their role in establishing benchmark prices for crude oil, gold, copper, orange juice and other commodities are also covered.
Prerequisite: ACC 101◊, BUS 141◊ and BUS 113◊
Lecture: 3 hours

BUS 205◊ Problem Solving for Human Resources
3 credits
Reviews the knowledge and skills to orient and train employees to be productive. Also discussed are the tasks of management, job management, personnel training and managing human behavior. A review for the Human Resource Certification Institute's Certification Examination will be completed.
Prerequisite: BUS 200◊
Lecture: 3 hours

BUS 210◊ Recruitment and Selection
3 credits
Overview of the recruitment and selection process from the human resource manager and the job applicant

perspectives. The focus is on skill building and an understanding of issues including human resources and career management.
Prerequisite: BUS 200◊ or concurrent enrollment
Lecture: 3 hours

BUS 220◊ Training and Development
3 credits
Overview of the training/management development process from needs assessment to training design to training evaluation. Identification of the role of training in strategic human resource planning will be discussed.
Prerequisite: BUS 200◊ or concurrent enrollment
Lecture: 3 hours

BUS 240◊ Compensation and Benefits
3 credits
Focus on elements of total compensation, including salary administration, performance-based management, benefits and employee assistant programs.
Prerequisite: BUS 200◊ or concurrent enrollment
Lecture: 3 hours

BUS 250◊ Employee and Labor Relations
3 credits
Basic concepts relevant to laws governing labor relations, including recognition of unions in the negotiation and administration of contracts.
Prerequisite: BUS 200◊ or concurrent enrollment
Lecture: 3 hours

BUS 260◊ Labor Law
3 credits
Through a study of labor laws, and understanding of the impact of employee rights, training, consumer protection, compensation, benefits, employee and labor relations and health, safety and security will be discussed. Course is designed for human resource professionals, business owners and managers.
Lecture: 3 hours

BUS 262◊ Business Law II
3 credits
Interpret and analyze rules and laws that govern commercial relationships; assess and analyze how the rules, regulations, and laws apply to corporations, negotiable instruments, real property, landlord-tenant disputes, trusts, wills, and anti-trust issues. Future business managers will also examine comparative law, which will compare and contrast the laws in different countries. (formerly BUS 162)
Prerequisite: BUS 161◊
Lecture: 3 hours

BUS 265◊ Medical Transcription
2 credits
Develop skills in transcribing and formatting medical reports and correspondence. Appropriate for students wishing to find employment in medical or health-related offices. A keyboarding speed of 35 words per minute on a five-minute timing. BUS 122◊ is recommended prior to taking this course.
Prerequisite: AHL 120◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

BUS 267◊ Records Management
2 credits
Instruction is given in records-management concepts, as well as manual and electronic filing rules and procedures.
Lecture: 2 hours

BUS 270◊ Employee Health and Safety
3 credits
Basic areas of occupational health and safety, history and trends of occupational health and safety and the role of the professional human resource manager are discussed. Included is the OSHA requirements, development of compliance programs, record-keeping and dealing with OSHA inspections.
Prerequisite: BUS 200◊ or concurrent enrollment
Lecture: 3 hours

BUS 275◊ Principles of Advertising
3 credits
Advertising involves the understanding of three critical issues to support the marketing communication of the organization. The three critical issues are: the identification of the relevant characteristics of the target audience, the

communication of the selling message to that audience via a paid media vehicle, and the creation of the selling message to support and stimulate or reinforce the purchasing decision. (formerly MKT)
Lecture: 3 hours —   IAI: MC 912

BUS 285◊ Project Management
3 credits
Introduction to the procedures for planning, organizing and managing resources to bring about the successful completion of specific project goals and objectives. Project management software will be utilized.
Prerequisite: BUS 107◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

BUS 289◊ Consumer Behavior
3 credits
Designed to link the conceptual foundations of consumer behavior with strategic marketing applications. After initially establishing a basic model of consumer decision making as an organizational framework, the students will relate it to strategic applications in key areas, particularly segmentation, positioning and communications. The consumer's psychological, economic and socio-cultural actions and reactions are emphasized, as they relate to a better understanding of consumption. Web-based applications of consumer behavior concepts are covered in detail. (formerly MKT)
Prerequisite: BUS 127◊ or concurrent enrollment
Lecture: 3 hours

BUS 290◊ Cooperative Work Experience
1-3 credits
Work experience will integrate classroom theory with on-the-job training related to students' field of study. The college will assist with their job search related to the field of study and/or career interests. Under the supervision of the college and the employer, the student participates in job-training experiences.
Prerequisite: (1) Completion of 12 college credit hours (two of these courses, in discipline, must be completed); (2) 2.0 G.P.A. ("C" average); and (3) Approval of Cooperative Education Office
Laboratory: 1-3 hours

BUS 291◊ Cooperative Work Experience
1-3 credits
Continuation of the first co/op course, BUS 290◊. Students have the option to continue with their previous place of employment or select a different area of concentration related to their field of study. Work experience must go beyond what was learned in the previous co/op class or consist of an entirely different learning experience. Continuous growth of the individual is emphasized.
Prerequisite: (1) Completion of first co-op course (BUS 290◊) with at least a "C" grade; (2) 2.0 G.P.A. ("C" average) and (3) Approval of Cooperative Education Office
Laboratory: 1-3 hours

BUS 293◊ Global Business
3 credits
Students will learn to think strategically and apply concepts and tools to the fundamental functions necessary to succeed in a dynamic and highly competitive global marketplace. Students also will be introduced to a higher level of thinking that is used by general managers in operating successful businesses by forming an integrated systems perspective of the organization. Topics include planning and implementing sustainable business practices and discussions will include the competitive advantages of 'going green'. (formerly MKT 290, Global Marketing)
Prerequisite: BUS 141◊ and BUS 150◊; BUS 127◊ or concurrent enrollment
Lecture: 3 hours

BUS 296◊ Special Topics in Business
.5-3 credits
Selected topics in the areas of business are provided. Topics vary from semester to semester and information will be available during registration. Course may be repeated when topics are different for a maximum of six credit hours towards graduation.
Lecture: 0-3 hours
Laboratory: 0-6 hours
(course fee may apply depending on topic)

Chemistry Courses (CHM)

CHM 100◊ Chemistry and Society
4 credits

Designed for non-science majors, meets a general education science requirement. Emphasizes practical aspects of chemistry in everyday life. An overview of chemical reactions, acids and bases, nuclear chemistry, pollution, global warming, energy, polymers, nutrition, medicinal chemistry and environmental chemistry.

Lecture: 3 hours
Laboratory: 2 hours —   IAI: P1 903L
(course fee required)

CHM 110◊ Fundamentals of Chemistry
4 credits

General chemistry with an introduction to organic and biochemistry. Designed for students who are not prepared to enroll in CHM 140. Upon successful completion of CHM 110, the chemistry prerequisites for health-career programs are met and is transferable as a science elective.

Prerequisite: High school algebra or MAT 055 (Grade of "C" or better)
Lecture: 2 hours
Laboratory: 4 hours —   IAI: P1 902L
(course fee required)

CHM 132◊ Elementary Organic Chemistry
5 credits

Organic chemistry, structure, nomenclature, reactions and specific applications of major classes of organic compounds and bioorganic molecules are covered. Laboratory introduces some specialized analytical techniques used in the study of organic compounds.

Prerequisite: CHM 110◊ or CHM 140◊; MAT 110◊ or admission to an Allied Health program; placement at RHT 101◊ level
Lecture: 3 hours
Laboratory: 4 hours
(course fee required)

CHM 140◊ General Chemistry I
5 credits

Periodic table of the elements, atomic structure, basic concepts of quantum theory, bonding, stoichiometry of compounds and reactions, thermochemistry, the gaseous state, basic concepts of the liquid and solid states and solutions are covered.

Prerequisite: High school chemistry or CHM 110◊; placement at MAT 110◊ level; placement at RHT 101◊ level
Lecture: 3 hours
Laboratory: 4 hours — IAI: P1 902L; CHM 911
(course fee required)

CHM 141◊ General Chemistry II
5 credits

A continuation of CHM 140◊. Topics include acid and bases, equilibrium, acid-base equilibria, solubility equilibria, kinetics, thermodynamics, electrochemistry, coordination compounds, nuclear chemistry and descriptive topics in inorganic chemistry.

Prerequisite: CHM 140◊; MAT 110◊ or higher (minimum grade "C"); placement at RHT 101◊ level
Lecture: 3 hours
Laboratory: 4 hours —   IAI: CHM 912
(course fee required)

CHM 234◊ Organic Chemistry I
5 credits

First of a two-semester course in the chemistry of carbon compounds. A systematic study of the chemistry of organic molecules with emphasis on the structure, nomenclature, synthesis, reactions, reaction mechanisms and spectroscopic methods of analyses of alkanes, cycloalkanes, alkyl halides, alkenes, alkynes, alcohols, and phenols. Laboratory work is focused on the development of skills and techniques for analysis and synthesis of organic compounds.

Prerequisite: CHM 141◊; MAT 110◊ or higher (minimum grade "C"); placement at RHT 101◊ level
Lecture: 3 hours
Laboratory: 4 hours —   IAI: CHM 913
(course fee required)

CHM 235◊ Organic Chemistry II
5 credits

A continuation of the systematic study of the chemistry of carbon compounds by functional groups with emphases on nomenclature, structure, synthesis, reactions, reaction mechanisms, and spectroscopic analysis of ethers, thiols, sulfides, conjugated dienes, aromatic compounds, amines, aldehydes, ketones, carboxylic acids and their derivatives, and dicarbonyl compounds. An introduction to polymers and biochemistry will also be provided. Laboratory work is centered on the continued development of skills and knowledge of techniques with particular emphasis on multi-step synthesis and the spectroscopic analysis of the products.

Prerequisite: CHM 234◊; MAT 110◊ or higher (minimum grade "C"); placement at RHT 101◊ level
Lecture: 3 hours
Laboratory: 4 hours —   IAI: CHM 914
(course fee required)

Chinese Courses (CHN)

CHN 101◊ Elementary Chinese I
4 credits

Beginning Mandarin Chinese course intended for students with no prior knowledge of Chinese. Includes oral and written practice of the basic structure of Chinese Mandarin. Pronunciation and tonal accuracy are strongly stressed. Also covered are the most widely needed Chinese characters, with explanation of cultural and language structures.

Lecture: 4 hours
(course fee required)

CHN 102◊ Elementary Chinese II
4 credits

A continuation of CHN 101◊, introducing approximately 350 more of the most widely needed Mandarin Chinese characters. Helps students to develop further communicative skills in Chinese by teaching useful sentence structures through discussion of everyday topics. CHN 102◊ emphasizes the training of all four language skills (listening, reading, speaking and writing), as well as understanding the socio-cultural factors that are important to cross-cultural communication.

Lecture: 4 hours
Prerequisite: CHN 101◊
(course fee required)

CHN 103◊ Intermediate Chinese I
4 credits

A continuation of CHN 102◊, which focuses on increased proficiency in comprehension, spoken production, reading, writing, and translation skills, understanding Chinese grammar and syntax, as well as the unique cultural

patterns of China that can contribute to more effective communication.
Lecture: 4 hours
Prerequisite: CHN 102◊
(course fee required)

CHN 104◊ Intermediate Chinese II
4 credits

Completes an overview of the important sentence structures of modern standard Chinese. Students develop more sophisticated communication skills in all four areas: listening, speaking, reading and writing. The emphasis is on the ability to interact orally and in writing. Authentic reading selections are emphasized at this level. Students communicate using more complex language structures and express abstract ideas with reasonable fluency.
Lecture: 4 hours
Prerequisite: CHN 103◊
(course fee required)

Computer Information Systems Courses (CIS)

CIS 100◊ Introduction to Computer Systems
1 credit

An overview of computer-systems topics is presented, demonstrating how computers can be used as a valuable tool in the workplace. Basic concepts of computing with hands-on activities, including the Windows operating system and using the World Wide Web. May not be used to substitute for CIS 101◊ or CIS 119◊. (formerly 151)
Laboratory: 2 hours
(course fee required)

CIS 101◊ Introduction to Computer Science
3 credits

An overview of computer science and systems topics are presented. Programming languages, Software Development Life Cycle (SDLC), databases, computer science and society, computer hardware, system protocols, the Internet, software and problem solving using word processing, spreadsheet, database, presentation and Internet application software are studied.
Lecture: 2 hours
Laboratory: 2 hours —   IAI: BUS 902
(course fee required)

CIS 102 Professional Information Technology and Computer Science
3 credits

Introduces current skills, practices and platforms in Information Technology professions including analysis, problem solving, abstraction and current platform technologies and frameworks in the areas of system architectures, networking and internet technologies, mobile devices, data storage and retrieval, software engineering, and information assurance. Prepares students for advanced study, practice and field work.
Prerequisite: CIS 101◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 103 Android Platform Application Development I
3 credits

Introduction to programming, designing and developing applications for the Android platform using Java and the Android Software Development Kit (SDK), including Android phone and tablet applications.
Prerequisite: CIS 121◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 105◊ A+ PC Hardware & Software
3 credits

Basic computer hardware and operating systems, covering skills such as installing, building, upgrading, repairing, configuring, troubleshooting, optimizing, diagnosing and preventive maintenance, with additional elements of soft skills and security. Course topics parallel CompTIA's current A+ objectives. (formerly CIS 201, A+ PC Maintenance & Repair)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 106◊ A+ PC Maintenance & Repair
3 credits

Covers installation, building, repairing, configuration, troubleshooting, optimizing, diagnosing and preventive PC and mobile device maintenance in the context of the field service or enterprise environment. Course topics parallel CompTIA's current A+ objectives.

(formerly CIS 205, A+ Advanced PC Maintenance & Repair)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 110 Social Networking and Web 2.0
3 credits

Provides an examination of popular and specialized social networking sites along with new services and applications that are available in the collaborative environment of the Web 2.0. In addition to understanding how each operates, including creating accounts, using the services and applications. The course will address identity protection and general security issues, their contribution to professional advancement and opportunities for business.
Lecture: 2 hours
Laboratory: 2 hours

CIS 111 ASP.NET Web Application Development
3 credits

Develop ASP.NET Model View Controller (MVC) applications using .NET Framework tools and technologies including integrating data sources, interface development, application design, and implementing business logic.
Prerequisite: CIS 190◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 119◊ Windows
1 credit

Instruction in the application of the many features of Microsoft Windows, including file and print manager, control panel, Internet, mail and news programs, and data transfer between applications.
Laboratory: 2 hours
(course fee required)

CIS 120 Introduction to Big Data
3 credits

General overview of big data concepts and tools including database organization, design, query languages and building datasets. Tools, languages, and methods for processing large datasets.
Prerequisite: CIS 102◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 121◊ Introduction to Programming
3 credits
Introduction to computer-based problem solving and algorithm development. Students receive an introduction to computer programming through the use of flowcharts, psuedocode, structure charts, and program coding and debugging using a block structured high-level programming language. Selection, repetition, and sequence control structures are implemented. Arrays, files and records are introduced.
Prerequisite: MAT 085 or placement into MAT 110◊ or higher
Lecture: 2 hours
Laboratory: 2 hours —   IAI: CS 911
(course fee required)

CIS 125◊ Discrete Mathematics for Computing
4 credits
Presents the mathematics needed in computer programming. Sets, logic, graph theory, trees, counting, subscripts and arrays, recursion, number bases, and Boolean algebra and circuits.
Prerequisite: MAT 085 or placement into MAT 110◊ or higher.
Lecture: 4 hours   —   IAI: CS 915

CIS 130 iPhone Operating System (IOS) Application Development I
3 credits
Introduction to development and programming of applications for Apple devices that use the IOS (iPhone Operating System) platform including iPhone and iPad using the Objective-C and Swift programming languages.
Prerequisite: CIS 121◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 140◊ Microsoft Word I
3 credits
An introductory course exploring Microsoft Word. Students will learn the fundamental concepts of creating and editing documents in today's business community.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 142◊ Microsoft Word II
3 credits
A continuation in the use and exploration of Microsoft Word. Students will learn advanced techniques in creating and editing documents in today's business community.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 144◊ Microsoft PowerPoint
3 credits
An introduction to Microsoft PowerPoint. Students will learn advanced techniques in creating and editing presentation graphics in today's business community. Prepares the student for the Microsoft Certification Exam in PowerPoint.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 150◊ Computer Systems Applications
3 credits
Business applications, data processing methods, and problem solving using advanced features of microcomputer-based electronic spreadsheets, database management, word processing, and presentation graphics software will be presented. Integration of office suite software, sharing of data between applications, and converting office documents for use on the World Wide Web is included.
Prerequisite: CIS 101◊ or BUS 107◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 155◊ Microsoft Excel I
3 credits
An introductory course into electronic spreadsheets. Students will learn the fundamental concepts of developing an electronic spreadsheet using Microsoft Excel, and its use in today's business community. Basic spreadsheet functions and commands are covered. CIS 155◊ and CIS 161◊ prepare the student for Microsoft Excel Certification Exam.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 157◊ Microsoft Access I
3 credits
Entering, storing and manipulating (sorting, selecting and displaying) data in a variety of forms using Microsoft Access database management software. (formerly Microcomputer Database Management Software)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 158◊ Introduction to the World Wide Web
1 credit
An introductory course to the Internet and HTML. Students learn how to use a Web browser to navigate, search and explore the Web. Hyper-Text Markup Language (HTML) is introduced to create home pages. Other Internet resources are covered. Repeatable up to two times when software is different, but only one credit may apply towards graduation.
Prerequisite: CIS 100◊ or CIS 101◊ or CIS 119◊
Lecture: 1 hour
(course fee required)

CIS 161◊ Microsoft Excel II
3 credits
Advanced features of Microsoft Excel are explored. These include database, text, graphics, macros and database and financial functions. CIS 155◊ and CIS 161◊ prepare the student for Microsoft Excel Certification Exam. (formerly Advanced Electronic Spreadsheets)
Prerequisite: BUS 107◊ or CIS 101◊ or CIS 155◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 167◊ Microsoft Access II
3 credits
Advanced features of Microsoft Access database management software, including creating multiple table databases, queries, group break reports, forms with sub forms and command buttons using Visual Basic for Applications (VBA) code. (formerly Advanced Database Management Software)
Prerequisite: BUS 107◊ or CIS 101◊ or CIS 157◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 174◊ LAN Administration: Windows Client
3 credits

Provides students with the knowledge and skills necessary to install and configure the Microsoft Windows Network Operating System (NOS) client on stand-alone or part of a workgroup or domain. Includes installing Windows, managing disks, installing and configuring network protocols, setting up and managing user accounts and groups, network printers, auditing resources and events, managing data storage, backing up and restoring data, and troubleshooting devices and drivers.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 176◊ LAN Administration: Windows Server
3 credits

Provides students with the knowledge and skills necessary to install and configure the Microsoft Windows Network Operating System (NOS) for servers on stand-alone and client computers that are part of a workgroup or client-server domain. Includes installing, managing disks, configuring network protocols, Domain Name Services (DNS), Active Directory services, setting up and managing user accounts and groups, network printers, auditing resources and events, Active Directory, Group Policy, managing data storage, backing up and restoring data, and network system recovery.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 177◊ Introduction to Linux
3 credits

An introduction to the Linux operating system. The text editor, shell-processing concepts and file management. (formerly Introduction to UNIX)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 178◊ Administering Web Servers
3 credits

Students will learn how to configure and install a Web server. Managing web services, resource access and security will

be covered. Optimizing performance, troubleshooting and security will be introduced. Course may be repeated once when software is different but only three credits may count toward a degree.
Prerequisite: CIS 174◊ or CIS 177◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 179◊ Linux System Administration
3 credits

A continuing course on the Linux operating system. System administration, peripheral controls, network interfaces, and system monitoring and security are covered. Internet and network management features will be emphasized. (formerly Advanced UNIX)
Prerequisite: CIS 177◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 189◊ Internet Foundations
3 credits

Overview of Internet technologies including protocols, browsers, markup languages, media, website structure, design, and content management systems.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 190◊ Web Site Development
3 credits

Designed to cover the current material in the Certified Internet Web (CIW) Associate Certification exam that focuses on Web Site development. Students will create Web Sites using Hypertext Markup Language (HTML), and Extensible HTML. Course focus is on JavaScripting, in addition to the CIW material.
Prerequisite: CIS 121◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 192◊ Server-Side Programming
3 credits

Server-side programming involves the on-demand creation of browser pages. Browser-compatible pages can be accessed using the Internet as well as a local intranet. Applications of server-side

programming include e-commerce as well as internal data and information sharing and distribution.
Prerequisite: CIS 190◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 195◊ Programming for Engineers
3 credits

A course in the use of a structured programming language for solving scientific problems. Topics include structured design, data structures, arrays, files and functions. Numerical algorithms and concepts are presented in a framework of scientific applications.
Prerequisite: MAT 131◊
Lecture: 2 hours
Laboratory: 2 hours —   IAI: CS 911
(course fee required)

CIS 196◊ E-Commerce
3 credits

Hardware and software components of an E-Commerce Web site are discussed. Administrative functions of an E-Commerce site are presented. E-Commerce sites are visited for hands-on experience.
Prerequisite: CIS 158◊ and CIS 190◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 200 Android Application Development II
3 credits

Intermediate and advanced development techniques for the Android platform using Java and the Android Software Development Kit (SDK) including devices beyond phones and tablets.
Prerequisite: CIS 103
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 206 ASP.NET Cloud and Service Development
3 credits

Design and develop services that access local and remote data from various data sources including the Microsoft Entity Framework. Developing and deploying services to hybrid environments, including on-premises servers and Windows Azure.

Prerequisite: CIS 111
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 210◊ Data Communications & Networking Fundamentals

3 credits

Fundamentals of computer networking, including components of Local Area Networks (LANs), their topologies and operation, such as Ethernet, Wide Area Network (WAN) technologies, network administration and support and general principles of network troubleshooting. Course content equivalent to Cisco certifications, CompTIA Network+, and Microsoft Networking Essentials. Students who successfully complete this class and CIS 212 (Internetworking, Routing & Switching) qualify to attempt Cisco Certified Network Associate (CCNA) certification. (Formerly CIS 310)
Prerequisite: CIS 101◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 212◊ Internetworking, Routing and Switching

3 credits

Evaluate and configure network infrastructure components; hubs, switches, routers, and remote access network devices. Configuring, maintaining, and developing network connectivity solutions utilizing standardized infrastructure devices in a simulated network environment will be discussed and demonstrated. CIS 210 and CIS 212 prepare the student for Cisco Certified Network Associate (CCNA) Certification Exam. (formerly CIS 312)
Prerequisite: CIS 210◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 214 Scaling and Connecting Networks

3 credits

Design, configuration, and scaling of architecture, components, and operations of routers and switches in larger and more complex networks.
Prerequisite: CIS 210◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 215 Data Science Application Development

3 credits

Using big data tools, environments and languages to analyze large datasets and develop applications. Graphing, visualization, statistical analysis and application development with large sets of structured and unstructured data.
Prerequisite: CIS 120, CIS 121◊
Lecture: 2 hours
Laboratory: 2 hours

CIS 220◊ Introduction to Network Security

3 credits

Introduction to basic computer systems and network security concepts. Site encryption technologies, Transmission Control Protocol/Internet Protocol (TCP/IP) security, denial of service and other attacks, implementing firewalls, securing network file systems, resources, and user accounts for UNIX/Linux and Windows OS.
Prerequisite: CIS 176◊ or CIS 179◊; CIS 210◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 221 iPhone Operating System (IOS) Application Development II

3 credits

Intermediate and advanced development and programming of applications for Apple devices that use the iPhone Operating System (IOS) platform including iPhone and iPad using the Objective-C and Swift programming languages.
Prerequisite: CIS 130◊
Lecture: 2 hours
Laboratory: 2 hours

CIS 222◊ Administering Network Infrastructure

3 credits

Network infrastructure administration concepts and methods including installing, configuring and troubleshooting remote access, remote access security, network protocols and monitoring.
Prerequisite: CIS 176◊ or CIS 179◊; CIS 210◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 224◊ Managing a Network Environment

3 credits

Network management concepts and methods will be explored, including managing client and server computers, managing storage resources, sharing drives and printers, monitoring server health and security, managing Active Directory services, Transmission Control Protocol/Internet Protocol (TCP/IP) administration, and disaster recovery and prevention.
Prerequisite: CIS 176◊ or CIS 179◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 226◊ Advanced Network Security

3 credits

Network security design concepts and methods will be explored, including designing security, designing authentication for a network, planning a network administrative structure, designing group security, securing file resources and designing group policy.
Prerequisite: CIS 220◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 227 Vulnerability Analysis and Ethical Hacking

3 credits

Analyze and practice methods, tools, and techniques that intruders use to exploit systems and cyber defense strategies used to prevent and discover these vulnerabilities. Vulnerability assessment, penetration testing, Malware discovery and system hardening are covered.
Prerequisite: CIS 102, CIS 210◊ CIS 220◊, CIS 277◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 228◊ Administering Directory Services
3 credits
Building, configuring, and administering Active Directory services, managing servers, using group policies to manage users, software distribution, and security.
Prerequisite: CIS 174◊, CIS 176◊; CIS 210◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 229 Information Assurance Ethics, Management and Policy
3 credits
Study and practice of contemporary cybersecurity management frameworks, principles, models, and standards. International computer and network laws, specific industry compliance laws, auditing, ethical practices and policies are covered.
Prerequisite: CIS 102 and CIS 220◊
Lecture: 2 hours
Laboratory: 2 hours

CIS 231 Information Assurance Risk, Continuity, and Government
3 credits
Study and practice of cybersecurity and information assurance risk policy and management, business continuity, disaster recovery, and governance. Risk assessment, data integrity strategies, and security metrics are covered.
Prerequisite: CIS 102, CIS 220◊, CIS 229
Lecture: 2 hours
Laboratory: 2 hours

CIS 236◊ Introduction to Wireless LAN Administration
3 credits
Instructor-led training designed to provide the information and hands-on experience needed to identify, design, and configure small- to medium-sized wireless multi-protocol networks. CIS 236◊ prepares the student for the Certified Wireless Network Administrator certification exam and is a prerequisite for the Certified Wireless Network Professional (CWNP) and Certified Wireless Network Engineer (CWNE) certifications. CIS 101◊ and CIS 176◊ recommended.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 238◊ Introduction to Computer Forensics
3 credits
How computers and network artifacts can be used as source of evidence, and how to collect and analyze evidence correctly. Evidentiary, technical, and legal issues related to digital evidence.
Prerequisite: CIS 176◊ or CIS 179◊, CIS 210◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 240◊ Advanced Computer Forensics
3 credits
How to locate and use evidence in computer hard drives, shared networks, wireless devices and embedded systems is presented. Discuss advantages and disadvantages of software and hardware for collecting and analyzing digital evidence. Lab exercises are given for collecting and analyzing digital evidence in common situations.
Prerequisite: CIS 238◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 250◊ Visual Basic Programming
3 credits
Beginning level programming using the Visual Basic programming language. The Program Development Cycle will be used to develop structured programs utilizing procedures, arrays, records and files.
Prerequisite: MAT 085
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 253◊ Advanced Visual Basic Programming
3 credits
An object-oriented, data-driven approach to programming using Microsoft Visual Basic to implement interactive applications for Microsoft Windows. Record set methods and SQL (Structured Query Language) are used for maintaining, sorting and searching databases with multiple tables. (formerly Visual Basic Programming)
Prerequisite: CIS 121◊ or CIS 250◊
Lecture: 2 hours

Laboratory: 2 hours
(course fee required)

CIS 255◊ C++ Programming
3 credits
A second course in the language constructs of C++. Abstract data types, files, sets and pointers are used in developing programs. Recursion and dynamic memory concepts are used in assignments involving text processing, lists, stacks, queues, trees and graphs. Searching and sorting techniques are discussed. (formerly Programming in C++)
Prerequisite: CIS 121◊ or CIS 195◊
Lecture: 2 hours
Laboratory: 2 hours —   IAI: CS 912
(course fee required)

CIS 257◊ Access Programming
3 credits
Using the industry standard Visual Basic for Access (VBA) database language, database design, data manipulation, relational data structures and structured programming techniques are presented. Typical business applications are written, executed and debugged. (formerly Database Programming)
Prerequisite: CIS 150◊ or CIS 167◊, and CIS 121◊ or CIS 250◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 260◊ Cooperative Work Experience
3 credits
Prerequisite: (1) Completion of 12 credit hours to include two of the courses in discipline; (2) 2.0 Grade Point Average ("C" average); (3) Approval of the Cooperative Education Office.
Laboratory: 15 hours
See course description CWE 290◊

CIS 261 Cooperative Work Experience
3 credits
Prerequisite: (1) CIS 260◊ with a "C" grade or better; (2) 2.0 Grade Point Average ("C" Average); 3) Approval of the Cooperative Education Office.
Laboratory: 15 hours
See course description CWE 291◊

CIS 262◊ Oracle DBMS Development

3 credits

Database design concepts are implemented using Oracle DBMS. Systems development using Oracle DBMS. Oracle Tools are utilized to build applications also is covered.
Prerequisite: CIS 278◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 263◊ Introduction to Object Oriented Programming

3 credits

Introduces object oriented programming. Topics include classes, inheritance, design and patterns, libraries and frameworks. Creation of object oriented applications using Java and Python languages. (formerly Java Programming)
Prerequisite: CIS 121◊ or CIS 195◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 264◊ C# Programming

3 credits

C# is a .NET object-oriented language that combines the ease of Visual Basic and power of Java and C++. C# is one of the core languages of the Microsoft.NET framework. Covers the syntax required to build simple console and event-driven Windows programs. (formerly Introduction to C# Programming)
Prerequisite: CIS 121◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 265◊ Computer Architecture and Assembly Language

4 credits

An introduction to the architecture and assembly language of a microcomputer. Includes learning the internal organization of the microprocessor, the basic assembler-instruction set, addressing modes, program development and debugging on the microcomputer.
Prerequisite: CIS 125◊
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

CIS 267◊ Advanced Access Programming

3 credits

Advanced database programming techniques using Access Visual Basic for Applications (VBA) are presented. Business applications are written using advanced programming constructs and relational database objects. (formerly Advanced Database Programming)
Prerequisite: CIS 257◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 268 Mobile and Web Backend Service Development

3 credits

Creating backend services and processing platforms to support mobile and web applications. Development of Representational State Transfer (REST) services and Application Programming Interfaces (APIs) for application platforms.
Prerequisite: CIS 121◊
Lecture: 2 hours
Laboratory: 2 hours

CIS 269 Capstone Project in Mobile and Web Application Development

1 credit

Mentoring through the creation of a capstone mobile or web application including client applications and service layer backend.
Prerequisite: CIS 121◊, CIS 220◊, CIS 263◊ and CIS 130 or CIS 103 or CIS 268 or CIS 215 or CIS 111
Lecture: .5 hour
Laboratory: 1 hour

CIS 271 Capstone Project in Cybersecurity and Information Assurance

1 credit

Mentoring through a cybersecurity and information assurance project.
Prerequisite: CIS 220◊, CIS 212◊, CIS 226◊, CIS 277◊
Lecture: .5 hour
Laboratory: 1 hour

CIS 275◊ Project Management for Small-Business Systems

3 credits

Introduces students to project management tools and techniques for information technology projects with emphasis on small business applications. Topics include project design and interfacing, cost and time management, quality management, risk management and ethics issues. Case studies are used to practice techniques.
Prerequisite: CIS 101◊
Lecture: 3 hours
Laboratory: 1 hour
(course fee required)

CIS 276◊ Operating Systems Introduction

3 credits

This is an introduction to operating systems. Topics include general-hardware features, supervisor features, Job Control Language and library utilization.
Prerequisite: CIS 101◊
Lecture: 3 hours

CIS 277◊ Windows Command Processing

3 credits

Advanced course in the Windows Operating System and the Command processor. Topics include installation, configuration, customization, memory and file management, command language and system utilities. (formerly Microcomputer Operating Systems)
Prerequisite: CIS 101◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 278◊ Database Management Systems

3 credits

Data management and database management-systems concepts are covered. DBMS applications are designed using a commercial DBMS package.
Prerequisite: CIS 121◊
Lecture: 3 hours
(course fee required)

CIS 280◊ Business Systems Analysis and Design
3 credits
An introduction to systems analysis. Topics include the systems life cycle, analytical tools and methods, file and record layouts, and elements of the design phase.
Prerequisite: CIS 121◊
Lecture: 3 hours

CIS 295◊ Data Structures with C++
3 credits
Object-orientated programming using C++ is used to study advanced data structures and abstract data types, including linked lists, stacks, queues, hash tables, graphs and trees. Algorithms for sorting and searching will be covered with emphasis on algorithm analysis.
Prerequisite: CIS 255◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CIS 299◊ Special Topics in Computer Information Systems
0.5-3 credits
Computer topics pertaining to emerging software technology will be covered. Content and format of this course are variable. Subject matter will be indicated in class schedule. Course may be repeated when topics are different, but only three credit hours may be applied toward graduation requirements.
Lecture: 0-3 hours
Laboratory: 0-6 hours
(course fee may be required depending on topic)

Criminal Justice Administration Courses (CJA)

CJA 106◊ Self Defense for the Law Enforcement Professional
1-2 credits
The principles of self-defense will be demonstrated, including practical methods of preventing and ending a physical attack successfully. The legal, moral and civil liabilities of the legal use of force will be covered.
Lecture: 1 hour
Laboratory: 2 hours

CJA 107 Stress Management in Law Enforcement (SMILE)
3 credits
An interdisciplinary approach to understanding stress including its physiological nature, origins in the workplace, its effects and management. Exercise protocol to improve physical and mental health will be addressed in both a lecture and lab format in preparation of the Peace Officer Wellness Evaluation Report (POWER) test.
Lecture: 2 hours
Laboratory: 2 hours

CJA 111◊ Introduction to Criminal Justice
3 credits
History, development, and function of law enforcement, the court system, and correctional practices in the United States, including interrelationships between various components and processes of the criminal justice system.
Lecture: 3 hours —   *IAI: CRJ 901*

CJA 115◊ Professional Skills: Private Security-Basic & Firearm Training
3 credits
Designed to certify a student to work as an armed/unarmed security officer within the State of Illinois, and meets the requirement of the Department of Financial and Professional Regulation, Private Detective, Private Alarm, Private Security and Locksmith Act of 2004. The legal aspects of being armed, firearm safety, defensive handgun shooting, firearms care and maintenance and state mandated live-fire qualification will be covered. Attendance at all classes and a valid Illinois FOID (firearms owner's identification card) are mandatory for state certification.
Lecture: 3 hours
(course fee required)

CJA 116◊ Current Security Problems
3 credits
Risk management, physical security and asset protection in a modern society and interprets the relationship between threats, risks and vulnerabilities. Critical issues confronting security management as maintaining information and computer security, exposure to legal liabilities and the development of qualified security personnel are covered.
Lecture: 3 hours

CJA 117◊ Introduction to Private Security
3 credits
History and evolution of private security focusing on asset protection as it relates to premise, business and retail loss prevention. Examine the law and legal limits of liability for private security and explore methods of investigation, intelligence and surveillance operations. Employment opportunities, selection and training of security personnel.
Lecture: 3 hours

CJA 118◊ Security Administration
3 credits
Organization, administration, and management of security and plant protection units. Policy and decision making, personnel and budgeting, programs in business industry and government, including retailing, transportation and public and private institutions, and security at the operational level, as well as line operations are covered.
Lecture: 3 hours

CJA 121◊ Introduction to Corrections
3 credits
Introductory examination of the history, development and evolution of corrections in correlation with the philosophy of punishment and treatment of offenders. Emphasis on state and local practices relating to the operation and administration of secure and non-secure facilities, including establishment of the federal system and current legal issues of Constitutional Law.
Lecture: 3 hours —   *IAI: CRJ 911*

CJA 125◊ Principles of Probation & Parole
3 credits
Development, types of service, administrative organization, investigation, and supervisory aspects of probation and parole are covered. Also discussed are the role of the probation/parole officer; pre-sentence investigation; selection, supervision, and release of probationers and parolees; halfway houses, work release programs and parole clinics; reintegration of

offenders in society; and future trends.
Lecture: 3 hours

CJA 127◊ Correctional Counseling
3 credits
Theoretical counseling perspectives covering a variety of counseling approaches and addresses the assessment, diagnosis, classification and treatment of those individuals referred from the criminal justice system. A strong practitioner orientation to the role of the counselor, and the counseling of victims and offenders of domestic abuse, sexual offenses and special populations.
Lecture: 3 hours

CJA 131◊ Correctional Procedures
3 credits
The study of operational policies and procedures commonly used in prisons, jails and detention facilities to ensure the overall purpose of the correctional agency. Exploratory focus on appropriate use of force, administrative segregation and disciplinary hearings. Remedies provided within current Constitutional Law, including mail, internet, telephone and visitation privileges, as well as availability of religious and legal services.
Lecture: 3 hours

