



General Catalog 2020-2021 begins on the next page.

This page is a placeholder. It represents the blank back of the Catalog cover to show how the Catalog will appear in the printed version. When the Catalog is opened, the blank back of the cover will be on the left, and the first page will be on the right. When the Catalog is opened, even numbered pages will appear on the left and odd numbered pages on the right.

Tips for Using the Online General Catalog 2020-2021:

1. Scroll through the Catalog to the "Table of Contents" (PDF page 7 or Catalog page 6) and then click any heading in the table to jump directly to that section.
2. Click the Bookmarks icon in Adobe Reader (the bookmarks tab in earlier versions). The list of major sections of the Catalog will appear on the left. Each section can be expanded by clicking the + sign in front of the section name. You can then click on the particular subheading or topic under the heading to jump to that section of the Catalog. You can read that section and then use the bookmark to jump to another section. The Catalog will always remain open on the right side of the screen.

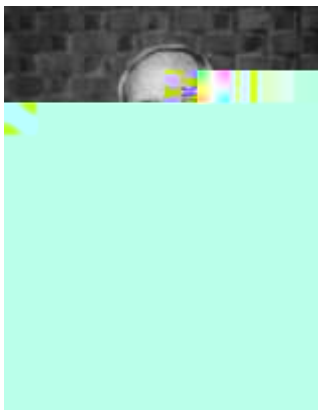
WELCOME TO SANDHILLS COMMUNITY COLLEGE

College Telephone Numbers

Administrative offices are open Monday through Friday from 8 a.m. until 5 p.m. During the summer sessions, some offices may have an abbreviated schedule. The summer schedule, the academic calendar, and a telephone directory of faculty and staff are available online at www.sandhills.edu.

General Information.....	910-692-6185/800338-3944
Admissions.....	695-3725/3738
Business.....	695-3721/3951
Continuing Education.....	695-3980
Financial Aid.....	695-3743
Dean of Instruction.....	695-3708
Library.....	695-3819
Records and Registration.....	695-3740/3741/3734/3739
Associate Vice President Student Services.....	695-3714

 WELCOME



President John R. Dempsey

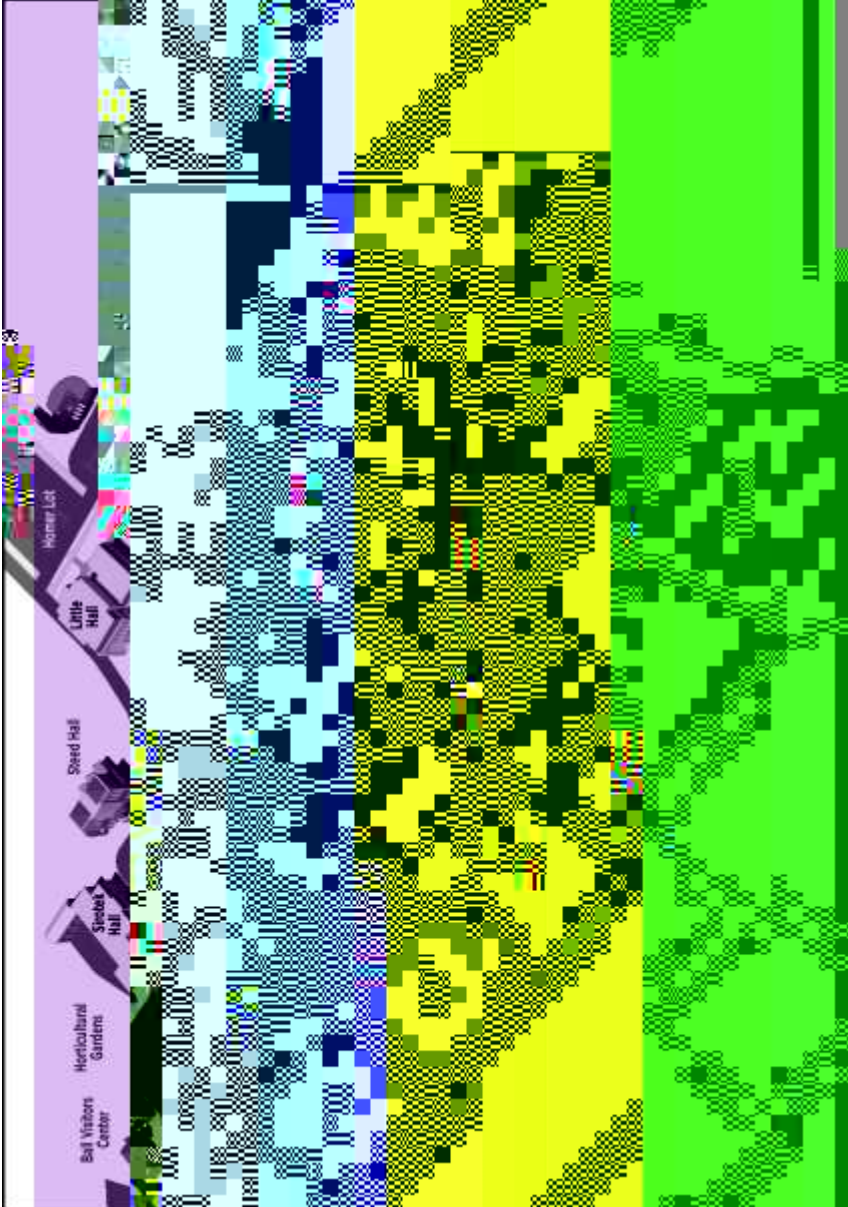
Welcome to Sandhills Community College. I am thrilled that you have chosen WR FDOO 6DQGKLOOV KRP H IRU WKH QH[W WZR 1963, Sandhills has been providing high quality education to the people of our community. A lot has changed in the first SOXV \HDUV ZH\YH EHHQ the core values that started the college are still operative today. Those values are INTEGRITY, HELPFULNESS, EXCELLENCE, RESPECT, and OPPORTUNITY. They guide and inspire the work we do at Sandhills, and we hope they will have a profound influence on your education.

This college catalog has lots of information to help you on your educational journey. We think it will answer most of the questions you will have about the college² and about your program of study. If this book does not answer your TXHVWLRQV RU LI DQ\WKLQJ LVQ\W FOHDU SO Student Services, Executive Assistant Heather Lyons (910-695-3701), or me (910-695-3700) for help. Helping students is why we are here.

\$JDLQ ZHOFRPH WR 6DQGKLOOV , WKLQN \RX choice, and I wish you all the success in the world while you are here. For ov ILIW\ \HDUV QRZ ZH\YH EHHQ WDNLQJ JRRG FD the education they need to lead productive and fulfilling lives. We hope to do that with you, and we thank you for choosing Sandhills.

John R. Dempsey

CAMPUS MAP



CAMPUS MAP

% D O O * D U G H Q 9 L V L W R U T V &

Blue Hall

- x Career Services
- x BLET Classroom
- x Health & Fitness Program Classroom
- x McCaskill Public Service Center
- x Office of Planning and Research
- x Student Employment

Boyd Library

- x Archives
- x Barbara Cole & K L O G L i f e C e n t e r
- x Jeanne Hastings Gallery
- x Learning Resource Computer Lab
- x Library
- x

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2021-2022 Proposed Academic Calendar

(Subject to change; not official until approved in Spring 2021)

COLLEGE MISSION AND PROGRAMS

College History

planning. Professional staff provide assistance with admissions, counseling, financial aid, and student life.

Mission Statement

The Mission of Sandhills Community College is to provide educational opportunities of the highest quality to all the people of the Sandhills.

: K D W : H % H O L H Y H «

The college is committed to the five core values of INTEGRITY, HELPFULNESS, EXCELLENCE, RESPECT and OPPORTUNITY. These values guide and direct Sandhills Community College as it seeks:

- x To welcome students of all ability levels and to provide programs that prepare them for employment or for transfer (EXCELLENCE);
- x To deve7(e)29(m)7(m)7(u)-5(n)-5(it)-9(y)6()-2(C)4(o)-5(lle)-11(g)6(e)-4(as it .

 COLLEGE MISSION AND PROGRAMS

To ensure that the college has the necessary financial, human, technological, and physical resources to advance the excellence of its programs

Sandhills Community College is a comprehensive community college chartered in 1963 and is a member of the North Carolina Community College System. The Sandhills Community College mission statement and supporting goals were revised and approved by the Board of Trustees in October 2011.

Core Values of Sandhills Community College

Integrity

Sandhills treats its students, faculty, and staff fairly and stands behind the commitments that are stated or implied in its policy documents and promotional materials. The College demands academic work that is honest and rigorous and that meets the expectations of employers and baccalaureate level institutions.

Helpfulness

The faculty and staff of Sandhills are genuinely and eagerly helpful to the College. They do not engage in disrespectful behavior at Sandhills.

Excellence

Sandhills provides educational programs of the highest quality and then provides the support necessary to promote student success. Similarly, the College employs faculty and staff who are exceptionally well-qualified to promote educational excellence and, in addition, encourages and supports them in the performance of their jobs.

Respect

The atmosphere of Sandhills Community College is one of respect, friendliness, and civility²

The North Carolina Community College System released the most recent data in August 2019.

Student Success Rate in College-level English Courses

- x Percentage of first-time associate degree-seeking and transfer pathway students passing a credit or better within three years of their first fall term of enrollment.
- x Data Source: Comprehensive Curriculum Student Report; National Student Clearinghouse
- x System Average: 61.0% SCC Performance: 64%

Student Success Rate in College-level Math Courses

- x Percentage of first-time associate degree-seeking and transfer pathway students passing a credit or better within three years of their first term of enrollment.
- x Data Source: Comprehensive Curriculum Student Report; National Student Clearinghouse
- x System Average: 41.5% SCC Performance: 37%

First Year Progression

- x Percentage of first-time fall credential-seeking students who graduate prior to or enroll in postsecondary education during the subsequent fall term.
- x Data Source: Comprehensive Curriculum Student Report; Graduation Extract data file; National Student Clearinghouse
- x System Average: 68.2% SCC Performance: 67.2%

Licensure and Certification Passing Rate

- x Weighted index score of first-time test taker results on licensure and certification exams. Exams included in this measure are state mandated exams which candidates must pass before becoming active practitioners. Weights are based on the credits associated with the related instructional program.
- x Data Source: Licensing agencies
- x System Average: .98 SCC Performance: 99%

College Transfer Performance

- x Among community college Associate Degree completers and those who have completed 30 or more articulated transfer credits who subsequently transfer to a four-year university or college during the fall semester, the percentage who graduate prior to or remain enrolled at any four-year college or university the subsequent fall semester.
- x Data Source: Comprehensive Curriculum Student Report; Graduation Extract data file; National Student Clearinghouse
- x System Average: 85% SCC Performance: 88%

COLLEGE MISSION AND PROGRAMS

Curriculum Completion

- x Percentage of first-time fall credential-seeking students who have graduated, transferred, or are still enrolled during the fourth academic year with 42 successfully completed developmental hours.
- x Data Source:

need of special assistance should contact the Office of Disability Services in Logan Hall at their earliest convenience to obtain an information packet, which outlines the process for getting the required documentation.

methods. Courses are taught day and evening throughout the year on and off the main campus.