CJA 140◊ Introduction to Forensic Science
4 credits
Study and application of science to the processes of law as it relates to the collection, examination, evaluation and interpretation of evidence. Includes techniques of crime scene processing, the identification of potential physical evidence, the examination and evaluation of evidence and laboratory procedures. Also cover crime scene investigation, documentation of the crime scene, the collection and preservation of evidence.
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

CJA 148◊ Police/Community Relations
3 credits
Examination of the role of police as a public servant with emphasis on achieving and maintaining public support. Professional ethics and values, professionalism, and discretion by law enforcement officials, concepts of effective communication within the community at large and the role media plays in public relations.
Lecture: 3 hours

CJA 161◊ Administration of Justice
3 credits
The study of the American judicial system, including the analysis of the procedures of the decision-making process from incident to final disposition, the structure, and operational environment of the judiciary in the United States.
Lecture: 3 hours

CJA 166◊ Criminal Investigation
3 credits
Procedures, techniques and applications used in the process of investigating public order crimes. The importance of the modus operandi, gaining information from interviews and interrogation, writing of effective investigative reports and preparation to testify in court are covered.
Lecture: 3 hours

CJA 171◊ Patrol Administration
3 credits
Role of the patrol officer in the ever-changing world of law enforcement while covering the administrative goals and objectives, organizational management, staffing patterns and the activities established to support the patrol mission. Techniques surrounding current patrol methods, including community policing, community relations and the hazards and violence facing the patrol officer.
Lecture: 3 hours

CJA 175 Report Writing for Criminal Justice
3 credits
Basic skills and techniques commonly used to write factual, effective and creditable reports used in criminal justice. The classification and organization of accurate information, audience identification and the ability to avoid common writing errors are emphasized.
Lecture: 3 hours

CJA 181◊ Juvenile Delinquency & Law
3 credits
Historical development of the concepts of delinquency and the juvenile justice system, the extent to which delinquency affects society, and the nature and processes of the adjudication, treatment and punishment of juvenile offenders. Foundational theories of criminal behavior and other factors associated with the juvenile offender, as well as the legal aspects of the juvenile justice system.
Lecture: 3 hours —   IAI: CRJ 914

CJA 201◊ Criminology
3 credits
An overview of the study of crime examining the major theories of crime causation, the extent, nature and distribution of crime in America and the societal response to it. An analysis of established social and criminal justice policies in relationship with victims and offenders to prevent, deter or stop criminal behavior are also discussed.
Prerequisite: CJA 111◊ or SOC 100◊
Lecture: 3 hours —   IAI: CRJ 912

CJA 205◊ Women in Criminal Justice
3 credits
Provides an in-depth examination of the changing roles of women in the justice system, which includes women as offenders, victims and professionals. A survey of women in criminal justice professions, an assessment of women as victims and as criminals, as well as an investigation of the impact of gender on adjudication and sentencing will be discussed. Special topics, such as sexual crimes and domestic violence will be examined.
Lecture: 3 hours

CJA 219◊ Criminal Law I
3 credits
Includes the study of substantive criminal law and its relationship to common law and case law; essential elements of felonies and pertinent misdemeanors, including structure, definitions and most frequently used sections of criminal statutes.
Prerequisite: Writing and reading assessment test score of 4; or a grade of "C" or better in RHT 095 or RHT 096 and RHT 085 or RHT 086
Lecture: 3 hours

CJA 236◊ Criminal Law II
3 credits
An in-depth study of the criminal code of the State of Illinois, including classification of crimes and their application to the justice system's legal rules governing police practices and procedures. The structure, definitions and pertinent sections of law and procedure also are included.
Prerequisite: CJA 219◊
Lecture: 3 hours

CJA 241◊ Traffic Enforcement & Administration
3 credits
The history and development of traffic laws and regulations, and basic elements of most common traffic violations and their detection. Special attention is given to the apprehension and processing of impaired drivers and current guidelines and procedures for effective traffic accident investigation and reporting.
Lecture: 3 hours

CJA 246◊ Laws of Evidence
3 credits
Evidence and the rules governing admissibility in court are explored. Elements necessary to establish criminal intent, search and seizure, and implications of the U.S. Supreme Court regarding evidence also are discussed.
Prerequisite: CJA 236◊
Lecture: 3 hours

CJA 257◊ Law Enforcement Administration
3 credits
The fundamental concepts of supervision and management are examined, along with the current processes of recruitment, selection and retention of qualified law enforcement personnel. The internal and external factors affecting the role of police administrators in relation to organizational communications, community relations, and legal aspects connected to the performance of the police in modern society are also covered. Special attention is given to the effects of politics on the police, unionization, and organizational change.
Prerequisite: CJA 111◊
Lecture: 3 hours

CJA 296◊ Special Topics in Criminal Justice
0.5-4 credits
Study of special topics related to the criminal justice system, including law enforcement issues, judicial concerns, decisions, and correctional ideologies. Delivery of subject matter includes readings, discussion groups, guided research and field trips. Course may be repeated if topics are different; however, only three-credits may be applied toward graduation requirements. Topics are selected on a basis of timeliness and interest.
Lecture: 0.5-4 hours
Laboratory: 0.5-8 hours

CJA 298◊ Law Enforcement Administration II
3 credits
The primary responsibilities of the law enforcement executive to organize and manage through established policies and procedures are covered. A practical review of strategies and techniques used in the deployment of police personnel and their resources while addressing issues related to employee productivity, accountability, and discipline. (formerly Applied Law Enforcement Administration)
Prerequisite: CJA 257◊
Lecture: 3 hours

Certified Medical Assistant Courses (CMA)

CMA 101 Introduction to Medical Assisting
2 credits
Foundational issues and trends surrounding the knowledge and skills necessary for practicing as a medical assistant. Overview of the U.S. health care industry, health care organizations and personnel, health as a concept, human development, professionalism, the roles and responsibilities of medical assistants, communication and interpersonal relations, patient education, and risk management. Emphasizes legal and ethical principles governing health services delivery.
Prerequisite: Admission to the Certified Medical Assistant program
Lecture: 1 hour
Laboratory: 2 hours

CMA 102 Medical Assistant Administrative Applications I
3 credits
Selected administrative and clerical procedures germane to outpatient health care services. Includes computer and electronic applications, health information management, written communication, office safety, clinical facilities and operations management, management principles, human resources management principles, risk management principles, and community referral resources.
Prerequisite: concurrent enrollment with AHL 120◊, BIS 190◊; admission to the Certified Medical Assistant program
Lecture: 2 hours
Laboratory: 2 hours

CMA 103◊ Medical Assistant Administrative Applications II
3 credits
Selected front office and medical practice financial management procedures. Includes banking, accounting, billing and collections, payroll, reception, telecommunications, appointment management, and insurance claims management applications. (formerly CMA 100, Introduction to Clinical Skills & Diagnostic Procedures)
Prerequisite: AHL 120◊, BIS 190◊; admission to Certified Medical Assistant program
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CMA 110◊ Medical Assistant Clinical Applications I
3 credits
Selected clinical procedures common to medical assisting and germane to outpatient health care services. Includes associated diseases and disorders; infection control; medical chart documentation; eliciting a patient health history, vital sign and anthropometric mensuration; preparing for and assisting with routine physical examinations, and selected obstetric, gynecological, and pediatric procedures. (formerly Therapeutic Communications for Allied Health Majors)
Prerequisite: AHL 120◊, BIS 190◊, CMA 101◊
Lecture: 2 hours
Laboratory 2 hours

CMA 130◊ Medical Assistant Clinical Applications II

3 credits

Associated diseases and disorders, asepsis and infection control, medication administration, pulmonary function testing, minor surgical procedures, medical emergencies, visual and auditory applications, physical therapy modalities, diagnostic imaging, and nutrition and diet therapy. (formerly Clinical Laboratory Procedures)

Prerequisite: AHL 103◊, AHL 120◊, BIS 190◊ and CMA 101
Lecture: 2 hours
Laboratory 2 hours

CMA 180◊ Medical Assistant Laboratory Applications

3 credits

Perform and document common clinical laboratory assays performed in ambulatory care settings. Laboratory safety, Clinical Laboratory Improvement Act regulations, microscopy, urinalysis, specimen collection and processing, quality assurance, and selected hematological, clinical chemistry, immunoserological, microbiological, and toxicological analyses. (formerly Applied Clinical Laboratory Procedures)

Prerequisite: AHL 107◊, AHL 120◊, BIS 190◊, CMA 101
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

CMA 200◊ Medical Assistant Practicum

1 credit

Clinical practicum in an outpatient facility that provides ambulatory primary or secondary health care services. Under the supervision of qualified staff, students will apply the knowledge and skills gained during their didactic training. (formerly Medical Assisting Externship)

Prerequisite: CMA 101, CMA 102, CMA 103◊, CMA 110◊, CMA 130◊, CMA 180◊
Clinical Laboratory: 2 hours
(course fee required)

CMA 250◊ Certified Medical Assistant Seminar

3 credits

Preparation for a Medical Assistant credentialing exam will be emphasized, along with work devoted to preparing for medical assistant employment to include professionalism, work-place etiquette, cover letter and resume preparation, and interviewing principles and techniques. (formerly Certification Review for Medical Assistants)

Prerequisite: CMA 101, CMA 102, CMA 103◊, CMA 110◊, CMA 130◊, CMA 180◊
Lecture: 3 hours

College Orientation Course (COL)

COL 102◊ Learning Framework for College Success

3 credits

Preparation for a successful transition into college by focusing on the skills needed in academia and beyond. (formerly Being Successful in College)

Lecture: 3 hours

Construction Courses (COT)

COT 101◊ Introduction to Architecture, Engineering and Construction

1 credit

A survey of the various segments of the construction industry and the career opportunities available within those areas. Students gain an understanding of the basis for critical assessment of various man-made environments. Students learn how planning, design, construction and development can help create, preserve and restore valued qualities in our built environment.

Lecture: 1 hour

COT 118◊ Construction Safety & Loss Prevention

2 credits

A review of general safety procedures for the construction industry with emphasis on OSHA regulations is provided. Employee responsibilities, record keeping and inspection procedures are included.

Lecture: 2 hours
(course fee required)

COT 164◊ Soils

2 credits

Learn about soil as a construction material with emphasis on the techniques and methods of performing laboratory and field tests for soil classification, moisture-density relationships and unconfined compression testing. Test procedures are based upon ASTM and AASHO standards.

Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

COT 245◊ Construction Jobsite Supervision

3 credits

Labor-management relations in the construction industry are discussed. Emphasis is placed on developing supervisory skills and techniques for motivating workers.

Lecture: 3 hours

COT 246◊ Construction Internship I

1-4 credits

Supervised construction management experience at a college-selected office. Students participate in various construction management careers, including, but not necessarily limited to: construction project manager, field superintendent, claim analyst, safety officer, scheduler, cost estimator, land surveyor, plan examiner, code enforcement official and building inspector.

Prerequisite: COT 101◊ or concurrent enrollment and completion of twelve semester hours, including two additional courses in the discipline.
Internship/Laboratory: 5-20 hours

Credits	Contact Hrs.
1	5
2	10
3	15
4	20

(course fee required)

COT 250◊ Construction Project Management

3 credits

Administration and control of material, time, budget, production and contracts of a construction project are covered.

Lecture: 3 hours
(course fee required)

COT 270◊ Intermediate Surveying

3 credits

Theory and practice of surveying, including: coordinate geometry; balancing traverse; route surveying and layout; legal principles of surveying and

land division are presented. Field applications of these subjects also are covered.
Prerequisite: ARC 269◊
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

COT 272◊ Surveying Law
3 credits
Legal aspects of surveying relative to boundary control, including sequential and simultaneous conveyances, adverse possession, riparian rights and boundaries and other interests in real property. Study of evidence and how it impacts boundary surveying will be reviewed. State laws and standards, which impact surveys are studied.
Prerequisite: COT 270◊
Lecture: 3 hours

COT 273◊ Advanced Surveying
3 credits
Application of surveying skills relevant to the construction field are presented. Projects, such as layout of commercial and industrial buildings, transfer of horizontal and vertical control, establishment of route centerlines, establishment of lines and grades, determination of earthwork quantities, establishing slope stakes, triangulation and topographic mapping will be studied. Instruments used will include transits, theodolites, automatic levels, construction lasers, and EDMs.
Prerequisite: COT 270◊
Lecture: 2 hours
Laboratory: 3 hours
(course fee required)

Counseling & Guidance Courses (CSG)

CSG 150◊ Career and Life Planning
1 credit
Development of self-knowledge to make appropriate career and lifestyle plans. Skills necessary for life planning and decision making in relation to education, occupation and leisure time are emphasized.
Lecture: 1 hour

CSG 296◊ Special Topics in Counseling
1-4 credits
Selected topics in the areas of counseling may vary from semester to semester and information will be available during registration. This course may be repeated up to three times when content is different, but a maximum of six credit hours can be used to meet graduation requirements.
Lecture: 1-4 hours

Cooperative Education Courses (CWE)

CWE 290◊ Cooperative Work Experience
3 credits
Work experience will integrate classroom theory with on-the-job training. The college will assist the student in securing employment related to the field of study and/or career interests. Under the supervision of the college and the employer, the student participates in job-training experiences.
Prerequisite: (1) Completion of 12 credit hours to include two of the courses in discipline; (2) 2.0 Grade Point Average ("C" average); (3) Approval of the Cooperative Education Office.
Contact Hours: 240

CWE 291◊ Cooperative Work Experience
3 credits
This is a continuation of the first co-op course. Students have the option to continue with previous place of employment or select a different area of concentration related to the major field of study or career interests. Work experience must go beyond what was learned in the previous co-op class or consist of an entirely different learning experience. Continuous growth of the individual is emphasized.
Prerequisite: (1) CWE 290◊ with a "C" grade or better; (2) 2.0 Grade Point Average ("C" Average); 3) Approval of the Cooperative Education Office.
Contact Hours: 240

Dance Course (DAN)

DAN 110◊ Dance Appreciation
3 credits
Aesthetic considerations of dance as a fine art. The study of the history of dance, its role in human communication and expression and its effect on contemporary life. Comparative study of dance in relation to music, drama and visual art.
Lecture: 3 hours

Public Safety Dispatching Courses (DIS)

DIS 111 Introduction to Public Safety Dispatching
3 credits
Introduces the student to the basics and foundations of the public safety dispatcher.
Lecture: 3 hours

DIS 121 Law Enforcement Dispatching
2 credits
Introduces the student to the role of a law enforcement dispatcher.
Lecture: 2 hours

DIS 131 Fire/EMS Dispatching
2 credits
Introduces the student to the role and responsibilities of an effective Fire/Emergency Medical Service (EMS) dispatcher.
Prerequisite: DIS 111
Lecture: 2 hours

DIS 132 Emergency Medical Dispatcher
2 credits
End-user productivity in obtaining information from callers, selecting the proper protocol, dispatching proper resources and giving telephone medical instructions.
Prerequisite: DIS 111
Lecture: 2 hours

Diagnostic Medical Sonography Courses (DMS)

DMS 101◊ Ultrasound Physics I
3 credits

Learn about acoustic physics in terms of the characteristics and properties of sound energy and the manner in which very high-frequency sound (ultrasound) is used in imaging. Physical principles examined will include wave forms, propagation, relationship of velocity of propagation to frequency and wavelength, acoustic impedance, reflection, refraction, other types of attenuation, transducers and basic layout of a pulsed-echo imaging system.
Prerequisite: Admission to program
Lecture: 3 hours
(course fee required)

DMS 102◊ Ultrasound Physics II
3 credits

Applied ultrasound physics as related to ultrasound system design and instrumentation. Signal and imaging processing techniques and their applications, principles of fluid dynamics and the fundamentals of Doppler physics and instrumentation are presented. Quantitative methods utilized in acoustic output measurement and quality assurance are discussed, and the current data on the biologic effects of ultrasound are reviewed.
Prerequisite: DMS 101◊, concurrent enrollment in DMS 110◊
Lecture: 3 hours

DMS 106◊ Introduction to Ultrasound Principles & Procedures
3 credits

Principles of patient care to prepare students for work in a clinical setting with discussions of evolution of field, professional organizations, safety and ergonomics, patient-sonographer interaction, imaging orientation and echographic terminology and supported by practical lab application.
Prerequisite: Admission into DMS program, concurrent enrollment with DMS 101◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

DMS 110 General Sonography and Applications
7 credits

Comprehensive presentation of image orientation and terminology, normal as well as anatomical variations and basic pathologies of the abdomen, pelvis and obstetric specialties in sonographic imaging.
Prerequisite: DMS 101◊, DMS 106◊, concurrent enrollment or completion of DMS 102◊, DMS 121◊
Lecture: 5 hours
Laboratory: 4 hours
(course fee required)

DMS 121◊ Cross Sectional Anatomy
5 credits

This course covers the human anatomy in transverse, sagittal, coronal and oblique planes in order to enable the student to identify the structures seen in each plane, and to visualize any portion of the anatomy as it relates to the body as a three-dimensional whole and to ultrasound imaging planes.
Prerequisite: BIS 234◊
Lecture: 5 hours

DMS 131◊ Clinical Applications I
3 credits

Provides opportunities for students to become familiar with the overall operation, common ultrasound procedures, departmental policies and basic patient care in ultrasound departments in hospitals.
Prerequisite: Concurrent enrollment in DMS 135◊, DMS 136◊
Laboratory: 15 hours
(course fee required)

DMS 135◊ Ultrasound Film Critique
2 credits

This course is designed to correlate ultrasound knowledge with visual images, including extensive viewing of normal versus abnormal ultrasound images.
Prerequisite: ◊, concurrent DMS 131◊, DMS 136◊
Lecture: 2 hours
(course fee required)

DMS 136◊ Principles & Procedures of Ultrasound Imagery
2 credits

Review of basic principles and procedures of ultrasound imagery applicable to abdominal, OB/GYN and neonatal imaging are presented.
Prerequisite: concurrent enrollment with DMS 131◊, DMS 135◊
Lecture: 2 hours

DMS 141◊ Clinical Applications II
4 credits

This course provides opportunities for students to apply knowledge or principles and procedures of abdominal, OB/GYN and cardiac imaging to patients in the clinical area.
Prerequisite: DMS 131◊, DMS 135◊, DMS 136◊
Clinical Laboratory: 24 hours
(course fee required)

DMS 146◊ Pathology & Diagnostic Sonography
3 credits

This course covers the principles and procedures of abdominal, OB/GYN and neonatal Sonography, focusing on pathology of those specific organs.
Prerequisite: DMS 135◊, DMS 136◊
Lecture: 3 hours

DMS 151◊ Clinical Applications III
4 credits

This course provides opportunities for students to attain competency in ultrasound imaging of the abdominal, cardiac and OB/GYN organs and organ systems. Opportunities for Doppler and ophthalmic ultrasound techniques will be provided.
Prerequisite: DMS 141◊, DMS 146◊, concurrent with DMS 201◊
Clinical Laboratory: 24 hours
(course fee required)

DMS 200◊ Principles of Computerized Sonography
2 credits

Ultrasound physics application to high-resolution system design and instrumentation utilizing available computer packages that will be linked to clinical situations is covered. Color flow and Doppler function will be included.
Prerequisite: DMS 131◊, concurrent DMS 146◊
Lecture: 2 hours

DMS 201◊ Sonographic Specialties
4 credits
Coverage of non-routine sonographic procedures to include, musculoskeletal, emergent care, 3D/4D applications, neurosonography, pediatrics, prostate, general Doppler techniques, retroperitoneum, contrast applications, transplant organ evaluations, case studies as well as exam prep, resume and interviewing techniques presented and then applied in lab.
Prerequisite: DMS 141◊, concurrent enrollment with DMS 151◊, DMS 210
Lecture: 2.5 hours
Laboratory: 3 hours
(course fee required)

DMS 210 Introduction to Peripheral Vascular Sonography
2 credits
Introduction to basic peripheral vascular imaging techniques and procedures including basic arterial and venous studies with a focus on carotid artery and basic venous exams to rule out deep vein thrombosis. Students will correlate the physical principles of Doppler and development of procedures utilized in imaging departments.
Prerequisite: DMS 141◊, concurrent enrollment with DMS 151◊, DMS 201◊
Lecture: 2 hours
(course fee required)

Early Childhood Education Courses (ECE)

ECE 110◊ Early Child Development
3 credits
Theory and principles of human growth and development from conception through adolescence. In-depth study of the inter-relatedness of physical, cognitive, social and emotional aspects of development in the context of the family, gender, culture, language, ability, diversity, and society. Special emphasis will be on theories of Piaget, Vygotsky, Erikson, Maslow, and Skinner. Field observations required.
Lecture: 3 hours

ECE 111◊ Introduction to Early Childhood Education
3 credits
Overview of early childhood care and education, including historical perspectives, organization, structure programming and basic values in Early Childhood Education. Professional practices of early childhood educators are outlined with an emphasis on supporting skill development of children from birth to age 8 during each age and stage of development; with a survey of the principles of planning, implementing, and evaluating developmentally appropriate curriculum. Field observations required.
Lecture: 3 hours

ECE 115◊ Infant/Toddler Development
3 credits
Examine cognitive, social and emotional development of infants from prenatal development through toddlerhood. The importance of attachment and separation on infant and toddler growth and development are discussed.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ECE 118◊ Health, Nutrition & Safety
3 credits
Methods of teaching health, safety and nutrition to young children are -covered. Techniques of menu planning, and program considerations of nutrition, health, hygiene and safety standards for the young child in group care are implemented. Developmentally appropriate practices and licensing standards are emphasized.
Prerequisite: ECE 110◊, ECE 111◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ECE 121◊ Language Development & Activities
3 credits
Provides in-depth knowledge and understanding of language development and theory, stages involved, the role that adults play and the relationship of language to other aspects of development. Teaching methods are introduced emphasizing the interrelatedness of literacy in all developmental domains and curriculum areas. Students will plan, prepare materials, implement and evaluate activities in a field setting.
Prerequisite: ECE 110◊, ECE 111◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ECE 122◊ Infant/Toddler Care and Curriculum
3 credits
Principles, practices and programming for infants and toddlers. Developmentally appropriate practice within the context of the child's family. Field observations required.
Prerequisite: ECE 110◊ or ECE 115◊
Lecture: 3 hours

ECE 136◊ School Age Programming
3 credits
Focuses on planning and organizing programs and activities appropriate for school-age children (6-12 years). Emphasis will be placed on implementing developmentally appropriate activities and practices for this age. This course is designed to provide the student with knowledge and skills necessary to work effectively with this age group.
Lecture: 3 hours

ECE 138◊ Observation, Assessment, Curriculum and Guidance of Young Children
3.5 credits
Study and practical application of evidence-based practices in early childhood education principles and theories. Students work with diverse young children and families in high-quality early childhood settings under the supervision of a site supervisor and a college course work supervisor.
Prerequisite: ECE 110◊, ECE 111◊, and must have 'clear' on DCFS licensing background check and complete medical forms
Lecture: 3 hours
Clinical Laboratory: 1 hour
(course fee required)

ECE 142◊ Students with Disabilities in School
3 credits
Overview of children with exceptional cognitive, physical, and social/emotional characteristics. Analysis of current issues related to educational implications for children with special needs, their families, and the community. Identification, intervention strategies, methods, and programs to meet their needs are examined. Study of applicable federal and state laws and requirements:

Individuals with Disabilities Education Act, Americans with Disabilities Act, Individualized Family Service Plan, Individualized Education Plan and inclusive programs. Field observations required.
Prerequisite: ECE 110◊ and ECE 111◊
Lecture: 3 hours

ECE 146◊ Child, Family & Community
2 credits
Concentrates on teacher's role in working with the child's family and community, stresses parent education, changing families, cultural diversity and legal responsibilities. Specifies criteria and methods for effective parent-teacher-child communication and relationship building. Includes an in-depth study of community resources and partnership building.
Prerequisite: ECE 110◊, ECE 111◊
Lecture: 2 hours

ECE 150◊ Teacher Assistant/Aide Test Preparation and Review
1 credit
Prepares individuals for completing state-endorsed education paraprofessional examinations. Includes an introduction to standardized tests, a review of basic skills, and test-taking strategies. Curriculum reflects content from the two state-endorsed paraprofessional exams: the ACT WorKeys and the ETS ParaPro. This course is intended to serve as a refresher/review course for paraprofessionals who have learned the subject matter earlier in their educational experience.
Lecture: 1 hour

ECE 151◊ Communicating with Parents and Children
1 credit
Effective communication skills needed to establish positive relationships with children, their families, and co-workers.
Lecture: 1 hour

ECE 152◊ Principles of Child Growth and Development, Birth - 5
1 credit
Overview of human growth and learning from conception to age five. The importance of the child's environment is emphasized as associated with the young child's total development.
Lecture: 1 hour

ECE 153◊ Guiding Children and Managing the Classroom
1 credit
Children's behaviors and positive guidance methods for creating a pro-social classroom environment.
Lecture: 1 hour

ECE 154◊ Activities and Resources for Young Children I
1 credit
Overview of developmentally appropriate practice and activities to support the curriculum areas of art, music and movement, motor, health, safety, and nutrition.
Lecture: 1 hour

ECE 155◊ Activities and Resources for Young Children II
1 credit
Planning the developmentally appropriate curriculum environment. Topics covered will include schedules, projects and activities in the curricular areas of math, science, social studies, self-concept, language, literature, dramatic play and group times.
Lecture: 1 hour

ECE 156◊ Effective Teaching
1 credit
Provides methods for maintaining and increasing effective teaching behaviors. Topics include relations with parents and co-workers, teacher behaviors, avoiding burnout, growing professionally, advocacy and professional ethics.
Lecture: 1 hour

ECE 230◊ Theory of Play
3 credits
Theories of play and its effect on physical, cognitive, social and emotional development will be explored through lectures, readings and play experiences. The role of the teacher in facilitating play and choosing appropriate equipment will be stressed. Emphasis will be on children from birth to middle childhood.
Prerequisite: ECE 110◊, ECE 111◊
Lecture: 3 hours

ECE 231◊ Science & Math for Children
3 credits
Investigate through theory and practice how the young child gains an understanding of scientific and mathematical concepts. Developmentally

appropriate materials, curriculum planning and implementation are stressed.
Prerequisite: ECE 110◊, ECE 111◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ECE 233◊ Creative Activities for the Young Child
3 credits
An in-depth look at the variety of experiences and methods for developing self-expression and creativity in the young child, focusing on art, music, and movement. The interrelations of the creative arts and development and developmentally appropriate practice is emphasized.
Prerequisite: ECE 110◊, ECE 111◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ECE 250◊ Administration & Supervision of Early Childhood Programs
3 credits
Supervision and administration techniques and issues of licensed early childhood facilities are looked at within the framework of all types of early childhood programs. Areas of planning, organizing, staffing, reports and budgeting will be covered. State and local licensing regulations as well as legal issues are addressed.
Prerequisite: ECE 110◊, ECE 111◊
Lecture: 3 hours
(course fee required)

ECE 251◊ Practicum
4 credits
Emphasizes the practical application of early childhood education principles and theories while working with young children in a licensed setting, supervised by a qualified, professional, cooperating teacher and college instructor. Quality care and developmentally appropriate practice are emphasized.
Prerequisite: ECE 118◊, ECE 121◊, ECE 138◊, ECE 231◊ and concurrent enrollment in ECE 252◊
Laboratory: 20 hours
(course fee required)

ECE 252◊ Seminar
3 credits
Review and discussion of special projects performed in an early childhood program by the students enrolled in the practicum. Application of theories and developmentally appropriate practices are emphasized.
Prerequisite: ECE 118◊, ECE 121◊, ECE 138◊, ECE 231◊ and concurrent enrollment in ECE 251◊
Lecture: 3 hours

ECE 296◊ Special Topics in Early Childhood Education
0.5-3 credits
Special interest topics and newly developing areas of interest in Early Childhood Education will be provided. Content and format of this course are variable. Subject matter will be indicated in the class schedule. Course may be repeated up to three times when topics are different, but only three hours can be used to meet graduation requirements.
Lecture: 0.5-3 hours
Laboratory: 1-6 hours

Economics Courses (ECO)

ECO 100◊ Principles of Economics
3 credits
A survey course for non-business and non-economics majors that introduces the student to both micro and macroeconomics. Topics include price theories and behavior of the firm under varying economic conditions, product and resource markets, the economic roles of business, national income theories, government and households, economic fluctuations and growth, fiscal policy, money, banking and monetary policy, and international economics. No credit granted if credit has been earned in ECO 102, ECO 103 or the equivalent of either course.
Lecture: 3 hours —   *IAI: S3 900*

ECO 102◊ Macroeconomics
3 credits
Modern economic theory and public policy, including fiscal policy, monetary policy and contemporary macroeconomic problems are discussed.
Lecture: 3 hours —   *IAI: S3 901*

ECO 103◊ Microeconomics
3 credits
Learn about supply-and-demand analysis, market structures, resource allocations and contemporary microproblems.
Lecture: 3 hours —   *IAI: S3 902*

ECO 105◊ Consumer Economics
3 credits
This course covers the consumer's private and public role in the U.S. economic system, the role of values in the allocation of consumer resources to alternative uses, techniques of money management, and knowledge and skills that contribute most to the consumer's and society's welfare.
Lecture: 3 hours

ECO 150◊ Money, Credit & Banking
3 credits
A study of the monetary banking systems, the Federal Reserve Systems, price fluctuation, foreign exchange financing, specialized financial institutions in the United States and Monetary Theory.
Prerequisite: ECO 102◊ or ECO 103◊
Lecture: 3 hours

ECO 170◊ Statistics for Business and Economics
3 credits
Covers the basic concepts of statistical analysis used in business decision making and methods of analyzing quantitative economic and business data. The student will learn how to work out basic problems and be able to apply different statistical techniques. The following concepts and techniques are included: descriptive statistics, measures of central tendency and variability, probability, random variables, binomial and normal distributions, sampling distributions, large and small sample statistical inference, including estimation and hypothesis testing, the chi-square distribution, linear regression and correlation and an introduction to the use of computers in statistical analysis.
Prerequisite: MAT 110◊ or placement into calculus or finite math
Lecture: 3 hours — IAI: M1 902; BUS 901

ECO 171◊ Elements of Statistics II
3 credits
Correlation and regression, sampling, index numbers, time series and "goodness-of-fit" tests are covered. This course is to be a continuation of ECO 170◊ for a year-long study of statistics.
Prerequisite: ECO 170◊
Lecture: 3 hours

ECO 296◊ Special Topics in Economics
1-4 credits
Provides exposure to international topics and problems in the field of economics. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences. Course may be repeated an additional three times, but not more than eight hours may be used for a student to complete the degree requirement of a program.
Lecture: 1-4 hours

Education Courses (EDU)

EDU 055 Basic Skills Review
2 credits
Provides students with an overview of structure, format and content of the Illinois Basic Skills Test needed for Illinois Certification. The satisfactory passing of the Basic Skills Test is a requirement for completion of the Associate in Arts Teaching (AAT) degrees and acceptance into four-year teacher preparation programs. Course may be repeated for a maximum of three times.
Lecture: 2 hours

EDU 105◊ Technology for Educators
3 credits
Designed to give present and future educators a broad overview of the technologies available for use in the classroom, as well as educational support for instruction. Allows teachers to model and apply technology standards for students as they design, implement and assess learning experiences. Course objectives are aligned with the Illinois Standards for Teacher Education (ISTE) and National Educational Technology Standards for Students (NETS).
(formerly VIC)
Lecture: 2 hours
Laboratory: 2 hours

EDU 110◊ Diversity of Schools and Society

3 credits

Diversity of Schools and Society: Social and Global Perspectives. How schooling is shaped by the social contexts in which it occurs, particularly in multicultural and global contexts. In addition students will study the principles and practices for teaching in classrooms with cultural and language diversity.

Lecture: 3 hours

EDU 200◊ Introduction to Special Education

3 credits

A survey course that presents the historical, philosophical and legal foundations of special education, as well as an overview of the characteristics of individuals with disabilities, the programs that serve them under the Individuals with Disabilities Education Act, and the diversity of the populations of individuals with disabilities. Also included are current research, applicable laws, and assessment practices, program development, progress monitoring and transition planning. A field experience is required.

Prerequisite: ECE 110◊ or EDU 206◊

Lecture: 3 hours

EDU 203◊ Portfolio Development for Educators

1 credit

Provides students with the tools needed to develop and manage an electronic portfolio for use in tracking program achievement aligned with the Illinois Professional Teaching Standards. Students will create standard-based portfolio templates that meet accreditation requirements. Students entering into an education program must develop and track course work throughout their studies in an electronic format to be used for assessing achievement relevant to educational course work and work with the Illinois Professional Teaching Standards.

Lecture: 1 hour

EDU 206◊ Human Growth and Development

3 credits

Students will examine the aspects of human growth and development from conception through adulthood utilizing developmental theories and research methods. All major areas of development including physical, social, emotional, and cognitive changes will be addressed, including interaction of these areas.

Prerequisite: PSY 100◊

Lecture: 3 hours

EDU 207◊ Introduction to Education

3.5 credits

An introduction to teaching as a profession in the American education system. Offers a variety of perspectives on education, including historical, philosophical, social, legal, and ethical issues in a diverse society, organizational structure and school governance. An off-site observation is required.

Prerequisite: Placement into RHT 101◊

Lecture: 3 hours

Clinical Laboratory: 1 hour

EDU 208◊ Introduction to the Foundations of Reading

3 credits

Introduction to theory and practice in teaching reading and related language arts areas. Includes information on basic components of reading instruction and language arts instruction and the importance of literacy learning. Also includes an introduction to Illinois Learning Standards in the areas of reading and language arts.

Prerequisite: ECE 110◊ or EDU 206◊ and ECE 111◊ or EDU 200◊

Lecture: 3 hours

EDU 209◊ Language Development

3 credits

A study of normal language development from birth through school age and an understanding of how children may progress through language development stages at differing rates. The learner also will develop an understanding of the effects of diversity, including cultural and linguistic diversity on language development.

Prerequisite: ECE 110◊ or EDU 206◊

Lecture: 3 hours

EDU 215◊ Educational Psychology

3 credits

The application of psychology principles underlying educational practice. Theories concerning cognitive and psychological development, human learning and motivation are studied with emphasis on application for instruction, including assessment. Emphasis also will be placed on learner-centered instruction and diversity.

Prerequisite: ECE 142◊ or PSY 100◊

Lecture: 3 hours

Emergency Management Courses (EMP)

EMP 101◊ National Incident Management System (NIMS)

1 credit

Provides an introduction to the National Incident Management System (NIMS). Also focuses on the public information systems and resource management components. Upon successful completion of this course, students will be eligible to take the qualifying examination for IS-700 from FEMA. (formerly Introduction of Incident Command & National Incident Management System (NIMS))

Lecture: 1 hour

EMP 102◊ Basic ICS and Application Towards Single Resource & Initial Action Incidents

1 credit

Provides training of and resources for personnel who require a basic understanding of the Incident Command System (ICS), and the ability to operate efficiently during an incident or event within ICS. (formerly ICS for Single Resources, Initial Action Plans and National Response Plan)

Prerequisite: EMP 101◊ or concurrent enrollment

Lecture: 1 hour

EMP 103◊ Intermediate Incident Command System

1 credit

Enables students to function as supervisors in an ICS environment.