Credit Programs

University Studies Program

Courses that lead to the Associate in Arts, Associate in Engineering, Associate in Fine Arts, and Associate in Science degrees are offered at the freshmen and sophomore levels. Credits earned in college transfer courses may be transferred to senior colleges and universities where students may pursue a

In addition, the college offers the Associate in General Education in Nursing which is designed for students who wish to begin their study toward the Associate in Nursing degree and Baccalaureate degree in Nursing.

Special Credit Courses

The College encourages the enrollment of students who are not seeking a degree but wish to further their education by taking courses of special interest. Courses may be audited or taken for college credit. Students will qualify for special credit status only during the first 6 credit hours of course work. To enroll in additional course work, students must reapply to the college, declare a major, and meet enrollment requirements.

Workforce Continuing Education (WCE) Career Credit

Workforce Continuing Education (WCE) training programs are designed to provide instructional opportunities for individuals to gain new and/or upgrade current job-related

information related to online student support and procedures is found in the Online Education at SC@Guide that is available on the MySCC page of the Sandhills website at MySCC.sandhills.edu

Hybrid Courses

Hybrid courses combine Internet and traditional classroom instruction. A

COLLEGE ADMISSION AND REGISTRATION

Degree Seeking Student

requires the following:

- x Submit a completed official admissions application form.
- x Submit an official high school transcript indicating graduation with a diploma, a high school equivalency certificate (HSE), or an adult high school diploma.
- x Submit official college transcripts from all previously attended institutions.
- x If deemed necessary, complete placement requirements details
Determination, Testing and Exemptions V H F W L R Q E H O R Z
- x Attend a required orientation session.

It is the responsibility of the student to make certain the required documents are sent; however, the Student Services Division will provide guidance with admissions and placement

Further admission information concerning specific student populations available

Placement Determination, Testing and Test Exemptions

Placement determinations are required for students who plan to enter an instructional program, special students who enroll in English, mathematics, or other restricted courses, and high school students taking college courses.

Students will be placed based on the highest of the following placement methods:

- x Unweighted GPA reflected on a United States high school transcript with a graduation date within 10 years of the start term at SCC;
- x Qualifying minimum score on high school equivalency exam taken within 10 years of the start term at SCC;
- x RISE, ACUPLACER, ASSET or COMPASS scores, or qualifying SAT or ACT scores completed within the last 10 years;
- x College credits in English and mathematics awarded as transfer credit.
- x Associate degree R U E D F K H O R U V G H J U H H

Students who graduated high school more than ten years from the start term at SCC, or who graduated from an international high school, and do not meet

Last Day to Register

§ FDGHP LF LQWHJULW\ GLFWDWHV WKDW WKH 3OD Academic Calendar), generally, is the final opportunity for previously enrolled or new students to register foasbes in any given semester.

Student Classifications ± Guidelines for Admission

New Students

New students enrolling in curriculum classes must meet the admissions requirements outlined above.

Readmitted Students

A student will maintain an active application status provided a break in enrollment does not equal or exceed 2 years. Students returning after an absence of 2 years and those students who applied but never attended be readmitted

COLLEGE ADMISSION AND REGISTRATION

orientation. Applicants seeking an-F student visa should contact the Admissions Department at Sandhills Community College for additional information.

Undocumented Immigrants

According to North Carolina and federal legislation, community colleges are responsible for ensuring tha

COLLEGE ADMISSION AND REGISTRATION

by Sandhills for transfer credit. The Office of Records and Registration, 910
695-3739, provides

V S H F L D O V W X G H Q W ¶ V U H J L V W U D W L R Q ([F H S W L R Q
 be approved by the Dean of Instruction.

Special students will be required to show proof of placement or course completion prior to enrolling in English, mathematics, or other restricted collegelevel courses. Students who have not met one of these requirements will be allowed to register only for nonrestricted course.

Special students are not eligible to receive financial aid or Work Benefits ¶ V

After successfully completing 16 semester hours of course work, a special student should meet with a counselor or with Student Success Center concerning possible placement into a curriculum. Upon a later decision to pursue a degree, diploma, or certificate at Sandhills Community College, the special student will be asked to complete a new application submit proof of high school graduation, and meet certain placement criteria.

Special students planning to transfer credits to another institution are encouraged to obtain written permission with specific course information from the institution from which graduation is planned.

Home-Schooled Degree-Seeking Students

Students who have graduated from a home school must provide the following documentation for admission:

- x Proof that the home school is listed with the NC Division of Non Public Education. This can be verified by the admissions office at <http://www.ncdnpe.org/homechoool.aspx> or a copy of the Certificate of Inspection issued by the State of North Carolina can be provided as verification.
- x A final high school transcript, which includes the official school QDPH DQG WKH SULQFLSDO ¶ V VLJQDWXUH 7 K the graduation date and both the state and home school established minimum scores required on a Q q 035urfication.

TUITION AND FEES

Residence Status for Tuition Purposes

- x GEL-111
- x HEA-112
- x HUM-120, 220
- x PED-163, 173, 181, 212
- x PHY-110A, 131, 151, 152, 251, 252
- x PSY-118
- x SCI-110
- x SPA-161

Students in Health Sciences and Nursing Programs (excluding Nurse Aide and Therapeutic Massage) will be assigned a \$200 fee for medical record tracking in their first curriculum course. This fee is required for clinical participation in these classes:

- x EMS-121 AEMT Clinical Practicum
- x EMS 122 EMS Clinical Practicum I
- x MLT-110 Intro to MLT
- x NUR-111 Introduction to Health Concepts
- x NUR-214 Nursing Transition Concepts
- x OPH-150 Intro to Ophth Med Assist
- x RAD-110 Rad Intro & Patient Care
- x RCP-110 Intro to Respiratory Care
- x SUR-110 Intro to Surgical Technology

In addition, students enrolled in courses that take part in personal service medical-related situations such as clinical or work-based learning experiences will be required to pay a fee of \$18 per year for professional liability insurance.

Criminal Background Check and Drug Screen Testing

It is the procedure of Sandhills Community College Health Sciences and Nursing Departments to adhere to all policies of clinical agencies with which

TUITION AND FEES

- x They can make payments in person Monday-Friday during business office hours. Additional payment dates and times are located on or attached to the back of each student registration form and also posted online at www.sandhills.edu
- x A drop box is located on the outside wall of Stone Hall and is available for payment twenty-four (24) hours a day, seven (7) days a week, unless otherwise posted.
- x Students can mail payments to SCC, Attn: Business Office, 3395 Airport Road, Pinehurst, NC 28374.

Students should not make checks in advance as payment is required in full

Refund of Tuition and Fees State Refund Policy

The refund policy is set by the North Carolina General Assembly and is subject to change by its actions. A registered curriculum student who officially drops one or more classes prior to the first day of the semester will be eligible for a one hundred percent (100%) tuition refund. The student activity and technology fee will also be refunded if the student drops all classes prior to the first day of the semester. Thereafter, a refund of seventy percent (75%) of the tuition will be made through the ten percent (10%) date of the semester. Students do not qualify for a refund of fees after the one

Federal Refund Policy

The Federal Refund Policy applies to all students receiving federal financial aid funds including those who qualify for the state refund policy mentioned above. This policy requires the school to determine the amount of Title IV aid a student has earned. The earned amount is determined by calculating the number of class days prior to the date of withdrawal. The unearned portion must be returned. This may require repayment by the student of all or part of any federal money that the student received.

Refunds will be allocated by law according to the following order:

1. Loans
Federal Unsub Direct loans
2. Grants

STUDENT RECORDS

The personal records of students are supervised by the Director of Records and Registration. Material contained in student personal folders, with the exception of confidential letters of recommendation written prior to January 1, 1975, may be reviewed by students upon request to the Director of Records and Registration.

STUDENT RECORDS

FINANCIAL AID

Financial assistance at SCC is available for degree-seeking students in qualified programs through grants, scholarships, and/or work-study employment. A student must apply for financial assistance and may be offered a single type of assistance or a combination package depending on the level of need and eligibility requirements. Aid may be provided by or through the college, federal and state agencies, foundations, or corporations. The student should be considered only as a supplement to the efforts of the student or family. All policies pertaining to financial aid regulations and procedures are available for viewing in the Financial Aid Office and on our website. Most financial aid is awarded on a first-come, first-served basis, so students are encouraged to apply for financial aid as early as possible.

Financial Aid Programs

Federal Pell Grant

The Federal Pell Grant Program is the largest federal student financial aid program. Pell grants are awarded to help undergraduates who are in curriculum programs pay for their education after high school. These grants may require repayment if the student does not fully complete the term. A student is eligible to receive the Federal Pell Grant for the equivalent of six (6) years or twelve (12) full-time semesters of combined enrollment at all institutions; enrollment is not limited to time spent at Sandhills. To apply for a Federal Pell Grant, students need to complete the Free Application for Federal Student Aid (FAFSA). The grant amount is determined by the federal government and awarded based on need. Students must complete the financial aid process prior to their last date of attendance in an academic year.

Federal Supplemental Opportunity Grant

Federal Supplemental Educational Opportunity Grants (FSEOG) are awarded to Federal Pell Grant recipients with exceptional financial need. These grants may require repayment if the student does not fully complete the term. Candidates for this grant are selected from applicants who have completed the FAFSA, and funding is limited.

Federal and Institutional Work-Study Program

The Federal and Institutional College Work-Study (WS) Programs provide jobs for students who need additional financial aid. WS gives students a chance to earn money to pay for their educational expenses and is a great way for students to gain valuable work experience. WS students work an average

of ten (10) hours a week at a rate determined by the institution. Current job descriptions can be found at www.sandhills.edu.

The student must complete an online WS application found at www.sandhills.edu and then the WS Coordinator will determine financial eligibility. Placement is based upon job availability and student skills. Students initially should be enrolled in six or more credit hours for fall and spring term to participate in the program. Before beginning work, all participants must review the Work-Study Handbook and complete all required employment paperwork. When a student is placed in a position, a supervisor is assigned to monitor the work performed. WS students are required to complete a monthly timesheet and are paid at the end of the following month. Eligible students are placed in WS positions for each academic year based upon available funds.

Student Loans

Sandhills Community College does not participate in the Federal Direct Loan Program. Alternative loans may be available to curriculum students. Please contact the Financial Aid Office for more information.

NC Community College Grant

The North Carolina Community College Grant (NCCCG) is awarded to NC residents. These grants may require repayment if the student does not fully complete the term. Eligibility is determined by the State, is limited to six (6) semesters for the individual grant, and is based on the Expected Family Contribution (EFC) calculated in the FAFSA form. Funding for the NCCCG is limited and only available in the fall and spring semesters.

NC Education Lottery Scholarship

The NC Education Lottery Scholarship (NCELS) is awarded to NC residents. These grants may require repayment if the student does not fully complete the term. Eligibility is determined by the State, is limited to ten (10) semesters, and is based on the Expected Family Contribution (EFC) calculated in the FAFSA form. Funding for the NCELS is limited and only available in the fall and spring semesters.

Childcare Grants

Limited childcare subsidies are available to economically disadvantaged students. An application may be obtained online or in the Financial Aid Office.

certified. Recertification is not guaranteed. Students not receiving previous subsidies may reapply, and new students may apply. A history of satisfactory academic progress is required, and the student must maintain satisfactory academic progress to continue receiving a childcare subsidy.

Endowed and Donor Scholarships

- x Have all college transcripts on file with the Admissions Office within the timeframe required by college policy
- x Be a U. S. citizen or an eligible non-citizen.
- x Demonstrate financial need.
- x Make satisfactory academic progress.
- x Not be in default on a federally subsidized education loan.
- x Not owe a federal refund due to a withdrawal from all courses during a term of enrollment.
- x Not have been convicted of a drug-related offense while receiving federal financial aid.

Federal Aid Enrollment Classification

For all semesters of enrollment (fall, spring, summer); ~~total~~ credit hours

Unusual Enrollment History (UEH)

Purpose

In order to prevent fraud and abuse in Federal Pell Grants and Federal Direct Loan Programs, the Federal Department of Education (DOE) identifies students with unusual enrollment history. This policy describes what steps a student must take to resolve questions about their enrollment history and how Sandhills Community College (SCC) will handle the review process to

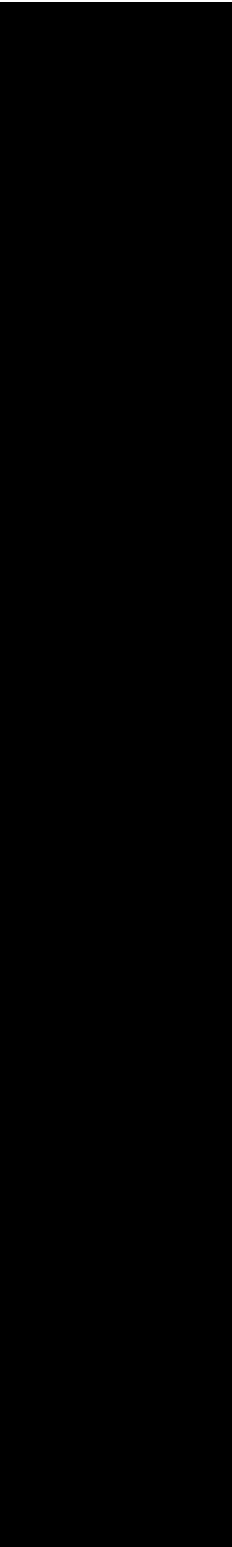
Scope

When the Department of Education identifies a student with an unusual enrollment history with regard to the receipt of Pell Grant funds or Federal Direct Loan funds, SCC may also review the enrollment history of a student not identified by DOE as having an unusual enrollment history if

Unusual Enrollment History Comment Codes

After a student submits a FAFSA (or makes a change to their FAFSA) or the Department of Education generates an update that reflects a change in student eligibility, the student receives a Student Aid Report (SAR) with academic and enrollment records to determine if additional information must be provided. If a student is selected by SCC for UEH review will be treated as though DOE had assigned Comment Code 360. Examples of unusual enrollment histories that must be reviewed are when a student received Pell Grant and/or Federal Direct Loan funds at three or more institutions over two award years or at three or more institutions in one award year. Any federal or state aid that has already been awarded for the current award year by the Financial Aid Office if a student is deemed ineligible, all funds will be sent back to the government, and the student will owe SCC for all semester costs.

FINANCIAL AID



Denial of Continued Eligibility

FINANCIAL AID

Department of Veterans Affairs at Sandhills Community College. The program is administered on a first-come, first-served basis each academic year. For questions regarding the program, please contact the Veterans Affairs Office.

VA General Eligibility Requirements

To be eligible for educational benefits, the student must be enrolled in an approved curriculum, taking only those courses required for graduation in the chosen curriculum. Students must make and maintain academic progress in their program of study in order for their benefits to be continuously certified.

The VA will not pay for enrollment in the following: (1) course audits, (2) repeated courses previous

in termination of benefits and certification of future benefits at the end of

STUDENT SERVICES

Campus Health and Safety

Sandhills Community College is committed to maintaining a safe, healthy, and positive work and learning environment. Toward that end, in a good faith effort to ensure the safety and welfare of all the campus community, the college has adopted codes, ~~statute~~, and policies that are detailed in the college's Catalog and the Policy and Procedure Manual, as well as being posted online at www.sandhills.edu.

Campus Health and Safety Awareness Activities

Guest speakers, hosted by Student Services, provide workshops on such top(.-)s

The appropriate Vice President will take necessary steps to ensure the medical safety of the student and the college community. If deemed necessary for the good of all, the student may be asked to remove himself or herself from the campus until a necessary evaluation of the condition is completed and the President of the College issues a final ruling concerning the enrollment status of the student.

7 KLV SROLF\ LV RQH SD UjWng Patten Wktbl p & R O H J H ¶ V awareness, education, and counseling on communicable diseases. More LQIRUPDWLRQ LV DYDLODEOH L Catalog 3 & RPSOLDQF

Student Accident Insurance

Each year, the

STUDENT CONDUCT

schedule an appointment, students may call the Pinehurst campus at 910 3968 or (910) 246-1944; students may also schedule an appointment at the Hoke Center by calling 910-75-5804.

Career Development

The Career Development professionals provide services that prepare college graduates for a successful transition into the workforce. Our staff provides training to ensure competency in the following areas: oral/written communication skills, professionalism/work ethic, resume writing, interviewing skills and career management. The Career Resource Library provides career-related materials to assist students in further developing their career competencies

Career Services

Student career services are available for current, alumni, and prospective students. The services offered are career assessments, job searching strategies, career counseling, student engagement (career- meet

Student Involvement in the Institution

Student Government Association (SGA)

Many student activities at Sandhills Community College are sponsored by the Student Government Association (SGA). Efforts are made to provide students with cultural, social, recreational, and service-oriented activities. Activities sponsored by the SGA include free food days, additional days, the annual Fall Fest and Spring Fling, holiday festivities, coffee and doughnuts during exams, and a variety of other events.

The SGA is always looking for new ideas and new senators. To become a Senator,

STUDENT CONDUCT

This bulletin, published weekly and sent via SCC student email accounts, is overseen by the SG Public Information Office and the Director of Student Life, with content by members of the SG, the student body, and SCC Faculty/Staff. While it is an informal publication, this bulletin, like all student publications, is expected to observe the guidelines for student publications.

Student Publications Guidelines

Student publications guidelines at Sandhills Community College are expected to represent the student body at its best. The content of such publications must be in concert with the college Student Code of Conduct. Specific contributors to such publications are bound by the elements of this code:

- x Writing that communicates a true threat to an individual or group is prohibited.

for publication by news outlets, magazines and digital outlets as the College sees fit.

Museum, the Hoover Dam, the Chunnel, the Big Dig, as well as many other interesting sites.

Athletics

Contact: Ryan Riggan, Stone 127B 2465365, riggan@sandhills.edu



Sandhills Athletics works to support the mission and purpose of Sandhills Community College. As a member of the National Junior College Athletic Association (NJCAA) SCC athletics provide opportunities for development and competition that support the educational goals of the College. Athletics were founded to serve the individual student as well as to enrich the college environment for all students, faculty, and staff. The Athletics Department works with students to promote leadership and involvement within our community through public service outreach. The Flyers have won NJCAA regional and district titles in YROOH\EDOO PHQ\V EDVNHWEDOO PHQ\V DQG Z ILHOG DQG PHQ\V DQG ZRPHQ\V JROI 7KH)O\H PHQ\V EDVNHWEDOO. While only a few athletes will likely continue competing at our year college or university, it is our purpose to inspire all student athletes to better themselves academically, socially, and physically.

Club Sports

Contact: Brandi Phillips, Dempsey 223, 2462871, phillipsb@sandhills.edu

Interested in starting a club sport? Club sports that have been popular in the past include soccer, tennis, and sand volleyball. Sandhills club sports are student led meaning students assume the role of captain-captain and assist with the recruitment of other students to play. Students of all levels/abilities are encouraged to start a sport and/or participate.

Computer Technology Club

Contact: Paul Steel, Little 213, 6953815, steelp@sandhills.edu

The Computer Technology Club gives students the opportunity to meet others with similar interests in computer technology. The club facilitates communication, discussion and dispersion of information relating to computer applications, services and technologies. The club includes students from all areas of computer instruction offered on the campus including, but not limited to, computer programming, computer engineering, digital media, networking, and simulation and game development. Club members are encouraged, through outreach programs, to give back to the SCC campus community and the Sandhills community at large. Above all else this club is open to all who WANT to know more «

GST*A (Gay, Straight, Transgender Alliance)

Contact: Sue Senior, Kennedy 145, 695922, seniors@sandhills.edu

GST*A is a support group for the LGBT community and allies. The club offers a unique setting in which students, faculty, and staff at SCC can share their true identities. We offer support through weekly meetings as well as scheduled activities throughout the Fall and Spring semesters. GST*A participates in many of the events held on campus to ensure that SCC maintains a friendly and helpful space for all people attending the college as well as people residing

STUDENT CONDUCT

Phi Theta Kappa +Alpha Tau Beta

Contact: Jackie Babb, Little 207, 6953802, babbj@sandhills.edu
 Scott Robinson, Little 206, 6953869, robinsons@sandhills.edu

Phi Theta Kappa is the international honor society for ~~year~~ colleges. Membership is available to students by invitation only and requires a 3.7 GPA based on 16+ hours of college ~~credit~~ courses (100 level or higher) in a degree ~~granting~~ program. Invitees who choose to join are inducted in the ~~spring~~ or fall semesters. The hallmarks of Phi Theta Kappa are scholarship, leadership, fellowship, and service. Kappans serve as hosts for the college lecture series, as marshals at graduation, and as assistants with on campus activities.

Public Services Club

Contact: Ronda Hawkins, Van Dusen 229, 6953808, hawkinsr@sandhills.edu
 David Reece, Van Dusen 230, 6953931, reeced@sandhills.edu

The Sandhills Community College Public Services Club is a campus organization focused on Services to the community. We invite all students to join, particularly those who are interested in public and ~~community~~ service.

The purpose of this organization is to support ~~activities~~ and projects of SCC, to further civic, campus, professional and ~~social~~ activities of interest to its members, and to promote community awareness through service.

Radiography Club

Contact: Robin Garner, Kennedy 158, 6953916, garnerr@sandhills.edu

The Radiography ~~Technology~~ Club is made up of students who are currently enrolled in the SCC Radiography Program. Club members host fundraisers to offset the ~~costs~~ associated with attendance at conferences and work ~~shops~~. This organization provides opportunities for students to extend their education beyond the classroom and is of great benefit to any ~~one~~. Its goal is to be a radiographer.

Rotaract

Contact: Mary Bidschge, Stone 104A, 246128, bidschgem@sandhill.e@e)4@d56437

STUDENT CONDUCT

local and state laws concerning the possession of and/or sale of alcohol and drugs. In addition, students might not be able to receive federal student aid if they are or have been convicted of selling or possessing illegal drugs, if the drug offense for which they are/were convicted occurred while they were receiving federal student aid. To regain eligibility, students must provide to the Associate Vice President of Student Services documentation of a minimum of six months rehabilitation and an ongoing plan to remain drug or alcohol-free.