Prerequisite: EMP 102◊

Lecture: 1 hour

EMP 111◊ Principles of Emergency Management & Planning
2 credits
Introduction to the fundamental aspects of emergency management. Designed to walk participant through the Emergency Operation (EOP) Center development process and provide opportunities to work as a team to create an effective, up-to-date EOP that conforms to current FEMA guidelines.
Lecture: 2 hours

EMP 112◊ Emergency Management Operation
2 credits
Improves the ability to manage emergencies through preparedness, response, recovery and mitigation.
Prerequisite: EMP 111◊ or concurrent enrollment
Lecture: 2 hours

EMP 113◊ Emergency Planning & Special Needs Populations
2 credits
Provides skills and knowledge needed to prepare for, respond to, recover from and mitigate against emergency situations.
Lecture: 2 hours

EMP 121◊ Introduction to Mitigation
1 credit
Provides an overview of the basic mitigation knowledge that is needed to introduce individuals to the field of mitigation and hazards threatening the community.
Lecture: 1 hour

EMP 122◊ Mitigation for Emergency Workers
2 credits
Provides participants with the opportunity to learn and apply skills that will enable them to carry out mitigation responsibilities in accordance with the National Mitigation Strategy and applicable regulations and standards.
Prerequisite: EMP 121◊
Lecture: 2 hours

EMP 131◊ Emergency Operations Center (EOC) Management and Operations
1 credit
Designed to provide state and local emergency management officials with the knowledge and skills they need to operate the Emergency Operations Center (EOC).
Lecture: 1 hour

EMP 132◊ Incident Command System/Emergency Operations Center Interface
1 credit
Designed to enable participants to develop ICS/EOC interface implementation strategies or action plans. Reviews the ICS and EOC models of emergency management operations, including coordination, communication and chief executive decision-making.
Prerequisite: EMP 102◊ and EMP 131◊, or concurrent enrollment in EMP 102◊
Lecture: 1 hour

EMP 141◊ Basic Public Information Officers (PIO)
2 credits
Provides participants with the basic skills needed to perform their public information duties as they relate to emergency management. Focuses on the definition of the job of the public information officer, with an emphasis on emergency management.
Lecture: 2 hours

EMP 151◊ Resource Management
1 credit
Designed to provide resource management coordinators with the knowledge and skills they need to perform resource management functions within the overall framework of the Emergency Operations Center (EOC).
Lecture: 1 hour

EMP 161◊ Disaster Response/Recovery Operations & RAPID Assessment
3 credits
Designed to introduce the individual to basic concepts and operations of a disaster environment, especially in terms of major disaster incidents and to broaden and enhance their understanding of State and local roles and responsibilities and their importance to the overall response and recovery effort. Also prepares students in performing rapid assessment accurately.
Lecture: 3 hours

EMP 201◊ Debris Management
2 credits
Provides emergency management personnel at all levels with an overview of issues and recommended actions necessary to plan for, respond to and recover from a major debris-generating event, with emphasis on local and State level responsibilities.
Lecture: 2 hours

EMP 211◊ Basic Skills in Emergency Program Management
3 credits
Enables students to understand and be able to use proper leadership/influence, decision-making, problem solving, and effective communication in an emergency management situation.
Prerequisite: EMP 112◊
Lecture: 3 hours

EMP 221◊ The Role of Voluntary Agencies in Emergency Management
1 credit
Designed to increase awareness of the roles and responsibilities of voluntary agencies in emergency management.
Lecture: 1 hour

EMP 222◊ Developing Volunteer Resources
1 credit
Designed to improve participants' skills in recognizing volunteer resources in the community, enhance participants' ability to manage the involvement of volunteers in all phases of emergency management and broaden participants' thinking about the benefits of volunteer involvement. (formerly Developing Resource)
Prerequisite: EMP 221◊
Lecture: 1 hour

EMP 223◊ Donations Management
1 credit
Intended to introduce individuals to the concept of donations management and their roles and responsibilities in the donations management process.
Prerequisite: EMP 221◊
Lecture: 1 hour

EMP 231◊ An Orientation to Community Disaster Exercises
1 credit
Designed to provide an opportunity to learn about community disaster exercises and introduce the skills required to successfully design exercises that test a community's disaster response capabilities.
Lecture: 1 hour

EMP 232◊ Exercise Design

1 credit

Intended to provide participants with the knowledge and skills to develop and conduct disaster exercises that will test a community's emergency operations plan and operational response capability.

Prerequisite: EMP 231◊

Lecture: 1 hour

EMP 233◊ Exercise Program Manager-Management Course

2 credits

Designed to support the training of exercise program managers and personnel with the responsibility of exercise program management in federal, state and local government and private sector organizations.

Prerequisite: EMP 231◊ and EMP 232◊

Lecture: 2 hours

EMP 241◊ Hazardous Weather and Flood Preparedness

1 credit

Designed to help students understand the appropriate responses to hazardous weather, flood hazards and flood flight operations. (formerly Hazardous Weather, Flooding & Hurricane Planning)

Lecture: 1 hour

EMP 242◊ Warning Coordination & Maintaining Spotter Groups

2 credits

Intended to enhance understanding the basics of coordinating a warning system for emergency and the ability to work with and strengthen the spotter network.

Prerequisite: EMP 243 or concurrent enrollment

Lecture: 2 hours

EMP 243◊ Hazardous Weather, Flooding & Hurricane Planning

2 credits

Designed to assist in understanding latest methods, techniques and lessons learned for developing flood and hurricane planning.

Prerequisite: EMP 241◊

Lecture: 2 hours

Emergency Medical Services Courses (EMS)

EMS 121◊ Emergency Medical Responder

3 credits

Designed to provide the student with the core knowledge, skills and attitudes to function in a first responder capacity prior to the arrival of an ambulance. Students will learn airway management; control of bleeding; splinting; oxygen therapy, extrication; and medical, environmental and other emergencies. Students who successfully complete the requirements of this course will become eligible for licensure as a first responder with the Illinois Department of Public Health Emergency Medical Services (EMS) Division. A minimum grade of a B is required for licensure. (formerly First Responder)

Prerequisite: high school graduate or GED or in senior year of high school with an expected graduation date

Lecture: 2.5 hours

Laboratory: 1 hour

(course fee required)

EMS 131◊ Emergency Medical Technician

7 credits

Emergency Medical Technicians, "EMTs" are trained in basic emergency skills and rescue techniques based on the guidelines and recommendations of the U.S. Department of Transportation (DOT) National Standard Curriculum and the Illinois Department of Public Health Division of Emergency Medical Services. Upon completion, students become eligible to take the state licensure exam and will receive training from the American Heart Association (AHA), Illinois Fire Service Institute (IFSI), and Federal Emergency Management Agency (FEMA) Emergency Management Institute (EMI). A minimum grade of a 'B' is required to enable students to sit for the licensure exam. Students must also be 18 years of age.

Prerequisite: High school graduate or GED and placement score in or concurrent enrollment to achieve college-level reading and writing

Lecture: 5 hours

Laboratory: 3 hours

Clinical Laboratory: .5 hour

(course fee required)

English/Literature & Composition Courses (ENG)

ENG 101◊ Introduction to Poetry

3 credits

Exposes students to a wide range of poets, while the students develop a framework and vocabulary from which they may critically approach poetry. Students will react to and evaluate the poetry and their works.

Prerequisite: Writing: placement test score of 83 or higher, or an ACT score of 20 or higher, or a grade of "C" or better RHT 095 or RHT 096

AND

Reading: placement test score of 70 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086

Lecture: 3 hours —   IAI: H3 903

ENG 103◊ Introduction to Fiction

3 credits

Analyze, discuss and write critically about the elements of fiction, plot, character, theme, structure, point of view, setting, symbolism and style as they occur in prose fiction.

Prerequisite: Writing: placement test score of 83 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096

AND

Reading: placement test score of 70 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086

Lecture: 3 hours —   IAI: H3 901

ENG 105◊ World Literature (Antiquity to 1700s)

3 credits

Introduces a broad spectrum of literature in English and in translation that begins in antiquity and concludes at the dawn of the Renaissance. Includes works of fiction, poetry, drama and non-fiction. Examines the uniqueness and interconnectedness of literature from a variety of worldwide traditions, both western and non-western. (formerly World Literature I)

Prerequisite: Writing: placement test score of 83 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096

AND

Reading: placement test score of 70 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours —   IAI: H3 906

ENG 113◊ Classic American Authors Pre-Civil War
3 credits

Broad spectrum of literature from pre-Civil War America. Includes works of fiction, poetry, and non-fiction.
Prerequisite: Writing: placement test score of 83 or higher, an ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND
Reading: placement test score of 70 or higher, an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours —   IAI: H3 914

ENG 114◊ Classic American Authors, Civil War to Present
3 credits

Broad spectrum of literature from post-Civil War America, including works of fiction, poetry, and drama.
Prerequisite: Writing: placement test score of 83 or higher, an ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND
Reading: placement test score of 70 or higher, an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours —   IAI: H3 915

ENG 170◊ Introduction to Children's Literature
3 credits

Development of children's literature from nursery rhymes, picture books, poetry, traditional literature, realistic literature, fantasy, historical fiction, informational books and biographies. The dynamics of reading aloud, and creative techniques for presenting literature, as well as the cultural contexts that have influenced children's literature are also covered. (formerly Children's Literature)
Prerequisite: placement test score of 83 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND

Reading: placement test score of 70 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours—   IAI: H3 918

ENG 202◊ Introduction to Drama
3 credits

Introduction to drama through reading, discussion, and interpretation of representative plays. Selections from Greek, Renaissance (particularly Shakespeare), Modern English, Continental and American Drama may be included. (formerly 102)
Prerequisite: Writing: placement test score of 83 or higher, an ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND
Reading: placement test score of 70 or higher, an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours —   IAI: H3 902

ENG 231◊ Introduction to Shakespeare
3 credits

The study of William Shakespeare will include an examination of the times in which he lived, the material he has written, and a critical analysis based upon his work. Through a careful selection of his plays and related work we will gain a broad insight into the scope of Shakespearian studies, and his immense influence on intellectual and cultural discourse.
Prerequisite: Writing: placement test score of 83 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND
Reading: placement test score of 70 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours —   IAI: H3 905

ENG 296◊ Special Topics in Literature
3 credits

This course provides a study of international topics and problems in literature through readings, discussion, guided research and field trips. Topics vary from semester to semester and must be approved by the dean of Arts and

Sciences.
Prerequisite: RHT 102◊
Lecture: 3 hours

Engineering Technology Courses (ENT)

ENT 100 Introduction to Manufacturing
4 credits

Introductory course covering the core knowledge needed by anyone in a manufacturing environment, including best practices for working in a manufacturing environment. Elements of safety standards, quality control, blueprint reading, and continuous improvement processes are covered. Students are encouraged to seek out Manufacturing Skill Standards Council (MSSC) certification in Workplace Essentials & Safety and Quality, two of the four exams that make up the industry credential, Certified Production Technician (CPT). Certification exams are not part of or included in this course. Additional fees apply for taking each of the four exams that make up the CPT certification.
Lecture: 4 hours
(course fee required)

ENT 103◊ Introduction to Automation
3 credits

Introduction to automation from the perspective of Kaizen/Lean manufacturing, including the review of methods used in reducing business-process cycle times, increasing throughout, and the elimination of waste and bottlenecks, cost effectively. Major topics include understanding when and how to integrate automation in manufacturing and process control. Related topics address the role of CAD/CNC in this process, along with team group approach, software integration, product planning and handling.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 104◊ Electricity I
3 credits

Introduction to the basics of electricity and electronics. Topics include the theory and application of Direct Current (DC) and

Alternating Current (AC) electric motors, soldering/de-soldering, transformers, wiring, wire diagrams, nomenclature, assembly and disassembly of electromechanical systems, such as robots. (formerly Electricity Fundamentals)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 110◊ Production Drawings & CAD
4 credits
An introduction to mechanical blueprints, including reading, sketching and the use of software used in the design of mechanical components. Sketching, lettering, orthographic projections, descriptive geometry, point, line, basic geometric shapes will be covered. The student will demonstrate the use of menus, layers, fonts and weights. Basic dimensioning, tolerancing and pictorial drawings will be covered. *This class needs to be taken in the first semester of joining the Engineering Technology program.* (formerly Mechanical Blueprint Reading/Engineering Graphics)
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

ENT 111◊ Metrology with Geometric Dimensioning and Tolerancing
3 credits
Covers the application of geometric dimensioning and tolerancing. Emphasis is placed on part measurements for quality control purposes, from datum plane referencing for fit and finish, functional gaging to interpreting GD&T symbols on various types of industrial drawings, such as machine tool, welding, forging and plastic parts. Instrument accuracy and GRR (gage repeatability and reproducibility) are covered with the proper use and application of precision measuring instruments. An excellent course for anyone looking to do Quality Control and/or work in an R&D testing environment. *This class needs to be taken in the first or second semester of joining the Engineering Technology program.* (formerly Dimensional Metrology)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 115◊ Fluid Power
3 credits
Principles and laws of fluid power (pneumatics and hydraulics). Fluid-power symbols, circuits and components are included in the lecture and lab format. Emphasis is on student lab experiments and problems.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 116◊ Fabrication Processes
4 credits
Fabrication processes of various mediums (metal, polymer, wood), from hand and bench operations with basic machine setups and operations on the drill press, bench grinder, lathe, vertical milling machine and vertical band saw, to various other processes in fabrication. Also included is the use of precision layout and measuring tools, as well as sharpening cutting tools. (formerly Manufacturing Systems)
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

ENT 117◊ Computer Numeric Controls I
4 credits
Beginning level course in Computer Numeric Controls (CNC) controlled turning and milling machinery, including setup and operations. Programming of tool selection, speeds feeds and process planning are presented. (formerly Automated Fabrication Processes I)
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

ENT 118◊ Computer Numeric Controls II
4 credits
Advanced level course in programming of Computer Numeric Controls (CNC) controlled fabrication equipment, focused on turning and milling machinery, also including robots, as well as incorporating the use of 3D CAD software to interface with machinery. Machining of complex geometry, for mill and lathe, are covered in the course. (formerly Automated Fabrication Processes II)
Prerequisite: ENT 117◊

Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

ENT 127◊ Materials Manufacturing & Testing Processes
3 credits
Provides the students with an understanding on the various methods of product fabrication and the manufacturing processes for economic decision-making in manufacturing and product design. Other topics include the interrelationship among materials, their selection for use in product design and processes and how to convert materials into finished components. (formerly ENT 210, Manufacturing Processes)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 144◊ Sheet Metal Fabrication
3 credits
Introduction to sheet metal fabrication and its application to engineered products, from multi-purpose receptacles to supporting members in a robotic arm assembly. Topics include types of metal stock used, pattern drafting and layout (from 3D to 2D), related mathematics, related measuring and quality control standards, various related marking and cutting tools and metal processes. (formerly ACR, Sheet Metal Practices I)
Prerequisite: ENT 110◊ or concurrent enrollment
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 201 Residential Wiring: Installation & Repair
3 credits
Introductory course covering many aspects of residential wiring and the related areas of motors, low-voltage circuits, telephone wiring, and electrical math. Provides students with a sound background in electrical principles and practices with all content reflecting National Electrical Code (NEC).
Prerequisite: ENT 104◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 202 Electricity II
4 credits
Advanced course in electricity and electronics, leading up to Programmable Logic Controls (PLC)s. Integrated and digital circuits, advanced wiring diagrams and control system, 3-phase motors, temperature controllers, and semiconductors are included.
Prerequisite: ENT 104◊
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

ENT 204 Programmable Logic Controllers I
3 credits
Introduction to the principles of Programmable Logic Controllers (PLC)s and their application in industrial controls. Hardware, number systems and codes, logic, PLC programming, wiring and ladder diagrams, programming timers, programming counters, and sensors are included. (formerly PLC Fundamentals)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 205 Robotics I
4 credits
Introductory course to robotics, including applications, assembly, and programming (using LabView for Lego NXT), sensors, motors, drive configurations, software tools, and visual interface.
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

ENT 206 Programmable Logic Controllers II
4 credits
Advanced Programmable Logic Controllers (PLC)s course that focuses on the development of machine automation and control systems. Power distribution wiring, sensors, air valve interfaces, discrete input/output circuits, flow charting, state of diagrams of machine sequences and ladder/machine logic programming.
Prerequisite: ENT 104, ENT 204
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

ENT 207 Robotics II
4 credits
Advanced robotics course focusing on the principles and applications of industrial robots. Course topics include programming, structure, control systems, human-machine interface, and robotics in manufacturing process. Laboratories provide experience with real-time programmable Fanuc industrial robots, Allen Bradley controls and embedded software.
Prerequisite: ENT 205
Lecture: 3 hours
Laboratory: 2 hours
(course fee required)

ENT 232◊ Descriptive Geometry
3 credits
Graphical solutions of original layouts, developments of surfaces and the ability to find true lengths of lines and sizes of a plane figure to determine a point-view of a line, using AutoCAD. Skills gained are fundamental to industries that deal in metal forming and package design. (formerly Geometric Design, Layout & Building)
Prerequisite: ENT 110◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 252◊ Introduction to Mechanical AutoCAD
3 credits
An introductory-level course in AutoCAD with emphasis on basic commands and proper manipulation of AutoCAD software to produce finished engineering drawings. *This course needs to be taken in the first or second semester of enrolling in the Engineering Technology program.*
Prerequisite: ENT 110◊ or concurrent enrollment
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 255◊ Autodesk Inventor Design & Rendering
3 credits
Introductory-level course to Autodesk Inventor that includes basic commands and proper manipulation of the software, from basic part modeling to assembly drawings and finished/detailed engineering drawings. *This course needs*

to be taken in the first or second semester of joining the Engineering Technology program.
Prerequisite: ENT 110◊ or concurrent enrollment
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 260◊ Jig & Fixture Design
3 credits
Focuses on the design and application of work-holding devices and clamping methods used in manufacturing. Cutting theory, economic processes and continuous quality improvement principles are applied in the analysis of problems. *This course should be taken in the first year, second semester, of being in the Engineering Technology program.*
Prerequisite: ENT 110◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 270◊ Machine Design
3 credits
Emphasizes application of principles and manufacturing methods used commercially in the design of machines using continuous quality improvement principles. Students will analyze a task and design a machine composed of the elements that have been studied. Rolling bearings, gears, shaft seals, couplings and, springs will be covered. *This course should be taken in the second year, second semester of being in the Engineering Technology program.*
Prerequisite: ENT 260◊ or concurrent enrollment
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 280◊ Solidworks Design & Rendering
3 credits
Introductory-level course to Solidworks, including basic commands and proper manipulation of the software, from basic part modeling to assembly drawings and finished/detailed engineering drawings.
Prerequisite: ENT 110◊ or concurrent enrollment
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 290◊ Cooperative Work Experience

3 credits

Work experience will integrate classroom theory with on-the-job training. The college will assist the student in securing employment related to the field of study and/or career interests. Under the supervision of the college and the employer, the student participates in job-training experiences.

Prerequisite: 1) completion of 12 college credit hours; two (2) of these courses, in discipline, must be completed; 2) 2.0 minimum ◊.P.A ('C' average); 3) approval of Cooperative Education Office
Clinical Laboratory: 240 hours
(course fee required)

ENT 291 Cooperative Work Experience

3 credits

Work experience will integrate classroom theory with on-the-job training. The college will assist the student in securing employment related to the field of study and/or career interests. Under the supervision of the college and the employer, the student participates in job-training experiences.

Prerequisite: 1) ENT 290◊ with a "C" grade or better; (2) 2.0 Grade Point Average ("C" Average); 3) Approval of the Cooperative Education Office.
Clinical Laboratory: 240 hours
(course fee required)

ENT 295◊ Applied Statics

3 credits

Force systems, resultants and equilibrium, trusses, frames, beams and shear and moments in beams are studied. *This course should be taken in the second year, second semester of being in the Engineering Technology program.* (formerly Mechanics/Mechanisms)
Prerequisite: ENT 260◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

ENT 296◊ Special Topics in Engineering Technology

0.5-4 credits

Special topics, independent course for the advanced student. With instructor approval and mentoring the student will go through the development of a topic of special interest and related to current industry issues and will work with the instructor towards completing the project. Course may be repeated three times when topics are different.
Prerequisite: Six credit hours in all 200-level ENT prefix courses, except ENT 296◊
Lecture: 0.5-4
Laboratory: 0-8 hours
(course fee required)

Environmental Science Course (ENV)

ENV 150 Environmental Sciences Field Methods

4 credits

Investigates established ecological sampling and field methods, including techniques for sampling plants, soils, air, aquatic invertebrates, small mammals, and insects.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

Eye Care Courses (EYE)

EYE 100◊ Introduction to Eye Care

2 credits

This course provides instruction in the basic concepts of eye care. Roles, responsibilities, legal/ethical standards and basic patient care procedures are featured.
Lecture: 2 hours

EYE 101◊ Ocular Disease

3 credits

Anatomy of the eye and related pathology, general medical knowledge as it relates to the eye, general and ocular pharmacology are covered.
Lecture: 3 hours

EYE 105◊ Optical Principles

3 credits

Eyeglass dispensing and repair, lensometry, clinical optics, contact lens theory and dispensing. Emphasis on skill development.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

EYE 110◊ Ophthalmic Skills I

4 credits

Theory and techniques of basic ophthalmic skills are presented with an emphasis on skill development. History taking, visual acuity, entrance testing, vital sign measurement, administration of eye drops and instrument maintenance are covered.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

EYE 120◊ Ophthalmic Skills II

4 credits

Theory and techniques of tonometry, basic ocular motility, keratometry, automated visual field testing with an emphasis on skill development and instrument maintenance are covered.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

EYE 130◊ Ophthalmic Office Procedures

2 credits

Eye care office procedures including records management, patient handling, telephone techniques, insurance processing, appointment management, workplace communication information management, coding, triage and career management. All content is presented as it applies to the eye care profession.
Lecture: 2 hours

Facilities Engineering Technology Courses (FET)

FET 101 Indoor Air Quality

4 credits

Comprehensive, specialized training course to equip Facility Engineers with the means to prevent most air quality problems before they happen and to mitigate those problems that do occur. Students who complete the course will be fully prepared to: operate a preventive maintenance program, conduct regular visual inspections, test and balance a system, utilize advanced techniques for environmental analysis, use a preventive maintenance log, prepare streamlined checklists and an Indoor Air Quality (IAQ) log, implement a step-by-step system to resolve occupants' complaints, adopt a practical and realistic approach to air monitoring.
Lecture: 3 hours
Laboratory: 2 hours

FET 105 Commercial Heating and Cooling Systems I
4 credits
Covers the fundamentals of air conditioning and refrigeration, including analysis, adjustment and maintenance of an operating A/C system. Topics include refrigeration physics, evaporators, compressors, condensers, and cycle controls. Students also will learn the principles of troubleshooting, system pressurization, leak testing, evacuation, dehydration and charging.
Lecture: 3 hours
Laboratory: 2 hours

FET 110 Electricity for Facilities Engineers I
4 credits
Provides a foundation in the basics of electricity for students who will go on to study boiler operations and refrigeration. Includes a study of electricity and controls for refrigeration and air conditioning, alternating and direct current, transformers, single- and three-phase motors and controls, commercial and industrial wiring, electrical meters and testing.
Lecture: 3 hours
Laboratory: 2 hours

FET 115 Commercial Heating and Cooling Systems II
4 credits
Expands on the principles covered in FET 105, Commercial Cooling I, with a focus on service call scenarios to improve ability to diagnose and troubleshoot problems. Includes a review of basic refrigeration systems and recognizing conditions and symptoms that signal trouble in electric, gas, oil, and hydronic heating systems. Students also will learn about humidification and filtration systems, human comfort and psychrometrics, and apply their knowledge of refrigeration to air conditioning systems. Other topics include heat pumps, high pressure, low pressure and absorption chillers, and cooling towers and pumps.
Prerequisite: FET 105
Lecture: 3 hours
Laboratory: 2 hours

FET 125 Testing and Balancing
4 credits
Designed to teach students about instruments and tools of the trade that will help them avoid some of the problems on the job with proper air balancing and testing procedures. Topics include: various types of instruments, such as rpm & pressure, air velocity, temperature, humidity & hydronic instruments; air balancing / flow & pressure basics; general balancing procedures; balancing low pressure constant volume supply systems; balancing return air & toilet exhaust systems; variable air volume systems; ductwork & damper testing; balancing exhaust & residential systems; hydronic balancing / energy conservation; fan design & operation; drives / grilles, diffusers & ak areas; centrifugal pumps; charts & formulas, and troubleshooting.
Lecture: 3 hours
Laboratory: 2 hours

FET 135 Pneumatic and Direct Digital Controls
4 credits
Covers basic terminology, principles, and applications of direct digital controls and pneumatic fundamentals for HVAC monitoring and control. Topics include: interfacing sensors and actuators, microprocessor fundamentals, programmable controllers & programming basics, ddc programming applications, ddc automation & design, air supply/pneumatic controllers, pneumatic relays, final control devices, and control applications.
Lecture: 3 hours
Laboratory: 2 hours

FET 140 Plumbing Repair and Maintenance
3 credits
Covers plumbing principles related to the repair and maintenance of plumbing products in commercial facilities. Topics include plumbing tools and equipment, safety, print reading and sketching, plumber's math, replace and repair of various plumbing systems.
Lecture: 3 hours

FET 201 Understanding Plan Drawings
2 credits
Introduction to mechanical print reading providing the fundamentals in understanding the types of construction materials used, the different delivery systems available, as well as information on zoning and permitting, fireproofing, green building technology, and insight on Leadership in Energy and Environmental Design (LEED) certification. Expanded topics include construction materials, as well as interpreting drawing symbols and identifying components of a commercial building's mechanical, electrical, plumbing and fire protection systems.
Lecture: 2 hours

FET 210 Electricity for Facilities Engineers II
4 credits
Continuation of FET 110, Electricity I, designed to provide training in the more advanced areas of electrical principles, practices, and maintenance in commercial and industrial applications. The training includes more advanced applications using the tools, components, and troubleshooting practices of circuits, transformers, and electric control devices commonly used in the electrical trade.
Prerequisite: FET 110
Lecture: 3 hours
Laboratory: 2 hours

FET 215 Basic Boiler Operations
4 credits
Covers the fundamentals of boiler design, construction, operation and maintenance. Includes a study of combustion of various fuels (air, coal, oil and gas) and accessories such as gauges, regulators and valves, as well as water treatment systems.
Lecture: 3 hours
Laboratory: 2 hours

FET 220 Energy Conservation
5 credits
Learn how to conduct complete energy audits and implement conservation programs. Includes calculating energy savings on HVAC, electrical and lighting systems.
Lecture: 5 hours

FET 225 Facility Sustainability and Green Technology
5 credits
A comprehensive understanding of facility operations and maintenance, and how to integrate building operations with energy, efficiency, sustainability, and green technologies for new and existing facilities.
Lecture: 5 hours

FET 230 Critical Systems
2 credits
Critical systems are those in which defects could have a dramatic impact on human life, the environment or assets. Such systems are expected to satisfy a variety of specific qualities including reliability, availability, security and safety. Learn to interpret reliability and resilience in order to maintain and modify critical facilities systems.
Lecture: 2 hours

FET 250 Chief Engineer
2 credits
Designed to introduce standards for developing, implementing and managing programs for the operation and maintenance of all equipment and physical structures. Other objectives include promoting team building techniques, optimum operating strategies, and introducing concepts to minimize expenses while maximize employee productivity and satisfaction.
Lecture: 2 hours

Fire Science Courses (FIR)

FIR 111 Principles of Emergency Services
2 credits
Overview of fire protection and emergency services, career opportunities in fire protection related fields, culture, and history of emergency services.
Lecture: 2 hours

FIR 112 Fire Behavior & Combustion
2 credits
Explores the theories and fundamentals of how and why fires start, spread, and are controlled.
Lecture: 2 hours

FIR 113◊ Fire Prevention
2 credits
Fundamental knowledge relating to the field of fire prevention. History and philosophy of fire prevention, organization and operation of a fire prevention bureau, use and application of codes and standards, plans review, fire inspections, fire and life safety education, and fire investigation. (formerly 180)
Lecture: 2 hours

FIR 114◊ Building Construction for Fire Protection
3 credits
Building construction as related to firefighter and life safety. Elements of construction and design of structures.
Lecture: 3 hours

FIR 115 Fire Protection Systems
2 credits
Design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers.
Prerequisite: FIR 111
Lecture: 2 hours

FIR 116 Principles of Fire & Emergency Services Safety & Survival
2 credits
Introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services.
Prerequisite: FIR 111
Lecture: 2 hours

FIR 202◊ Fire Service Strategy & Tactics
3 credits
Principles of fire ground control through utilization of personnel, equipment, and extinguishing agents. (formerly 150, Fire Suppression)
Prerequisite: FIR 111, FIR 112, FIR 113, FIR 114, FIR 115 and FIR 116
Lecture: 3 hours

FIR 203◊ Fire & Emergency Services Administration
3 credits
Organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. Fire and emergency service, ethics, and leadership from the perspective of the company officer. (formerly 189, Fire Department Administration)
Prerequisite: FIR 111, FIR 112, FIR 113◊, FIR 114◊, FIR 115 and FIR 116
Lecture: 3 hours

FIR 210◊ Fire Investigation I
3 credits
Proper fire scene interpretations, recognizing and conducting origin and cause, preservation of evidence and documentation, scene security, motives of the firesetter, and types of fire causes. (formerly 190, Arson)
Prerequisite: FIR 111, FIR 112, FIR 113◊, FIR 114◊, FIR 115, and FIR 116
Lecture: 3 hours

FIR 218 Fire Investigation II
3 credits
Technical knowledge on the rule of law, fire scene analysis, fire behavior, evidence collection and preservation, scene documentation, case preparation and court-room testimony.
Prerequisite: FIR 210◊
Lecture: 3 hours

FIR 221◊ Fire Protection Hydraulics & Water Supply
3 credits
Use of water in fire protection and application of hydraulic principles to analyze and solve water supply problems. (formerly 275, Hydraulics and Fixed Installations)
Prerequisite: FIR 111, FIR 112, FIR 113◊, FIR 114◊, FIR 115, FIR 116 and MAT 101◊ or MAT 102◊
Lecture: 3 hours

FIR 231◊ Hazardous Materials Chemistry
3 credits
Provides basic knowledge of chemistry relating to the categories of hazardous materials including recognition, identification, reactivity, and health hazards encountered by emergency services. (formerly 129, Hazardous Materials)
Prerequisite: FIR 111, FIR 112, FIR 113◊, FIR 114◊, FIR 115 and FIR 116
Lecture: 3 hours

FIR 241◊ Legal Aspects of Emergency Services
3 credits
The federal, state, and local laws that regulate emergency services, review of national standards, regulations, and consensus standards. (formerly 135, Fire-Service Law)
Prerequisite: FIR 111, FIR 112, FIR 113◊, FIR 114◊, FIR 115 and FIR 116
Lecture: 3 hours

FIR 251 Occupational Safety & Health for Emergency Services
2 credits

Basic concepts of occupational health and safety, emergency service organizations, risk and hazard evaluation and control procedures for emergency service organizations.

Prerequisite: FIR 111, FIR 112, FIR 113◊, FIR 114◊, FIR 115 and FIR 116
Lecture: 2 hours

FIR 261 Fire Science Internship
1 credit

A supervised on-site work experience to be arranged and completed at a local fire department, a report and daily log book will be kept.

Prerequisite: EMS 131◊, FIR 111, FIR 112, FIR 113◊, FIR 114◊, FIR 115 and FIR 116
Internship/Laboratory: 1 hour

Geography Courses (GEO)

GEO 104◊ Contemporary World Cultures
3 credits

Geographic structure of the world; natural, human and cultural regional patterns and their interrelations; and human occupation of the natural environmental regions of the world are covered.

Lecture: 3 hours —   *IAI: S4 900N*

GEO 105◊ Economic Geography
3 credits

This course provides an analysis of culturally driven economic patterns and activities resulting from human usage of the world's spatially distributed resources. Third world developing versus high-tech urban are systems used to illustrate extremes. Characteristics of systems are defined. Global areas stressed demonstrate these cultural and economic dimensions.

Lecture: 3 hours —   *IAI: S4 903N*

GEO 106◊ Regional Geography of Africa and Asia
3 credits

An introductory study of the regions of Africa and Asia, which emphasizes area and population, physical and cultural landscapes, historical developments, social and economic development and

geopolitical issues. (formerly 'Geography of the Developing (Non-Western) World')

Lecture: 3 hours —   *IAI: S4 902N*

GEO 200◊ Physical Geography: Weather and Climate
4 credits

Earth's size, shape and motions; Earth coordinate system; map projections; effects of sun and moon on the Earth; nature, distribution and spatial relationships of atmospheric phenomena and ocean circulation are covered.

Lecture: 3 hours —
Laboratory: 2 hours   *IAI: P1 909L*
(course fee required)

GEO 201◊ Physical Geography: Maps and Land Forms
4 credits

This course covers the development, nature and distribution of landforms, soils, vegetation and waters of continents and spatial analysis of relationships among physical elements of the landscape.

Lecture: 3 hours
Laboratory: 2 hours —   *IAI: P1 909L*
(course fee required)

GEO 296◊ Special Topics in Geography
1-4 credits

Provides exposure to a variety of topics in the field of geography. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences. Course may be repeated an additional three times, but not more than eight hours may be used for a student to complete the degree requirement of a program.

Lecture: 1-4 hours

Geology Courses (GOL)

GOL 101◊ Physical Geology
4 credits

Minerals, structures, surface features of the Earth and the processes that have produced them.

Lecture: 3 hours
Laboratory: 2 hours —   *IAI: P1 907L*
(course fee required)

GOL 102◊ Historical Geology
4 credits

Learn about plate tectonics, dinosaurs, mastodons, fossils and the evolution of the Earth and its life.

Lecture: 3 hours
Laboratory: 2 hours —   *IAI: P1 907L*
(course fee required)

GOL 103◊ Environmental Geology: Aspects of Global Hazards and Change
3 credits

Major geological concepts, hazards and changes, their relationships to and effects on humans, and the challenges humans face in understanding and adapting to these major global changes. Concepts will be examined from various perspectives ranging from the broadest, the cosmos, to the narrowest, the anthrosphere.

Lecture: 3 hours

Hospitality Industry Administration Courses (HIA)

HIA 100◊ Culinary Mathematics
2 credits

Designed for the Hospitality Industry Administration student. Covers basic mathematical principles, such as addition, subtraction, multiplication, fractions, decimals, food cost control, portion cost, conversions, percentages, ratios and total yields.

Lecture: 2 hours

HIA 101 Knife Skills
2 credits

Basic knife skills, including how to hold a knife properly, knife safety, knife sharpening; basic knife cuts, such as brunoise small dice, medium dice, large dice, fine julienne, julienne, battonet, paysanne, and tornee; and proper fruit and vegetable preparation.

Lecture: 1 hour
Laboratory: 2 hours

HIA 110◊ Introduction to Hospitality Industry
3 credits

Learn about hotel and food-service management, focusing on career development, department structure and operations, future trends and the human-relation skills needed for success in the hospitality industry.

Lecture: 3 hours

HIA 114◊ Introduction to Confectionery Technology
3 credits

Candy production technology, including current manufacturing techniques, local plant tours, research facility visit, basics of chocolate and sugar confectionery techniques and career opportunities in the field are covered.
Lecture: 3 hours
(course fee required)

HIA 115◊ Food Sanitation & Safety
2 credits

Causes and prevention of food-borne illness and accidents are discussed. Stresses food-service workers' responsibilities in safety and protecting public health. Course meets requirements for the Illinois Department of Public Health certification.
Lecture: 2 hours

HIA 117◊ Beverage Management
2 credits

This course covers the basic setup and operation of a fully equipped beverage system. Concentration will be on promotion, preparation and serving of alcoholic beverages and special party drinks. Alcohol laws and production process for distilled spirits and liquors also are covered.
Laboratory: 4 hours
(course fee required)

HIA 118◊ Food Service and Sanitation Refresher
0.5 credit

This course meets the requirement of the Illinois Department of Public Health (IDPH) for the Food Service and Sanitation Manager's re-certification in the state of Illinois. Updates to the most recent Food and Drug Administration Food Code and the Illinois Food Service Sanitation Code are examined. This includes causes and prevention of foodborne illness and the responsibility of the food handler in protecting public health.
Prerequisite: HIA 115◊ or expiring Food Service and Sanitation Manager's Certificate
Lecture: 0.5 hours

HIA 119 Introduction to Sommelier
3 credits

Explore the wine regions of the world. Learn the aspects of viticulture and vinification, professional tools and equipment, wine service, wine temperatures and decanting. The court of Master Sommeliers deductive tasting format, wine list presentation, including sparkling wines, still wines and dessert wines. Also includes an overview of spirits, beers, and cocktails.
Prerequisite: Students need to be at least 21 years old and show proof of age by a valid driver's license or a valid State ID or a valid passport.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HIA 120◊ Dining Room Service
3 credits

Students are assigned to stations or jobs in the demonstration/staff-dining area for supervised experience in operational procedures. Special emphasis is placed on dining room salesmanship, table service, guest relations, table setting and personal appearance.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 122◊ Introduction to Convention Management
3 credits

Learn about the meeting and convention industry, key positions in the field and their job responsibilities including meeting design, program planning, and convention and trade show planning.
Lecture: 3 hours

HIA 123◊ Introduction to Travel & Tourism
3 credits

Examine the travel and tourism industry focusing on airlines, cruise lines, tour operators, travel agents, wholesalers and business travelers. The role of travel and tourism in the hospitality industry will be explored.
Lecture: 3 hours

HIA 124◊ Laminated Doughs
2 credits

Master the techniques in mixing doughs such as Danish, sweet roll, croissants,

puff pastry and phyllo. Create traditional breakfast pastries, strudel, baklava, Napoleons and the appropriate fillings.
Prerequisite: HIA 115◊ and HIA 128◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

HIA 127◊ Cake & Pastry Decoration
3 credits

Learn the basics of cake & pastry decoration, including production of buttercreams, icing flowers and royal icing decorations. Also learn to decorate and assemble wedding cakes. Rolled fondant and marzipan also discussed.
Prerequisite: HIA 115◊, HIA 128◊
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 128◊ Introduction to Baking and Pastry
3 credits

Fundamentals of baking and pastry equipment, ingredients, weights and measures, technology, preparation and storage are presented. The production of desserts, breads and rolls also is included.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 129◊ Chocolate
2 credits

Fundamentals of working with chocolate; history and various types of chocolate. Students will learn to temper, molded and free-form creations, candies and creation of showpieces.
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

HIA 130◊ Culinary Arts Quantity-Food Preparation I
3 credits

Students participate in supervised back-of-the-house activities in conjunction with the faculty-dining operation. Experience is provided in the following areas: basic cooking techniques and preparation of soups, sauces, entrees, vegetables, starches and garnishes. Sanitation, recipe reviews and analysis, and knowledge of tools and equipment are included.
Laboratory: 6 hours
(course fee required)

HIA 132◊ Nutrition
2 credits
Knowledge of preparation of food in accordance with sound nutrition principles and dietary guidelines is developed. The basic fundamentals of nutrition will be studied.
Lecture: 2 hours

HIA 133◊ Menu Writing
2 credits
Principles and practices of planning, writing and evaluating menus, -recipe costing and menu pricing are discussed. Menu design also is covered.
Lecture: 2 hours

HIA 134◊ Artisan Breads
3 credits
Fundamentals of baking yeast breads, production of rolls, baguettes, bagels and hearth breads. Sourdoughs, ethnic and specialty breads are emphasized.
Prerequisite: HIA 115◊, HIA 128◊
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 150◊ Food Preparation Essentials & Theory
3 credits
A systematic study of the applications of culinary techniques and principles of food preparation essential to all laboratory cooking classes is presented. Emphasis is on palatability, variety, digestibility and nutrient retention in food preparation.
Lecture: 3 hours

HIA 202◊ Ethnic Cooking-American
1 credit
Secrets and characteristics of ethnic cooking are taught. Concentration is on the techniques of ethnic cuisine and the use of basic culinary art, spices and seasonings in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. There are no prerequisites for the course, but some knowledge of basic culinary terms is expected. Some students may benefit by taking HIA 150◊ prior to this course.
Lecture/demonstration: 1 hour
(course fee required)

HIA 205◊ Ethnic Cooking-Chinese
1 credit
Lecture/demonstration: 1 hour
(formerly HII)
(see HIA 202 for course description)
(course fee required)

HIA 206 Food and Wine Pairing
3 credits
Students will learn the fine art of pairing wines with foods and prepare the dishes in our hands-on laboratory with a culinary instructor who has knowledge in both Culinary Arts and Sommelier. The student will demonstrate the ability to prepare food and pair the dish with the appropriate wine accompaniment.
Prerequisite: HIA 115◊; Student must be at least 21 years of age and show proof of age by a valid driver's license or a valid State ID or a valid passport.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HIA 207◊ Ethnic Cooking-French
1 credit
Lecture/demonstration: 1 hour
(formerly HII)
(see HIA 202 for course description)
(course fee required)

HIA 208◊ Ethnic Cooking-German
1 credit
Secrets and characteristics of ethnic cooking are taught, concentrating on the techniques of ethnic cuisine and the use of basic culinary art spices, seasoning in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. Some knowledge of basic culinary terms is expected. Some may benefit by taking HIA 150 prior to this class. (Formerly HII)
Lecture/demonstration: 1 hour
(course fee required)

HIA 209◊ Ethnic Cooking-Mediterranean
1 credit
Secrets and characteristics of ethnic cooking are taught, concentrating on the techniques of ethnic cuisine and the use of basic culinary art spices, seasoning in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. Some knowledge of basic culinary terms is expected. Some

may benefit by taking HIA 150 prior to this class. (Formerly HII)
Lecture/demonstration: 1 hour
(course fee required)

HIA 210◊ Hotel & Motel Front Office Operations
3 credits
Front office procedures, equipment used, forms, personnel qualifications and steps followed from reservations to night audit are covered.
Lecture: 3 hours
(course fee required)

HIA 211◊ Ethnic Cooking-Italian
1 credit
Secrets and characteristics of ethnic cooking are taught, concentrating on the techniques of ethnic cuisine and the use of basic culinary art spices, seasoning in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. Some knowledge of basic culinary terms is expected. Some may benefit by taking HIA 150 prior to this class. (Formerly HII)
Lecture/demonstration: 1 hour
(course fee required)

HIA 212◊ Ethnic Cooking-Japanese
1 credit
Secrets and characteristics of ethnic cooking are taught, concentrating on the techniques of ethnic cuisine and the use of basic culinary art spices, seasoning in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. Some knowledge of basic culinary terms is expected. Some may benefit by taking HIA 150 prior to this class. (Formerly HII)
Lecture/demonstration: 1 hour
(course fee required)

HIA 213◊ Ethnic Cooking-Mexican
1 credit
Secrets and characteristics of ethnic cooking are reviewed in this course. Concentration is on the techniques of ethnic cuisine and the use of basic culinary art spices and seasoning in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. Knowledge of basic culinary terms is expected. Some

students may benefit by taking HIA 150 prior to this class. (formerly HII)
Lecture/demonstration: 1 hour
(course fee required)

HIA 214◊ Ethnic Cooking-New Orleans
1 credit

Secrets and characteristics of ethnic cooking are taught, concentrating on the techniques of ethnic cuisine and the use of basic culinary art spices, seasoning in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. Some knowledge of basic culinary terms is expected. Some may benefit by taking HIA 150 prior to this class. (Formerly HII)
Lecture/demonstration: 1 hour
(course fee required)

HIA 215◊ Housekeeping for the Hospitality Industry
3 credits

Professional housekeeping procedures and practices, housekeeping department administration and the areas of responsibility that exist within the framework of the department are discussed.
Lecture: 3 hours

HIA 216◊ Ethnic Cooking-Polish
1 credit

Secrets and characteristics of ethnic cooking are taught, concentrating on the techniques of ethnic cuisine and the use of basic culinary art spices, seasoning in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. Some knowledge of basic culinary terms is expected. Some may benefit by taking HIA 150 prior to this class. (Formerly HII 215)
Lecture/demonstration: 1 hour
(course fee required)

HIA 217 Mixology
3 credits

A systematic study of the application of bartending techniques and principals. Students will practice the preparation of classical and fusion-style cocktails in a hands-on laboratory and will recognize equipment and technology used in a professional bar atmosphere. Customer service also will be covered.

Prerequisite: HIA 115◊; Student must be at least 21 years of age. Proof of age will be validated by a driver's license, a valid State ID or a valid passport.
Lecture: 2 hours
Laboratory: 2 hours

HIA 218◊ Ethnic Cooking-Spanish
1 credit

Secrets and characteristics of ethnic cooking are taught, concentrating on the techniques of ethnic cuisine and the use of basic culinary art spices, seasoning in preparation of soups, sauces, fish, poultry, meat and vegetable dishes, as well as how to apply these techniques to other food preparation. Some knowledge of basic culinary terms is expected. Some may benefit by taking HIA 150 prior to this class. (Formerly HII)
Lecture/demonstration: 1 hour
(course fee required)

HIA 225◊ Hospitality Supervision
3 credits

This course covers the management of people in the hospitality industry emphasizing the necessary communication skills needed to motivate employees, training techniques and personal development.
Prerequisite: HIA 110◊
Lecture: 3 hours

HIA 227◊ Advanced Cake Decoration
3 credits

Students will continue to explore advanced cake decorating techniques improving their skills and knowledge as a professional cake decorator. Students will learn: Marzipan work, rolled fondant, pastillage, gum paste and sugar cooking techniques. Further study of butter cream production and cake assembly are included.
Prerequisite: HIA 127◊ and HIA 128◊
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 228◊ Specialty Baking and Pastry
3 credits

Advanced pastries and classical desserts, which include the preparation of petite fours, cakes, cake decoration, chocolate, marzipan work and other methods of cake decorating. Also includes a summary and review of baking

fundamentals.
Prerequisite: HIA 128◊
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 250◊ Hospitality Marketing
3 credits

Learn about the principles of public relations and advertising in print as well as quality evaluation of radio and TV advertising with major emphasis on promotion and merchandising.
Lecture: 3 hours

HIA 255◊ Culinary Arts-Garde Manger
3 credits

Basic garde-manger (cold-food preparation) principles; functions and duties of the garde-manger department as they relate and integrate with other kitchen operations are covered.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 260◊ Culinary Arts Quantity-Food Preparation II
3 credits

Students continue to gain proficiency in food preparation while developing further expertise in more elaborate food preparation techniques. Various students assume the position of chef, souse chef, banquet chef, etc.
Prerequisite: HIA 130◊
Laboratory: 6 hours
(course fee required)

HIA 274◊ Retail Bakery Management
4 credits

Managing a retail bakery outlet, including menu writing, food cost control, customer service, human resource management, bakery organization, inventory control and bakery production.
Prerequisite: HIA 110◊, HIA 115◊, HIA 128◊
Lecture: 1 hour
Laboratory: 6 hours

HIA 276◊ Food & Beverage Purchasing/Cost Control
3 credits

Learn about food and beverage product specifications, purveyor selection, and receiving, storage and control functions.
Lecture: 3 hours

HIA 277◊ Catering Management
3 credits

Aspects of planning, preparing and serving catering functions are covered. Students practice skills in laboratory settings by planning, preparing food and serving at special theme functions and buffet events.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 280◊ Introduction to Wines & Spirits
3 credits

Alcoholic-beverage classifications, alcoholic-beverage laws, wine regions, purchasing and control, promotion and service are discussed. Selected wines will be tasted.
Prerequisite: Minimum age 21
Lecture: 3 hours
(course fee required)

HIA 285◊ Hospitality Industry Law
3 credits

Legal aspects of the hotel, food and travel business; guests and innkeepers; rights and responsibilities; common crimes against innkeepers; labor problems; and analysis of union contracts are covered.
Lecture: 3 hours

HIA 290◊ Dining Room Management
3 credits

Students learn by managing the laboratory dining facility while observed and supervised by the instructor. Quality-service standards, supervising and training of dining room staff, labor cost and revenue control. Students manage a laboratory dining facility under instructor's observation and supervision.
Prerequisite: HIA 120◊
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

HIA 295◊ Cooperative Work Experience
3 credits

This work experience will integrate classroom theory with on-the-job training. The college will assist a student in securing employment related to the student's major field of study and/or career interests. Under the supervision of the college and the employer, the student participates in job-training experience. In addition to working, the student will be required to participate in at least two one-hour seminars each semester.
Prerequisite: Completion of 12 hours credit, GPA of 2.0 and approval by the co-op faculty sponsor and the Cooperative Education Office
Laboratory: 15 hours

HIA 296◊ Special Topics in the Hospitality Industry
0.5-3 credits

Selected topics in the area of hospitality industry are provided. Topics vary from semester to semester and information will be available during registration. Courses may be repeated when the topic area is different. A maximum of six credit hours may be used to fulfill graduation requirements.
Lecture: 0-3 hours
Laboratory: 0-6 hours
(course fee may be required depending on topic)

History Courses (HIS)

HIS 121◊ History of Western Civilization I
3 credits

Learn about the social, political, cultural and intellectual life of the Western World from early times to the end of the 17th century.
Lecture: 3 hours —   *IAI: S2 902*

HIS 122◊ History of Western Civilization II
3 credits

Continuation of HIS 121◊, this course covers the time period from the last quarter of the 17th century to the present.
Lecture: 3 hours —   *IAI: S2 903*

HIS 141◊ World History I
3 credits

Cultural, political, and economic history of the world's cultures to the 16th century. Examines the cultural achievements of the major cultures and changes over time. The course employs a global and comparative perspective.
Lecture: 3 hours —   *IAI: S2 912N*

HIS 142◊ World History II
3 credits

Cultural, political, and economic history of the world's cultures from the 16th century. Examines the cultural achievements of the major cultures and change over time. The course employs a global and comparative perspective.
Lecture: 3 hours —   *IAI: S2 913N*

HIS 151◊ History of the United States to 1877
3 credits

Political, social, economic and cultural forces that have shaped American history from colonial times through the Reconstruction era are presented. HIS 151◊ is NOT a prerequisite for HIS 152◊. HIS 151◊ is a reading and writing intensive course.
Lecture: 3 hours —   *IAI: S2 900*

HIS 152◊ History of the United States Since 1877
3 credits

Political, social, economic, and cultural forces that have shaped United States history from the post Reconstruction period to modern times are presented. HIS 151◊ is NOT a prerequisite for HIS 152◊. HIS 152◊ is a reading and writing intensive course.
Lecture: 3 hours —   *IAI: S2 901*

HIS 155◊ History of the Afro-American in the United States
3 credits

A general survey of Afro-American history, including African origins, the middle passage, abolition, the Civil War, Reconstruction, the Era of Jim Crow, the 20th century Civil Rights Movement and De Facto discrimination. Emphasis also is placed upon the cultural, scientific, religious, literary, social and political contributions of outstanding Afro-Americans.
Lecture: 3 hours

HIS 156◊ African History
3 credits

Learn about the history of Africa from ancient times to the present. Emphasizes the nature of African cultures, change in African history, the impact of imperialism and the growth of nationalism and independence.
Lecture: 3 hours —   *IAI: S2 906N*

HIS 171◊ History of Latin America I
3 credits

Political, social and economic history of principal Latin American nations,

including the origins and development of its peoples and cultures to the period of independence.

Lecture: 3 hours   *IAI: S2 910N*

HIS 172◊ History of Latin America II

3 credits

Political, social and economic history of principal Latin American nations, including the origins and development of its peoples and cultures from the period of independence to the present.

Lecture: 3 hours —   *IAI: S2 911N*

HIS 191◊ History of Asia and the Pacific I

3 credits

Cultural, political, and economic history of Asia and the Pacific region including the origin and development of its people and cultures to 1600.

Lecture: 3 hours —   *IAI: S2 908N*

HIS 192◊ History of Asia and the Pacific II

3 credits

Cultural, political, and economic history of Asia and the Pacific region including the origin and development of its peoples and cultures from 1600.

Lecture: 3 hours —   *IAI: S2 909N*

HIS 210◊ U.S. Civil War and Reconstruction

3 credits

An examination of the period of Civil War and Reconstruction in the United States, which highlights changes in political, cultural (including the role of women), racial, technological, economic and military issues throughout this period.

Prerequisite: Reading assessment test score of 4; or a grade of 'C' or better in RHT 085 or RHT 086

Lecture: 3 hours

HIS 296◊ Special Topics in History

1-4 credits

Provides exposure to a variety of topics in the field of history. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences. Course may be repeated an additional three times, but not more than eight hours may be used for a student to complete the degree requirement of a program.

Lecture: 1-4 hours

Horticulture Courses (HRT)

HRT 100◊ Introduction to Horticulture

4 credits

Covers the principles and practices in the development, production and use of horticulture crops, including classification, taxonomy, structure, growth, development, soils, fertilizers, greenhouse, turf, pest management and environmental influences of horticulture crops. All areas of horticulture will be introduced to the student. Discussion on careers in the Green Industry will be explored. (formerly ORN 110, Basic Ornamental Horticulture)

Lecture: 3 hours

Laboratory: 2 hours —   *IAI: AG 905*

(course fee required)

HRT 114◊ Floral Design & Display I

4 credits

Introductory course in the art of floral design. Basic techniques, including taping, wiring, corsage construction and design mechanics will be explored. The history of floral design and its application to the present floral design industry is discussed. Course emphasis is on basic design principals/elements of fresh, dried and all other seasonal items used in the floral industry. Fresh flower handling and processing also will be discussed The history of floral design and its application to the present also will be explored. (formerly ORN)

Lecture: 2 hours

Laboratory: 4 hours

(course fee required)

HRT 125◊ Plants and Society

4 credits

Exploration of the connection between plants and society. The growth development, diversity, classification, plant breeding, origin, use and impact on our society will be explained. The concepts of identification, use, planting and planning will be explored. (formerly ORN)

Lecture: 4 hours —   *IAI: L1 901*

HRT 126◊ Plant Propagation/Greenhouse Operations

3 credits

Basic principles in the propagation, care and maintenance of woody and herbaceous plants are examined. Discussion on the growth processes of plants, plant structure and function, propagation practices of both woody and herbaceous plants, fertilization practices, media and fertility, propagation structures, plant problem diagnosis and treatment, selection, planting and general greenhouse operations. Sustainability in plant propagation will be discussed. (formerly Arboriculture/Plant Propagation)

Lecture: 2 hours

Laboratory: 2 hours

(course fee required)

HRT 127◊ Entomology: Insects, People and Plants

3 credits

Introduces the student to the world of insects, their biology, identification and structure, life cycle, hosts and damages. Control of insects by integrated pest management practices will be explored. Discussion of the impact of insects on the environment also will be emphasized, including sustainable practices. Prepares students to take the Illinois Pesticide exam. (formerly Entomology: Insects and People)

Lecture: 2 hours

Laboratory: 2 hours

(course fee required)

HRT 128◊ Plant Pathology

3 credits

The basic principles of plant diseases, life cycles, host plants, symptoms, diagnosis and their control will be studied, along with the impact of diseases on the environment. Selection of control practices, such as resistant plants, cultural prevention measures and use of pesticides also will be presented. Includes discussion on sustainability practices in pathology. Prepares students to take the Illinois Pesticide License exam. (formerly Pathology and Plant Diseases)

Lecture: 2 hours

Laboratory: 2 hours

(course fee required)

HRT 134◊ Floral Design & Display II

4 credits

Builds on the principles learned in HRT 114◊. Design principles and elements are discussed and practiced in detail. More advanced design styles and techniques

are explored. Complete knowledge of varieties of cut flowers offered at the wholesale level and their application to various designs will be discussed. (formerly ORN)
Prerequisite: HRT 114◊
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

HRT 135◊ Soils and Fertilizers
3 credits
Includes discussion on soil formation, types, classes and groups of soil. The effects of water, nutrients and soil erosion, and its control/management also will be covered. Examines the relationships of soils, artificial growing media, fertilizers and the selection and use of fertilizers to meet plant nutritional requirements. Includes discussion on sustainable practices in soils.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 140◊ Landscape Construction and Maintenance
4 credits
Principles and practices of proper grounds maintenance and care of woody plants, herbaceous flowers, groundcovers, vines, lawns and other landscape features. Construction aspects needed to accomplish the landscape construction project and related business principles are discussed. Arboriculture techniques, including pruning, woody plant propagation and woody plant care are discussed.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

HRT 145◊ Deciduous Plant Identification
3 credits
Focuses on the cultural, maintenance, propagation and identification characteristics of selected deciduous trees and shrubs common to northern Illinois. Use of plant keys and deciduous landscape plants in the home landscape will be discussed. (formerly Landscape Plant Identification I)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 154◊ Horticulture Internship
3 credits
On-the-job training designed to prepare students to enter an occupation in horticulture. Duties are carefully supervised to provide a positive learning experience. Students must work a minimum of 240 hours during the academic term at an approved work site and must also attend and participate in a one-hour meeting each week with coordinator and other enrolled students. (formerly ORN, Ornamental Horticulture Internship A)
Prerequisite: HRT coordinator consent
Lecture: 1 hour
Internship/Laboratory: 2 hours (240 hours per term)

HRT 225◊ Evergreens, Vines, Groundcovers
3 credits
Focuses on the identification maintenance, culture and propagation of selected broadleaf evergreens, needle evergreens, woody groundcovers, and vines common to northern Illinois. Uses of plants in home landscapes will be discussed. (formerly Landscape Plant Identification II)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 240◊ Landscape Design
4 credits
Covers the principles of residential landscape design and includes basic graphic presentation, site measurements, landscape symbols, layouts, labeling and proper placement of plants into a design. Concepts of balance, form, harmony and focal point will be emphasized. Basic hardscape design practices also will be covered. Discussion will include topics on designing a sustainable landscape. (formerly Landscape Design I)
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

HRT 244◊ Specialty Floral Design
3 credits
Emphasizes wedding floral pieces and special events. Students will create a variety of bridal and church bouquets using various techniques. Emphasis will be placed on conducting wedding consultations and completing the entire

wedding scenario. Special emphasis also will be placed on creating floral pieces for special events, such as banquets, etc.
Prerequisite: HRT 114◊
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 250◊ Flower Shop Operation
4 credits
Covers flower shop operations including merchandising, management techniques, business principles, techniques used in operating a shop, equipment needed and purchasing of materials. Securing material and delivery, comparing retail and wholesale and the connection to big retail outlets also will be covered. Special emphasis on customer relations and services will be explored. (formerly ORN)
Prerequisite: HRT 114◊
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

HRT 261◊ Herbaceous Ornamental Plants
3 credits
Covers the identification, culture and use of selected herbaceous plants, including annuals, perennials, grasses, herbaceous vines and groundcovers, bulbs and wildflowers. Designing with herbaceous plants also will be discussed. (formerly Annuals and Perennials)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 265◊ Vegetable and Herb Gardening
3 credits
Covers the identification, use and culture of selected vegetables and herbs commonly grown in northern Illinois. Use of vegetable and herb gardens in smaller landscapes, as well as larger home landscapes will be discussed. Practical skills in growing and planting vegetables and herbs and their use in culinary pursuits will be explored. Designing home landscapes with these plants also will be covered. (formerly Wild Flowers, Bulbs, Vegetables and Herbs)
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 270 Sustainable Landscape Practices

3 credits

Background in sustainable landscape features and practices, such as soil and water conservation; appropriate plant selections, use of fertilizers and pesticides with an emphasis on organic materials; reduced use of fossil fuels; infrastructure enhancements, such as green roofs and xeriscaping. Also, common landscape practices that have an adverse effect on the environment and solutions to these situations.

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 275 Innovations in Sustainability

4 credits

For those seeking green careers in horticulture, agriculture, building design, alternative energy systems and bio-technology. Sustainable systems approach to build environment, including review of current systems and conversion to sustainable systems that mitigate climate change and provide healthy urban environments.

Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

HRT 282◊ Interior Plantscaping/Tropical Plants

3 credits

Identification, culture and use of tropical house plants. Exotic plants cultivated in botanic gardens and conservatories are covered. Emphasis on the selection of these plants in planning interior decoration and indoor landscaping will be explored. Terrarium, dish gardens and Bonsai are covered. Course is offered only in the fall of odd numbered years, starting in the fall 2011. (formerly Interior Plantscaping/Houseplants)

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 285◊ Turf & Lawn Management

3 credits

A study of the types and varieties of turf grasses, their culture and maintenance. Lawn and turf establishment and maintenance are discussed. Fertilization, pests and controls, equipment, turf for residences and commercial areas of turf also will be covered. Golf course maintenance will be explained.

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HRT 295◊ Landscape CAD and Graphics

4 credits

Covers advanced practices of landscape design. Included will be concepts in computer-assisted drafting skills, inking and color rendering, techniques and utilization of landscape plantings and hardscapes features. Emphasizes practical application of software and hardware to develop working drawings for the landscape. (formerly Landscape Design II)

Prerequisite: HRT 240◊
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

HRT 296◊ Special Topics in Horticulture

0.5-3 credits

Selected topics in the areas of contemporary Horticulture may vary from semester to semester and information will be available during registration in the Horticulture program office. Course may be repeated up to three times when content is different, but only six hours can be used to meet graduation requirements.

Prerequisite: Consent of coordinator
Lecture: 0.5-3 hours
Laboratory: 0-6 hours
(course fee required)

Health Education Courses (HTH)

HTH 104◊ Science of Personal Health

2 credits

How individuals interact with their environment and how those interactions impact holistic, personal health. Various dimensions of health are examined, including physical, emotional, social, mental, spiritual, occupational, and environmental. Preventative and management techniques for many illnesses and diseases.

Lecture: 2 hours

HTH 110◊ Public Health and Wellness

3 credits

Introduction to the concepts and principles of public health and wellness with a concentration on preventative purposes of public health laws and official health agencies, environmental origins of disease in urban, suburban, rural, and underdeveloped communities, and health and wellness programs in society.

Lecture: 3 hours

HTH 120◊ Nutrition Science

3 credits

The science of nutrition and its relationship to health and disease. Scientific inquiry of the major nutrients: proteins, carbohydrates, fats, vitamins, minerals, and water, and their effects on human physiology and development from early childhood through advanced years. Technological analysis of metabolism and body composition are incorporated. Cultural, social, and psychological influences on food selection and global health are also studied. Physiological processes related to the digestion and absorption of nutrients, scientific literacy of nutritional concepts to promote human development, health, and disease prevention are emphasized.

Lecture: 3 hours

HTH 150◊ Complementary and Alternative Medicine

3 credits

An overview of Complementary and Alternative Medicine (CAM). Proven alternatives to established medical practices are examined using the natural, mind/body approaches to healing and preventative wellness. (formerly Health & Modern Life)

Lecture: 3 hours

HTH 175◊ Drug and Alcohol Education

3 credits

Introduction to the use, misuse, and abuse of drugs. The implication of drugs on the psychological, physical, and social functioning of humans. Identification of various classes of drugs, including illegal, prescription, Over The Counter (OTC), and supplemental drugs.

Lecture: 3 hours

HTH 181◊ CPR Certification/Re-Certification

1 credit

Certification/re-certification in cardiopulmonary resuscitation skills and techniques are covered. May be repeated for a maximum of four accrued credits, however, only one credit hour may be applied towards certificate/degree.

Lecture: 1 hour

HTH 202◊ Culture and Food

3 credits

The study of culture through food and nutrition, using a multidisciplinary, holistic, bio-cultural approach. The historical concepts of food and nutrition of geographic regions of the world are covered across time and space. Factors which impact food choices, e.g., cultural beliefs, family customs, gender, race, religion, health and wellness, socioeconomic status, politics, globalization, and climate change are discussed in relation to nutritional status around the globe. How food choices impact health and wellness, as well as societal and economic outcomes is investigated.

Lecture: 3 hours

HTH 210◊ Lifestyle for Wellness

3 credits

Personal life-style behaviors that impact health and fitness. Students will participate in organized physical fitness, stress reduction, and nutritional activities each week to improve or change behaviors. A lifestyle and physical fitness assessment will be administered at the beginning and end of the course.

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HTH 215◊ Lifestyle Diseases

3 credits

Basic causes and mechanisms of lifestyle-related diseases, including symptomatology and appropriate pharmacologic treatment. Cancer, diabetes, cardiovascular, pulmonary, and orthopedic conditions.

Lecture: 3 hours

HTH 216◊ Wellness and Exercise for Special Populations

3 credits

Students become informed about the wellness and lifestyle components necessary to train a wide variety of diseased population and will gain pertinent information, as to how the presence of several common diseases can affect exercise performance, and how planned and structured exercise can improve the diseases.

Prerequisite: Completion of Triton College Personal Training Certificate, or other recognized certification

Lecture: 3 hours
(course fee required)

HTH 220◊ Athletic Training Techniques

3 credits

Principles of emergency care, initial treatment, and rehabilitation of injuries in athletes and active individuals. Primary responsibilities of athletic trainers and occupational duties.

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HTH 221◊ Sport Specific Training and Rehabilitation

3 credits

Principles and theories of sport rehabilitation and athletic training. Specific sports, including conditioning, periodization training, and rehabilitation from sport injuries. Modalities, progressive resistive exercises, flexibility training, and sport specific drills.

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

HTH 281◊ First Aid & CPR

2 credits

Fundamentals of first aid and Cardiopulmonary Resuscitation (CPR) are covered. Students have the opportunity to earn certification for CPR and first aid through the American Heart Association in Healthcare Provider, Basic Life Support (BLS) and Heartsaver.

Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

HTH 296◊ Special Topics in Health and Wellness

0.5-4.0 credits

Selected topics in the area of health and wellness. Topics will vary from semester to semester. Topics will be available during registration. May be repeated up to three times, for a maximum of nine credits, when content is different. Lab fee may apply depending on topic.

Lecture: 0.5-4.0 hours
Laboratory: 0-8.0 hours
(course fee may be required depending on topic)

Humanities Courses (HUM)

HUM 101◊ The Popular Arts

3 credits

A study of contemporary culture, especially popular culture, which concerns art forms produced for the mass audience and presented through the mass media. The emphasis in this course is on the print media. The central question for this course is the question of values.

Lecture: 3 hours

HUM 102◊ Mass Media and Culture

3 credits

Contemporary culture, especially popular culture, which concerns art forms produced for the mass audience and presented through the mass media. Emphasis is on the electronic media, film and television. The central question for the course is the question of values.

Lecture: 3 hours

HUM 104◊ Humanities Through the Arts

3 credits

An interdisciplinary survey of art, music, literature and philosophy and their relation to the humanities.

Lecture: 3 hours —   IAI: HF 900

HUM 105◊ Humanities Through the Arts II

3 credits

This course is a continuation and further elaboration of the themes and genres of the Humanities through selected works of art, music, literature, philosophy and drama, originally investigated in HUM 104◊. The course is a thematic- or genre-based interdisciplinary study of selected works of art, music, literature and philosophy. HUM 105◊ will introduce new themes and genres not covered in HUM 104◊. The courses may be taken in either order.

Lecture: 3 hours

HUM 120◊ Humanities: The Worker in America
1 credit

American work ethic and its influence on the individual, the family and society through writings of selected contemporary authors such as Henry Ford, Andrew Carnegie, Upton Sinclair and John Steinbeck are discussed.
Lecture: 1 hour

HUM 122◊ Humanities: Modern Architecture
1 credit

Review the development of the skyscraper, which originated in Chicago, the birthplace of modern architecture.
Lecture: 1 hour

HUM 124◊ Professional Ethics
1 credit

Analyze and express basic tenets of an ethical and moral philosophy with special regard to their impact on professional careers. The relationship between ethical systems and various professional groups and organizations is examined through the lens of specific and current topics, including the rights and responsibilities of employers and employees.
Lecture: 1 hour

HUM 125◊ The Individual & Technology
1 credit

For technologically oriented students, the course is designed to illustrate how science and the humanities are interdependent socially, politically and philosophically. Such topics as "man, the tool user," the atom and cloning are discussed.
Lecture: 1 hour

HUM 126◊ Modern Business Ethics
1 credit

Analyze and express basic tenets of an ethical and moral philosophy with particular emphasis on their relationship to the business world. Understand the link between ethics and business organizations, with special regard to current trends in business, through the use of topical discussions of current events, such as environmental concerns and social responsibility of business.
Lecture: 1 hour

HUM 151◊ Great Books of the West I
3 credits

Reading and analysis of representative masterpieces from a variety of nationalities and epochs. Focuses primarily upon texts of the Western tradition composed between Antiquity and the Renaissance. (formerly Great Books I)
Lecture: 3 hours —   IAI: H3 906

HUM 152◊ Great Books of the West II
3 credits

Reading and analysis of representative masterpieces from a variety of nationalities and epochs. Focuses primarily upon texts of the Western tradition composed between the Renaissance and the present. (formerly Great Books II)
Lecture: 3 hours —   IAI: H3 907

HUM 165◊ Introduction to the Latin American Experience
3 credits

The history of the intellectual and cultural development of Latin-America. This course will examine the origins of this non-western culture beginning with pre-Colombian civilizations and continue into contemporary Latin America. Adaptations to and influence on Western culture in political, social and economic development also will be discussed.
Lecture: 3 hours —   IAI: H2 903N

HUM 170◊ Introduction to Women's and Gender Studies
3 credits

An introductory course that examines the constructions of masculinity and femininity. Explores how gender is influenced by race, class, culture and sexuality. Exposes students to the fundamental arguments, theories and histories of women's and gender studies through an engagement of images, texts and film.
Prerequisite: Writing and Reading assessment test score of 4; or a grade of 'C' or better in RHT 095 or RHT 096 and RHT 085 or RHT 086
Lecture: 3 hours —   IAI: HF 907D

HUM 296◊ Special Topics in Humanities
1-4 credits

This course provides an interdisciplinary exposure to various aspects of the humanities through readings, discussion, lecture, guided research and field trips. Topics vary from semester to semester. Topics must be approved by the dean of the School of Arts and Sciences. Course may be repeated an additional three times, but not more than eight hours may be used for a student to complete the degree requirement of a program.
Lecture: 1-4 hours
(course fee required)

HUM 299◊ Scholars Program Seminar
1 credit

Composed of three components: readings and discussions, outside learning activities including service learning, and sessions devoted to information regarding preparation for transfer to a four-year institution. Course is repeatable up to three times when topics are different for a maximum of 4 credits that may be used toward graduation.
Prerequisite: Scholars Program member
Lecture: 1 hour

Independent Building Contractor Courses (IBC)

IBC 100 Introduction to Independent Building Contracting
1 credit

Introduction to the field of independent building contracting. Small business practices, residential construction techniques including: OSHA, print reading, wood construction, finishing, electrical, plumbing, and cost estimating are covered.
Lecture: 1 hour
(course fee required)

IBC 105 Carpentry: Rough Carpentry
3 credits

Basic framing systems and principles used in residential construction: floor framing, wall framing and roof framing.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

IBC 110 Plumbing: Fixtures, Valves and Faucets
3 credits
Basic plumbing principles, focusing on fixtures, valves and faucets. Other topics include practices and the history of plumbing, along with plumbing tools and equipment, safety, and related calculations.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

IBC 120 Exterior Finishes
3 credits
Hands-on preparation of exterior surfaces and installation of exterior wall and roof coverings, including installation of siding, veneer stone, soffit and fascia materials, as well as various types of roofing coverings used in residential applications.
Prerequisite: IBC 105
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

IBC 201 Professional Practice IBC
3 credits
A seminar featuring short, problem-based projects geared toward an understanding of the best professional practices required for a successful independent building contractor business, including a variety of specialized activities that commonly occur inside a building contractor's office, such as working with clients, subcontractors and local governments, as well as customer service.
Prerequisite: IBC 100
Lecture: 3 hours

IBC 205 Carpentry: Finished Carpentry
3 credits
Installation of finish materials in residential construction. Sheathing, siding, insulation, stairs, flooring, drywall installation and finishing, as well as miter cuts and installation of crown molding, base molding, casing, wainscot paneling, door installation, window installation and roofing. Wall finishing, including paint finishes, wall paper and paneling also will be covered.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

IBC 210 Plumbing: Installation and Repair
3 credits
Plumbing principles related to the installation and repair of plumbing products in a residential setting. Topics include plumbing tools and equipment, safety, print reading and sketching, related calculations, and the installation and repair of various plumbing systems.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

IBC 230 Interior Preparation: Paints, Wallpaper
3 credits
Preparation and installation of wall finishes in residential construction. Wall finishing, including paint finishes, wall paper and faux finishes will be covered.
Prerequisite: IBC 105
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

IBC 250 Integrated Sustainable Construction Practices
4 credits
Synthesizes the entire coursework from the degree through a comprehensive capstone project where construction, architecture, sustainability, engineering and business practices are applied.
Prerequisite: BUS 136, ENT 201, IBC 210, IBC 230
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

Interdisciplinary Study Courses (IDS)

IDS 101◊ The Arts in Western Culture I
3 credits
A chronologically-based interdisciplinary survey of significant literary, philosophical, visual, architectural, theatrical, musical and other performance-based artistic expressions of Western culture from prehistory to the Renaissance.
Lecture: 3 hours —   IAI: HF 902

IDS 102◊ The Arts in Western Culture II
3 credits
Second semester completion of a chronologically-based interdisciplinary survey of the significant intellectual, literary, philosophical, visual, musical and other performance-based artistic expressions from the major epochs of Western culture, from the Renaissance to the present. The course may stand on its own, and a student may take either course in the sequence.
Lecture: 3 hours —   IAI: HF 903

Independent Study Course (IND)

IND 199◊ Independent Study
1-4 credits
This is a variable-credit, independent-study course, which may be repeated for up to four credits. The student prepares a proposal with an instructor and submits it for approval to the department chairperson and area dean. Independent study cannot replace a regular course.
Prerequisite: Satisfactory completion of 15 semester hours of credit
Lecture: 1-4 hours

Interior Design Courses (INT)

INT 116 Color for Interiors
3 credits
Study of color theories and their application to interior design. (formerly Interior Color Composition)
Lecture: 1 hour
Laboratory: 3 hours
(course fee required)

INT 205 Computers for Kitchen and Bath Design
3 credits
20-20 Design CAD software applications for kitchen and bath design.
Lecture: 2 hours
Laboratory: 2 hours

Italian Courses (ITL)

ITL 101◊ Elementary Italian I
4 credits
This first semester of Italian is designed to allow students to develop basic oral comprehension and speaking skills. Along with some fundamental grammatical concepts, appreciation of Italian culture as reflected and the language is stressed.
Lecture: 4 hours
(course fee required)

ITL 102◊ Elementary Italian II
4 credits
Continuation of ITL 101◊, this course places more emphasis on conversation and the use of the past tense, vocabulary building, short compositions and discussions of recent developments in modern Italy.
Prerequisite: ITL 101◊ or satisfactory placement test scores
Lecture: 4 hours
(course fee required)

ITL 103◊ Intermediate Italian I
4 credits
This course is a continued study of grammatical concepts through written and oral practice. Students will read topics relating to human and cultural interests and compose short papers to foster growth in linguistic proficiency.
Prerequisite: ITL 102◊ or satisfactory placement test scores
Lecture: 4 hours
(course fee required)

ITL 104◊ Intermediate Italian II
4 credits
Prepares high-intermediate students for cross-cultural communication through the study of language through reading, writing, listening, speaking and culture; provides connections to other disciplines through the study of Italian and develops awareness of Italian culture and art.
Prerequisite: ITL 103◊ with a grade of "C" or better
Lecture: 4 hours —   IAI: H1 900
(course fee required)

ITL 113◊ Italian Composition & Conversation I
2 credits
Designed to develop the student's ability to communicate effectively in Italian, both in oral and written form, this course places emphasis on listening comprehension and speaking proficiency.
Prerequisite: One year of college Italian; may be taken concurrently with ITL 103◊ or ITL 104◊
Lecture: 2 hours
(course fee required)

ITL 114◊ Italian Composition & Conversation II
2 credits
Continuation of ITL 113◊, this course is designed to improve pronunciation, listening comprehension and speaking ability. Weekly compositions are done to develop better written self-expression.
Prerequisite: One year of college Italian; may be taken concurrently with ITL 103◊ or ITL 104◊
Lecture: 2 hours
(course fee required)

ITL 118◊ Study-Travel in Italy
4 credits
This course is an intensive study of Italian language and culture in Italy. Listening, speaking, reading and writing are covered extensively. Students may elect to take the course for two credits or for four credits. A research project on an Italian topic is required for four hours of credit.
Prerequisite: ITL 102◊
Lecture: 4 hours

Mathematics Courses (MAT)
Enrollment into mathematics courses is based on student performance on the Triton math placement test.