4. Acts such as stealing, fraud, forgery, falsifying documents, gambling, fighting, and destruction of property will not be

12. Fiscal irresponsibility such as failure to pay college

Disciplinary Procedures

- A. Report of offenses: Students, faculty members, staff or administrators should immediately report incidents that violate the Student Code of Conduct to the Associate Vice President of Student Services or the Dean of Instruction (all curriculum students), Vice President for Continuing Education and Workforce Development

STUDENT CONDUCT

- x grades, which shall be subject to the decision of the professor unless related to some type of suspected discrimination. Refer to the F R O O H Discrimination Statement on page 2
- x attendance policies and matters of a purely academic nature, which shall be adjudicated through the Dean of Instruction;
- x some matters involving allegations of sexual harassment, which are addressed elsewhere in the Catalog and published online at www.sandhills.edu;
- x residency classification, (resid)-2(a)-4(c)-13(b) of the residency appeal process outlined by the North Carolina Community College System and the State of North Carolina
- x Financial Aid awards and eligibility, which shall be subject to review by the Financial Aid Appeals Committee with a final ruling by the Vice President of Student Services

Student Grievance Procedure

The purpose of the Student Grievance Procedure is to assure students of Sandhills Community College that their grievances will be considered fairly, rapidly, and in a non-threatening atmosphere. This process is designed to be used by students, not their surrogates. In keeping with the college practice of addressing all grievances informally prior to resorting to formal procedures, it is assumed that prior to embarking on the formal Student Grievance Procedure, students will initially address problems and matters of concern informally with

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activities of the College should be brought to the attention of the Associate Vice President of Student Services (curriculum students), Vice President for Continuing Education and Workforce Development (continuing education students), or Dean of the Hoke Center (Hoke Center students) after the student has made every effort to resolve the problem in an informal basis through conversation with the individuals involved.

Student Grievance Procedure Steps

1. Informal Resolution: The student obtains the Student Grievance Form from the office of the Associate Vice President of Student Services or the Dean of Instruction. In non-academic disciplinary issues initiated by student, the informal grievance procedure begins with Section C of the Student Grievance Form. In academic disciplinary issues, the student must meet with the instructor and department chair in turn to seek an informal resolution. If a satisfactory informal resolution is achieved at any point, the grievance process stops. If an informal resolution is not achieved, the student grievance procedure continues to appropriate Vice President/AVP/Dean, who renders a decision within five (5) business days. The student may elect to continue the appeal in accordance with the following:
 - a. Curriculum students will proceed to Step 2 of the Student Grievance Procedure and appeal to the Student Grievance Committee.
 - b. Continuing education students may appeal within three (3) business days to the Vice President of Continuing Education and Workforce Development. A decision will be rendered in ten (10) business days. The decision of Vice President of Continuing Education and Workforce Development is final. Exceptions to the procedure include continuing education certificate programs: BLET and NA. These students should proceed in accordance with Step 2.
2. Student Grievance Committee Hearing

STUDENT CONDUCT

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will be final.

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Sexual Harassment Policy

CAMPUS POLICE AND PUBLIC SAFETY

Traffic Rules and Regulations

All students, faculty, and staff are required to adhere to all rules and regulations related to vehicle use on campus. This is a complete guide to those rules and regulations can be found on the SCC Homepage under the quick links to Security

Automobile Registration

All students who park vehicles on campus must register their vehicles at the time of course registration. The cost of parking stickers is included in the student fees payable at registration.

Parking Regulations

Students are required to park in paved parking spaces that are not reserved for visitors or for faculty/staff. Reserved parking applies to vehicles on campus. Rules 8

CAMPUS POLICE AND PUBLIC SAFETY

Identification Card

During registration, the student will need to obtain a student ID card. An ID card is required ² the student must carry it at all times on campus. ID cards issued by Sandhills Community College are valid for the student's entire academic career at Sandhills Community College. This card allows students to checkout library books, use the Learning Resource Center, use college equipment, and participate in SCC activities. Financial aid recipients will be able to purchase books more easily from the Logan Bookstore using an ID card. Curriculum students may receive one card per school year at no charge. A replacement card costs \$10. A paid receipt for a valid government photo ID or passport are necessary to have an ID card. ID cards are made 8 a.m. - 4 p.m. Monday-Thursday and 8 a.m. - 4 p.m. Friday in the Dempsey Student Center during fall and spring semesters. Students that are enrolled for the fall semester do not need to renew their card for the spring semester. Please note: Online students use their assigned student ID number to gain access to their password-protected user account that then allows them to access campus resources and services via electronic means. Online students are encouraged to obtain an ID card upon their first visit to campus.

Campus Crime

In accordance with the Student Right to Know, Campus Crime Security Act of 1990, and the Clery Act, SCC exhibits zero tolerance toward violence on campus, including sexual assault, aggravated assault, physical confrontations of any kind, verbal threats of intent to cause harm, harassment designed to intimidate another, hate crimes, robbery, burglary, and property crimes such as destruction, theft, and sabotage. The Compliance section of this Catalog provides more information.

Security and Access to Campus Facilities

The college campus is open during the following hours:

- x Monday through Thursday.....6 a.m. to 12 p.m.
- x Friday.....6 a.m. to 10 p.m.
- x Saturday.....7 a.m. to 7 p.m.
- x Sunday.....7 a.m. to 5 p.m.

The college is closed during holidays and times not listed above for special events. Students using classrooms and laboratories after scheduled class hours must obtain prior approval from the appropriate faculty/staff member.

Campus Law Enforcement Authority

Sandhills Community College maintains its own police department. Campus police officers have full police powers on Sandhills Community College

CAMPUS POLICE AND PUBLIC SAFETY

property and all public property immediately adjacent to the college property. Campus officers are responsible for all law enforcement related matters on 0354.670

Reporting Sexual Assault

The College encourages all victims of sexual offenses to report the incident as soon as possible. The College understands the sensitive issues involved with this type of crime; therefore, the following individuals may be contacted: Campus Police and Public Safety (910-695-3831 or 30), Vice President for Continuing Education and Workforce Development (910-695-3767), Dean of Instruction (910-695-3715), or

The victim has the option to report the assault to the appropriate law enforcement authority. Reporting an assault does not obligate the victim to SURFHG ZLWK OHJDO SURVHF XW where or WotLV WKH Y to continue with or to halt legal proceedings.

College personnel will assist the victim with whatever services or support is available, as appropriate.

Medical and Psychological Support Services

MOORE COUNTY

- FirstHealth Moore Regional Hospital.....910-715-1000
- Emergency Room.....910-715-1111
- Friend-to-Friend.....910-947-3333
- Moore County Emergency.....911
- Moore County Department of Social Services.....910-947-2436
- Moore County Health Department

CAMPUS POLICE AND PUBLIC SAFETY

Lost and Found

The switchboard receptionist in the Dempsey Student Center keeps all items found on campus. Students should see College Receptionist in the Dempsey Student Center if they have lost any belongings while on campus.

Pets on Campus

The campus is not an appropriate place for the pets of students or for the pets of faculty/staff members. For the safety of the pets and the campus community, the College requires that pets not be on campus during regular hours of operation. In addition, pet owners should not leave unattended pets in vehicles during their time on campus. Pets, except for service animals, are not allowed in campus buildings.

Walking Track

For student and public safety, the track is for walking or jogging. Wheeled vehicles² mopeds, bicycles, roller skates/blades, skateboards, rollerboards, etc.² are prohibited.

Smoking Policy

Smoking is permitted only in the following locations on the main campus: Picnic Shelter near Causey Hall and parking lots. The use of tobacco is prohibited by students, staff, faculty, or visitors in all campus buildings at all campus locations, in any college-owned vehicles, or in other posted locations. For purposes of this policy, tobacco is defined as any type of tobacco product including, but not limited to, cigarettes, cigars, cigarillos, pipes, smokeless or spit tobacco, snuff, D Q G³ Y D S L Cigarettes L W K H

Inclement Weather

Decisions to close the College for adverse weather and other emergency situations will be made by the college administration. Missed classes and assignments will be made up in accordance with the best judgment of college officials and the guidelines promulgated by the North Carolina Community College System Office.

Colleges have an obligation to deliver the instructional services for which students pay tuition and fees. Therefore, curriculum and continuing education classes that are missed or held for any reason² including inclement weather² should be rescheduled or the instruction should be made by some other alternative. Alternatives may include extra class sessions, extended class sessions, individual conferences, or other options approved by the FROOHJH TV DG PLQLVWUDWLRQ, W LV DVVXPH making up missed class time will be made by the College. NCCCS Numbered Memo March 8, 1996.

When severe weather forces a departure from regular scheduling, announcements will be posted on the SCC homepage and the MySCC page. Students enrolled in Learning and hybrid courses are also notified via the Internet course delivery system (Open LMS).

Students may also call the College at 916-286-2865 to hear a recorded message indicating whether the College will have a delayed opening or will be closed. The College also notifies students of inclement weather via telephone or text message through its Group system.

INFORMATION TECHNOLOGY

- x Respect the rights of others to have freedom from harassment or intimidation. Sending abusive or unwanted materials is a violation of College policies, may violate the law and is prohibited. Targeting another person, group or organization to cause distress, embarrassment, injury, unwanted attention or other substantial discomfort is harassment. Personal attacks or other actions to

Enforcement

Violations of this policy shall be cause for discipline. Alleged violations of WKLVSROLF\VKDOOEHVXEMHFWWRWKH&RO Sandhills Community College treats access and use of information technology resources seriously. Unauthorized or improper use will lead to the SRVVLEOHUHYRFDWLRQRIDXVHU\VDFFHVV7 for any use which is in violation of the usage guidelines. Sandhills Community College will pursue criminal and civil prosecution of violators when appropriate.

Privacy

Users should recognize that limitations to the privacy of electronic documents. The College cannot guarantee privacy of any accounts. Violation of this SROLF\JUDQWVWKHRSHUDWRURIWKHV\VWHPF waives all rights of privacy the user (including students, faculty, staff, and community members) may claim or may have. (tu)7(79.02 TT Q q 0.00006437

Establishing Procedures

Individual organizations within the College may establish and define procedures or conditions for use of information technology resources under their control. Established procedures or conditions must be consistent with this overall policy but may provide additional detail, guidelines, or restrictions. In addition, all interactions outside the College are subject to acceptable use policies of the outside agencies such as network access providers,

education course. These materials could include, but are not limited to: study guides, software, videotaped lectures, databases, etc. transparencies, visual aids, lab manuals, syllabi, bibliographies, glossaries, tests, assignments, course documents and other instructional materials.

2. Copyrightable work: Copyrightable work includes all creative work that is protectable under the copyright laws of the United States or other countries. Copyright protection is available for most literary, musical, dramatic, and other types of creative works, including but not limited to computer software, teaching materials, multimedia works, proposals, and research reports.
3. Significant college support: Significant college support means the use of specialized, experimental equipment, or computer facilities; or the use of any College resource in a way that leads to an appreciable expenditure of College funds

- a. 7KH ZRUN LV SUHSDUHG ZLWKLQ WKH VFR
GXWLHV RU WKH VWXGHQW¶V HQUROOPH
- b. The work is the product of a specific contract or assignment
PDGH LQ WKH FRXUVH RI WKH HPSOR\HH¶
FROOHJH RU WKHentVWXGHQW¶V HQUROOPH
- c. The development of the work involved significant college resources including the use of facilities, time, and/or other resources of the college including, but not limited to, released time, grant funds, college personnel, salary supplement, leave with pay, equipment or other materials or financial assistance.
- d. The college and the employee or student may enter into an agreement for an equitable arrangement for joint ownership, sharing of royalties, or reimbursement to the college for its costs and support. When it can be foreseen that commercially valuable property will be created, the college and the employee or student shall negotiate an agreement

INFORMATION TECHNOLOGY

member unless such information is noted in the material; and that the it contains no matter which is libelous or in any way contrary to law.

Disciplinary Action

Individuals are responsible and liable for their own actions in the creation, use, and distribution of intellectual property. Violations of this policy may also result in disciplinary action by the College including expulsion from the College and/or termination of employment.

ACADEMIC POLICIES AND PROCEDURES

Academic Advising

Upon enrollment at Sandhills, all regular students are assigned a faculty advisor to assist in course scheduling, registration, and program planning, as well as to evaluate academic progress periodically.

Classes selected by first semester students must be approved by the faculty advisor or the Student Success Center prior to registration. After the first semester, students must

thinking. For each of these three goals, competencies have been developed to assess student attainment. Course-embedded assessments are used to measure the three competencies in the appropriate general education courses. The general education courses used for assessment are selected from various disciplines (humanities, science, mathematics, etc.) to capture a variety of ways to assess each of the general education goals. Standard rubrics are used to assess student attainment of competencies.

Reading Comprehension

Reading comprehension is the ability to understand, dissect, and apply the meaning of a body of written text(s).

Demonstrated competencies

- x Students will be able to read and demonstrate comprehension of written materials.

Communication

Alternative Methods for Achieving Course Credit

Credit by Examination

Students enrolled in Sandhills Community College may have developed knowledge and skills that match the knowledge and skills to be achieved in certain courses in the college. These achievements may be the result of work experience, military experience, or informal study.

To receive credit by examination, students must demonstrate proficiency by taking challenge examinations developed by departmental faculty or a standardized examination such as the College Level Examination Program (CLEP) or the United States Armed Forces Institute (USAFI).

Records and Registration is the responsibility of the student to contact the College Board to request that exam scores be sent to the Director of Records and Registration will verify AP examination scores and record appropriate credit on the student transcript. One exception to this policy is the AP Art Studio course. Determination of credit for AP Studio Art will be made by the appropriate department chair with approval by the Dean of Instruction. Please note: Students should be aware that if they receive urD

ACADEMIC POLICIES AND PROCEDURES

AP Course	College Course and Required AP Exam Score
Psychology	PSY-150 with a score of 3, 4, or 5
Spanish Language	SPA-211 with a score of 3, 4, or 5
Spanish Literature	SPA-212 with a score of 3, 4, or 5
Statistics	MAT -152 with a score of 3, 4, or 5
Studio Art	ART-121, ART-122, or ART-131, based upon portfolio
U.S. History	HIS-131 and HIS-132 with a score of 3, 4, or 5; HIS-131 only with a score of 3 or 4
World History	HIS-111 and HIS-112 with a score of 3, 4, or 5; HIS-111 only with a score of 3 or 4.

College Credit for High School Career and Technical Education (CTE) Courses

Students who successfully complete high school CTE courses with a grade of B or higher in the course and a score of 93 or higher on the course post assessment may receive credit for Sandhills Community College courses that cover the same content or skills development as identified in the North Carolina High School to Community College Articulation Agreement. For some college courses, students must also demonstrate mastery of course knowledge and skills by passing an examination administered by college personnel. To receive articulated credit, students must enroll in the community college within two years of their high school graduation date.

Credit for Experiential Learning

Students enrolled in degree, certificate, or diploma programs that have had career experience that they believe duplicates that required for a course may apply for credit by contacting the Director of Records and Registration and requesting the form on which the stu-5()-20s-10(1 72.024 221.45 Tm 0 g 0

college references the NCCCS

ACADEMIC POLICIES AND PROCEDURES

Concentration courses identified that must be unique to the concentration. These courses are identified by a sentence in the course description that reads, "This course is a unique concentration requirement of

Students who are not enrolled in the particular concentration program may enroll in and take unique concentration courses if the students are otherwise eligible to participate in the class by, for example, meeting prerequisite and corequisite requirements. Such classes may be counted as elective credits for other applied science programs. Students not enrolled in the concentration program must receive approval from the instructor of the course. The instructor will indicate consent by approving students. Course

External Instruction

The College maintains full responsibility for the academic requirements and standards of students who participate in credit courses that require work experiences, such as clinical or internship courses. Each program using such courses will provide written policies and requirements to students and will maintain reporting and monitoring procedures that are consistent with program standards.

Course Load

Depending on the program, the usual course load for students is 12 to 18 semester hours during fall and spring terms. The usual course load for students during any entire summer session (two five-week sessions or one ten-week session) is 6 to 12 semester hours. Registration for more than 18 hours in the fall and spring or 12 hours for the entire summer (7 semester hours for a single five-week session) must carry the

 ACADEMIC POLICIES AND PROCEDURES

- x Freshman: The student has successfully completed 32 or fewer semester hours.
- x Sophomore: The student has successfully completed more than 32 semester hours

Attendance Procedures

Entry into Courses

Students must attend a seated or hybrid course (meeting in a traditional classroom setting) or must complete an assignment/activity as directed by the instructor for an online course during the first 10 percent of the semester to be considered entered into the course for academic and financial aid purposes. If a student does not meet this criterion, the student will be recorded as having never attended (NA) the course and will be ineligible for course completion and no refund will be given.

Attendance

Because the College realizes that academic success is tied to regular attendance, students are expected to attend all class sessions, laboratories, and clinical experiences. A student who fails to attend two consecutive weeks will be recorded as having never attended (NA) the course and will be ineligible for course completion and no refund will be given.

a written notice to the instructor at least two weeks prior to the absence.

Course Completion Grade Chart

Pass

Course Non-Completion Grade Chart

Failing Withdraw	FW	Used to indicate that a student currently failir a course has withdrawn or been withdrawn fr a course after the 65% date of the semester. grades may also be given prior to the 65% c in cases of violation of the student code conduct.
Incomplete	I	Punitive grade used when the instruc determines that at least the minimum cou requirements may be met yo(y)18()45(b)-5(

Grade Point Average

Grade point averages are based on points assigned as follows:

Grade	Grade Points
A	

Students planning to transfer should realize that universities do not have consistent policies regarding grade forgiveness. University admissions personnel will review the transcripts of transfer applicants and may recompute grade point averages and could include forgiven low grades. The Comprehensive Articulation Agreement (CAA) with the University of North Carolina System requires that a student earn a grade of C or better in each transfer course completed.

Students with a recorded Audit (or grade of AU) for a course may repeat the course one time on an Audit basis.

In addition to regular, 16-week Fall and Spring semesters, the college offers other abbreviated terms such as Fall2, Spring2, Fast Track and Summer A, B, and C Sessions. The drop/add procedure will be the same, however, refund dates, add periods and drop periods for each of these sessions will vary. Specific dates for each session will be published in the Catalog.

ACADEMIC POLICIES AND PROCEDURES

Curriculum students on probation who fail to make satisfactory improvement in their grade point average by earning at least a 2.0 semester grade point average may be suspended and must attend an advising session with the Dean of Instruction, who will determine whether the student remains on academic probation or moves to academic suspension. Students on academic suspension are not eligible to register for curriculum courses the following semester. After the duration of suspension is completed, students may request readmission. To be readmitted, the student must interview with a counselor and obtain permission from the Dean of Instruction.

Academic Progress Policy for Students Receiving Financial Aid

Purpose

All financial aid recipients are required to meet Satisfactory Academic Progress (SAP) according to Federal regulations and policies set by Sandhills Community College (SCC). The intent of these policies is to ensure that students who are receiving financial aid are making measurable progress toward completion of an approved degree, diploma, or certificate program in a reasonable period of time and within a reasonable number of credit hours attempted in their program of study. W* n BT /F2 14.04 Tf 1 0 0 1 198.17 448.54

federal regulations for institutions to notify students who are not applying for or receiving Title IV, HEA aid of their eligibility under SAP.

Standards of Progress

To receive financial aid, the student must maintain Satisfactory Academic Progress toward an eligible program of study. There are two standards in the)LQDQFLDO \$LG 2IILFH¶V VWDQGDUGV RI SURJUHVAid must meet in order to maintain Satisfactory Academic Progress:

1. Qualitative Standard: The minimum cumulative grade point

 ACADEMIC POLICIES AND PROCEDURES

If a student does not meet any ONE of the above three criteria, he/she has failed to maintain Satisfactory Academic Progress, and failure to do so will result in termination of eligibility to receive funds from federal Title IV, state, and institutional financial aid programs.

Treatment of Selected Grades

Withdrawals/Drops

Credit hours in which a student receives a grade of Drop (DR) and Withdraw (W) is calculated as 0.0 in the GPA calculation for SAP. Grades of DR, WP, and FW are included in the number of attempted hours, but do not count toward successfully completed hours. Students who withdraw may have difficulty meeting the satisfactory academic progress requirements. Courses dropped during the official add/drop period (usually the first 8 days of the semester) are not included as attempted and/or unsuccessful.

Incomplete and Failing Grades

Credit hours in which a student receives a grade of Incomplete (I), Repeat (R), or Fail (F) are included in the number of attempted hours, but do not count toward successfully completed hours. All three grades are calculated as 0.0 in the GPA calculation for SAP. Students with incompletes may have difficulty meeting the satisfactory academic progress requirements at the time of evaluation, but may request reevaluation upon completion.

Transfer Credit

Repeat Courses

For financial aid purposes, all hours attempted will continue to be counted in HDFK FRPSRQH QW RI WK gress WXGHQW ¶ V DFDGHPLF S

Credit by Exam

While Credit by Exam (CE) is not included in enrollment status for purposes of awarding financial aid, the attempted and completed credits are counted in each component of the quantitative standard. The grade CE has no numerical value at SCC and, therefore, does not affect the GPA.

Experiential Learning

When a student earns credit for Experiential Learning (EL) which is given for career experience and military training that duplicate experience required for a course, it is not included in enrollment status for purposes of awarding financial aid; however, the attempted and completed credits are counted in each component of the quantitative standard. The grade EL has no numerical value at SCC and, therefore, does not affect the GPA.

Foundation Courses

Courses taken at SCC and are numbered less than 100 are included in GPA calculations for SAP, as well as when calculating the 67% Completion Rate. One academic year of credit (30 credit hours) may be added for required foundation coursework when calculating the 150% Maximum Timeframe. Only 30 credits of foundation FRXUVHZRUN ZLOO EH LQFOXGHG enrollment status for federal financial aid.

When calculating the cumulative GP for foundation coursework, a P grade is the equivalent of a grade of A. An R grade is the equivalent of a grade of F and is calculated as 0.0 in the GPA calculation for SAP. Credit hours in which a student receives a grade R are included in the number of attempted hours but do not count toward successfully completed hours.

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ACADEMIC POLICIES AND PROCEDURES

required for the payment period. Maximum Time Frame is measured in cumulative clock hours required to complete the program and expressed in calendar time. (Note that a student in a clock hour program cannot receive aid for hours beyond those in the program; the maximum time frame applies to the amount of calendar time the student takes to complete those hours.) For example, if the program is 1200 clock hours and meets 30 clock hours per week, that means the program is 40 weeks in length. 150% of 40 weeks is 60 weeks. A student may receive aid while enrolled in this program for up to 60 weeks to complete the 1200 clock hours required for graduation.

Complete Academic Record

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 RU FHUWLILFDWH UHTXLUHPHQWV WKH VWXGH
 Community College must be evaluated whether or not the student received financial aid for the entire time of enrollment. This includes, but is not limited to, courses taken through dual enrollment, the Huskins program, the Career and College Promise program, and the Sandhoke Early College program. When students complete course work for more than one major, college and financial aid academic progress standards must be met to receive student financial aid.