MAT 045 Arithmetic and Pre-Algebra
4 credits
Covers the skills necessary to be successful in future math classes including, competency in whole numbers, fractions, decimals, order of operations, ratio and proportion, percent topics, introductory signed number manipulations, and an introduction to basic equation solving. Special emphasis will be placed on applications of course material. Students cannot receive credit for both MAT 045 and MAT 050. (formerly Pre-Algebra)
Prerequisite: COMPASS pre-algebra placement test score of 0-30
Lecture: 4 hours

MAT 050 Pre-Algebra
3 credits
Obtain skills necessary to be successful in future math classes, including competency in fractions, decimals, order of operations, ratio and proportion, percent topics, introductory signed number manipulations, and an introduction to basic equation solving. Special emphasis will be placed on applications of course material. Students may not receive credit for MAT 050 and MAT 045.
Prerequisite: COMPASS pre-algebra placement test score of 31-54
Lecture: 3 hours

MAT 055 Algebra & Geometry I
4 credits
The study of properties of real numbers, solving first degree equations and inequalities, formulas, problem solving, the Cartesian coordinate system, operations with polynomials, and basic geometry. Cannot receive credit for both MAT 045 and MAT 055.
Prerequisite: MAT 045 or MAT 050 (with a minimum grade "C") or COMPASS pre-algebra score of 55-100 or COMPASS algebra score of 26-45 or an ACT score of 18 within the past 2 years
Lecture: 4 hours

MAT 080 Preparation for General Education Mathematics
3 credits
A non-transferable course that provides opportunities for problem solving. Topics from intermediate algebra necessary to be successful in MAT 101◊, 102◊ and 170◊, which include the real number system, equation solving, modeling with equations and algebraic functions, function concepts, polynomials, factoring, set theory, and elementary logic statements. All topics will provide the necessary foundation for students to engage in mathematical modeling and problem solving.
Prerequisite: COMPASS algebra score of 46-65 or MAT 055 with a grade of "C" or above or Mathematics ACT of 20 within the last two years.
Lecture: 3 hours
(course fee required)

MAT 085 Algebra & Geometry II
5 credits

Concepts in factoring, rational expressions and equations, functions, relations, systems of equations, inequalities, radical expressions and equations, quadratic equations, special right triangles and Pythagorean Theorem.

Prerequisite: MAT 055 with "C" or better or COMPASS algebra score of 46-65 or Mathematics ACT of 20 within the past 2 years
Lecture: 5 hours
(course fee required)

MAT 096 Algebra/Geometry Review
5 credits

Examine elementary and intermediate-level algebra concepts, along with plane geometry, signed numbers, factoring, linear equations, graphs, exponents, operations on rational expressions, graphing linear equations, solving fractional and quadratic equations, plane Euclidean geometry studying lines, angles, circles, polygons, and their congruence. Recommended for highly motivated students wanting a refresher course of previously learned material. Taught as a self-paced class in a computer laboratory. Instructor guidance is provided. Course may be repeated up to two times, picking up where they left off.

Note: Credit will not be given for both MAT 096 and MAT 055, and/or MAT 085.

Prerequisite: COMPASS pre-algebra score of 75-100 or COMPASS algebra score of 35-45 or MAT 045 or MAT 050 with an "A" or better or Mathematics ACT of 19 within the past 2 years
Lecture: 5 hours

MAT 101◊ Quantitative Literacy
3 credits

Intended for students in areas of study not requiring calculus or advanced mathematics. Applications of ratio and measurement to real-world situations, including percentages, linear and exponential modeling with a focus on environmental applications and basic descriptive statistics.

Prerequisite: Writing: COMPASS writing score of 83 or higher; an English ACT score of 20 or higher; or a grade of "C" or better in RHT 095 or RHT 096

AND

Reading: COMPASS reading score of 70 or higher; a reading ACT score of 20 or higher; or a grade of "C" or better in RHT 085 or RHT 086

AND

Intermediate Algebra and Geometry demonstrable through a COMPASS Algebra score of 66-100 and a COMPASS College Algebra score of 31-45, or a Math ACT score of 23 (within the past two years), or MAT 080 or MAT 085 or MAT 096 or MAT 103◊. A grade of "C "or better is required for all prerequisite Math courses.
Lecture: 3 hours —   IAI: M1 901

MAT 102◊ Liberal Arts Mathematics
3 credits

Intended for students in areas of study not requiring calculus or advanced mathematics. Topics will be selected from sets, logic, consumer mathematics, numeral systems, and geometry in nature and in daily life, introductory statistics and introductory probability.

Prerequisite: Writing: COMPASS writing score of 83 or higher; an English ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096

AND

Reading: COMPASS reading score of 70 or higher; a Reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086

AND

Intermediate Algebra and Geometry demonstrable through a COMPASS Algebra score of 66-100 and a COMPASS College Algebra score of 31-45, or a Math ACT score of 23 (within the past two years) or MAT 080 or MAT 085 or MAT 096 or MAT 103◊. A grade of "C" or better is required for all prerequisite Math courses.
Lecture: 3 hours —   IAI: M1 904

MAT 103◊ Applied Intermediate Algebra
3 credits

Intermediate-level course in algebra, including topics in exponential and radical manipulation, functions, relations, rational expressions and solving fraction and quadratic equations. Heavy emphasis is on applications rather than theory. May not be used to fulfill the mathematics requirement in the AS or AA degree.

Prerequisite: MAT 055 (minimum grade "C") or qualifying score on placement test
Lecture: 3 hours

MAT 110◊ College Algebra
5 credits

Examines the operations on real numbers: factoring, polynomials, rational expressions, complex numbers, topics from the theory of equations, polynomials, exponential and logarithmic functions, systems of equations, and conic sections. Credit for MAT 111◊ will not be given if credit for MAT 110◊ has been previously earned.

Prerequisite: Intermediate Algebra and Geometry demonstrable through a COMPASS Algebra score of 66-100 and a COMPASS College Algebra score of 31-45, or a Math ACT score of 23 (within the past two years), or MAT 085 or MAT 096 or MAT 103◊. A grade of "C" or better is required for all prerequisite Math courses.
Lecture: 5 hours

MAT 111◊ Pre-Calculus
5 credits

Operations on real and complex numbers, functional representation, systems of equations, determinants, mathematical induction, and theory of equations and inequalities are covered. Also included is an introduction to the basic ideas of the relational aspects of plane trigonometry. Credit for MAT 110◊ or MAT 114◊ will not be given if credit for MAT 111◊ previously has been earned. (formerly College Algebra & Trigonometry)

Prerequisite: Writing: Assessment test score of 4 or higher; an English ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096 or completion of RHT 101◊ AND Reading: Assessment test score of 4 or higher; a Reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086 or completion of RHT 101◊ AND Intermediate Algebra and Geometry demonstrable through a minimum Triton placement score of 6 or ACT Math score of 23 (within the last two years) or MAT 085 or MAT 096 or MAT 103◊. A grade of "B" or better is required for all prerequisite Math courses.
Lecture: 5 hours

MAT 114◊ Plane Trigonometry
3 credits

Trigonometric functions and their graphs, identities, trigonometric equations, right and oblique triangles, inverse trigonometric functions; polar coordinates; vectors, and complex numbers are covered. Credit for MAT 114 will not be given if credit for MAT 111 previously has been earned.

Prerequisite: Writing: COMPASS writing score of 83 or higher; an English ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND
Reading: COMPASS reading score of 70 or higher; a Reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
AND
Intermediate Algebra and Geometry demonstrable through a COMPASS Algebra score of 66-100 and a COMPASS College Algebra score of 31-45, or a Math ACT score of 23 (within the past two years), or MAT 085 or MAT 096 or MAT 103◊ (grade of "C" or better).
Lecture: 3 hours

MAT 116◊ Math for Elementary School Teachers I
3 credits

First course in a two-course sequence that is a systematic presentation of elementary mathematics for students who are preparing to teach in elementary schools.

Prerequisite: Writing: Assessment test score of 4 or higher; an English ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096 or completion of RHT 101◊ AND Reading: Assessment test score of 4 or higher; a Reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086 or completion of RHT 101◊ AND Intermediate Algebra and Geometry demonstrable through a minimum Triton placement score of 6 or ACT Math score of 23 (within the last two years) or MAT 085 or MAT 096 or MAT 103◊. A grade of "C" or better is required for all prerequisite Math courses.
Lecture: 3 hours

MAT 117◊ Math for Elementary School Teachers II
3 credits

Second course in a two-course sequence that is a systematic presentation of elementary mathematics for students who are preparing to teach elementary school.

Prerequisite: MAT 116◊ with a grade of "C" or better
Lecture: 3 hours —   IAI: M1 903

MAT 122◊ Technical Mathematics
3 credits

Designed to accommodate individual mathematical needs of students in the technologies according to their requirements. Topics include percent ratio and proportion, measurement, estimation, interpretation of graphs, basic algebra, formula rearrangement, basic geometry, basic trigonometry and their application to solve a variety of occupational and technical problems. Cannot be used to fulfill the mathematics requirement in the AA, AS AFS or AGS degrees. (formerly TEC, Elementary Technical Mathematics)

Prerequisite: MAT 045 or placement test score of 2 or better, within the last year
Lecture: 3 hours

MAT 124◊ Finite Mathematics
3 credits

Set theory, matrices, linear programming, probability and Markov processes are covered. Problems are selected from the fields of social science and business.

Prerequisite: MAT 110◊ or MAT 111◊ (minimum grade "C") or qualifying score on placement test or ACT Math score of 26 (within the last two years).
Lecture: 3 hours —   IAI: M1 906

MAT 131◊ Calculus & Analytic Geometry I
5 credits

First course in a three-part calculus sequence. Introduces the concept of a limit process which is central for much of modern mathematics. Develops the differential and integral calculus of elementary functions from the limit idea. Develops applications to geometry, physics, economics and other sciences.

Prerequisite: Writing: COMPASS writing score of 83 or higher; an English ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096

AND
Reading: COMPASS reading score of 70 or higher; a reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
AND
MAT 111◊ or MAT 110◊ and MAT 114◊ (grades of "C" or better in all courses) or COMPASS Trigonometry score of 46-100, or a Math ACT score of 28 (within the past two years).
Lecture: 5 hours —
IAI: M1 900-1; MTH 901

MAT 133◊ Calculus & Analytic Geometry II
5 credits

Second course in a three-part calculus sequence that extends the concepts and theory of the first course to transcendental and hyperbolic functions, as well as to sequences and series. Infinite series are introduced, power techniques for integration are developed, and further applications to plane geometry and the sciences are explored.

Prerequisite: MAT 131◊ (with a minimum grade "C")
Lecture: 5 hours —
IAI: M1 900-2; MTH 902

MAT 134◊ Introduction to Calculus for Business & Social Science
5 credits

Provides an introduction to differential and integral calculus of algebraic, exponential and multivariable functions. Places special emphasis on applications to business, economics and the social sciences.

Prerequisite: Writing: COMPASS writing score of 83 or higher; an English ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND Reading: COMPASS reading score of 70 or higher; a Reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
AND College Algebra demonstrable through a COMPASS College Algebra score of 46-100 and COMPASS Trigonometry score of 0-45, or a Math ACT score of 26 (within the past two years) or MAT 110◊ or MAT 111◊ (grade of "C" or better).
Lecture: 5 hours —   IAI: M1 900-B

MAT 170◊ Elementary Statistics
4 credits
Fundamentals of descriptive statistics, including measures of center, variation and position, as well as graphical methods are covered. Probability distributions including the Normal, Binomial, Student-T, Chi Square and F-Distribution are included. Inferential statistical concepts such as confidence intervals, sample sizes and hypothesis testing are also studied. The course concludes with work on correlation, regression and two-sample techniques. Students will be expected to utilize some form of technology in the class.
Prerequisite: Writing: COMPASS writing score of 83 or higher; an English ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND
Reading: COMPASS score of 70 or higher; a reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
AND
Intermediate Algebra and Geometry demonstrable through a COMPASS Algebra score of 66-100 and a COMPASS College Algebra score of 31-45, or a Math ACT score of 23 (within the past two years), or MAT 080 or MAT 085 or MAT 096 or MAT 103◊. A grade of "C" or better is required for all prerequisite Math courses.
Lecture: 4 hours — IAI: M1 902; BUS 901

MAT 224◊ Linear Algebra
3 credits
A first course in vectors, matrices, vector spaces and linear transformations. Serves not only as an introduction to more abstract mathematics courses at the junior-senior level, but also have many useful applications outside mathematics. May be taken concurrently with, but should not replace, a course in multivariable calculus. Topics include vectors, vector spaces, matrices, determinants, matrix algebra, linear independence, linear transformations eigenvalues and eigenvectors, and applications of these topics. Approximately one-third of the course will involve the concept of mathematical proof as applied to linear algebra.
Prerequisite: MAT 133◊ (with a grade of "C" or better)
Lecture: 3 hours — IAI: MTH 911

MAT 235◊ Calculus & Analytic Geometry III
3 credits
Third course in a three-part calculus sequence that extends the concepts and theory of the first two courses to multi-variable calculus. Vectors, functions of vectors and vector-valued functions are introduced, differentiated and integrated. Applications to solid analytic geometry and the sciences are made. (formerly 135)
Prerequisite: MAT 133◊ (minimum grade "C")
Lecture: 3 hours —
IAI: M1 900-3; MTH 903

MAT 341◊ Differential Equations
3 credits
Systematic procedures for solving ordinary differential equations are covered. Emphasis is on solving homogeneous and nonhomogeneous n-th order linear equations. Laplace transforms of elementary functions and their inverses also are covered.
Prerequisite: MAT 133◊ (with a grade of "C" or better)
Lecture: 3 hours

Mass Communication - Multimedia Courses (MCM)

MCM 120◊ Mass Communication
3 credits
Learn about the nature and impact of mass communication in contemporary society, their technological basis, economic and political foundations, and social implications.
Prerequisite: RHT 101◊ or equivalent
Lecture: 3 hours — IAI: MC 911

MCM 125◊ Broadcasting History
3 credits
An overview of the cultural history of broadcasting from the invention of radio to cable and satellite communication.
Lecture: 3 hours

MCM 130◊ Introduction to Radio Production
3 credits
Examines the principles of radio broadcast production and develops skills in using equipment and procedures necessary to produce programs for radio.

Includes hands-on experience with professional audio production software and the mass communication program's radio production facilities.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

MCM 150◊ Film History and Appreciation
3 credits
A survey of film as an art form, emphasizing elements of story, aesthetics, differences among genres and criticism. Examines such techniques as pictorial composition, movement, lighting and editing.
Lecture: 3 hours — IAI: F2 908

MCM 160◊ Basic News Writing
3 credits
Introduction to news writing, including the techniques of news gathering, reporting, and interviewing; the use of library and online database research methods; preparing copy for publication; and developing news stories, from idea to finished publication. Students write basic stories under real-time constraints. Work on student newspaper is correlated with course content. (formerly JRN 150)
Prerequisite: Either an ACT score of 17 or better in English, a placement test score of 4, or a grade "C" or better in RHT 096
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

MCM 200◊ Basic News Editing
3 credits
Introduction of the principles and techniques of electronic editing, information management and publication design emphasizing the editing of copy and display type for maximum clarity. Broadened experience and practice in news reporting and acquisition. Work on student newspaper is correlated with course content. (formerly JRN, Basic News Editing I)
Prerequisite: MCM 160◊ or participation in High School newspaper writing or editing
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

MCM 205◊ Basic Broadcast Announcing
3 credits

Broadcast announcing principles and techniques are discussed and applied. Topics include creating, reading and delivering commercials, news, interviews, public service announcements and special events. Performance of live, on-air broadcasts on WRR◊, Triton's radio station, is featured.
Prerequisite: MCM 120◊, SPE 101◊
Lecture: 2 hours
Laboratory: 2 hours —   IAI: MC 918
(course fee required)

MCM 296◊ Special Topics in Mass Communication and Journalism
1-4 credits

Mass media topics and issues are studied through readings, discussion, guided research and field trips. Topics vary from semester to semester. Course is repeatable when topics vary; up to a maximum of four credit hours may be used toward graduation.
Prerequisite: Any course in journalism or mass communication
Lecture: 1-4 hours

Music Courses (MUS)

MUS 100◊ Rudiments of Theory
2 credits

Notation, scales, intervals, chords and terminology are covered. Recommended for students with little or no background in music.
Lecture: 2 hours
(course fee required)

MUS 101◊ Electronic Music Production
3 credits

Provides a detailed explanation of computer music production. Students will develop skills in loop production, MIDI production, sampling, soft synths, audio recording, editing and mixing through class instruction and hands-on learning. Projects focus on loop production, MIDI production, audio recording and film scoring using Apple computers running Ableton Live and Reason software.
Lecture: 3 hours

MUS 105◊ Theory of Music I
3 credits

Intensive training in the fundamentals of music, part writing and analysis.
Prerequisite: Satisfactory performance on theory-placement examination; or completion of MUS 100◊ with a grade of 'C' or higher, and concurrent enrollment in MUS 115◊ and MUS 135◊
Lecture: 3 hours
(course fee required)

MUS 106◊ Theory of Music II
3 credits

Continuation of the materials presented in MUS 105◊. Emphasis is on the introduction of secondary triads, elementary modulation and dominant seventh chords.
Prerequisite: MUS 105◊, MUS 115◊, MUS 135◊ all with a grade of 'C' or higher, and concurrent enrollment in MUS 116◊ and MUS 235◊
Lecture: 3 hours
(course fee required)

MUS 110◊ Listening to Music
3 credits

Enjoy the pleasure of music. Presents, through guided listening, music's history, development and its parallel with the evolution of humans. Emphasis is on the joy of exploring the effect of music on our ears, mind and body. Style, form and technique of instrumental and vocal music will be studied.
Lecture: 3 hours —   IAI: F1 900

MUS 115◊ Sight-Singing & Ear Training I
1 credit

Laboratory section involving practice in melodic, harmonic and rhythmic dictation, sight-singing and applying the material presented in MUS 105◊.
Prerequisite: Satisfactory performance on theory-placement examination, or completion of MUS 100◊ with a grade of 'C' or higher, and concurrent enrollment in MUS 105◊ and MUS 135◊
Laboratory: 2 hours
(course fee required)

MUS 116◊ Sight-Singing & Ear Training II
1 credit

Laboratory section involving practice in melodic, harmonic and rhythmic dictation and sight-singing, applying material presented in MUS 106◊.

Prerequisite: MUS 105◊, MUS 115◊, MUS 135◊ all with a grade of 'C' or higher, and concurrent enrollment in MUS 106◊; and MUS 235◊
Laboratory: 2 hours
(course fee required)

MUS 120◊ Record Production I
3 credits

Details the process of music production and music business. Gives an overview of pre-production, tracking, overdubbing, mixing, mastering, promotion, marketing, sales, royalty computations and the business of music. Hands-on student music projects develop skills in loop production, remixing and mixing using Apple computers running Ableton Live and Reason software.
Lecture: 3 hours

MUS 135◊ Keyboard Musicianship I
1 credit

Keyboard realization of the harmonic materials presented in MUS 106◊. Emphasis is on figured bass, harmonization, modulation and transposition. Required of all students enrolled in MUS 207◊. Offered in combination with *MUS 235◊, which is similar in content and lab where students will work in a collaborative environment. Students will work independently for a portion of the class. (formerly Keyboard Harmony I)*
Prerequisite: Satisfactory performance on theory-placement examination, or completion of MUS 100◊, with a grade of 'C' or higher, and concurrent enrollment in MUS 115◊ and MUS 105◊
Laboratory: 2 hours
(course fee required)

MUS 177◊ Class Piano Instruction
2 credits

Group instruction for students is provided for those who do not major in piano or meet minimum requirements in piano on entrance.
Laboratory: 2 hours
(course fee required)

MUS 179◊ Applied Music—Instrumental
1 or 2 credits

Provides private instruction. The major applied lesson (section 01) is one hour, one day per week, for two credits. The minor applied lesson (section 02) is one-

half hour, one day per week, for one credit. May be repeated for a maximum of eight accrued credits. (formerly Applied Music-Instrumentation)
Prerequisite: Satisfactory performance on theory-placement examination, or completion of MUS 100◊, with a grade of 'C' or higher, and concurrent enrollment in one of the instrumental music ensemble courses (MUS 250◊, MUS 253◊, MUS 266◊). Includes: violin, viola, cello, string bass, flute, clarinet, oboe, bassoon, trumpet, French horn, trombone, baritone horn, tuba, percussion, saxophone, classical guitar and jazz/rock piano.
Laboratory: 2-4 hours
(course fee required)

MUS 180◊ Applied Music— Piano
1 or 2 credits
Provides private instruction. The major applied lesson (section 01) is one hour, one day per week, for two credits. The minor applied lesson (section 02) is one-half hour, one day per week, for one credit. May be repeated for maximum of eight accrued credits.
Prerequisite: Satisfactory performance on theory-placement examination, or completion of MUS 100◊, with a grade of 'C' or higher, and concurrent enrollment in a music ensemble course (MUS 250◊, MUS 253◊, MUS 262◊ MUS 266◊).
Laboratory: 2-4 hours
(course fee required)

MUS 181◊ Applied Music— Voice
1 or 2 credits
(See MUS 179◊) Provides private instruction. The major applied lesson (section 01) is one hour, one day per week, for two credits. The minor applied lesson (section 02) is one-half hour, one day per week, for one credit. May be repeated for a maximum of eight accrued credits.
Prerequisite: Satisfactory performance on theory-placement examination, or completion of MUS 100◊ with a grade of 'C' or higher, and concurrent enrollment in a vocal ensemble course (MUS 262◊); exceptions are drama majors who may enroll in the one-credit section
Laboratory: 2 hours
(course fee required)

MUS 200◊ Improvisation I
2 credits
This course is a structured study of the theory and techniques of improvisation as used by the commercial/jazz musician and applied to the student's major instrument through reading, listening, transcribing and performing.
Prerequisite: MUS 105◊, MUS 115◊; and MUS 106◊, MUS 116◊, MUS 135◊ or MUS 235◊; or concurrent enrollment
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

MUS 201◊ Improvisation II
2 credits
Continuation and further refinement of the skills and materials developed in MUS 200◊.
Prerequisite: MUS 106◊, MUS 116◊ and MUS 200◊; concurrent enrollment in MUS 207◊ and MUS 217◊; and MUS 135◊ or MUS 235◊; or concurrent enrollment
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

MUS 202◊ Improvisation III
2 credits
Continuation and further refinement of the skills and materials developed in MUS 200◊ and MUS 201◊.
Prerequisite: MUS 207◊, MUS 217◊, MUS 135◊; and concurrent enrollment in MUS 208◊, MUS 218◊ and MUS 235◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

MUS 207◊ Theory of Music III
3 credits
Harmony, counterpoint and analysis are covered. Emphasis is on altered chords, including the Augumented sixth, the Neapolitan, Borrowed Chords, secondary-dominant and secondary-leading-tone chords.
Prerequisite: MUS 106◊, MUS 116◊, MUS 235◊ all with a grade of 'C' or higher, and concurrent enrollment in MUS 217◊ and MUS 180◊
Lecture: 3 hours
(course fee required)

MUS 208◊ Theory of Music IV
3 credits
Continuation on an advanced level of the material presented in the previous three semesters of music theory. Emphasis is on chromatic harmony and recent compositional techniques.
Prerequisite: MUS 207◊, MUS 217◊, MUS 180◊ all with a grade of 'C' or higher, and concurrent enrollment in MUS 218◊
Lecture: 3 hours
(course fee required)

MUS 211◊ Arranging & Composition
2 credits
This is a structured study of the techniques of writing for the various types and sizes of ensembles most used in the commercial music field.
Prerequisite: MUS 207◊, MUS 217◊, MUS 235◊ and MUS 247◊; concurrent enrollment in MUS 208◊, MUS 218◊ and MUS 249◊
Lecture: 2 hours
(course fee required)

MUS 212◊ Commercial Vocal Repertoire I
2 credits
This course is a structured survey of standard song literature from the commercial music area, stressing tasteful and technically correct performance practice. "Standard" repertoire from pre-1920 to the present are presented.
Prerequisite: Concurrent enrollment in MUS 181◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

MUS 213◊ Commercial Vocal Repertoire II
2 credits
Continuation of MUS 212◊ covering Broadway and "pop" literature.
Prerequisite: MUS 212◊ and concurrent enrollment in MUS 181◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

MUS 215◊ Introduction to Music History
3 credits
Examine the development of music as an art in western civilization from antiquity to present. Emphasis is on musical works and style, as well as understanding of

musical concepts. Some musical background is recommended. Students with no musical background are advised to take MUS 110◊, Music Appreciation.
Prerequisite: Sophomore standing
Lecture: 3 hours — IAI: F1 901

MUS 216◊ Music in America
3 credits
A survey of music and musicians in America from colonial times to the present. The position of music in American social life and institutions is discussed, along with the influence of foreign musical traditions.
Lecture: 3 hours — IAI: F1 904

MUS 217◊ Sight-Singing & Ear Training III
1 credit
Laboratory section involving practice in melodic, harmonic and rhythmic dictation and sight-singing, applying material presented in MUS 106◊.
Prerequisite: MUS 106◊, MUS 116◊, MUS 235◊ all with a grade of 'C' or higher, and concurrent enrollment in MUS 207◊; and MUS 180◊
Laboratory: 2 hours
(course fee required)

MUS 218◊ Sight-Singing & Ear Training IV
1 credit
Student will successfully perform vocally and recognize examples, which employ the same compositional styles as those in MUS 208◊.
Prerequisite: MUS 180◊, MUS 207◊, MUS 217◊, all with a grade of 'C' or higher, and concurrent enrollment in MUS 208◊
Laboratory: 2 hours
(course fee required)

MUS 220◊ Record Production II
3 credits
Educates students about the business side of the music industry and provides students with an advanced realistic studio experience covering engineering, how to listen, what to listen for, studio equipment, industry lingo, calculation of royalties and publishing, how to create a production budget for a record label and/or production company, how to produce various genres of music, as well as creation of a demo.
Prerequisite: MUS 120◊
Lecture: 3 hours

MUS 235◊ Keyboard Musicianship II
1 credit
Continuation and further development of the skills and materials presented in MUS 135◊. Offered in combination with MUS 135◊, which is similar in content and lab. Students will work in a collaborative environment with students in MUS 135◊. Students will work independently for a portion of the class. (formerly, Keyboard Harmony II)
Prerequisite: MUS 105◊, MUS 115◊, MUS 135◊ all with a grade of 'C' or higher, and concurrent enrollment in MUS 106◊ and MUS 116◊
Laboratory: 2 hours
(course fee required)

MUS 247◊ Commercial Keyboard Harmony I
1 credit
Vocabulary and structure of the music language as used in a commercial/jazz format is taught at the keyboard. Primary emphasis is conceptual. High keyboard skill levels desirable but not required.
Prerequisite: MUS 106◊, MUS 116◊; and MUS 207◊, MUS 217◊ and MUS 235◊ or concurrent enrollment
Laboratory: 2 hours
(course fee required)

MUS 249◊ Commercial Keyboard Harmony II
1 credit
A continuation of the principles and applications presented in MUS 247◊.
Prerequisite: MUS 207◊, MUS 217◊, MUS 247◊; and MUS 208◊, MUS 218◊ and MUS 235◊; or concurrent enrollment
Laboratory: 2 hours
(course fee required)

MUS 250◊ Concert Band
1 credit
Students perform the finest contemporary literature, traditional classics and successful orchestra transcriptions available for band. A series of public and school concerts are presented each year. May be repeated for a maximum of four accrued credits. Enrollment is by permission of the director of bands. Auditions may be required.
Prerequisite: Past instrumental playing experience
Laboratory: 3 hours
(course fee required)

MUS 251◊ Community Concert Band I
0.5 credit
Performance of contemporary literature, traditional classics and successful orchestra transcriptions available for band are provided. A series of public and school concerts is presented each year. May be repeated for a maximum of two accrued credits. This course is recommended for non-majors.
Prerequisite: part-playing experience or and music reading ability
Laboratory: 3 hours
(course fee required)

MUS 252◊ Community Concert Band II
0.5 credit
Advanced students' performance of contemporary literature, traditional classics and successful orchestra transcriptions available for band are provided. A series of public and school concerts is presented each year. May be repeated for a maximum of two accrued credits.
Prerequisite: MUS 251◊
Laboratory: 3 hours
(course fee required)

MUS 253◊ Ensemble
1 credit
Students will perform in small ensembles. Some public performance is required. May be repeated for a maximum of four accrued credits.
Prerequisite: Department consent
Laboratory: 2 hours
(course fee required)

MUS 261◊ College Chorus
1 credit
Membership is open to students who wish to continue the study of choral music and participate in public performances. May be repeated for a maximum of four accrued credits.
Prerequisite: High school chorus or similar experience
Laboratory: 5 hours
(course fee required)

MUS 262◊ Choral Ensemble
1 credit
Students will perform in small choral ensemble of the finest popular and serious choral literature. Public performances are planned. May be repeated for a maximum of four accrued

credits.
Prerequisite: Consent of Instructor
Laboratory: 3 hours
(course fee required)

MUS 266◊ Jazz Band

1 credit

Students will perform some of the finest dance, jazz and stage-band literature. Public performances are planned. May be repeated for a maximum of four accrued credits.
Prerequisite: Ability to play an instrument
Laboratory: 3 hours
(course fee required)

MUS 296◊ Special Topics in Music

3 credits

This course is a study of international topics and problems through readings, discussion, guided research and field trips. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences.
Lecture: 3 hours

Nurse Assistant Courses (NAS)

NAS 100◊ Basic Nurse Assistant

6 credits

Principles and procedures used by the nurse assistant across various health settings to meet basic human needs. Included are basic medical terminology, body structure and function, concept of life span, communications and safety, as well as clinical experience in long-term care facilities. Meets the Illinois Department of Public Health Requirement for the nurse assistant certificates.
Prerequisite: Admission to the Nurse Assistant Program
Lecture: 4 hours
Laboratory: 2 hours
Clinical Laboratory: 2 hours
(course fee required)

NAS 101◊ Nurse Assistant: Care of Patients With Alzheimer's Disease

1 credit

Basic nursing care for patients with Alzheimer's disease and related disorders. (formerly Nurse Assistant: Care of Patients With Alzheimer's)
Prerequisite: NAS 100◊ or concurrent enrollment
Lecture: 1 hour

Nuclear Medicine Technology Courses (NUM)

NUM 100◊ Science of Nuclear Medicine

3 credits

Principles of radiation as used in practice of Nuclear Medicine, methods of decay, decay schemes, production of radionuclides and gamma radiation interactions with matter. Calculations of decay, biological and physical half-life and half-value layer.
Prerequisite: Admission to program
Lecture: 3 hours

NUM 103◊ Radiation Safety and Protection

2 credits

Introduction to the history and development of the Nuclear Medicine field. Philosophy of As Low as Reasonably Achievable (ALARA) and practical measures to apply in the clinical setting, including safe handling, receiving, storage, disposal and decontamination of radioactive material. Occupational exposure, personal monitoring, limits and associated exposure units, regulations and documents governing the use of radioactive material. Principles of radiation biology and potential effects of exposure to the human body.
Prerequisite: Admission to program
Lecture: 2 hours

NUM 140◊ Instrumentation in Nuclear Medicine

5 credits

Principles and operation of gas detector and scintillation detection systems and the components that make up each of these systems. Methods of image reconstruction and enhancement used in studies. Fundamental components, applications and processing techniques used in Nuclear Medicine computers. Laboratory experience supporting use of instrumentation, quality control parameters and computer applications.
Prerequisite: NUM 100◊ and NUM 103◊
Lecture: 3 hours
Laboratory: 4 hours
(course fee required)

NUM 155◊ Patient Care in Nuclear Medicine

2 credits

Principles of patient care to prepare students for work in the clinical setting. Professionalism and ethics, cultural competency, effective patient interaction, body mechanics, patient transfer and positioning, infection control, emergency procedures, patient support, specialized equipment and venipuncture techniques. Includes orientation to the student's three clinical rotation sites.
Prerequisite: NUM 100◊ and NUM 103◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

NUM 160◊ Nuclear Medicine Procedures I

3 credits

Introduction to clinical Nuclear Medicine, bone and lung imaging procedures, associated anatomy/physiology and radiopharmaceuticals, indications, pathology and scan interpretation. Pediatric imaging, review of statistics used in the practice of Nuclear Medicine and case study presentations.
Prerequisite: NUM 140◊ and NUM 155◊
Lecture: 3 hours

NUM 161◊ Applied Nuclear Medicine Technology I

1 credit

Part one in the first supervised clinical rotations to introduce the student to the practice of Nuclear Medicine, overall operation of the department and duties of the technologist. The student needs to show proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester.
Prerequisite: NUM 140◊, NUM 155◊
Clinical Laboratory: 2 hours
(course fee required)

NUM 181 Applied Nuclear Medicine Technology II

1 credit

Part two in the first supervised clinical experiences for students to learn by observing and assisting the technologist in basic scanning procedures, patient care, instrument quality control and radiopharmacy practices. Positron Emission Tomography (PET), Computed Tomography (CT) rotations

and injection procedures may be completed during this semester. The student needs to show proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester.
Prerequisite: NUM161◊
Clinical Laboratory: 2 hours
(course fee required)

NUM 260◊ Nuclear Medicine Procedures II
4 credits
Principles of Nuclear Medicine procedures for cardiac, gastrointestinal, and genitourinary systems. Associated anatomy/ physiology, indications, pathology and scan interpretation. Overview of lab principles and procedures for in-vitro Nuclear Medicine studies.
Prerequisite: NUM 160◊ and NUM 181◊
Lecture: 4 hours
(course fee required)

NUM 261◊ Applied Nuclear Medicine Technology III
2 credits
Second of three supervised clinical experiences provides students with opportunities to build on skills from first clinical rotation to gain competency in Nuclear Medicine procedures, patient care, and instrument quality control, computer analysis and radiopharmacy practices. Positron Emission Tomography (PET), Computed Tomography (CT), pediatric rotations and injection procedures may be completed during this semester. The student needs to show proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester.
Prerequisite: NUM 181◊
Clinical Laboratory: 4 hours
(course fee required)

NUM 262◊ Nuclear Medicine Pharmacy I
2 credits
Essentials of radiopharmaceuticals, diagnostic versus therapeutic, review of new drug approval process, properties of technetium, its chemistry and quality control tests. Fundamental concepts of radiopharmaceutical design, preparation and pharmacokinetics of agents utilized in the imaging of cardiac,

gastrointestinal, and genitourinary systems.
Prerequisite: NUM 160◊, concurrent enrollment with NUM 260◊
Lecture: 2 hours

NUM 265 Principles of PET for Nuclear Medicine
2 credits
Nuclear Medicine practice specific to Positron Emission Tomography (PET) imaging; physics of positron emission, principles of radionuclide production and use, normal and abnormal distribution, radiation safety practices, design and operation of detector, patient management and review of role of PET imaging in cardiology, neurology and oncology. (formerly Principles of PET in Nuclear Medicine)
Prerequisite: NUM 160◊, NUM 161◊ or graduate of accredited Nuclear Medicine program
Lecture: 2 hours

NUM 280◊ Nuclear Medicine Procedures III
4 credits
Principles of Nuclear Medicine procedures for endocrine, infection, central nervous system (CNS), oncology and therapy procedures. Associated anatomy/ physiology, indications, pathology and scan interpretation. Overview of Nuclear Regulatory Commission (NRC) rules and regulations associated with therapy practices and procedures. Review for certification board exam and creation of presentation for Program's Legacy project.
Prerequisite: NUM 260◊
Lecture: 4 hours

NUM 281◊ Applied Nuclear Medicine Technology IV
2 credits
The last of three supervised clinical experiences provides students with opportunities for practical application of theory and skill to achieve clinical competency in Nuclear Medicine procedures, patient care, instrument quality control, computer analysis and radiopharmacy practices. Positron Emission Tomography (PET), Computed Tomography (CT), pediatric rotations and injection procedures may be completed. The student needs to show

proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester.
Prerequisite: NUM 261◊
Clinical Laboratory: 4 hours
(course fee required)

NUM 282◊ Nuclear Medicine Pharmacy II
2 credits
Preparation and localization of radiopharmaceuticals utilized for therapy and imaging of tumors and endocrine, immune and Central Nervous Systems (CNS). Preparation for job search including resume writing and interviewing. Management and leadership in clinical setting. Board exam review.
Prerequisite: NUM 262◊, concurrent enrollment with NUM 280◊
Lecture: 2 hours

NUM 285 Principles of CT for Nuclear Medicine
1 credit
Essentials of computerized tomography (CT) for the Nuclear Medicine technologist. Principles of CT physics, scanners, imaging, protocols and quality control. Review of cross sectional anatomy.
Prerequisite: NUM 260◊, NUM 261◊ or graduate of accredited Nuclear Medicine program
Lecture: 1 hour

Nursing Courses (NUR)

NUR 095 Strategies for NCLEX Success
1 credit
Students who have not met the requirement of NUR 190◊ or NUR 290◊ for successful completion of the respective standardized comprehensive nursing exam. Develop and implement an individualized study plan utilizing a variety of success strategies. Upon completion of the exam, a successful score will be used to calculate the final course grade for NUR 190◊ or NUR 290◊. May be repeated only one time for the purpose of meeting the comprehensive nursing exam requirement for NUR 190◊, for LPNs; or one time for the purpose of meeting the comprehensive nursing exam requirement for NUR 290◊, for RNs.