Financial Aid Eligibility Status

Financial Aid Probation

If a status of Suspension is appealed and approved, a status of Probation is assigned. This status requires students to maintain a term GPA greater than or equal to 2.5 and a term completion rate equal to 100%. In order to

only where there are extenuating circumstances. A student may submit written

point average for the President

which outlines the process for getting the required documentation. The
 3 & R P S O L D Q F H ' Catalog Provides More Information.

eLearning Students

In order to accommodate the needs of learning students, Sandhills Community College has implemented policies and procedures to protect student rights and online student privacy (SCC Procedure 4.10.2) to provide Student and Curriculum Support Services. These procedures are available on the Sandhills website at www.sandhills.edu and on the SCC page at <http://www.sandhills.edu/myscc/>.

Information Technology Resources

Sandhills Community College provides up-to-date information technology resources for students, faculty, staff, and community members. There are many on-campus microcomputer laboratories that are available for use by students and community members. All of the main buildings on the campus are networked, providing access to the Internet and the administrative computersystem. A wide variety of software is available for use on these computers. More information is available in the Information Technology Resources Acceptable Use Policy in this Catalog and online at www.sandhills.edu.

Katharine L. Boyd Library

The Katharine

ACADEMIC POLICIES AND PRO

Hall. Those needing to take the college placement test must see the Admissions Department in Stone Hall.

Tutorial Services

An organized program of free tutorial assistance is provided to supplement the instruction given in the classroom. These services are provided by students and community volunteers. The Kelly Tutoring Center is located in Room 115 in Logan Hall. Online tutoring is also available.

There are also drop-in labs on campus to assist students with their course work. Students should see their instructors for information regarding these labs.

UNIVERSITY STUDIES PROGRAMS

The University Studies Program provides opportunities for students to

(A.F.A.V.A. to B.F.A. Articulation Agreement) The A.F.A.V.A. degree requirements can be found in the sections that follow.

Students pursuing the Associate in Fine Arts in Theatre (A.F.A.T.) degree fall under the Uniform Articulation Agreement between the University of North Carolina Baccalaureate Arts in Theatre Programs and North Carolina Community College System Associate in Fine Arts Theatre (A.F.A.T. to B.A. Articulation Agreement). The A.F.A.T. degree requirements can be found in the sections that follow.

Students planning to transfer should realize that universities do not have consistent policies regarding grade forgiveness. University admissions personnel will review the transcripts of transfer applicants and may recompute grade point averages and could include forgiven low grades articulation agreement (CAA, A.E. to B.S.EAA, A.F.A.V.A. to B.F.A. AA, A.F.A. in Music to B.M. A.A. and A.F.A.T. to B.A. AA) with the universities of the UNC system require that a student earn D J U D G H R I ³ & ' R U E H W W H transfer course completed.

Please note Students planning to transfer to four-year UNC institutions must comply with the University of North Carolina Minimum Course Requirements (MCR), published at www.northcarolina.edu. Students who do not satisfy these requirements in high school may comply with the MCR in one of the following ways:

- x They can receive an Associate in Arts or Science, Associate in Fine Arts, Bachelor of Arts or Science, or any higher degree.
- x They may complete at least 6 semester hours of credit in each of the following subjects: English, mathematics, natural sciences, social and behavioral sciences, and (for students who graduate high school in or after 2004) a second language.

Associate Degree Requirements

7 R E H D Z D U G H G D Q D V V R F L D W H T H E G H J U H H D V W semester hours of credit, which include all requirements applicable to a particular degree program. At least 25 percent of semester hours of credit must be completed at Sandhills Community College. Students must maintain a 2.0 grade point average, (2.5 grade point average for A.E.A. and complete all F R X U V H V F R P S O H W H G Z L W K D J U D G H R I ³ & ' R U K L J

Courses required are part of the Universal General Education Transfer Component (UGETC), Additional General Education Hours, or Other Required Hours.

Universal General Education Transfer Component

The Universal General Education Transfer Component (UGETC) includes study in the areas of the humanities, fine arts, communication, social and behavioral sciences, natural sciences, mathematics, and English composition. Within the component students receive opportunities to achieve greater competence in reading, writing, communicating, demonstrating mathematical skills, understanding science concepts, and using computers. More specifically, students foster a greater understanding of reading comprehension, communication, and critical thinking as student learning outcomes.

These UGETC courses will satisfy universal general education transfer component requirements for the college transfer programs. The list of UGETC courses can be found in the degree requirements of each individual program. No other courses may be used as UGETC courses.

Additional General Education Hours

Additional General Education Hours allow transfer students pursuing an Associate in Arts or an Associate in Science to take more general education

or ministry, optometry, pharmacy, physical therapy, or veterinary medicine are usually required or at least strongly encouraged to earn a bachelor's degree before applying to one of these graduate or professional degree programs.

The Associate in Arts degree shall be granted for a planned program of study

UNIVERSITY STUDIES

SANDHILLS COMMUNITY COLLEGE

Registration is limited to two concurrently scheduled online classes. Students

UNIVERSITY STUDIES PROGRAM

While most of these are not UGETC courses, UGETC courses may also be used in this category, if not used elsewhere.

CIS-110

HUM-110, 115, 120, 122, 130, 150, 160

PSY-241, 281

REL-110, 211, 22, 221

SOG-213, 220, 230, 240

SPA-111, 112

TOTAL GENERAL EDUCATION HOURS REQUIRED (45 SHC)

University, University of North Carolina at Charlotte, and Western Carolina University.

The Associate in Engineering shall be granted for a program of study consisting of a minimum of 60 and a maximum of 61 semester hours of college transfer courses. Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic computer use. More specifically, students foster a greater understanding of reading comprehension, communication, and critical thinking as student learning outcomes.

The degree plan includes required general education and prerequisite courses that are acceptable to all state funded Bachelor of Engineering programs. Students who follow the degree progression plan will meet the entrance

UNIVERSITY STUDIESPROGRAM

Music (MUS-110, 112)

Social/Behavioral Sciences (6 SHC).....6

One course required:

Economics (ECØ251)

Select second course from the following:

History (HIS-111, 112, 131, 132)

Political Science (POL120)

Psychology (PSY150)

Other General Education and Pre-major Elective Hours (12 SHC).....12

Select 2 SHC from the following courses classified as pre major, elective, or general education courses (not used elsewhere) within the Comprehensive Articulation Agreement. Students should choose courses appropriate to the specific university and engineering major requirements.

- Biology (BIO-111)
- Chemistry (CHM152, 251, 252)**
- Communication (COM110, 231)
- Computer Science (CSC34, 151)
- Drafting (DFT-170)
- Economics (ECO252)
- Engineering (EGR220)
- Geology (GEL111)**
- Humanities (HUM110)
- Mathematics (MAT285)
- Physical Education (PEDE110)

TOTAL SEMESTER HOURS CREDIT (SHC) IN PROGRAM 60-61** *

*Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution

**Students pursuing a 4-year Chemical Engineering degree will need CHM-251 and CHM252. CHM152 is a prerequisite to CHM

To be eligible for the transfer of credits under the A.F.A. in Music to B. M. course and an overall GPA of at least 2.0 on a 4.0 scale. Courses may also transfer through bilateral agreements between institutions. Courses offered through bilateral agreements may not transfer to all receiving universities.

Because the use of computers is integral to this curriculum, some courses are delivered in an online format.

COURSES	SEMESTER HOURS
UNIVERSAL GENERAL EDUCATION TRANSFER COMPONENT (25 SHC)*.....	25
The universal general education transfer component (UGETC) includes study in the areas of humanities, fine arts, communication, social and behavioral sciences, natural sciences, mathematics, and English composition.	
English Composition (6 SHC).....9.7.160..03n.....03n....	6

 UNIVERSITY STUDIES PROGRAM

OTHER REQUIRED HOURS (36 SHC)*36

Academic Related (1 SHC)

ACA-122 College Transfer Success.....1

Major Core

Music Theory The following courses are required (6 SHC):

MUS-121 Music Theory I.....3

MUS-122 Music Theory II.....3

MUS-221 Music Theory III.....3

MUS-222 Music Theory IV.....3

Aural Skills The following courses are required (4 SHC):

MUS-125 Aural Skills I.....1

MUS-126 Aural Skills II.....1

MUS-225 Aural Skills III.....1

MUS-226 Aural Skills IV.....1

Applied Music The following courses are required (8 SHC):

MUS-161 Applied Music I.....2

MUS-162 Applied Music II.....2

MUS-261 Applied Music III.....2

MUS-262 Applied Music IV.....2

Other Required Music Courses

Music History The following courses are required (6 SHC):

MUS-271 Music History I.....3

MUS-272 Music History II.....3

Music Sequence Select one group from the following (3 SHC):

Chorus: MUS-131, MUS132, MUS231

Band: MUS-133, MUS134, MUS233

Jazz Ensemble MUS-135, MUS136, MUS235

Orchestra: MUS-137, MUS138, MUS237

Ensemble: MUS-141, MUS142, MUS241

UNIVERSITY STUDIES PROGRAM

(B.F.A.) in Visual Arts programs under the Associate in Fine Arts in Visual Arts to Bachelor in Fine Arts Articulation Agreement (A.F.A.V.A. to B.F.A. AA). There are seven B.F.A. granting institutions within the UNC system whose focus is on the visual arts: Appalachian State University (B.F.A. in Studio Art), East Carolina University (B.F.A. in Arts), UNC Asheville (B.F.A. in Art), UNC Chapel Hill (B.F.A. in Studio Art), UNC Charlotte (B.F.A. in Art), UNC Greensboro (B.F.A. in Studio Art), and Western Carolina University (B.F.A. in Art).

A.F.A. in Visual Arts graduates must meet the portfolio submission requirements and associated timelines as published by each B.F.A. program. Admission to a visual art program is competitive and acceptance into any B.F.A. program is not guaranteed. Each student must follow the admissions process of the specific receiving university.

The Associate in Fine Arts in Visual Arts degree shall be granted for a planned program of study consisting of a minimum of 60 semester hours of credit (SHC) of college transfer courses. Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic computer use. More specifically, students foster a great understanding of reading comprehension, communication, and critical thinking as student learning outcomes.

To be eligible for the transfer of credits under the A.F.A.V.A. to B.F.A. AA, a student must have completed a minimum of 12 semester hours of college credit, including a 3-credit course and an overall GPA of at least 2.0 on a 4.0 scale. Courses may also transfer through bilateral agreements between institutions. Courses offered through bilateral agreements may not transfer to all receiving universities.

COURSES SEMESTER HOURS

UNIVERSAL GENERAL EDUCATION TRANSFER COMPONENT (25-26 SHC)* 25-26

The universal general education transfer component (UGETC) includes study in the areas of humanities, fine arts, communication, social and behavioral sciences, natural sciences, mathematics, and English composition.

English Composition (6 SHC).....6
 ENG-111 and ENG112

Humanities/Fine Arts (6 SHC).....6

- Select two courses. Those courses must be from two different discipline areas:
- Art (ART-111)
- Communication (COM120,231)
- Drama (DRA111)

- Literature (ENG231, 232, 241, 242)
- Music (MUS-110, 112)
- Philosophy (PHI215, 240)

Social/Behavioral Sciences (6 SHC).....6

Select two courses Those courses must be from two different discipline areas:

- Economics (ECO251, 252)
- History (HIS-111, 112, 131, 132)
- Political Science (POL120)
- Psychology (PSY150)
- Sociology (SOC210)

Mathematics (3-4 SHC).....3-4

Select one from the following:

- MAT -143
- MAT -152
- MAT -171

Natural Sciences (4 SHC).....4

Select 4 SHC from the following:

- Astronomy (AST111 & 111A)
- Biology (BIO-110, 111)
- Chemistry (CHM151)
- Geology (GEL111)
- Physics (PHY110 & 110A)

OTHER REQUIRED HOURS (35 SHC).....35

Major Core15

- ART-114 Art History Survey (3 SHC)
- ART-

 UNIVERSITY STUDIES PROGRAM

Digital Electives:

ART-171 Computer Art I (3 SHC)

ART-264 Digital Photography I (3 SHC)

Portfolio and Resume (1 SHC)

ART-214 Portfolio and Résumé.....1

Validation of the level of achievement in studio coursework may be determined through portfolio review at the receiving institution.

Academic Transition (1 SHC)

The following course is required:

ACA-122 College Transfer Success.....1

TOTAL SEMESTER HOURS CREDIT (SHC) IN PROGRAM60-61

*Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Associate in Fine Arts in Visual Arts Course Sequence Example

	Course Hours		Semester Hours Credit
	Per Week		
	Class	Lab	
FIRST SEMESTER (Fall)			

SANDHILLS COMMUNITY COLLEGE

ART-***	Art Studio Elective	***	***	3
ART-***	Art Studio Elective	***	***	3
***	SocBeh ScienceUGETC course	<u>3</u>	<u>0</u>	<u>3</u>
		***	***	13
<u>Total Required Minimum Semester Hours Credit</u>				<u>60</u>

Associate in Fine Arts in Theatre Degree Requirements (A10800)

Starting Fall 2020 Pending Budget Considerations

The Associate in Fine Arts (A.F.A.) in Theatre degree is designed for students who wish to transfer to one of the UNC Bachelor in Arts (B.A.) in Theatre programs under the Associate in Fine Arts in Theatre to Bachelor in Arts Articulation Agreement (A.F.A.T. to B.A.). There are eleven B.A. granting institutions within the UNC system whose focus is on theatre: Appalachian State University (B.A. in Theatre Generalist), East Carolina University (B.A. in Theater Arts), Fayetteville State University (B.A. in Theatre), North Carolina Central University (B.A. in Theatre), UNC Asheville (B.A. in Drama), UNC Chapel Hill (B.A. in Dramatic Art), UNC Charlotte (B.A. in Theatre), UNC Greensboro (B.A. in Drama), UNC Pembroke (B.A. Theater Arts), UNC Wilmington (B.A. in Theatre), and Western Carolina University (B.A. in Arts in Stage and Screen).

The agreement enables students who have graduated from a NCCCS institution with an A.F.A. in Theatre to complete a common list of courses that meet the entrance requirements at all of the B.A. in Theatre programs at UNC institutions. However, because theatre program admissions are competitive, no student is guaranteed admission to a UNC theatre program. In addition to meeting entrance requirements, transfer students may also be required to submit evidence of their creative work, depending on the requirements for each institution.

The Associate in Fine Arts in Theatre degree shall be granted for a planned program of study consisting of a minimum of 60 semester hours of credit (SHC) of college transfer courses. Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic computer use. More specifically, students foster a great understanding of reading comprehension, communication, and critical thinking as student learning outcomes.

To be eligible for the transfer of credits under the A.F.A.T. to B.A., A.F.A. in Theatre graduated P X V W R E W D L Q D J U D G H R I 3 & ' R U course and an overall GPA of at least 2.0 on a 4.0 scale. Courses may also

 UNIVERSITY STUDIES PROGRAM

SECOND SEMESTER (Spring)

DRA-120	Voice for Performance	3	0	3
DRA-135	Acting for the Camera I	1	4	3
DRA-170	Play Production I	0	9	3
ENG-112	Writing/Research in the Disc	3	0	3
***	Hum/FA/Com UGETC course	<u>3</u>	<u>0</u>	<u>3</u>
		10	13	15

THIRD SEMESTER (Fall)

DRA-131	Acting II	3	0	3
DRA-211	Theatre History I	3	0	3
MAT-***	Math UGETC course	***	***	3-4
***	Hum/FA/Com UGETC course	3	0	3
***	Soc/Beh Science UGETC course	<u>3</u>	<u>0</u>	<u>3</u>
		***	***	15-16

FOURTH SEMESTER (Spring)

DRA-212	Theatre History II	3	0	3
DRA-***	DRA Studio Elective	***	***	2-3
DRA-***	DRA Studio Elective	***	***	3
***	Soc/Beh Science UGETC course	3	0	3
***	Natural Sciences UGETC course	<u>***</u>	<u>***</u>	<u>4</u>
		***	***	15

Total Required Minimum 5AieG [1(r)4(1 0 067 12(st-6(irc)4(e)4([(c

 UNIVERSITY STUDIES PROGRAM

TOTAL SEMESTER HOURS CREDIT (SHC) IN PROGRAM61

*One semester hour of credit may be included in a 61 SHC Associate in Fine Arts in Theatre program of study. The transfer of this hour is not guaranteed.

Associate in Fine Arts in Theatre - Technical Course Sequence Example

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
ACA-122	College Transfer Success	0	2	1
DRA-130	Acting I	0	6	3
DRA-140	Stagecraft I	0	6	3
ENG-111	Writing and Inquiry	3	0	3
***	Hum/FA/Com UGETC course	3	0	3
***	Soc/Beh Science UGETC course	<u>3</u>	<u>0</u>	<u>3</u>
		9	14	16
SECOND SEMESTER (Spring)				
DRA-141	Stagecraft II	0	6	3
DRA-170	Play Production I	0	9	3
DRA-240	Lighting for Theater	2	2	3
ENG-112	Writing/Research in the Disc	3	0	3
***	Hum/FA/Com UGETC course	<u>3</u>	<u>0</u>	<u>3</u>
		6	17	15
THIRD SEMESTER (Fall)				
DRA-171	Play Production II	0	9	3
DRA-211	Theatre History I	3	0	3
MAT-***	Math UGETC course	***	***	3-4
***	Hum/FA/Com UGETC course	3	0	3
***	Soc/Beh Science UGETC course	<u>3</u>	<u>0</u>	<u>3</u>
		***	***	15-16
FOURTH SEMESTER (Spring)				
DRA-212	Theatre History II	3	0	3
DRA-***	DRA Studio Elective	***	***	2-3
DRA-***	DRA Studio Elective	***	***	3
***	Soc/Beh Science UGETC course	3	0	3
***	Natural Sciences UGETC course	<u>***</u>	<u>***</u>	<u>4</u>
		***	***	15
<u>Total Required Minimum Semester Hours Credit</u>				<u>61</u>
DRA Electives:				
DRA-128	& K L O G U H Q ¶ V 7 K H D W	3	0	3
DRA-135	Acting for the Camera I	1	4	3
DRA-145	Stage Makeup	1	2	2

Associate in Science Degree Requirements (A10400)

The Associate in Science degree is designed for students ~~who~~ transfer to a university to earn a Bachelor of Science degree in one of the following fields: architecture; agriculture; biological and life sciences; business,

UNIVERSITY STUDIESPROGRAM

English Composition (6 SHC).....6

Two English composition courses are required:

ENG-111 and ENG112

CHM-151, 152

CIS-110, 115

GEL-111

MAT -143, 152, 171, 172, 263, 271, 272, 273

PHY-110 and 110A, 151, 152, 251, 252

TOTAL GENERAL EDUCATION HOURS REQUIR ED (45 SHC)....45

Note: If students have more than 45 credits in the General Education section,the extra credits can be appliedo the Other Required Hours section.

OTHER REQUIRED HOURS (15 SHC)*15

Academic Transition (1 SHC)

The following course is requide

ACA-122 College Trans

ALL PED Prefix Courses
POL-110, 210, 220
PSY-230;

Diploma Programs

One-year diploma programs have been established at the college to prepare students for entrance to or advancement in skilled occupations. To qualify for a diploma, students must successfully complete the course requirements for the diploma program in which they are enrolled. A minimum of 25 percent of the program must be completed at Sandhills Community College, with that 25 percent coming from major and other major hours, and not from general education hours, for the program of study. The requirements for each diploma program are listed under the name of the program in the Catalog.

Certificate Programs

Many A.A.S. programs offer a certificate option for students who complete twelve to 18 hours of designated courses in the curriculum. A minimum of 25 percent of the program must be completed at Sandhills Community College. The requirements for each certificate program are listed under the name of the program in the Catalog.

APPLIED SCIENCE PROGRAMS OF STUDY

Accounting and Finance

The Accounting and Finance curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting and finance profession. Accountants and finance professionals assemble and analyze, process, and communicate essential information about financial operations.

Course work may include accounting, finance, ethics, business law, computer applications, financial planning, insurance, marketing, real estate, selling, and

 SANDHILLS COMMUNITY COLLEGE

***	Social/Behavioral Sciences Elective	<u>3</u>	<u>0</u>	<u>3</u>
		6	0	6
FOURTH SEMESTER (Fall)				
ACC-131	Federal Income Taxes	2	2	3
ACC-220	Intermediate Accounting I	3	2	4
BUS-115	Business Law I	3	0	3
BUS-137	Principles of Management	3	0	3
BUS-225	Business Finance	<u>2</u>	<u>2</u>	<u>3</u>
		13	6	16
FIFTH SEMESTER (Spring)				
ACC-140	Payroll Accounting	1	3	2
ACC-150	Accounting Software Appl	1	3	2
ACC-151				

SECOND SEMESTER (Spring)
ACC-121

Bookkeeping (C25800)

Certificate Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
ACC-120	Prin of Financial Accounting	<u>3</u>	<u>2</u>	<u>4</u>
		3	4	5
SECOND SEMESTER (Spring)				

 APPLIED SCIENCE PROGRAMS

	4	5	6
<u>Total Required Minimum Semester Hours Credit</u>			<u>13</u>

Marketing Analytics (C25800M)

Certificate Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
BAS-120	Intro to Analytics	2	3	3

Architectural Technology (A40100)

Associate in Applied Science Degree Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
ARC-111	Intro to Arch Technology	1	6	3
ARC-112	Constr Matls& Methods	3	2	4
BPR-130	Print ReadingConstruction	3	0	3
EGR-110	Intro to Engineering Techn			
EGR-150	Intro to Engineering	1	2	2
ENG-111	Writing and Inquiry	3	0	3
***	Technology Elective	***	***	<u>2-3</u>
		***	***	18-19
SECOND SEMESTER (Spring)				
ARC-114	Architectural CAD	1	3	2
CEG-111	Intro to GIS and GNSS	2	4	4
CST-241	Planning/Estimating I	2	2	3
ENG-112	Writing/Research in the Discor			
ENG-114	Prof Research & Reporting	3	0	3
MAT-121	Algebra/Trigonometry br			
MAT-171	Precalculus Algebra	***	***	<u>3-4</u>
		***	***	15-16
THIRD SEMESTER (Summer)				
EGR-251	Statics	2	2	3
SRV-110	Surveying I	2	6	4
***	Physics Elective	<u>3</u>	***	<u>4</u>
		7	***	11
FOURTH SEMESTER (Fall)				
ARC-113	Residential Arch Tech	1	6	3
SST-140	Green Bldg and Design Concepts	3	0	3
***	Humanities/Fine Arts Elective	3	0	3
***	Directed Elective	***	***	3
***	Directed Elective	***	***	<u>4</u>
		***	***	16
FIFTH SEMESTER (Spring)				
ARC-213	Design Project	2	6	4
ARC-230	Environmental Systems	3	3	4
***	Technical Elective	***	***	3-4
***	Social/Behavioral Sciences Electiv	<u>3</u>	<u>0</u>	<u>3</u>
		***	***	14-15
<u>Total Required Minimum Semester Hours Credit</u>				<u>74</u>
Technology Electives:				
CIS-111	Basic PC Literacy	1	2	2
EGR-125	Appl Software for Tech	1	2	2
UAS-110	Intro to UAS Operations	3	0	3
UAS-115	Small UAS Certification	2	0	2
Physics Electives:				

Automotive Systems Technology

Curriculums in the Mobile Equipment Maintenance and Repair pathway prepare individuals for employment as entry-level transportation service technicians. The program provides an introduction to transportation industry careers and increases student awareness of the diverse technologies associated with this dynamic and challenging field.