Prerequisite: NUR 190◊ and NUR 290◊ with the exception of the standardized comprehensive nursing exam for the related course
Lecture: 1 hour
(course fee required)

NUR 105◊ Introduction to Nursing Academics
1 credit

Acquaints the pre-nursing student with the skills necessary to navigate and survive the rigors of academic life within the nursing program. Introduces the student to college structure and resources and is designed to promote learning skills, study habits, time management and critical thinking. Emphasis is placed on utilizing and applying these skills as they relate to the nursing program. (One 100-level nursing course may be repeated with approval of the Nursing Admission Committee.)
Prerequisite: Program prerequisites and pre-admission test; approval of Nursing Admissions Committee
Lecture: 1 hour
(course fee required)

NUR 130◊ Promoting Adaptation I
4 credits

Role of the professional nurse and the application of Roy, Maslow and Erikson theories providing nursing care. Assessment and maintenance of indicators of adaptation of individuals across the lifespan, including the childbearing and childrearing family with a multicultural society. Safe performance of basic nursing skills, physical assessment, the nursing process, communication, cultural competency, collaboration, problem solving, critical thinking and nursing judgment to promote adaptation of the physiologic needs of protection and activity and rest. (One 100-level nursing course may be repeated with approval of the Nursing Admission Committee.)
Prerequisite: Admission to the Nursing program
Lecture: 2.5 hours
Laboratory: 2.0 hours
Clinical Laboratory: 1 hour
(course fee required)

NUR 135◊ Promoting Adaptation II
5 credits

Continues to build on the skills and processes introduced in NUR130. Emphasizes assessment and maintenance of the concepts and theories related to the physiologic needs of oxygenation, nutrition and elimination, and the complex processes of fluid, electrolyte, and acid-base balance; neurologic function, endocrine function and the senses. Introduces the psychosocial modes of self-concept, role function and interdependence. Basic pharmacological processes to promote adaptation are introduced. (One 100-level course may be repeated with approval of the Nursing Admission Committee.)
Prerequisite: NUR 130◊; Admission to the Nursing program
Lecture: 3 hours
Laboratory: 3 hours
Clinical Laboratory: 1 hour
(course fee required)

NUR 145◊ Nursing Care of Individuals with Commonly Recurring Adaptation Problems I
5 credits

Focuses on a holistic approach to the nursing care of individuals with adaptation problems that occur across the life span, including those of the childbearing and childrearing family, within a multicultural society. Includes commonly recurring problems related to the psychosocial modes and to the physiologic needs of oxygenation, nutrition, elimination, activity and rest, and protection. Problem solving and critical thinking skills are emphasized in the utilization of the nursing process. (One 100-level nursing course may be repeated with the approval by the Nursing Admission Committee.)
Prerequisite: Score of 100% on Dosages and Solutions Math test; NUR 130◊, NUR 135◊, EDU 206◊ and concurrent enrollment in BIS 137◊ or BIS 241◊ and NUR 146◊
Lecture: 3 hours
Laboratory: 2 hours
Clinical Laboratory: 2 hours
(course fee required)

NUR 146◊ Pharmacology in Nursing I
1 credit

Nursing responsibilities and implications related to the administration of pharmacological agents in the treatment of commonly recurring problems related to the psychosocial modes and to the physiologic needs. Concepts of drug action, use and classification. Ethical and legal issues associated with medication administration. (One 100-level course maybe repeated with the approval of the Nursing Admission Committee.)
Prerequisite: concurrent enrollment in NUR 145◊
Lecture: 1 hour
(course fee required)

NUR 155◊ Nursing Care of Individuals with Commonly Recurring Adaptation Problems II
5 credits

Holistic approach to the nursing care of individuals with adaptation problems that occur across the life span, including those of the childbearing family within a multicultural society. Commonly recurring problems of the complex processes of fluid and electrolytes, senses, and neurologic and endocrine functions. Problem solving and critical thinking skills are emphasized in the utilization of the nursing process. (One 100-level nursing course may be repeated with approval of the Nursing Admission Committee.)
Prerequisite: NUR 145◊ and NUR 146◊; concurrent enrollment in BIS 137◊ or BIS 241◊, NUR 156◊
Lecture: 3 hours
Laboratory: 2 hours
Clinical Laboratory: 2 hours
(course fee required)

NUR 156◊ Pharmacology in Nursing II
1 credit

Nursing responsibilities and implications related to the administration of pharmacological agents in the treatment of commonly recurring problems related to the complex processes of the physiologic mode. Concepts of drug action, use and classification. Ethical and legal issues associated with medication administration. (One 100-level nursing course may be repeated with the approval of the Nursing Admission

Committee.)
Prerequisite: NUR 145◊, NUR 146◊, concurrent enrollment in NUR 155◊
Lecture: 1 hour

NUR 185◊ Transition from Licensed Practical Nurse to the Associate Degree Registered Nurse Student
5 credits

Introduces the philosophy and curriculum of the Triton College AD Nursing program and the role and responsibilities of the AD Nursing student. Allows students to enhance development and demonstration of problem solving and critical thinking skills, which are expected of the RN, through application of the nursing process in a clinical setting. Includes demonstration of competency of nursing skills expected of students completing level one of the program. (One 100-level course can be repeated with approval by the Nursing Admission Committee.) (formerly Transition from LPN to the ADN Student)
Prerequisite: LPN license, admission to the AD Nursing program; optional for Advanced Placement students who proficiency test out of semester one and two
Lecture: 3 hours
Laboratory: 3 hours
Clinical Laboratory: 1 hour
(course fee required)

NUR 190◊ Preparation for the Practical Nursing Role
4 credits

Emphasizes the transition from student to Licensed Practical Nurse (LPN), including preparation for licensure exam, job placement skills, and assuming the management responsibilities of the LPN; Clinical experiences emphasize the legal and ethical responsibilities in managing care for a group of individuals with commonly recurring adaptation problems. (One 100-level nursing course may be repeated with approval of the Nursing Admission Committee.)
Prerequisite: NUR 155◊ and NUR 156◊
Lecture: 3 hours
Clinical Laboratory: 2 hours
(course fee required)

NUR 225◊ Promoting Adaptation: Chronic Health Problems
4 credits

Application of clinical decision making in promoting adaptation of individuals with chronic health problems that result in multiple adaptation problems. Enhanced utilization of the nursing process, including interpretation of data, therapeutic communication, collaboration & coordination & development of teaching plans. (One 200-level course can be repeated with approval of the Nursing Admission Committee.)
Prerequisite: NUR 155◊, NUR 156◊
Lecture: 2.5 hours
Laboratory: 1 hour
Clinical Laboratory: 2 hours
(course fee required)

NUR 235◊ Promoting Adaptation: Psychosocial and Rehabilitation Problems
4 credits

Application of clinical decision making in promoting adaptation of individuals with psychosocial and rehabilitation health problems that result in multiple adaptation problems. Emphasizes enhanced utilization of the nursing process, including interpretation of data, therapeutic communication, collaboration and coordination, development of teaching plans, and identification of community resources available to assist individuals in meeting basic needs. (One 200-level course may be repeated with the approval of the Nursing Admissions Committee)
Prerequisite: NUR 155◊ and NUR 156◊
Lecture: 2.5 hours
Laboratory: 1 hour
Clinical Laboratory: 2 hours
(course fee required)

NUR 245◊ Promoting Adaptation: The Childbearing/Childrearing Family
4 credits

Application of clinical decision making in promoting adaptation of individuals with health problems resulting in multiple adaptation problems associated with stages of childbearing and during the period of infancy through adolescence. Critical analysis of children's responses to health problems and family responses to childbearing

/childrearing with expanded utilization of the nursing process. (One 200-level nursing course may be repeated with approval by the Nursing Admission Committee.)
Prerequisite: NUR 225◊, NUR 235◊ and BIS 222◊
Lecture: 2.5 hours
Laboratory: 1 hour
Clinical Laboratory: 2 hours
(course fee required)

NUR 255◊ Promoting Adaptation: Acute Health Problems
4 credits

Application of clinical decision making in promoting adaptation for individuals with acute health problems that result in multiple adaptation problems with emphasis on critical analysis of individual response to life threatening situations and expanded utilization of the nursing process. (One 200-level course can be repeated with approval of by the Nursing Admission Committee.)
Prerequisite: NUR 225◊ and NUR 235◊ and BIS 222◊
Lecture: 2.5 hours
Laboratory: 1 hour
Clinical Laboratory: 2 hours
(course fee required)

NUR 285◊ Professional Nursing Career Development
2 credits

Examine the current developments in the nursing profession and role transition from student to registered nurse. An overview of healthcare topics include self-assessment, career planning, professional role development, health provider organizations, fiscal responsibility, analysis of ethical-legal situations and political issues as they relate to the provision of care. (One 200-level nursing course may be repeated with approval of the Nursing Admission Committee.)
Prerequisite: NUR 155◊, NUR 156◊
Lecture: 2 hours
(course fee required)

NUR 290◊ Leadership in the Management of Patient Care
2 credits

Nursing process in managing the care of a group of individuals and explore management styles used to coordinate and communicate with health care team

members. Clinical experiences emphasize responsibilities of setting priorities, delegating and evaluating clinical performance. (One 200-level course can be repeated with approval by of the Nursing Admission Committee.)
Prerequisite: NUR 245◊, NUR 255◊, NUR 285◊
Lecture: 1 hour
Clinical Laboratory: 2 hours
(course fee required)

Ophthalmic Technician Courses (OPH)

OPH 112◊ Ocular Anatomy & Physiology
3 credits
Structure and function of the orbital, ocular, and visual system in health and pathology.
Prerequisite: Admission to Ophthalmic Technician program
Lecture: 3 hours

OPH 113◊ Spectacle Skills
2 credits
Lensometry, ophthalmic lens and frame materials, lens and frame measurements, and frame adjustment. (formerly Ophthalmic Dispensing I)
Prerequisite: OPH 114◊
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

OPH 114◊ Ophthalmic Optics
3 credits
Basic optical principles of the human eye and ophthalmic lenses. Fundamental concepts of refractive errors and their corrections.
Prerequisite: Admission to the Ophthalmic Technician program
Lecture: 3 hours

OPH 130◊ Ocular Pharmacology
3 credits
Classification, indications, action, dosage, complications, therapeutic implications, administration, side effects and contraindications of ophthalmic drugs.
Prerequisite: Admission to Ophthalmic Technician program; OPH 112◊
Lecture: 3 hours

OPH 140 Ophthalmic Procedures I
4 credits
Principles and procedures of the preliminary ophthalmic examination including patient interview, entrance testing, slit lamp, tonometry, visual pathway, and visual field testing.
Prerequisite: Admission to Ophthalmic Technician program; OPH 112◊, OPH 114◊
Lecture: 2 hours
Laboratory: 4 hour
(course fee required)

OPH 210 Ophthalmic Procedures II
4 credits
Principles and procedures of ophthalmic diagnostic testing and surgical assisting. Ocular pathology is included.
Prerequisite: OPH 141
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

OPH 225 Ocular Disease
3 credits
Ocular disease diagnosis and treatment.
Prerequisite: OPH 210
Lecture: 3 hours

OPH 231◊ Ophthalmic Seminar I
1 credit
Correlates with the Clinical Practicum courses to prepare the student to best address the physical and psychological needs of the patient, improve communication skills, and serve as a member of the eye care team. (formerly OPH Seminar I)
Prerequisite: Concurrent enrollment in OPH 246
Lecture: 1 hour

OPH 232◊ Contact Lenses
4 credits
Contact lens dispensing, fitting, and evaluation.
Prerequisite: OPH 141
Lecture: 2.5 hours
Laboratory: 3 hours
(course fee required)

OPH 241◊ Ophthalmic Seminar II
2 credits
Comprehensive review in preparation for the Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO) certification examination. (formerly OPH Seminar II)

Prerequisite: Concurrent enrollment in OPH 247
Lecture: 2 hours

OPH 245 Clinical Practicum I
1 credit
The first of three supervised clinical experiences to develop competency in front office procedures, ophthalmic patient care, patient history, visual assessment, and entrance testing.
Prerequisite: OPH 140
Clinical Laboratory: 2 hour
(course fee required)

OPH 246 Clinical Practicum II
2 credits
The second of three supervised clinical experiences to develop competency in front office procedures, ophthalmic patient care, patient history, visual assessment, and entrance testing.
Prerequisite: OPH 245
Clinical Laboratory: 4 hours
(course fee required)

OPH 247 Clinical Practicum III
2 credits
The third of three supervised clinical experiences to develop competency in front office procedures, ophthalmic patient care, patient history, visual assessment, and entrance testing.
Prerequisite: OPH 246
Clinical Laboratory: 4 hours
(course fee required)

OPH 251 Ophthalmic Procedures III
4 credits
Principles and techniques of advanced ophthalmic procedures including ocular imaging and ocular motility.
Prerequisite: OPH 246
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

Health, Sport & Exercise Science Courses (PED)
(formerly Physical Education)

Students enrolled in physical education activity courses (courses numbered below PED 150◊) may choose to be graded on either the letter grade (A through F) or the Pass/Fail (P/F) system.

A physical examination may be required before enrollment in a physical education

course. In compliance with Title IX regulations, all courses are open to men and women unless otherwise stated.

Two semester hours of academic credit in physical education may be awarded for approved sports participation. Credit will be awarded only once in a particular sport.

All courses marked with an asterisk (*) are multilevel courses: beginning, intermediate and advanced. The beginning and/or intermediate level may be waived with consent of the instructor.

PED 100◊ Foundations of Physical Activity
1 credit
This course includes programs of calisthenics and weight training (isometric and isotonic) augmented by a jogging program.
Laboratory: 2 hours
(course fee required)

PED 101◊ Hatha Yoga
1 credit
The practice and application of Hatha yoga techniques. Emphasis is placed on improvement of muscular strength, flexibility, endurance, and concentration. Breathing techniques, postures, and meditation are utilized. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 102◊ Kundalini Yoga
1 credit
Application and practice of kundalini yoga techniques. May be repeated for a maximum of 4 accrued credits.
Laboratory: 2 hours

PED 103◊ Beginning Karate
1 credit
The practice and application of karate for beginning students, which include stretching, basic techniques, forms, sparring, and self-defense. Emphasis is placed on the student's balance, coordination, strength, and endurance. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 104◊ Intermediate Karate
1 credit
The practice and application of karate for students at an intermediate level. Emphasis is on the student's balance, coordination, strength, and endurance. May be repeated for a maximum of four accrued credits.
Prerequisite: PED 103◊
Laboratory: 2 hours
(course fee required)

PED 106◊ *Total Fitness
1 credit
In a circuit training format provides individuals an opportunity to improve one's muscular strength, flexibility and cardiorespiratory endurance, as well as affect a change in body composition and lean muscle mass. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 107◊ Beginning Swim
1 credit
Designed for the non-swimmer and exposes the individual to basic swim skills and safe practices in and around water. (formerly Beginning Swimming)
Laboratory: 2 hours
(course fee required)

PED 108◊ Swimming for Fitness
1 credit
Provides an opportunity to utilize the basic swimming strokes to improve cardiorespiratory, muscular endurance, as well as balance and flexibility. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 112◊ Advanced Swimming
1 credit
Designed for swimmers who can satisfactorily swim 25 yards to each of the basic strokes: back crawl, breaststroke, front crawl, sidestroke and elementary back stroke. Emphasis will be on stroke refinement, performance and conditioning
Laboratory: 2 hours
(course fee required)

PED 113◊ Aquacize
1 credit
Low impact, high energy challenge in shallow water to improve cardiorespiratory endurance, muscular strength, flexibility, balance and coordination. May be repeated for a maximum of four accrued credits. (formerly Aquacize I)
Prerequisite: comfortable in shallow water
Laboratory: 2 hours
(course fee required)

PED 115◊ *Deep Water Exercise
1 credit
Provides a buoyant, moderate to vigorous intensity workout to improve cardiorespiratory endurance, muscular strength, flexibility, balance and coordination. May be repeated for a maximum of four accrued credits. (formerly Aquacize III)
Prerequisite: tread water for one minute
Laboratory: 2 hours
(course fee required)

PED 116◊ *Group Exercise
1 credit
Student will become acquainted with several types of aerobic and resistive exercise formats such as step, zumba, dance aerobics, cardio circuit, kickboxing, aquacize, yoga and a variety of specialty classes. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 117◊ *Walking For Fitness
1 credit
Theory, practice and benefits of walking. A life-spanning activity to improve health and fitness. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 118◊ *Wrestling
1 credit
Basic and advanced skills and a theoretical knowledge of wrestling, including strategy, rules, and safety. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 120◊ *Personal Defense Activities
1 credit
Self-defense techniques, including avoidance methods, break falls and basic throws. May be repeated for maximum for four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 121◊ *Vinyasa Yoga
1 credit
The practice and application of vinyasa yoga poses. Emphasis is on the student's sense of focus, coordination, balance, and strength, while cultivating internal calm. It is recommended that students have some yoga experience prior to enrolling in this course. May be repeated for four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 122◊ Skin & Scuba Diving
1 credit
Skills in skin diving and the use of self-contained underwater breathing apparatus are taught. Physics and physiology of skin diving and standards and organization of diving clubs also are covered. National certification is provided.
Prerequisite: Swim 100 yards
Lecture: 1 hour
Laboratory: 1 hour
(course fee required)

PED 124◊ Zumba Fitness
1 credit
Utilizes basic Zumba aerobic dance to improve cardiorespiratory, muscular endurance, as well as balance and flexibility. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 125◊ Kickboxing Fitness
1 credit
The practice and application of kickboxing for beginning students. Kickboxing skills are used to improve balance, coordination, strength, and endurance. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours

PED 127◊ *Softball
1 credit
Skill development in the area of offensive and defensive techniques in softball. Throwing mechanics, hitting, running, scoring, and the basic rules of the game. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 128◊ *Soccer
1 credit
Skill development of offensive and defensive techniques in soccer. Offensive attacks, defensive strategies, shooting, passing, scoring, and the basic rules of the game. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 129◊ *Volleyball
1 credit
Skill development of offensive and defensive techniques in volleyball. Sport skills, such as passing, serving, spiking, blocking, setting, and hitting, as well as scoring and basic rules of the game. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 130◊ *Basketball
1 credit
Skill development of offensive and defensive techniques in basketball. Dribbling, shooting, passing, scoring, and the basic rules of the game. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 131◊ *Aerobics
1 credit
An introduction to the fundamentals of aerobics. Emphasis is placed on developing cardiovascular fitness, flexibility, and muscular endurance. May be repeated for a maximum of four accrued credits. (formerly Aerobics I)
Laboratory: 2 hours
(course fee required)

PED 132◊ *Aerobics II
1 credit
A continuation of Aerobics I utilizing higher intensity routines and combinations choreographed to music. Emphasis is placed on developing cardiovascular efficiency, flexibility, and muscle toning. May be repeated for a maximum of two accrued credits.
Laboratory: 2 hours
(course fee required)

PED 134◊ *Aerobic Dance
1 credit
Provides a high energy challenge to improve cardiorespiratory endurance, muscular strength, flexibility, balance and coordination. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 135◊ *Tennis
1 credit
Instruction in both the fundamental and advanced techniques of tennis, helping to improve the competency of the beginner and seasoned tennis enthusiast. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 138◊ *Golf
1 credit
The rules, techniques, and fundamentals of golf, including swing, grip, and putting. May be repeated for a maximum of four accrued credits.
Laboratory: 2 hours
(course fee required)

PED 150◊ Introduction to Physical Education
2 credits
Course is designed to evaluate what the field of physical education is and how it relates to biological, philosophical, psychological and sociological interpretations of the total education program and life itself. Topics range from the role of the physical educator through the process of planning, developing, implementing and administrating physical education programs.
Lecture: 2 hours

PED 152◊ Principles of Basketball
2 credits

Individual skills and team techniques, as students gain knowledge and an understanding of coaching and participation in the sport of basketball.
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

PED 153◊ Foundations of Exercise
3 credits

Provides the student a basic understanding of anatomy, exercise physiology, kinesiology, and nutrition as it relates to cardiorespiratory fitness, muscular strength, muscular endurance, and flexibility.
Lecture: 3 hours

PED 156◊ Principles of Wrestling
2 credits

Wrestling skills, techniques, rules, safety and regulations of the sport. Students gain knowledge and understanding of the sport of wrestling. Laboratory participation is required.
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

PED 158◊ Principles of Baseball
2 credits

Baseball sport skills, offensive and defensive strategies, team techniques, rules, and scoring of baseball. Laboratory participation and preparation of notebook are required.
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

PED 159◊ Selected Team & Recreation Sports
3 credits

Skills, rules, and strategy in various sports. Students gain knowledge and an understanding of coaching and participation of these sports. Some sports that may be included are tennis, golf, fishing, archery, softball, basketball, soccer, hiking, cycling, swimming, field hockey, and lacrosse.
Lecture: 1 hour
Laboratory: 4 hours
(course fee required)

PED 168◊ Theory and Practice of Weight Training
2 credits

Theory and application related to muscular strength, endurance, flexibility and body composition. Course includes personal program development, lifting and spotting technique, exercise mechanics and guidelines.
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

PED 169◊ Elementary School Games
3 credits

Physical education activities suitable for the elementary school are covered. Included are teaching, planning and participating in elementary physical activities.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

PED 172◊ Group Fitness Instructor
3 credits

Designed for individuals who intend to become group fitness instructors. Group exercise leadership and fitness instruction with emphasis on the concepts and techniques necessary to design, implement, and evaluate safe and effective exercise programs in group and individual settings. Preparation course for the American Council on Exercise (ACE) Group Fitness Instructor Certification Exam.
Prerequisite: PED 153◊ or concurrent enrollment
Lecture: 3 hours
(course fee required)

PED 180◊ Strength Conditioning and Performance
3 credits

Technique, guidelines, and principles used to enhance strength and power through proper weight training, plyometrics, and sport specific exercises.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

PED 189◊ Water Safety Instructor
2 credits

Certifies instructor candidates to teach American Red Cross Swimming and water safety courses. Includes Fundamentals of Instructor Training (F.I.T.)

Prerequisite: Competency in general stroke skills and rescue
Lecture: 1 hour
Laboratory: 2 hours

PED 194◊ Principles of Coaching
3 credits

Principles and theories of coaching. Coaching philosophy, style, communication methods, motivation, team management, sport specific training issues, and the principles of leadership and teaching.
Lecture: 3 hours

PED 195◊ Introduction to Sport Management
3 credits

Principles and concepts that apply to sport management, including functions of planning, organizing, staffing and controlling, cost controls and human relations for improvement of operating efficiency.
Lecture: 3 hours

PED 196◊ Sport and Exercise Psychology
3 credits

Examination of the psychological concepts and coaching attitudes and techniques for improving and fostering exercise and athletic performance. Theories and practices, including psychological motivation, choice, confidence building, goal setting, imagery implementation, and emotional control.
Lecture: 3 hours

PED 197◊ Sociology of Sport
3 credits

Examines the primary social institutions of sport, including participants, functions, consequences and effects on society. Influence of sport on familial, religious, education, economic, and political institutions.
Lecture: 3 hours

PED 198◊ Lifeguarding
1 credit

Designed to help students learn, practice, and develop the skills of water safety. American Red Cross Lifeguard Training certificate will be awarded upon completion of required skills. Students must be fifteen years of age prior to obtaining certificate and have swim skills competency.
Laboratory: 2 hours
(course fee required)

PED 200◊ Introduction to Biomechanics
3 credits

Provides background in musculoskeletal anatomy and principles of biomechanics in relation to human movement.
Lecture: 3 hours

PED 201◊ Sports Officiating
2 credits

Students acquire skills, rules, strategies, knowledge and an understanding of officiating various sports. Sports that may be included are lacrosse, softball, baseball, basketball, soccer, football, wrestling, and volleyball.
Lecture: 1 hour
Laboratory: 2 hours
(course fee required)

PED 210◊ Exercise Testing and Prescription
3 credits

Designed to introduce the student to theoretical and practical concepts of exercise assessment, program design and instruction for the general population.
Lecture: 2 hours
Laboratory: 2 hours

PED 230◊ Sport & Exercise Science Practicum
1 credit

Developed to allow students the opportunity to perform a practicum under the guidance of a professional in the field of sport and exercise science.
Prerequisite: 12 semester credit hours completed in Personal Trainer curriculum, including PED 153◊, or concurrent in major, or consent of instructor.
Clinical Laboratory: 5 hours

PED 275◊ Facilities Management
3 credits

An introduction to the planning and management of sport and exercise facilities. Focuses on elements of planning, design and management, while examining functions related to maintenance, security, operations and evaluation.
Lecture: 3 hours

PED 296◊ Special Topics in Physical Education
0.5-4 credits

Selected topics in the area of physical education, exercise science, sport, and fitness. Topics will vary from semester to semester and will be available during registration. May be repeated up to three times, for a maximum of nine credits, when content is different. A maximum of 6 hours of lab activity courses can apply to graduation.
Lecture: 0.5-4 hours
Laboratory: 0-8 hours
(course fee may be required depending on topic)

Philosophy and Logic Courses (PHL)

PHL 101◊ Introduction to Philosophy
3 credits

Inquiry of key principles and problems of human wisdom as articulated especially in the Western tradition concerning the validity of knowledge, the nature of truth, the nature of identity, free will and determination, the structure of human societies, moral, aesthetic and religious values.
Lecture: 3 hours —   IAI: H4 900

PHL 102◊ Logic
3 credits

This course provides a practical application of logical principles and methods of constructing and evaluating arguments. Language, induction, deduction and informal fallacies are studied.
Lecture: 3 hours —   IAI: H4 906

PHL 103◊ Ethics
3 credits

Investigation of personal ethical decision making, principal ethical theories and concepts of human conduct and character, as well as their application to current moral problems regarding society, the environment, and the economy.
Lecture: 3 hours —   IAI: H4 904

PHL 104◊ Social & Political Philosophy
3 credits

Classical and modern social and political theories are covered. It also investigates some current social and political problems.
Lecture: 3 hours

PHL 105◊ World Religions
3 credits

An introductory survey, study, and comparison of the philosophies, traditions, and histories of major Eastern and Western religions of the world, including an exploration of their beliefs, practices, and contributions to the world.
Lecture: 3 hours —   IAI: H5 904N

PHL 106◊ Biomedical Ethics
3 credits

This course provides an examination of moral problems in health care and biological research, such as abortion, euthanasia, professional/patient duties and rights, medical experimentation, genetics and the allocation of scarce medical resources.
Lecture: 3 hours

PHL 113◊ Environmental Ethics
3 credits

Knowledge of the principal ethical theories and concepts concerning the environment and non-human animals, as well as a basic review of principles of earth and biological sciences, and the system for the production of goods in the global market. Application of those theories, concepts and principles to contemporary environmental issues.
Lecture: 3 hours

PHL 296◊ Special Topics in Philosophy
3 credits

This course is a study of philosophical topics and problems in philosophy through readings, discussion, guided research and field trips. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences.
Prerequisite: PHL 101◊
Lecture: 3 hours

Physical Science Courses (PHS)

PHS 100◊ Introduction to Earth Science
4 credits
Basic processes guiding the formation of the Earth's natural landscapes, map reading, geography and astronomy, Earth-sun relations, weather and climates, energy and mineral resources, earthquakes, volcanoes, glaciers and human-environment interactions are covered.
Lecture: 3 hours
Laboratory: 2 hours —   IAI: P1 905L
(course fee required)

PHS 141◊ Applications of Physical Science Concepts
4 credits
This course covers electricity, including its production, use and alternate technology to meet future energy needs. Astronomy and the fundamental principles of chemistry and its impact on our environment are introduced.
Lecture: 3 hours
Laboratory: 2 hours —   IAI: P9 900L
(course fee required)

PHS 142◊ Science of Light & Music
4 credits
This is a study of sound and light. The sound segment includes the nature of sound, acoustics and musical sound production. The light segment investigates the principles of light and their application to cameras, telescopes and lasers.
Lecture: 3 hours
Laboratory: 2 hours —   IAI: P9 900L
(course fee required)

Physics Courses (PHY)

PHY 100◊ General Physics
4 credits
Laws of physics, including a study of classical mechanics, heat, sound, electricity, magnetism and light. Designed for the non-science major.
Prerequisite: MAT 055 or above
Lecture: 2 hours
Laboratory: 4 hours —   IAI: P1 900L
(course fee required)

PHY 101◊ General Physics (Mechanics, Heat & Sound)
5 credits
Mathematically-based (non-calculus) course, which covers mechanics, heat and sound, including linear motion, rotation, gravitation, conservation laws, waves and thermodynamics. Course content is geared for students in arts, science, architecture and pre-professional programs.
Prerequisite: MAT 114◊ (minimum grade "C") and placement at RHT 101◊ level
Lecture: 3 hours
Laboratory: 4 hours —   IAI: P1 900L
(course fee required)

PHY 102◊ General Physics (Electricity, Magnetism, Optics & Modern Physics)
5 credits
Principles of physics designed to provide students with a mathematically based (non-calculus) understanding of electricity, magnetism, optics and modern physics including electric and magnetic fields, DC and AC circuits, geometrical and wave optics, polarization, and an introduction to relativity and quantum mechanics are covered. For students in arts, science, architecture and pre-professional programs.
Prerequisite: PHY 101◊ (minimum grade "C") and placement at RHT 101◊ level
Lecture: 4 hours
Laboratory: 3 hours
(course fee required)

PHY 106◊ General Physics (Mechanics)
4 credits
Learn classical mechanics, including equilibrium, linear motion, projectile motion, Newton's Laws, rotational motion, conservation laws, vibrations and gravitation. The material is calculus-based with an emphasis on problem solving. This is a course for students in engineering, mathematics, physics and chemistry.
Prerequisite: Placement at RHT 101◊ level; MAT 133◊ or concurrent enrollment
Lecture: 3 hours
Laboratory: 3 hours —   IAI: P2 900L
(course fee required)

PHY 107◊ General Physics (Electricity, Magnetism and Thermodynamics)
4 credits
Electric and magnetic fields, DC and AC circuits, Maxwell's Equations and thermodynamics are covered. The material is calculus-based with an emphasis on problem solving. This is a course for students in engineering, mathematics, physics and chemistry.
Prerequisite: PHY 106◊ (minimum grade "C"); placement at RHT 101◊ level; MAT 235◊ or concurrent enrollment
Lecture: 3 hours
Laboratory: 3 hours —
(course fee required)

PHY 108◊ General Physics (Waves, Optics, Relativity & Quantum Mechanics)
4 credits
Elastic and sound waves, electromagnetic waves, geometrical and wave optics, interference, polarization, relativity, quantum mechanics, the uncertainty principle, Schrodinger's equation, the hydrogen atom and atomic physics are discussed. The material is calculus-based with an emphasis on problem solving. This is a course for students in engineering, mathematics, physics and chemistry.
Prerequisite: PHY 107◊ (minimum grade "C"); placement at RHT 101◊ level; MAT 235◊ or concurrent enrollment
Lecture: 3 hours
Laboratory: 3 hours
(course fee required)

Political Science Courses (PSC)

PSC 120◊ Principles of Political Science
3 credits
Introduction to the history, theories, basic principles and methods of political science, focusing on the nature and development of political science as a discipline, the political process, political institutions and the inter-relationships among elements in the political system.
Lecture: 3 hours —   IAI: S5 903

PSC 150◊ American National Politics

3 credits

Examination of the leading institutions of American National Politics, including Congress, Presidency, federal courts, and the bureaucracy; media, public opinion, political parties, and interest groups; historical circumstances surrounding the adoption of the US Constitution; civil liberties, civil rights, and due process provision in the US Constitution; activities of the national government in foreign and defense policy, environmental protection, management of the economy and economic regulation.

Lecture: 3 hours —   *IAI: S5 900*

PSC 151◊ American State and Urban Politics

3 credits

A course which identifies the significant organizational features of the executive, legislative and judicial branches of state, county, township, municipal and special district governments; compares and contrasts state governmental branches with the same branches of the national government; compares the organization and powers of the 50 state governments with each other; distinguishes the services offered by national, state and urban governments; and examines the numerous social services programs of state and urban governments with emphasis on the problems arising in the delivery of these services.

Lecture: 3 hours —   *IAI: S5 902*

PSC 184◊ Global Politics

3 credits

An examination of international government institutions (i.e., the UN, the World Court), international actors (i.e., nation-states, the European Community), international relationships (i.e., diplomacy, sanctions, exchanges, war), and contemporary world problems (i.e., Arab-Israeli, Persian Gulf, economic development, ecocide). Includes examination of Central American, selected African, Middle-Eastern, and selected Asian Nations in world politics; as well as Great Power Nations.

Lecture: 3 hours —   *IAI: S5 904*

PSC 296◊ Special Topics in Political Science

1-4 credits

Provides exposure to a variety of topics in the field of political science. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences. Course may be repeated an additional three times, but not more than eight hours may be used for a student to complete the degree requirement of a program.

Lecture: 1-4 hours

Psychology Courses (PSY)

PSY 100◊ Introduction to Psychology

3 credits

A survey of the study of human and nonhuman behavior, as well as the biological and mental processes that underlie behavior, with an emphasis on the scientific nature of contemporary psychological investigation. Historical overview of psychology and its major theoretical perspectives, the scientific method as used in psychology, biological/neurological processes, sensation and perception, states of consciousness, learning, memory, thinking, intelligence, language, human development, motivation and emotion, gender and sexuality, personality, social psychology, psychological disorders, therapies, and health psychology.

Lecture: 3 hours —   *IAI: S6 900*

PSY 105◊ Personal Applications of Psychology

3 credits

A practical and personal application of the psychological principles. Includes an introduction to theoretical and empirical research in general psychology and psychology of adjustment and a selection of optional modules on personal adjustment, learning, motivation, interpersonal skills, abnormal psychology, interpersonal communication and special topics in psychology.

Lecture: 3 hours

PSY 201◊ Introduction to Social Psychology

3 credits

Integration of theory and empirical research, as they relate to the research methods, study of attitude formation and change, social cognition, interpersonal relations, group processes and social influence.

Prerequisite: PSY 100◊

Lecture: 3 hours —   *IAI: S8 900*

PSY 205◊ Positive Psychology

3 credits

Positive psychology expands the science of psychology into the realm of optimal experiences by studying systematically the psychology of happiness, optimism, hope, resiliency, strengths, wellbeing and overall promotion of the human potential. Provides both a theoretical and practical introduction to the topics of positive psychology.

Prerequisite: PSY 100◊

Lecture: 3 hours

PSY 207◊ Health Psychology

3 credits

Examines theory and research on the relationship between physical health, behavior, and cognitive processes. Emphasizes the bio psychosocial factors related to the maintenance of health and the prevention and treatment of illness. Incorporates the impact of personal lifestyle on physical health, the interpersonal processes involved in providing health care, self-efficacy, and the emerging role of behavioral medicine in health care. Specific topics include injury, stress, coping, pain management, addictions, adherence, patient-physician relationships, death, grief, and chronic illnesses such as Alzheimer's, diabetes, cancer, chronic lung and heart disease, and AIDS.

Prerequisite: PSY 100◊

Lecture: 3 hours

PSY 210◊ Theories of Personality

3 credits

An integration of theory and empirical research as they relate to personality development, functioning and assessment. Theories explored include: types/traits, psychoanalytic, neopsychoanalytic, ego analytic, behavioral, relational-cultural, social learning, humanistic, cognitive-behavioral, and Zen. (formerly Psychology of Personality)

Prerequisite: PSY 100◊

Lecture: 3 hours —   *IAI: PSY 907*

PSY 216◊ Child Psychology
3 credits

An integration of theory and empirical research, as they relate to the study of the physical and psychological development of the child from conception to adolescence. Includes genetic and biological factors, as well as physical, cognitive, linguistic, emotional, social, and moral development.
Prerequisite: PSY 100◊
Lecture: 3 hours —   IAI: S6 903

PSY 222◊ Adolescent Psychology
3 credits

An integration of theory and empirical research as they relate to the changes in biological, cognitive, social, moral, and emotional processes throughout adolescence. In addition the course covers the role of formal education and the development of self-identity, intimacy, and sexuality.
Prerequisite: PSY 100◊
Lecture: 3 hours —   IAI: S6 904

PSY 228◊ Psychology of Adulthood & Aging
3 credits

An integration of theory and empirical research and practical applications as they relate to the study of changes in biosocial, cognitive, and psychosocial domains of development, including early, middle, and late adulthood. Attention is given to the continuity of development from childhood and adolescence through adulthood. An emphasis is placed on the normal and pathological changes associated with aging, along with the problems confronted by the aged. Areas covered are sensation and perception, learning and memory, intelligence, creativity and wisdom, personality, emotions, and motivation, generational relationships, work and leisure, social support, long-term care, death and dying.
Prerequisite: PSY 100◊ or consent of instructor
Lecture: 3 hours —   IAI: S6 905

PSY 234◊ Abnormal Child & Adolescence Psychology
3 credits

Introduction to the etiology, diagnosis and treatment of childhood and adolescent psychological disorders. Consists of an integration of theory and empirical research as it relates to the study of biological, psychosocial and sociocultural origins of abnormal behavior. The assessment, categorization, treatment and prevention of abnormal child and adolescent behavior will be covered.
Prerequisite: PSY 100◊
Lecture: 3 hours

PSY 238◊ Abnormal Psychology
3 credits

An integration of theory and empirical research, as they relate to the study of biological, psychosocial, and sociocultural origins of abnormal behavior, as well as the assessment, categorization, treatment and prevention of abnormal behavior.
Prerequisite: PSY 100◊
Lecture: 3 hours —   IAI: PSY 905

PSY 245◊ Industrial Psychology
3 credits

An integration of theory and empirical research as they relate to the application of psychological methods and principles in business and industry are discussed. Emphasis is on personnel selection and factors influencing efficiency.
Prerequisite: PSY 100◊ or consent of instructor
Lecture: 3 hours —   IAI: PSY 906

PSY 250◊ Psychology of Gender
3 credits

Designed to increase knowledge and appreciation of the social, biological, psychological and cultural origins and implications of gender differences and similarities. Providing the fundamentals for study in the field of psychology of gender. Addressing issues including, but not limited to: theoretical and methodological issues, developmental issues, social roles and systems, physical and mental health, sexuality, victimization and feminist perspectives on psychological issues.
Prerequisite: PSY 100◊
Lecture: 3 hours

PSY 296◊ Special Topics in Psychology
3 credits

A study of topics and problems in psychology through readings, discussion, guided research and field trips is provided. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences. PSY 100◊ recommended prior to this course.
Lecture: 3 hours

Radiologic Technology Courses (RAS)

RAS 100 Radiology Patient Care
3 credits

Provides the basic concepts of radiology patient care, including consideration for the physical and psychological needs of the patient and their family. Professionalism in a healthcare setting, communication, safety, and basic care of the radiology patient are demonstrated and practiced in a lab setting.
Prerequisite: Admission to the Radiologic Technology program
Lecture: 2.5 hours
Laboratory: 1 hour
(course fee required)

RAS 111◊ Radiographic Anatomy & Positioning I
2 credits

Pertinent anatomy and terminology of the body systems involving the abdomen, chest and upper extremities are covered. Emphasis is on routine radiographic positioning and associated pathology.
Prerequisite: Admission to the Radiologic Technology program
Lecture: 1.5 hours
Laboratory: 1 hour
(course fee required)

RAS 114◊ Basic Radiation Protection
2 credits

Molecular and cellular radiation biology, quantities, units and monitoring in radiation protection.
Prerequisite: Admission to the Radiologic Technology program
Lecture: 2 hours

RAS 115◊ Imaging Production
2 credits

Introduction to the fundamental theory of x-ray production and the exposure factors relating to the evaluation of diagnostic radiographs.
Prerequisite: Admission to the Radiologic Technology program
Lecture: 1.5 hours
Laboratory: 1 hour
(course fee required)

RAS 117◊ Fundamentals of Radiation

2 credits

Fundamental principles between radiation and matter, electromagnetism, x-ray tubes, circuitry, rectification and generators.

Prerequisite: concurrent enrollment with RAS 122◊, RAS 124◊, RAS 125◊ and RAS 160◊

Lecture: 2 hours

(course fee required)

RAS 122◊ Radiographic Anatomy & Positioning II

2 credits

Pertinent anatomy and terminology of the body systems involving the lower extremities, gastrointestinal, urinary and biliary systems. Emphasis is on routine radiographic positioning and pathology.

Prerequisite: RAS 111◊ or concurrent enrollment with RAS 117◊, RAS 124◊, RAS 125◊ and RAS 160◊

Lecture: 1.5 hours

Laboratory: 1 hour

(course fee required)

RAS 124◊ Radiation Instrumentation

2 credits

Fundamentals in radiographic imaging formation and exposure, including photographic and geometric properties.

Prerequisite: RAS 115◊ or concurrent enrollment with RAS 117◊, RAS 122◊, RAS 125◊ and RAS 160◊

Lecture: 1.5 hours

Laboratory: 1 hour

(course fee required)

RAS 125◊ Radiologic Health

2 credits

The latest information concerning regulations and guidelines from the major standards-setting and advisory agencies in radiation protection.

Prerequisite: RAS 114◊ or concurrent enrollment with RAS 117◊, RAS 122◊, RAS 124◊ and RAS 160◊

Lecture: 2 hours

RAS 150◊ Applied Radiologic Technology I

1 credit

The first of five supervised clinical experiences to develop competency in Radiologic Technology procedures, patient care, imaging, radiation protection and safety. Chest, abdomen and upper extremity proficiencies must be completed. The student needs to show proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester.

Prerequisite: Admission to the Radiologic Technology program

Clinical Laboratory: 2 hours

(course fee required)

RAS 160◊ Applied Radiologic Technology II

1 credit

The second of five supervised clinical experiences to develop competency in Radiologic Technology procedures, patient care, imaging, radiation protection and safety. Fluoroscopy for the esophagus, Upper GastroIntestinal (UGI), Lower GastroIntestinal (LGI), small bowel series, IntraVenous Urography (IVU), and lower extremity proficiencies must be completed. The student needs to show proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester.

Prerequisite: RAS 100◊, RAS 111◊, RAS 114◊, RAS 115◊, RAS 150◊

Clinical Laboratory: 2 hours

(course fee required)

RAS 170◊ Applied Radiologic Technology III

2 credits

The third of five supervised clinical experiences to develop competency in Radiologic Technology procedures, patient care, imaging, radiation protection and safety. Portable chest, abdomen, pediatric procedures, operating room experience and lower extremity proficiencies must be completed. The student needs to show proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester. (formerly Applied Radiologic Technology III and IV)

Prerequisite: RAS 117◊, RAS 122◊, RAS 124◊, RAS 125◊, RAS 160◊

Clinical Laboratory: 4 hours

(course fee required)

RAS 232◊ Radiographic Anatomy & Positioning III

2 credits

Pertinent anatomy and terminology of the body systems involving the shoulder, pelvic girdle, ribs, sternum, and vertebral column. Emphasis is on routine radiographic positioning and associated pathology.

Prerequisite: RAS 122◊, or concurrent enrollment with RAS 243◊, RAS 253◊, RAS 260◊ and RAS 280◊

Lecture: 1.5 hours

Laboratory: 1 hour

(course fee required)

RAS 242◊ Radiographic Anatomy & Positioning IV

2 credits

Pertinent anatomy and terminology of the body systems involving the skull, facial bones, and sinuses. Emphasis is on radiographic positioning, associated pathology and surgical procedures.

Prerequisite: RAS 232◊, or concurrent enrollment with RAS 278◊ and RAS 290◊

Lecture: 1.5 hours

Laboratory: 1 hour

(course fee required)

RAS 243◊ Digital Radiography

3 credits

Essential radiographic principles of computerized and digital imaging.

Prerequisite: concurrent enrollment with RAS 232◊, RAS 260◊ and RAS 280◊

Lecture: 3 hours

(course fee required)

RAS 253◊ Special Radiologic Procedures

2 credits

Introduces radiologic technology students to the basics of a variety of imaging modalities, which include Computer axial Tomography (CT), Magnetic Resonance Imaging (MR), Cardiac catheterization, and Interventional Radiology (IR).

Prerequisite: concurrent enrollment with RAS 242◊, RAS 278◊ and RAS 290◊

Lecture: 2 hours

RAS 260◊ Radiographic Pathology

2 credits

Comprehensive explanation of radiographic pathology diagnosed with medical imaging.

Prerequisite: concurrent enrollment with RAS 232◊, RAS 243◊, RAS 253◊ and RAS 280◊

Lecture: 2 hours

RAS 278◊ Radiologic Seminar

3 credits

Comprehensive review of radiologic patient care, protection, imaging, physics and equipment in preparation for the radiologic technology national registry examination.

Lecture: 3 hours

RAS 280◊ Applied Radiologic Technology IV

2 credits

The fourth of five supervised clinical experiences to develop competency in Radiologic Technology procedures, patient care, imaging, radiation protection and safety. Shoulder, pelvis, ribs, sternum, cervical spine, thoracic spine and lumbar spine proficiencies must be completed. The student needs to show proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester. (formerly Applied Radiologic Technology V)

Prerequisite: RAS 170◊
Clinical Laboratory: 4 hours
(course fee required)

RAS 290◊ Applied Radiologic Technology V

3 credits

The last of five supervised clinical experiences to develop competency in Radiologic Technology procedures, patient care, imaging, radiation protection and safety. C-arm, basic skull, facial bones, paranasal sinuses, orbits, myelography, cystography, arthrography, and Endoscopic Retrograde Cholangiopancreatography (ERCP) proficiencies must be completed. The student needs to show proof of Basic Life Support (BLS) for Healthcare Provider that is current for the duration of the semester. (formerly Applied Radiologic Technology VI)

Prerequisite: RAS 232◊, RAS 243◊, RAS 260◊, RAS 280◊
Clinical Laboratory: 6 hours
(course fee required)

English/Rhetoric & Composition Courses (RHT)

RHT 085 Introduction to College Reading I

3 credits

Basic reading comprehension and study skills are reviewed while preparing students to deal successfully with college-level reading demands.

Prerequisite: qualifying COMPASS Reading placement test score of 0-49, within the last two years
Lecture: 3 hours

RHT 086 Introduction to College Reading II

3 credits

Designed to improve reading, critical thinking skills and study skills necessary for success in college-level reading.

Prerequisite: qualifying COMPASS Reading placement test score of 50-69, within the last two years or a reading grade of "P" in RHT 085
Lecture: 3 hours

RHT 095 Introduction to College Writing I

3 credits

Prepares students for the successful transition to college-level writing. Sentence, paragraph, and basic essay construction, focusing on grammar and mechanics, support and unity, organization and flow.

Prerequisite: COMPASS Writing Skills placement test score of 0-66, within the last two years
Lecture: 3 hours

RHT 096 Introduction to College Writing II

3 credits

Prepares students for college-level writing. Essay construction with a focus on several rhetorical modes, emphasizing grammar and mechanics, support and unity, organization, flow, and audience.

Prerequisite: COMPASS Writing Skills placement test score of 67-82, within the last two years or grade of "P" in RHT 095
Lecture: 3 hours

RHT 097 Companion to English Rhetoric and Composition I

2 credits

For those who have met the reading placement requirement and who are on the cusp of entry into RHT 101, this course offers a pairing of RHT 101 with a developmental course support so that a student can move into a college-level course immediately. May be repeated up to three times to attain the proper skill level.

Prerequisite: ACT English score of 18-19 or COMPASS writing skills placement test score of 74-82, and ACT reading score of 20 or COMPASS reading score of 70-100. Students must be concurrently enrolled in a specified section of RHT 101
Lecture: 2 hours

RHT 099 Learning Framework for College Reading and Writing

5 credits

Prepares students for college-level reading and writing across the curriculum. Reading instruction is integrated with essay construction of multiple rhetorical modes, emphasizing support and unity, organization, flow, audience, and grammar and mechanics. Recommended for highly motivated students wanting a refresher course of previously learned material.

Prerequisite: COMPASS exam scores into RHT 096 (67-82) and RHT 086 (50-69)
Lecture: 5 hours

RHT 101◊ Freshman Rhetoric & Composition I

3 credits

Freshman Rhetoric I emphasizes logical, coherent writing skills for competency in any school or professional writing situation. *(Note: grade of "C" or better is an IAI requirement effective summer 1999)*

Prerequisite: Writing: placement test score of 83 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096
AND
Reading: placement test score of 70 or higher, or an ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours —   IAI: C1 900R

RHT 102◊ Freshman Rhetoric & Composition II
3 credits
The writing course sequence develops awareness of the writing process; provides inventional, organizational and editorial strategies; stresses the variety of uses for writing; and emphasizes critical skills in reading, thinking and writing.
(Note: grade of "C" or better is an IAI requirement effective summer 1999)
Prerequisite: RHT 101◊, with a grade of "C" or higher
Lecture: 3 hours —   IAI: C1 901R

RHT 255◊ Creative Writing
3 credits
Creative writing as a craft developed through a process of active reading, habitual writing and peer critiquing in a workshop setting.
Prerequisite: Writing: assessment test score of 83 or higher; an ACT score of 20 or higher; or a grade of "C" or better in RHT 095 or RHT 096
AND
Reading: assessment test score of 70 or higher; an ACT score of 20 or higher; or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours

Sustainable Agriculture Technology Courses (SAT)

SAT 100 Principles of Agroecology
3 credits
Focus on scientific, social and sustainable principles of agroecology and food production with a discussion on the political, economic, social and environmental aspects of various food systems.
Lecture: 3 hours
(course fee required)

SAT 105 Urban Agriculture Issues
3 credits
Introduction to the agricultural issues associated with urban living and ways to enhance the production and availability and deliverability of fresh foods within large cities. Also, organic food production, including hydroponics, urban farming and aquaponic gardening as alternatives to traditional rural farming and distribution.

Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

SAT 110 Natural Resource Management (Soils and Water)
3 credits
Contemporary practices of natural resource management, including issues in soil and water conservation, sustainable practices relevant to urban and rural areas, appropriate plant selection and environmental issues, and management practices that have an adverse effect on the environment and the solutions to such situations.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

SAT 130 Sustainable Plant Health Care
3 credits
Introduction to plant health care, including their biology, identification, structure, life cycle, hosts and damages, control of insects, diseases, and environmental factors by using sustainable Integrated Pest Management (IPM) practices.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

SAT 140 Sustainable Organic Plants
4 credits
Exploration of organic plants with emphasis on environmental factors needed for sustainability, growth, and cultivation, along   with future implications of various practices.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

SAT 170◊ Introduction to Biotechnology
3 credits
History, methods and applications of biotechnology. An overview of the molecular and genetic principles and processes fundamental to biotechnology. Forensic, medical, agricultural and environmental applications of biotechnology.
Lecture: 3 hours

SAT 210 Sustainable Plant Production for Human Nutrition
3 credits
Overview of how to produce nutritional food crops and methods of overcoming the challenges facing the availability of fresh and nutritious food produce from the human health perspective.
Lecture: 3 hours

SAT 220 Designing Food Production Systems in Urban Landscaping
1 credit
Emphasizes urban landscape design solutions to overcome barriers to providing local fresh food resources in an urban setting. Also crop and live stock selection and various community programs that address the nutritional needs in urban areas.
Lecture: 1 hour
(course fee required)

SAT 230 Managing Food Production Systems in the Urban Landscape
3 credits
Overview of food production in urban areas, including examination of current methods, problems, proposed solutions, and political associations, as well as urban ecosystems and sustainability practices.
Lecture: 2 hours
Laboratory: 2 hours
(course fee required)

SAT 271 Design of Sustainable Landscapes
4 credits
For future landscape designers/architects and landscape contractors. Utilizes Leadership in Energy and Environmental Design (LEED) green building systems for landscapes, the American Society of Landscape Architects' (ASLA) sustainability guidelines and best practices in design, including elements of water, soils, vegetation, materials, construction, operations and maintenance, innovation and human-health and well-being with a focus on design problems.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

SAT 272 Construction of Sustainable Landscaping
4 credits
Principles and practices of proper grounds maintenance, care of woody plants, herbaceous flowers, groundcovers, vines, lawns and other landscape features. Also, construction aspects needed to accomplish sustainable landscape construction project and related business principles and arboriculture techniques, including pruning, woody plant propagation and woody plant care.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

Sociology Courses (SOC)

SOC 100◊ Introduction to Sociology
3 credits
Introduction, analysis and description of the structure and dynamics of human society. Analysis of social conflict, function of institutions, group interactions, and social stratification among diverse groups.
Lecture: 3 hours —   *IAI: S7 900*

SOC 120◊ Social Patterns of Courtship & Marriage
3 credits
Survey of the contemporary family in historical and cross-cultural perspectives. Trends in mate selection, marriage, child-rearing, employment, gender roles and communication within the family.
Prerequisite: PSY 100◊ or SOC 100◊
Lecture: 3 hours —   *IAI: S7 902*

SOC 131◊ Social Problems
3 credits
Analysis of contemporary social problems and investigation of theories on social organization and conflict. Explores the genesis, significance, and amelioration of social problems.
Lecture: 3 hours —   *IAI: S7 901*

SOC 175◊ Introduction to Social Work
3 credits
An introduction to generalist social work within the context of social welfare service and policies including their historical origins, conceptual framework, and contemporary foci. Provides an overview of principal social work values and code of ethics, practice methods, research considerations and policy issues. Also emphasized are the unique experiences of diverse and at-risk populations facing a variety of social challenges. These groups include, but are not limited to, women, minorities, persons with disabilities, gays and lesbians, and older adults, among others.
Lecture: 3 hours

SOC 180◊ Human Sexuality
3 credits
Examination of the biological, psychological, and social aspects of human sexuality. Topics include development of sexual identity and the effects of genetic, cultural and environmental influences on human relationships and behavior.
Lecture: 3 hours

SOC 201◊ Sociology of Death & Dying
3 credits
Examines death and dying within a cultural context and addresses questions central to life and living, including the collective crises and cultural responses, and cross-cultural perspectives on terminal illness, funeral and burial rituals, euthanasia, suicide, and cultural and ethical values and problems related to death and dying. (formerly Death and Dying)
Prerequisite: PSY 100◊ or SOC 100◊
Lecture: 3 hours

SOC 210◊ Sociology of Leadership
3 credits
Provides a basic understanding of leadership and group dynamic theories. Assists participants in developing personal philosophy of leadership, awareness of the moral and ethical responsibilities of leadership, and awareness of one's own ability and style of leadership.
Prerequisite: PSY 100◊ or SOC 100◊, involvement in campus club or activity
Lecture: 3 hours

SOC 225◊ Racial & Cultural Minorities
3 credits
Analysis of racial, religious, ethnic and other groups, examining persistence of group identity, inter-group relations, social movements, government policy and related social problems.
Prerequisite: SOC 100◊
Lecture: 3 hours —   *IAI: S7 903D*

SOC 231◊ Analysis of Juvenile Delinquency
3 credits
Topics addressed include conceptions of delinquency and its causations the juvenile-court movement; juvenile detention, treatment of the juvenile offender, and delinquency-prevention programs.
Prerequisite: SOC 100◊
Lecture: 3 hours

SOC 296◊ Special Topics in Sociology
3 credits
International topics and problems in sociology through readings, discussion, guided research and field trips are studied. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences.
Prerequisite: One sociology course
Lecture: 3 hours

Speech/Theatre Courses (SPE)

SPE 101◊ Principles of Effective Speaking
3 credits
Principles of communication in conversation, discussion, and public speaking.
Prerequisite: Writing: Placement test score of 83 or higher, or a Writing ACT score of 20 or higher, or a grade of "C" or better in RHT 095 or RHT 096 and
Reading: Placement test score of 70 or higher, or a Reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours —   *IAI: C2 900*

SPE 111◊ Interpersonal Communication
3 credits
Communication theory and practice in interpersonal relationships. Listening, self-awareness, effective verbal and non-verbal communication, cooperation and conflict management skills.
Lecture: 3 hours

SPE 112◊ Intercultural Communication
3 credits
Communication concepts operating between cultures and co-cultures, values, sensitivity, biases, identity politics, worldviews, communication patterns, and relationships across cultures.
Lecture: 3 hours

SPE 113◊ Small Group Communication
3 credits
Leadership, group process and interpersonal relations in the small group and public forum. Theories of small group dynamics, public discussion and conflict management.
Prerequisite: SPE 101◊
Lecture: 3 hours

SPE 121◊ Advanced Public Speaking
3 credits
Advanced principles of speech preparation and presentation; theory of argument, evidence and reasoning; practice in formal and informal speaking contexts; debate; contemporary public discourse.
Prerequisite: SPE 101◊
Lecture: 3 hours

SPE 130◊ Introduction to Theatre
3 credits
Role of theatre as a major fine art and a communicator of ideas, human understanding and cultural values. Contributions of the playwright, actor/actress, director, designer and technician to theatrical production, including the study and analysis of historical, social, aesthetic and technical aspects of theatrical/dramatic expression.
Lecture: 3 hours —   *IAI: F1 907*

SPE 135◊ Stagecraft
3 credits
Introduction to technical theatre production. Scenery, properties and costume production and lighting techniques. Safe use of tools and equipment in supervised hands-on work.
Prerequisite: SPE 130◊
Lecture: 3 hours —   *IAI: TA 911*

SPE 141◊ Introduction to Performance Studies
3 credits
Interpretation and performance of texts, including poetry, drama, short stories, novels, personal narratives and essays. Performance of everyday life, human action and interaction, culture and rituals. Vocal and physical expressiveness.
Lecture: 3 hours —   *IAI: TA 916*

SPE 161◊ Acting I
3 credits
Fundamentals of Acting: concentration, observation, playing action, body and vocal awareness and the basic artistic process of the actor are taught and implemented through acting exercises, improvisations and scene study. Major acting approaches are introduced with an emphasis on the Stanislavski method, and are used as the basis for helping the actor acquire craft in order to create believable characters.
Lecture: 3 hours —   *IAI: TA 914*

SPE 162◊ Acting II
3 credits
A critical introduction to the fundamentals of scene study and textual analysis. Scenes from modern and contemporary plays are introduced to build a process of character development. Provides the necessary knowledge and experience for continued work in theatre, and demonstrates the importance of research, analysis, and imagination for resolution of acting issues.
Prerequisite: SPE 161◊
Lecture: 3 hours

SPE 294◊ Gender and Communication
3 credits
Gender and sex in communication theory and practice. Social construction of gender; language, perception, and transactional patterns; historical and contemporary notions of masculinity and femininity. Effective communication strategies for private and public interactions.
Prerequisite: Writing: placement test score of 83 or higher, or an ACT score of 20 or higher; or a grade of "C" or better in RHT 095 or RHT 096
AND

Reading: placement test score of 70 or higher, or a reading ACT score of 20 or higher, or a grade of "C" or better in RHT 085 or RHT 086
Lecture: 3 hours

SPE 296◊ Special Topics in Speech and Theatre
1-4 credits
Current topics in speech and/or theatre selected by students in consultation with the instructor. Course may be repeated up to three times when topics are different, but no more than six hours may be used by a student to complete the degree requirement of a program.
Lecture: 1-4 hours

Spanish Courses (SPN)

SPN 101◊ Elementary Spanish I
4 credits
Develops the ability to speak, understand, read and write Spanish in a cultural context. Not intended for native speakers or for students who have studied this language within the last three years.
Lecture: 4 hours
(course fee required)

SPN 102◊ Elementary Spanish II
4 credits
Continues the development of the ability to speak, understand, read, and write Spanish in a cultural context emphasizing conversational skills and simple readings.
Prerequisite: SPN 101◊, with a grade of "C" or better or one year of high school Spanish or Spanish placement test score between 24 and 39
Lecture: 4 hours
(course fee required)

SPN 103◊ Intermediate Spanish I
4 credits
Continues the development of communicative competence increasing the ability to speak, understand, write and read in Spanish in a cultural context emphasizing cross-cultural communication and advanced readings.
Prerequisite: SPN 102◊ or two years of high school Spanish or Spanish placement test score between 51 and 64
Lecture: 4 hours
(course fee required)

SPN 104◊ Intermediate Spanish II
4 credits
Language as communication is studied, including reading and discussion of contemporary short stories, -novels or plays, and a review of simple and complex structures of language.
Prerequisite: SPN 103◊ or satisfactory placement test scores
Lecture: 4 hours —   *IAI: H1 900*

SPN 113◊ Spanish Composition & Conversation I
2 credits
Course is designed to develop students' ability to communicate effectively in oral and written form. Emphasis is on listening comprehension and speaking proficiency. Grammar is studied inductively.
Prerequisite: One year of college Spanish. May be taken concurrently with SPN 103◊ and SPN 104◊
Lecture: 2 hours

SPN 114◊ Spanish Composition & Conversation II
2 credits
This continuation of SPN 113◊ is designed to improve pronunciation, listening comprehension and speaking ability. Weekly compositions develop better written self-expression.
Prerequisite: One year of college Spanish. May be taken concurrently with SPN 103◊ or SPN 104◊
Lecture: 2 hours

SPN 115◊ Spanish for Heritage Speakers I
4 credits
Designed for students who are native speakers of Spanish with oral proficiency, but little or no formal training in the language. Underlines Spanish orthography, syntax and vocabulary and includes composition review, reading and discussion of modern prose. Fosters appreciation of Hispanic cultural-linguistic heritage. Also includes culture and civilization of the Hispanic world, with emphasis on the United States.
Prerequisite: SPN 104◊ or successful completion of placement test
Lecture: 4 hours—   *IAI: H1 900*
(course fee required)

SPN 116◊ Spanish for Heritage Speakers II
4 credits
Designed for students who successfully completed SPN 115 and/or who are native speakers of Spanish. Provides students with the opportunity to review and expand Spanish orthography, syntax and vocabulary and includes composition review, reading and discussion of modern prose. Course expands appreciation of Hispanic cultural-linguistic heritage. Content includes additional exploration of culture and civilization of the Spanish speaking world, with emphasis on the United States.
Prerequisite: SPN 115◊ or successful completion of placement test
Lecture: 4 hours—   *IAI: H1 900*
(course fee required)

SPN 118◊ Study/Travel in Hispanic Countries
4 credits
Students study the Spanish language and Hispanic culture. Emphasis is on audio-lingual skills. Students select a research project on a Hispanic topic.
Prerequisite: One year of college Spanish
Lecture: 4 hours

SPN 151◊ Introduction to Spanish-American Literature I
3 credits
Course covers the development of Spanish-American literature from its beginning to the 19th century, before modernism. Students analyze the major authors in terms of their historical context.
Prerequisite: SPN 104◊
Lecture: 3 hours —   *IAI: H3 916*

SPN 152◊ Introduction to Spanish-American Literature II
3 credits
Development of Spanish-American literature from 1886 to the present is studied. SPN 151◊ and SPN 152◊ together constitute a survey of Spanish-American literature from the Colonial period to the present.
Prerequisite: SPN 151◊
Lecture: 3 hours —   *IAI: H3 917*
(course fee required)

SPN 190◊ Career Spanish
3 credits
Intensive, beginning Spanish conversation with special emphasis on practical usage in specified career areas are covered. Separate sections for Criminal Justice and Fire Science personnel, Health Careers and Business are offered.
Lecture: 3 hours
(course fee required)

SPN 296◊ Special Topics in Spanish
3 credits
International topics and problems in Spanish language and literature are addressed through readings, discussion, guided research and field trips. Topics vary from semester to semester and must be approved by the dean of Arts and Sciences.
Prerequisite: SPN 104◊
Lecture: 3 hours

Surgical Technology Courses (SRT)

SRT 110 Introduction to Surgical Technology
1 or 2 or 7 credits
This course emphasizes basic concepts and principles for developing skill competencies required to assist in surgery. (variable credit)
Prerequisite: Admission to SRT program

Credits	Lecture	Laboratory
1	1	2
2	2	2
7	5	6

(course fee required)

SRT 120◊ Surgical Procedures I
5 credits
Students study the basic surgical procedures, which includes the pre-operative, intra-operative, and post-operative phases commonly performed in the operating-room setting.
Prerequisite: SRT 110; concurrent enrollment in SRT 122◊
Lecture: 5 hours

SRT 122◊ Surgical Procedures Lab
2 credits
Mock surgical procedures are carried out in the simulated operating room. (formerly Applied Surgical Procedures I)
Prerequisite: BIS 190◊; SRT 110; SRT 120◊
Laboratory: 4 hours
(course fee required)

SRT 130◊ Surgical Procedures II
3 credits
Surgical specialty areas, including genito-urinary, ophthalmic, otorhinolaryngological and neurosurgical procedures commonly performed in the operating room setting are covered. Concepts and principles of the ambulatory-surgery setting also are presented.
Prerequisite: SRT 120◊, SRT 122◊; concurrent enrollment in SRT 132◊
Lecture: 3 hours

SRT 132◊ Applied Surgical Procedures I
3 credits
First clinical course where students will participate in perioperative patient care in various surgical specialty areas at cooperating clinical agencies. (formerly Applied Surgical Procedures II)
Prerequisite: SRT 122◊; concurrent enrollment with SRT 130◊ and SRT 140◊
Clinical Laboratory: 6 hours
(course fee required)

SRT 140◊ Surgical Procedures III
3 credits
This course addresses surgical specialty areas including orthopedic, thoracic, peripheral vascular and cardiovascular, which are commonly performed in the operating room setting.
Prerequisite: SRT 130◊, SRT 132◊
Lecture: 3 hours

SRT 160◊ Surgical Seminar
1 credit
This course provides a forum for the discussion of salient issues related to the practice of surgery as they affect the surgical technologist. Preparation for employment, as well as comprehensive review for certification will be included.
Prerequisite: SRT 130◊, SRT 132◊, SRT 140◊; concurrent enrollment in SRT 162◊
Lecture: 1 hour
(course fee required)

SRT 162◊ Applied Surgical Procedures II
1 credit
Second clinical course where students will participate in perioperative patient care in various surgical specialty areas at cooperating clinical agencies. (formerly Applied Surgical Procedures IV)
Prerequisite: SRT 130◊, SRT 132◊, SRT 140◊; concurrent enrollment in SRT 160◊
Clinical Laboratory: 2 hours
(course fee required)

Social Science Course (SSC)

SSC 190◊ Contemporary Society
3 credits
Responsibilities and obligations that face each person in our society are addressed. The basic social sciences— psychology, sociology, economics and government— are studied.
Lecture: 3 hours —   IAI: S9 900

Visual Communication Graphic Design Courses (VIC)

VIC 100◊ Graphic Design
3 credits
Introduction to graphic design for all media, emphasizing design principles, typography, and rendering designs by hand and on a computer. Production steps for print, web, and multimedia. Projects are critiqued for aesthetics and may become elements of a professional portfolio.
Laboratory: 6 hours
(course fee required)

VIC 104◊ Computer Art I
3 credits
An introduction to computer applications for the visual arts in a software-based approach to basic image manipulation and creation. Hardware and software are applied to create visual ideas, as applied to art and design. Emphasis is placed on creativity. The projects may become elements of a professional portfolio. Recommended for students interested in basic introduction to illustration, paint, photo-manipulation and Macintosh computing techniques.

This is a design course, not a production course.
Laboratory: 6 hours
(course fee required)

VIC 121◊ Introduction to Adobe InDesign
3 credits
Explores the application of Adobe InDesign page layout software. InDesign is a sophisticated layout program that integrates seamlessly with Adobe Photoshop and Adobe Illustrator for the design of brochures, newsletters and other page-based layout. Course projects cover a variety of design elements, including type photographs and graphic elements. Font selection, measurement systems and basic design concepts. It is recommended that students taking this course have MAC or PC experience. (formerly Introduction to Quark/InDesign.)
Laboratory: 6 hours
(course fee required)

VIC 142◊ Introduction to Illustrator
3 credits
Adobe Illustrator is introduced through a series of illustration-based projects. Emphasis is placed on the application of the tools used for the creativity and production of graphic images consisting of strokes, fills, blends, gradients and filters. Color considerations for illustration specifications, file formats and file output. Recommended for students interested in basic illustration techniques using Adobe Creative Suite. It is recommended that students taking this course have MAC or PC experience.
Laboratory: 6 hours
(course fee required)

VIC 160 History of Photography
3 credits
The historical development of photography as an art form from 1820 to the present, including critical analysis of types of photographs and aesthetic movements in photography. Examines photographs for their aesthetic and humanistic values, emphasizing photographs as expressions of the ideas and beliefs of photographers within their cultural and social contexts.
Lecture: 3 hours—   IAI: F2 904

VIC 161◊ Introduction to Photoshop
3 credits

Adobe Photoshop is an image manipulation software used for print, web and photography. Students develop skills to work creatively and efficiently in Photoshop through a series of design projects. It is recommended that students taking this course have MAC or PC experience.
Laboratory: 6 hours
(course fee required)

VIC 162◊ Digital Photography
3 credits

Basic principles of digital photography, including equipment selection and use, image processing and output. Composition, exposure, and an overview of photography, as a commercial and artistic medium. A Digital Single Lens Reflex (DSLR) camera is recommended, but not required. The digital camera, provided by the student, requires a manual setting and a minimum of ten mega pixels to complete the course objectives. Students create a digital portfolio of work. Adobe Photoshop Creative Suite and Macintosh Computers and will be used for photographic production. It is recommended that students have a working knowledge of PC or Mac computers.
Laboratory: 6 hours
(course fee required)

VIC 163◊ Digital Studio Photography
3 credits

Digital photographic studio applications. Students provide a Digital Single Lens Reflex (DSLR) camera equipment to be used in studios with professional lighting and backdrops for the creation of portrait and product photography. Lighting ratios, gray balance, contrast, resolution and production requirements are explored. It is recommended that students have a working knowledge of computers and Photoshop. Students will create a digital portfolio of their photographic portrait and product work.
Laboratory: 6 hours
(course fee required)

VIC 165 Photography Exploration
3 credits

Beginning and advanced students will gain experience in photographing in various situations, including event photography, location photography and studio specialties. Composition through the camera lens at off-campus locations are explored through class field trips. Photographic editing and printing using a Macintosh computer. Photographs are critiqued for aesthetic quality. Students create a digital portfolio of their photographic body-of-work. Students provide a digital camera, transportation and entrance fees to various locations. May be repeated up to three times (nine credits) towards graduation.
Prerequisite: VIC 162◊ or VIC 163◊
Laboratory: 6 hours
(course fee required)

VIC 172◊ Web Page Design
3 credits

Introduction to designing professional web pages. Students create web pages through the application of graphics, critique of current sites, and storyboards. Websites are constructed using Adobe Dreamweaver, Photoshop and Content Management Software-CMS. This is a design course.
Prerequisite: VIC 161◊ or concurrent enrollment
Laboratory: 6 hours —   IAI: MC 923
(course fee required)

VIC 190 Introduction to Digital Media and Animation
3 credits

Basic concepts of computer graphics, as it is used in film, visual effects, games, and animation. Students explore the history of these different disciplines and gain insight into the approaches used by professionals in today's market. Adobe Creative Suite, Digital Media Capture Devices and 3D printing will be utilized.
Prerequisite: VIC 142◊ and VIC 161◊
Laboratory: 6 hours
(course fee required)

VIC 202◊ Advanced InDesign and Typography
3 credits

The exploration of the construction, function and application of typography, as a design and communication element in a series of projects created specifically in Adobe InDesign and Adobe Illustrator. Emphasis is placed on creativity, legibility and readability of the final product. Advanced InDesign layout techniques are applied. The projects may become elements of a professional portfolio. (Formerly Graphic Design Typography)
Prerequisite: VIC 100◊, VIC 121◊ and VIC 142◊
Laboratory: 6 hours
(course fee required)

VIC 204 Digital Mixed Media I
3 credits

An introduction to mixed media techniques for Photography and Graphic Design. Digital transfer to surfaces and printing onto various substrates allow for both traditional design and digital art to combine into finished pieces. Printing to canvas, transferring to wood or glass, and adding various media, creates a mixture of textures, pigments and graphic elements. Finished pieces can be photographed and incorporated digitally into graphic art for print or web. It is recommended that students have a working knowledge of computers and Photoshop.
Prerequisite: VIC 161◊ or concurrent enrollment
Laboratory: 6 hours
(course fee required)

VIC 205 Digital Mixed Media II-Metals
3 credits

An introduction to photography and mixed media techniques for metals. Photo transfer to metal surfaces using printing, resins, laser and embossing. Both traditional design and digital art are combined into finished pieces, that include metalwork, wirework, beading for jewelry and collage.
Prerequisite: VIC 161◊ or concurrent enrollment
Laboratory: 6 hours
(course fee required)

VIC 213◊ Color Management
4 credits

The process of building a calibrated color system. Monitor, printer, media, and web, device character or color gamut, color conversion and RGB, CMYK and CIE color space. The goal of this course is for the student to develop a system to

achieve predictable and consistent color reproduction from layout through output to printers and media.
Prerequisite: VIC 161◊
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

VIC 242◊ Advanced Illustrator
3 credits
Color composition is explored through a series of advanced Adobe Illustrator projects. Emphasis is placed on creativity and concept development and the final output of each piece. Projects are critiqued for aesthetics and may become elements of a professional portfolio. Recommended for those students interested in applying advanced illustration design and color composition techniques, using professional software. (formerly Advanced Layout and Illustration)
Prerequisite: VIC 100◊ and VIC 142◊
Laboratory: 6 hours
(course fee required)

VIC 261◊ Advanced Photoshop
3 credits
Advanced application of Adobe Photoshop for editing, creative manipulation and production of digital images. Through a series of image modification projects, students will develop the skills that are needed to work creatively and efficiently in a design/production environment. Projects are critiqued for aesthetics and may become elements of a professional portfolio.
Prerequisite: VIC 161◊
Laboratory: 6 hours
(course fee required)

VIC 263 Advanced Digital Studio Photography
3 credits
Advanced digital photographic studio applications are covered as students develop photographic style in the imagery of portraiture and product photography. Emphasis is placed on creativity and professional photography studio applications. Students provide Digital Single Lens Reflex (DSLR) camera equipment to be used in studios with professional lighting, props and backdrops for the creation of portrait and product photography. Advanced lighting techniques and time-based imagery,

output considerations, matting and framing are explored. It is recommended that students have a working knowledge of computers and Photoshop. Students create a digital portfolio of their photographic portrait and product work.
Prerequisite: VIC 163◊, VIC 161◊ or concurrent enrollment
Laboratory: 6 hours
(course fee required)

VIC 264◊ Advanced Digital Photography
3 credits
Continuation of Digital Photography concepts and application. The hardware and software used to capture photographic images with a Digital Single Lens Reflex (DSLR) camera is explored. Advanced photographic composition methods, as well as DSLR technical photography skills. Students create a portfolio of their work and are expected to have the use of a digital DSLR camera.
Prerequisite: VIC 162◊, VIC 161◊ or concurrent enrollment
Laboratory: 6 hours
(course fee required)

VIC 265 Photo Production and Lightroom
3 credits
Digital workflow for photography from image planning to output. Workflow software includes Adobe Bridge, Camera Raw and Lightroom. Students apply Raw files for editing and production, as well as file formats for storage and delivery. Digital marketing and the business of photography to prepare the student for freelance and/or studio work is discussed. (Formerly Photography Production)
Prerequisite: VIC 161◊ and VIC 162◊ or VIC 163◊
Laboratory: 6 hours
(course fee required)

VIC 270◊ Writing for Multimedia
3 credits
Instruction in creating copy for the exciting field of new media. Writing for print/advertising, websites, blogs and other digital formats, including text, audio, still and moving images.
Prerequisite: RHT 101◊
Laboratory: 6 hours
(course fee required)

VIC 272◊ Advanced Web Page Design
3 credits
Advanced web page techniques are explored, including positioning of the xhtml div tag, floats and cascading style sheets. Video delivery and exploration of jQuery slideshows is also researched and applied in a more advanced level. Experienced users of Adobe Dreamweaver and Content Management Software (CMS) develop a site with the more sophisticated and interactive features demanded by clients.
Prerequisite: VIC 172◊
Laboratory: 6 hours
(course fee required)

VIC 273◊ Flash Animation
3 credits
Introduction to the concepts, processes and history of animation, covering both traditional and two-dimensional computer-based animation techniques and incorporate the use of drawn, vector and bitmapped formats as a means of generating animated sequences. It is recommended that students taking this course have some basic computer experience and an understanding of Web applications, (formerly Introduction to Flash Animation)
Laboratory: 6 hours —   IAI: MC 924
(course fee required)

VIC 274◊ Advanced Flash Animation
3 credits
Creation of advanced animation incorporating action scripting, sound and graphics. Principles of design, information architecture and user interaction are covered in the creation of advanced interactive movies.
Prerequisite: VIC 273◊
Laboratory: 6 hours
(course fee required)

VIC 275 Designing for Social Media
3 credits
Basics of planning and designing for social media. Introduction to design theories used for industry standard media platforms, such as blogging software, YouTube, Twitter, Facebook, Pinterest, etc. Students will apply hands-on experience in exploring the use of graphic design principles and software,

content design, search engine knowledge and marketing of social media. Students successfully completing this course will be able to design an online presence for client-based campaigns.
Laboratory: 6 hours
(course fee required)

VIC 282◊ Portfolio for Graphic Design
3 credits
Advanced graphic design projects, planning, and preparation of a professional portfolio. Traditional portfolio "books" and a digital portfolio in web or multimedia format is submitted for successful completion. Recommended that students take this course in their last semester of study and have previously developed a series of 35-50 high quality images consisting of print, web or multimedia work for a portfolio. Each project is critiqued for aesthetic quality and production requirements. Students create a portfolio book and digital presentation for final review. A copy of all portfolio materials is submitted to the Visual Communication program. (Formerly Portfolio Design and Production)
Prerequisite: VIC 202◊, VIC 242◊, VIC 261◊
Laboratory: 6 hours
(course fee required)

VIC 283 Portfolio for Photography
3 credits
Advanced photography projects, planning, and preparation of a professional portfolio. Traditional portfolio "books" and a digital portfolio in web or multimedia format is submitted for successful completion. Recommended that students take this course in their last semester of study and have previously developed a series of 35-50 high quality images consisting of location, studio, fine art and commercial photography. Each image will be output on quality photographic paper both on campus and through outside resources. Students create a portfolio book and digital presentation for final review. A copy of all portfolio materials is submitted to the Visual Communication program.
Prerequisite: VIC 261◊, VIC 263, VIC 264◊, VIC 265
Laboratory: 6 hours
(course fee required)

VIC 285◊ Digital Video
3 credits
Various digital video hardware and software required to produce live action effects. These tools will be used to digitize and manipulate video footage and then output that footage for DVD and/or web delivery. Students will use video digitizing tools to capture video and manipulate, alter, move and layer multiple tracks of video; apply motion to static objects and images; and apply transitions, as well as sound to enhance the visuals. Projects will be evaluated for creativity.
Laboratory: 6 hours
(course fee required)

VIC 286◊ Advanced Digital Video
3 credits
Production course structured around the art of filmmaking. Students will create several advanced short films. Emphasis is placed on script development, pre-production, on-location shooting, and post-production editing. Students use traditional production techniques, as well as digital technology. For a final project, each student will produce and direct either a short documentary or narrative film.
Prerequisite: VIC 285◊
Laboratory: 6 hours
(course fee required)

VIC 288◊ Video Editing
4 credits
Fundamentals of non-linear video editing. Major aspects of post-production workflow: capturing footage, file management, editing styles and conventions, audio sweetening, and exporting. Lectures and demonstrations linked to hands-on individual project creation and execution allow students to edit video productions, culminating with a final project of the students' personal footage or footage provided by the instructor. Recommended that students are familiar with video production, Photoshop and have experience with a PC or Mac.
Lecture: 2 hours
Laboratory: 4 hours
(course fee required)

VIC 290◊ Cooperative Work Experience
3 credits
See course description CWE 290◊
Prerequisite: (1) Completion of 12 credit hours. Two of these courses, in discipline; must be completed (2) 2.0 Grade Point Average ("C" average); (3) Approval of the Cooperative Education Office.
Contact Hours: 240
(course fee required)

VIC 291◊ Cooperative Work Experience
3 credits
See course description CWE 291◊
Prerequisite: (1) VIC 290 with a "C" grade or better; (2) 2.0 Grade Point Average ("C" Average); 3) Approval of the Cooperative Education Office.
Contact Hours: 240
(course fee required)

VIC 296◊ Special Topics in Visual Communication
0.5-4 credits
Digital Media Design topics and issues are studied through readings, discussion, skill-based instruction, and field trips. Topics vary from semester to semester. Course is repeatable when topics vary; up to a maximum of twelve credit hours may be used toward graduation.
Lecture: 0.5-4 hours
Laboratory: 0.5-8 hours
(course fee may be required depending on topic)

Index

Administration/Faculty

Garrick Abezetian
Associate Vice President, Finance and Business
DePaul University, MBA

Leke Adeofe
Behavioral Science
University of California, PhD

David L. Anderson
Coordinator, Computer Information Systems
North Central University, EdD

Maxi Armas
Social Science
Illinois State University, MA

Debra Baker
Coordinator, Ophthalmic Technician
Concordia University, MA

J. Scott Baker
Science
Loyola University, PhD

Randy Barnette
Senior Executive Director of Public Affairs
Northeastern Illinois University, BA

Sandra M. Berryhill
Chairperson, Counseling
Illinois State University, MS

Joseph Beuchel
Science
Ohio State University, MS

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University of Illinois, PhD

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Dominican University, PhD

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Glossary of Terms

academic calendar
Important dates for each semester; e.g., registration, add/drop, holidays and exams.

academic placement
Entering credit students are required to take institutional placement tests which determine knowledge in basic reading, writing and math or provide formal documentation of basic learning skills.

academic plan
A schedule of all courses needed to graduate in a certificate or degree program.

area of concentration
Courses that create a foundation for an intended major or electives to meet credit-hour requirements for a degree.

arts and sciences
Courses in the Arts and Sciences curricula parallel those offered at universities and are transferable to baccalaureate institutions.

associate's degree
Five types are offered at Triton College: Associate in Arts (AA), Associate in Science (AS), Associate in Applied Science (AAS), Associate in Fine Arts (AFA) and Associate in General Studies (AGS).

articulated course
A course that meets the requirements for a specific course or elective credit at a four year college or university, or has been approved by the Illinois Articulation Initiative, identified by the ◊ symbol (i.e. RHT 101◊).

attendance policy
The number of absences permitted will vary from class to class.

audit
Taking a class to benefit from experience without receiving a grade or college credit. The cost of auditing a course is the same as that charged for enrolling for credit. Special registration procedures apply.

auxiliary fee
A $1 per course fee which supports the development and maintenance of recreational facilities designed for student use.

certificate
Awarded to students who complete specific requirements in career education certificate programs of less than 50 semester hours.

chargeback
Individuals who reside outside the Triton College district and want to enroll in a curriculum that is not offered by their local community college should apply for tuition assistance from their home district.

college success course work
Provides students with the knowledge of basic reading, writing and mathematical skills that are necessary for success in the course or program of study chosen by the student. College success courses may not be used to meet graduation requirements.

cooperative work experience
Program designed to enhance the student's academic knowledge, personal development and professional preparation through a combination of classroom theory and practical work experience with area business and industry.

counselor
A professionally trained person who assists students with personal, academic and career concerns.

course load per semester
Seventeen semester hours constitute the normal semester course load. A student is considered "full-time" if the semester hour course load is 12 hours or more.

credit hour
The unit used to quantitatively measure courses. The number of credits assigned to a course is usually determined by the number of in-class hours per week and the number of weeks per session.

credit by examination
Course credit awarded to students demonstrating knowledge through proficiency, DSST or CLEP Exams.

dean/associate dean
Individual responsible for a particular instructional or administrative division.

degree
Awarded to a student who has completed a program of study.

department chair
Person who assists in the organization of curricula, scheduling of classes and management of faculty members within their own department.

disciplinary action
Students who fail to comply with Triton College policies, regulations and rules will be subject to disciplinary action, including dismissal from the college.

district
Made up of 25 towns and villages that surround Triton College. The tuition rate is determined by the student's residence.

drop a course
Action taken when a student no longer wants to take a course he/she has previously registered for. A course dropped during 100% tuition refund period does not appear on the student's transcript. After 100% period, a 'W' will appear on the student's transcript.

dual admission
Students are admitted simultaneously to both a 2-year college and the 4-year institution that will grant the final degree. The student will complete approximately the first 2 years of college at the 2-year college and transfer for the junior and senior year to the designated 4-year institution.

elective
Courses that students choose to take in order to reach the required number of hours for a certificate or degree. Students in some curricula have "suggested electives" or "program electives."

enrollment verification
Procedure to certify current or previous enrollment at Triton College.

extension sites
An outreach center of Triton College offering credit and non-credit courses at locations within the district.

extracurricular activities
Events or activities offered outside of the credit curriculum; e.g., clubs, athletics.

fee
Money charged for additional services beyond tuition rate (i.e., Registration fee, Student Services fee).

honors
Distinction awarded to graduates based on cumulative GPA at graduation.

honors study
The opportunity for honors study is available through general petition into Scholars Program course sections and Independent Study. These options are designed to provide intellectual challenge for the serious student.

financial aid
Financial assistance designed to bridge the gap between the resources of the students and their families and the cost of attending Triton College. The different forms of financial aid are: grants, loans, work on campus, various local scholarships or veteran's affairs.

financial aid transcript
Records showing past financial aid agreements between the student and any other colleges or universities.

flexible scheduling
Classes offered at a variety of times, course lengths and locations that respond to the student needs.

full time
Enrollment in 12 or more credit hours per semester (6 hours in summer session).

general petition
A form used by students when requesting that the college initiate an action pertaining to student enrollment.

general studies
An associate's degree (AGS) intended for students whose educational goals cannot be adequately met by other degree programs. The AGS is awarded in individualized curricula that has been agreed upon by the student and counselor.

grade point
Numerical value assigned to the letter grade received in a class. Used to calculate a grade point average.

graduation petition
A form required to be considered for an upcoming graduation.

hybrid/blended courses
A method of instruction that utilizes face-to-face, online and Internet deliveries.

Illinois Articulation Initiative (IAI)
The Illinois Articulation Initiative (IAI) is a statewide agreement that allows transfer of the completed General Education Core Curriculum between participating Illinois institutions. Completion of the General Education Core Curriculum at any participating college or university in Illinois assures transferring students that lower-division general education requirements for an associate's or bachelor's degree have been satisfied.

incomplete grade
If a student is passing and misses the final examination (with authorization of the appropriate dean) or fails to complete a major course assignment, the instructor may assign a grade of an "I"—Incomplete. Coursework must be completed within 30 days of the start of the next semester (or date determined by instructor) or the grade automatically becomes "F".

independent study
Students working on their own in order to complete a course in an Arts and Sciences program. Special requirements apply.

international student
Non-native student wishing to attend Triton with a student visa. Special application process is required.

joint agreement
Understanding between Triton and other community colleges that out-of-district students can pay in-district tuition rates when enrolled in specific unique programs. Selected programs are available at in-district rates at other community colleges.

lecture/lab
Number of hours students spend per week in lecture and/or laboratory time in a course.

MyTriton portal
Students are able to access information related to Triton activities (course schedules, registration, financial aid, tuition payment, etc.) online through their MyTriton portal.

online course
A method of instruction that is predominantly delivered online through the Internet.

part time
A student who is taking fewer than 12 semester hours (less than six hours in summer session).

permanent record
The college's internal document reflecting the unabridged academic history of the student at the institution.

placement tests
Institutional placement tests in reading, writing and math required for all credit students. Used to determine placement into appropriate levels of course work.

prerequisite
A course or courses that must be completed before taking another.

probation (academic)
Student academic status when 13-24 semester hours are attempted with completion of less than 50 percent of semester hours attempted or cumulative GPA of less than 2.00.

probation (disciplinary)
Students who fail to comply with college rules and regulations will be subject to disciplinary action, including dismissal from the college. Disciplinary hearings are conducted.

refund
A student who officially withdraws from any class may be refunded a percentage of the course tuition, depending on when withdrawal is made. The refund schedule is published in each college catalog.

registration
The process of completing steps necessary to enroll in classes, which results in a class schedule.

repeating a course
Students may repeat any course but may not receive credit for the course more than once. Only the higher of the two grades will be used in computing the grade point average. This policy pertains to courses taken and repeated at Triton College.

reverse transfer
A student transferring from another college to Triton.

schedule (semester)
A publication providing a complete listing of dates and times for courses offered for a semester.

schedule (class)
A listing of times, days and location of a student's courses.

scholars program
A program of course work for academically superior students intending to transfer to four-year institutions. Special admission procedures apply.

selective admission programs
Programs that have special enrollment requirements.

semester
The period when courses are conducted. Triton has fall, spring and summer semesters.

semester hour
See credit hour.

standards of academic progress
A procedure that identifies students who are seemingly making little or no academic progress and offers to help them correct academic weakness as early as possible.

student handbook
"Book 411" is Triton's student handbook for campus information, including programs, services and departments.

student orientation
Session to introduce students to Triton programs, services and facilities. Optional course planning is included. Required for all new degree-seeking students.

student services fee
Fee is charged to any students enrolled in one or more credit classes. This fee supports programs such as student activities, College Center operations, Learning Resource Center and the school newspaper.

"2 + 2" agreements
These agreements define two years of specific Triton course work that would allow for transfer into specific programs of study at participating four-year institutions. The agreement(s) also define(s) the two years of course work required at the senior institutions for completion of the baccalaureate degree. For additional information, students are encouraged to contact a counselor.

transcripts
Documents which are forwarded to persons or agencies for their use in reviewing the academic performance of the student. An official transcript is a legal document which contains an official signature, date of issuance and college seal. An unofficial transcript has no signature, date, or seal and is intended for reference or advising purposes only.

transfer credit
Upon petition, credit that has been earned at another accredited college or university will be applied to the student's Triton record.

transfer guide
A guide for the 2-year college student providing general information regarding course work at the 2-year college that matches the transfer requirements of the 4-year institution.

transfer services
Assistance to students who plan to transfer to a baccalaureate institution by helping them identify appropriate colleges and universities and scholarship sources.

tuition
Cost of attending courses based on residency status and the number of semester hours for which the student enrolls.

tuition payment plan
Agreement to make tuition payments in installments during the semester.

university center
Through strategic partnerships with senior institutions, the college will offer students the opportunity to continue their higher education pursuits for select bachelor degree programs without leaving the Triton campus.

weekend college
Courses offered Friday nights, Saturdays and Sundays. Primarily designed for mature, disciplined students who are capable of concentrated attention and study.

withdrawal
Procedure to terminate enrollment in a class after the add/drop period. Students who do not officially withdraw from courses in which they are enrolled may be assigned a failing grade ("F") even if they never attend the class and will be held accountable for all tuition and fees.

Programs of Study

University Transfer Programs
Associate in Arts Degree
Art VPA.ART.AA (U224A50)
Community Studies BES.CMS.AA (U224A07)
Criminal Justice Administration CJA.CJA.AA (U224A43)
Education EDU.EAE.AA (U224A13)
English and Rhetoric ENG.RHT.AA (U224A21)
Foreign Languages SOC.FLA.AA (U224A16)
Global Studies SOC.GLB.AA (U224A06)
History SOC.HIS.AA (U224A46)
Intercultural Studies SOC.INT.AA (U224A05)
Mass Communication - Multimedia VPA.MCM.AA (U224A09)
Music VPA.MUS.AA (U224A51)
Music Technology VPA.MUT.AA (U224A52)
Philosophy and Logic BES.PHL.AA (U224A38)
Psychology BES.PSY.AA (U224A42)
Social and Political Science SOC.PSC.AA (U224A45)
Sociology/Social Work BES.SWK.AA (U224A44)

Speech Communication VPA.SPE.AA (U224A23)
Speech/Theatre VPA.THE.AA (U224A22)
Women's and Gender Studies SOC.WGS.AA (U224A15)

Associate in Science Degree
Accounting and Business Administration BUS.ACC.AS (U230A06)
Anthropology BES.ANT.AS (U230A31)
Biological Sciences SCI.BIS.AS (U230A26)
Chemistry SCI.CHM.AS (U230A28)
Computer Science (Information Systems) CIS.CIS.AS (U230A11)
Computer Science (Technical) CIS.CST.AS (U230A12)
Criminal Justice Administration CJA.CJA.AS (U230A43)
Economics SOC.ECO.AS (U230A08)
Geography SCI.GEO.AS (U230A32)
Geology SCI.GOL.AS (U230A33)
Health, Sport & Exercise Science HSE.PED.AS (U230A36)

International Business SOC.IBU.AS (U230A07)
Mathematics MAT.MAT.AS (U230A27)
Physics SCI.PHY.AS (U230A34)
Pre-Profession SCI.PPO.AS (U230A30)

Associate in Fine Arts Degree
Art VPA.ART.AFA (U250A50)
Music VPA.MUS.AFA (U250M51)

Associate in General Studies Degree
GEN.GEN.AGS (L224A)
Undecided UND.ND (L224AP5)

Career Programs
Associate in Applied Science Degree Programs

Accounting/Finance
Degree, BUS.ACC.AAS (C206A)
Certificate, BUS.ACC.CERT (C306A)
Certificate—Bookkeeping, BUS.BKK.CERT (C416A)

Architecture
Degree, ARC.ARC.AAS (C248A)
Certificate—Architectural Technology, ARC.ARC.CERT (C448T)
Certificate—Architectural Design, ARC.STD.CERT (C448X)
Advanced Certificate—Building Information Modeling/BIM, ARC.BMA.CERT (C548M) (formerly C448M)
Degree—Independent Building Contractor, ARC.IBC.AAS (C235A)

Automotive Technology
Degree, AUT.AUT.AAS (C247D)
Certificate, AUT.AUT.CERT (C347C)
Certificate—Brake and Suspension, AUT.BRK.CERT (C447B)
Certificate—Engine Performance, AUT.EGP.CERT (C447C)
Certificate—Engine Repair, AUT.ENR.CERT (C447D)
Certificate—Transmission, AUT.TRN.CERT (C447E)
Degree—Automotive Service Department Management, AUT.SDM.AAS (C247E)
Degree—Automotive: General Motors/AC Delco, AUT.GMC.AAS (C247C)

Biotechnology Laboratory Technician (pending ICCB approval)
Degree, BIS.BTC.AAS (C226B)

Business
Degree—Business Management, BUS.MGT.AAS (C206B)
Certificate—Business Management, BUS.MGT.CERT (C306B)
Certificate—Entrepreneurship, BUS.ETR.CERT (C406D)
Certificate—Financial Services, BUS.FSV.CERT (C306K)
Certificate—Business Support Specialist, BUS.SUP.CERT (C307D)
Certificate—Medical Administrative Assistant, BUS.MEA.CERT (C407K)
Certificate—Office Assistant, BUS.OFA.CERT (C407D)

Certified Medical Assistant
Certificate, CMA.CMA.CERT (C318A)

Computer Information Systems
Degree, CIS.CIS.AAS (C207A)
Degree—Cybersecurity and Information Assurance, CIS.CIB.AAS (C207S)
Certificate—Cybersecurity and Information Assurance, CIS.CYB.CERT (C407S)
Certificate—Mobile, Web & Data Science Application Development, CIS.MWB.CERT (C407T)
Certificate—Office Applications-Prep for Microsoft Certification, CIS.OAP.CERT (C407O)
Certificate—Web Technologies, CIS.WEB.CERT (C407J)
Advanced Certificate—Windows Programming, CIS.WPA.CERT (C515C)
Degree—Computer Network and Telecommunications Systems, CIS.CNT.AAS (C207F)

Certificate—A+ Microcomputer Technician, CIS.APL.CERT (C407N)
Certificate—Network Management, CIS.NTM.CERT (C407M)

Criminal Justice Administration
Degree, CJA.CJA.AAS (C243A)
Certificate—Corrections, CJA.COR.CERT (C443A)
Certificate—Law Enforcement, CJA.LAE.CERT (C443B)
Certificate—Private Security, CJA.PST.CERT (C443C)

Early Childhood Education
Degree, EDU.ECE.AAS (C220A)
Certificate, EDU.ECE.CERT (C320A)
Certificate—Child Development CDA Preparation, ECE.CDA.CERT (C420C)
Certificate—Infant/Toddler, EDU.ITC.CERT (C420B)
Advanced Certificate—Early Childhood Administration & Management, EDU.CCA.CERT (C520A)
Degree—Paraprofessional Educator Associate, EDU.PPR.AAS (C220B)
Certificate—Teacher Aide, EDU.AID.CERT (C320C)

Emergency Management
Degree, EMP.EMP.AAS (C244A)
Certificate, EMP.EMP.CERT (C344A)
Certificate—Public Safety Dispatcher EMS.DIS.CERT (C444C)

Emergency Medical Responder
Certificate, EMS.EMR.CERT (C444B)

Emergency Medical Technician
Certificate, EMS.EMS.CERT (C444A)

Engineering Technology
Degree, ENT.ENT.AAS (C248V)
Certificate—Design, ENT.DSN.CERT (C348B)
Certificate—Fabrication, ENT.FAB.CERT (C448S)
Degree—Mechatronics, ENT.MEC.AAS (C249V)
Certificate—Mechatronics, ENT.MEC.CERT (C448V) (formerly C548F)
Advanced Certificate—CAD, ENT.CAD.CERT (C548E)

Environmental Science
Degree, SCI.EVN.AAS (C226A)

Eye Care Assistant
Certificate, OPH.EYE.CERT (C451A)

Facilities Engineering Technology (Only Local 399 students)
Degree, CE.FET.AAS (C280A)
Certificate, CE.FET.CERT (C380A)

Fire Science
Degree, FIR.FIR.AAS (C243B)
Certificate, FIR.FIR.CERT (C343A)

Horticulture
Degree, HRT.HRT.AAS (C201A)
Certificate—Floral Design, HRT.FLR.CERT (C401B)
Certificate—Grounds Maintenance, HRT.GRM.CERT (C401C)
Certificate—Landscape Design, HRT.LND.CERT (C401A, formerly C301A)
Degree—Sustainable Agriculture Technology, HRT.SAG.AAS (C201E)
Certificate—Sustainable Food Production, HRT.SFD.CERT (C401E)
Degree—Sustainable Landscape Practices, HRT.SUS.AAS (C201F)

Certificate—Sustainable Landscape Practices, HRT.SUS.CERT (C401D)
Certificate—Sustainable Agroecology, HRT.AGR.CERT (C401F)

Hospitality Industry Administration
Degree—Culinary Arts, HIA.CUL.AAS (C206L)
Certificate—Culinary Training, HIA.CUL.CERT (C420A)
Degree—Baking and Pastry, HIA.BKG.AAS (C206M)
Certificate—Baking and Pastry, HIA.BKG.CERT (C306H)
Certificate—Beverage Management, HIA.BVM.CERT (C306J)
Certificate—Bread Baking, HIA.BRD.CERT (C406N)
Certificate—Cake Decoration, HIA.CKD.CERT (C406M)
Degree—Hotel/Motel Management, HIA.HMM.AAS (C206H)
Certificate—Hotel/Motel Management, HIA.HMM.CERT (C406F)
Degree—Restaurant Management, HIA.RST.AAS (C206F)
Certificate—Restaurant Management, HIA.RST.CERT (C306C)

Human Resource Management
Degree, BUS.HRM.AAS (C206J)
Certificate, BUS.HRM.CERT (C306F)

Personal Trainer
Certificate, HSE.PTR.CERT (C336A)
Advanced Certificate—Clinical Exercise Specialist, HSE.XSP.CERT (C536A)
Advanced Certificate—Sports Conditioning, HSE.SCP.CERT (C536B)
Advanced Certificate—Group Fitness Instructor, HSE.GFT.CERT (C536C)

Visual Communication—Graphic Design
Degree, VIC.VIC.AAS (C248C)
Certificate, VIC.GRD.CERT (C348C)
Certificate—Social Media Design, VIC.DGM.CERT 0(C448U)
Degree—Digital Photography, VIC.DPH.AAS (C249C)
Certificate—Digital Photography, VIC.DPH.CERT (C348O) (formerly C448O)
Certificate—Layout and Design, VIC.LDS.CERT (C448W)

Selective Admission Health Programs

Diagnostic Medical Sonography
Degree, DMS.DMS.AAS (C217E)
Certificate, DMS.DMS.CERT (C317E)

Nuclear Medicine Technology
Degree, NUM.NUM.AAS (C217B)

Nursing
Degree, NUR.NUR.AAS (C218A)
Certificate—Nursing, Practical, NUR.PNU.CERT (C317D)
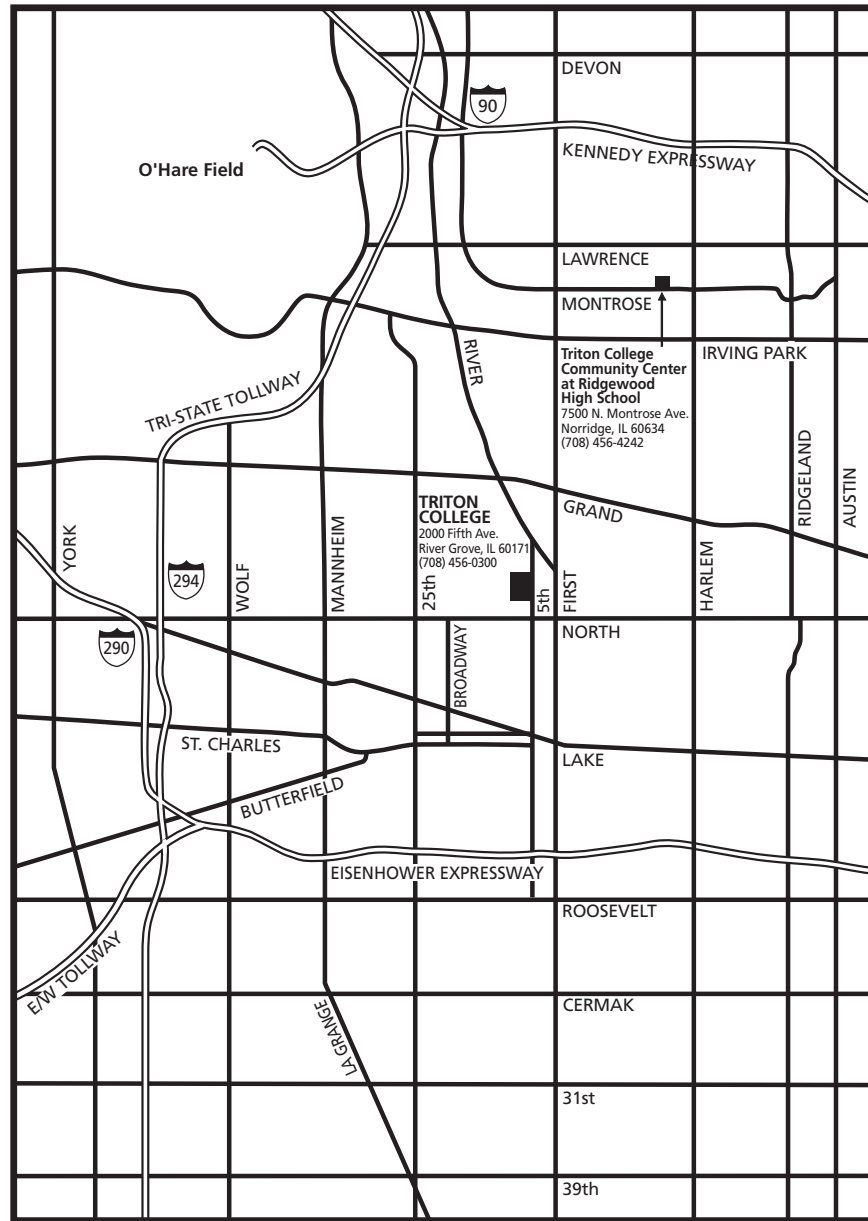Certificate—Nurse Assistant, NAS.NAS.CERT (C417E)

Ophthalmic Technician
Degree, OPH.OPH.AAS (C217I)

Radiologic Technology
Degree, RAS.RAS.AAS (C217C)

Surgical Technology
Certificate, SRT.SRT.CERT (C317C)

Map labels:

DEVON
KENNEDY EXPRESSWAY
O'Hare Field
90
LAWRENCE
MONTROSE
IRVING PARK
RIVER
TRI-STATE TOLLWAY
Triton College Community Center at Ridgewood High School
7500 N. Montrose Ave.
Norridge, IL 60634
(708) 456-4242
YORK
294
WOLF
MANNHEIM
25th
TRITON COLLEGE
2000 Fifth Ave.
River Grove, IL 60171
(708) 456-0300
GRAND
5th
FIRST
HARLEM
RIDGELAND
AUSTIN
290
NORTH
BROADWAY
ST. CHARLES
LAKE
BUTTERFIELD
EISENHOWER EXPRESSWAY
E/W TOLLWAY
ROOSEVELT
LA GRANGE
CERMAK
31st
39th

DRIVING DIRECTIONS TO TRITON COLLEGE

From the South: Exit from the Tri-State Tollway (I-294) onto the Eisenhower Expressway (I-290), heading east toward downtown Chicago. Exit the Eisenhower at First Avenue and turn left (north). Travel to North Avenue, turn left and drive west to the next stoplight, which is Fifth Avenue. Turn right and drive north on Fifth Avenue to the next stoplight. Turn left (west) and then immediately right; go around Circle Drive to the visitor's parking area.

From the East: Travel west on North Avenue to Fifth Avenue (just past First Avenue). Turn right and drive north on Fifth Avenue to the next stoplight. Turn left (west) and then immediately right; go around Circle Drive to the visitor's parking area.
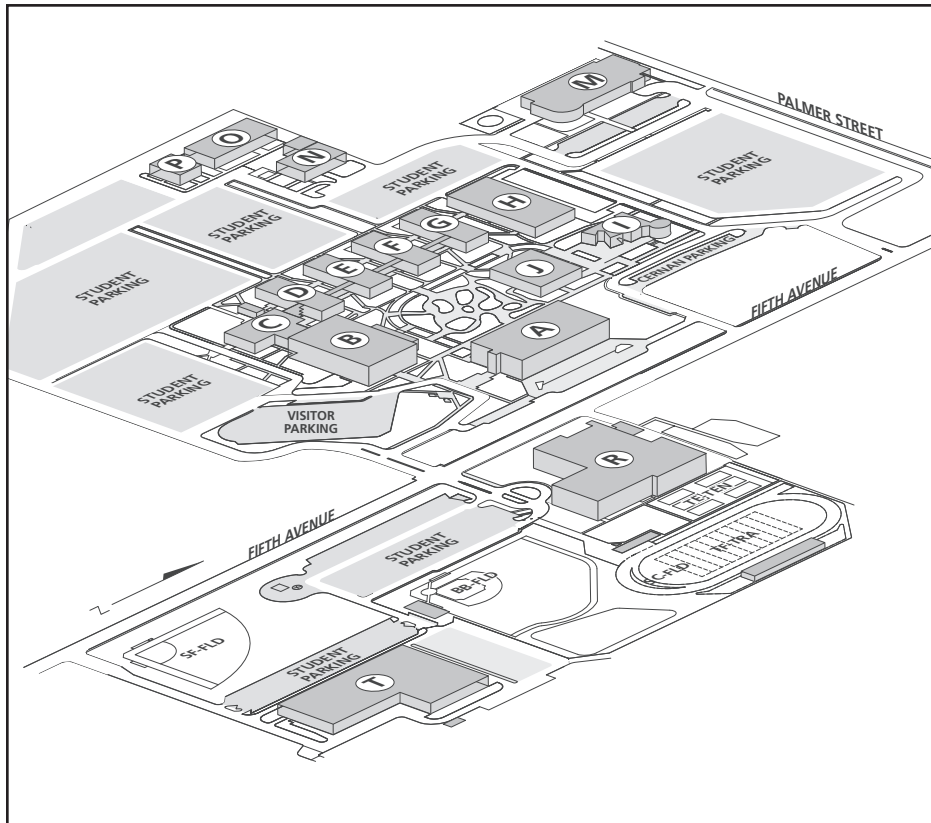
From the West: Travel east on North Avenue to Fifth Avenue (just past the Winston Plaza Shopping Center). Turn left and drive north on Fifth Avenue to the next stoplight. Turn left (west) and then immediately right; go around Circle Drive to the visitor's parking area.

From the North: Exit from the Tri-State Tollway (I-294) at Irving Park Road (Illinois 19), heading east to River Road. Turn right (south) on River Road. Stay to the right at Fifth Avenue to reach the main campus (second stoplight). Turn right (west) and then immediately right again; go around Circle Drive to the visitor's parking area.

PLEASE NOTE: There is NO exit from the Tri-State Tollway (I-294) at North Avenue.

Triton College Campus

2000 Fifth Avenue, River Grove, IL 60171
(708) 456-0300

Quick Reference Building Guide

A Learning Resource Center (Adult Education, Cashier's Office, Library, School of Continuing Education, Testing Center, Center for Access and Accommodative Services)

B Student Center (Admission and Records, Welcome Desk, Financial Aid)

C Bookstore

I Cernan Earth and Space Center

J Gallery, Cox Theater

N Triton College Police Station

R Robert M. Collins Center (Triton College Performing Arts Center, Older Adults Center, Fitness Center, Pool)

BB-FLD Baseball Field

SC-FLD Soccer Field

SF-FLD Softball Field

TE-TEN Tennis Courts

TF-TRA Track Field

Triton
COLLEGE

2000 Fifth Ave.
River Grove, IL 60171

www.triton.edu
Email: admissions@triton.edu