Course work may include transportation systems theory, braking systems, climate control, design parameters, drive trains, electrical/electronic systems, engine repair, engine performance, environmental regulations, materials, product finish, safety, steering/suspension, transmission/axles, and sustainable transportation, depending on the program major area chosen.

Graduates of this pathway should be prepared to take professional licensure exams, which correspond to certain programs of study, and to enter careers as entry-level technicians in the transportation industry.

Automotive Systems Technology A program that prepares individuals to apply technical knowledge and skills to repair, service, and maintain all types of automobiles. Includes instruction in brake systems, electrical systems, engine performance, engine repair, suprtationn, par maipite(,)-2(()-2(o)-547(s)3(u)(p)1

APPLIED SCIENCE PROGRAMS

SECOND SEMESTER (Spring)

AUM-111	Managing Automotive Org	3	0	3
AUT-151	BrakeSystems	2	3	3
AUT-151A	Brake Systems Lab	0	3	1
AUT-181	Engine Performance 1	2	3	3
TRN-180	Basic Welding for Transp	<u>1</u>	<u>4</u>	<u>3</u>

 APPLIED SCIENCE PROGRAMS

Automotive Systems Technology (C60160C)

C-Tech Certificate Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
AUT-141	Suspension & Steering Sys	2	3	3
AUT-141A	Suspension & Steering Lab	0	3	1
TRN-110	Intro to Transport Tech	<u>1</u>	<u>2</u>	<u>2</u>
		3	8	6
SECOND SEMESTER (Spring)				
AUT-151	Brake Systems	2	3	3
AUT-151A	Brake Systems Lab	0	3	1
AUT-181	Engine Performance 1	<u>2</u>	<u>3</u>	<u>3</u>
		4	9	7
THIRD SEMESTER (Summer)				
TRN-140	Transp Climate Control	1	2	2
TRN-140A	Transp Climate Cont Lab	<u>1</u>	<u>2</u>	<u>2</u>
		2	4	4
<u>Total Required Minimum Semester Hours Credit</u>				<u>17</u>

Automotive Systems Technology (C60160LD)

Light-Duty Diesels & Emerging Technologies Certificate Program As Needs Demand

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
LDD-112	Intro Light-Duty Diesel	2	2	3
TRN-110	Intro to Transport Tech			

Course work includes fundamentals of flight, aerodynamics, aircraft performance, meteorology, navigation, federal regulations, aviation management, unmanned aircraft systems, and instrument and commercial ground training, flight and simulator training, and entrepreneurship or business management training.

Graduates may earn a commercial pilot certificate with an instrument rating, specialize in aviation management in unmanned air systems, and may find employment as commercial, corporate, and military pilots, fixed base operators and airport managers, as pilots or technicians in the unmanned aircraft systems industry, as flight instructors, and flight dispatchers.

Because the use of computers is integral to this curriculum, some courses are delivered in an online and hybrid format.

Aviation Management (A60180A)

Associate in Applied Science Degree Program

The Aviation Management track focuses on the skills and knowledge required for aviation related careers including those in general aviation, the aerospace industry and state and federal aviation organizations.

Course Hours

 APPLIED SCIENCE PROGRAMS

***	Humanities/Fine Arts Elective	<u>3</u>	<u>0</u>	<u>3</u>
		6	0	6
FOURTH SEMESTER (Fall)				
AER-114	Aviation Management	3	0	3
AER-170	Commercial Flight Theory	3	0	3
AER-211	Air Traffic Control	2	0	2
AER-216	Engines and Systems	2	2	3
AER-218	Human Factors in Aviation	2	0	2
***	***			

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AER-160	Instrument Flight Theory	2	2	3
AER-210	Flight Dynamics	3	0	3
BUS-137	Principles of Management	3	0	3
PHY-110	Conceptual Physics	3	0	3
PHY-110A	Conceptual Physics Lab	<u>0</u>	<u>2</u>	<u>1</u>
		15	7	18
THIRD SEMESTER (Summer)				
ENG-112	Writing/Research in the Discor			
ENG-114	Prof Research & Reporting	3		

 SANDHILLS COMMUNITY COLLEGE

FIFTH SEMESTER (Spring)

BPA-220	Confection Artistry	1	6	4
BPA-260	Pastry & Baking Marketing	2	2	3
CUL-120	Purchasing	2	0	2
HRM-245	Human Resource Mgmt Hosp	3	0	3
WBL-131	Work-Based Learning II			
WBL-132	Work-Based Learning III	0	10-20	1-2
***	Humanities/Fine Arts Elective	<u>3</u>	<u>0</u>	<u>3</u>
		11	18-28	16-17

Total Required Minimum Semester Hours Credit

71

Baking and Pastry Arts (C55130)

Certificate Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
CUL-110	Sanitation and Safety	2	0	2
CUL-110A	Sanitation and Safety Lab	0	2	1
CUL-160	Baking I	<u>1</u>	<u>4</u>	<u>3</u>
		3	6	6
SECOND SEMESTER (Spring)				
BPA-150	Artisan & Specialty Breads	1	6	4
BPA-165	Hot & Cold Desserts	<u>1</u>	<u>4</u>	<u>3</u>
		2	10	7
THIRD SEMESTER (Summer)				
BPA-130	European Cakes & Tortes	<u>1</u>	<u>4</u>	<u>3</u>
		1	4	3
<u>Total Required Minimum Semester Hours Credit</u>				<u>16</u>

Basic Law Enforcement Training

Basic Law Enforcement Training (BLET) is designed to give students essential skills for a career in law enforcement. The program is designed to provide students with the knowledge and skills necessary to become a police officer or a sheriff's deputy. The program is designed to provide students with the knowledge and skills necessary to become a police officer or a sheriff's deputy.

 APPLIED SCIENCE PROGRAMS

**Students successfully completing a Basic Law Enforcement Training course, accredited by the North Carolina Justice Education and Training Standards Commission will receive credit for CJC 132 Court Procedure and Evidence, and CJC 210 Investigative Principles, and CJC 231 Constitutional Law toward the Associate in Applied Science degree in Criminal Justice Technology. Students must have completed Basic Law Enforcement Training since 1985.

Basic Law Enforcement Training (C55120)

Certificate Program

		Course Hours		Semester Hours Credit
		Per Week Class	Lab	
CJC-110	Basic Law Enforcement BLET	<u>10</u>	<u>30</u>	<u>20</u>
<u>Total Required Minimum Semester Hours Credit</u>				<u>20</u>

Business Administration

The Business Administration Curriculum is designed to introduce students to the various aspects of the free enterprise system. Students will be provided with a fundamental knowledge of business functions, processes, and an

has articulation agreements with St. Andrews University, UNC-Pembroke, and UNC-Greensboro. Students can earn their A.S. at Sandhills CC and then continue to earn the BSBA and MBA from St. Andrews University or transfer to UNC-Pembroke or UNC-Greensboro and earn the BSBA under the 2Plus agreement. UNC-G and UNGP do not offer classes on the Sandhills CC campus.

Business Administration (A25120B)

APPLIED SCIENCE PROGRAMS

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 SANDHILLS COMMUNITY COLLEGE

BAF-110	Principles of Banking	3	0	3
BAF-233	Commercial Lending	3	0	3
BUS-125	Personal Finance	3	0	3
BUS-139	Entrepreneurship I	3	0	3
BUS-148	Survey of Real Estate	3	0	3
BUS-151	People Skills	3	0	3
BUS-153	Human Resource Management	3	0	3
BUS-230	Small Business Management	3	0	3
WBL-111*	Work-Based Learning I	0	10	1

*If taking ACC -151 or WBL-111, student must choose a technical elective.

Business Administration (C25120B)

Banking and Finance Certificate Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
ACC-120	Prin of Financial Accounting	3	2	4
BAF-110	Principles of Banking	3	0	3
BUS-148	Survey of Real Estate	<u>3</u>	<u>0</u>	<u>3</u>
		9	2	10
SECOND SEMESTER (Spring)				
ACC-149	Intro to Acc Spreadsheets	1	3	

 APPLIED SCIENCE PROGRAMS

Business Administration (C25120R)

Human Resource Certificate Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
BUS-115	Business Law I	3	0	3
BUS-153	Human Resource Management	<u>3</u>	<u>0</u>	<u>3</u>
		6	0	6
SECOND SEMESTER (Spring)				
BUS-151	People Skills	3	0	3
BUS-255	Org Behavior in Business	<u>3</u>	<u>0</u>	<u>3</u>
		6	0	6
<u>Total Required Minimum Semester Hours Credit</u>				<u>12</u>

**Business Administration-Hospitality Management
(A25120H)**

Associate in Applied Science Degree Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ACA-115				

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ECO-252	Prin of Macroeconomics	3	0	3
HRM-220	Cost Control Food & Bev	3	0	3
HRM-275	Leadership Hospitality	3	0	3
MKT-120	Principles of Marketing	<u>3</u>	<u>0</u>	<u>3</u>
		15	0	15
FIFTH SEMESTER (Spring)				
BUS-151	People Skills	3	0	3
BUS-225	Business Finance	2	2	3
HRM-230	Club & Resort Management	3	0	3
HRM-245	Human Resource Mgmt-Hospitality	3	0	3
***	Technical Elective	***	***	<u>2</u>
***	Technical Elective	***	***	<u>2</u>
		***	***	16
<u>Total Required Minimum Semester Hours Credit</u>				<u>68</u>

Technical Electives:

ACC-140	Payroll Accounting	1	2	2
ACC-150	Accounting Software Appl	1	3	2
ACC-151	Acct Spreadsheet Appl	1	3	2
BAS-120	Intro to Analytics	2	3	3
BAS-150	Intro to Analytical Program	2	3	3
BUS-125	Personal Finance	3	0	3
BUS-139	Entrepreneurship I	3	0	3
BUS-260	Business Communication	3	0	3
WEB-110	Internet/Web Fundamentals	2	2	3

Business Administration-Hospitality Management
(C25120H)

Certificate Program

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
FIRST SEMESTER (Fall)				
HRM-220	Cost Control Food & Bev	3	0	3
HRM-275	Leadership Hospitality	<u>3</u>	<u>0</u>	<u>3</u>
		6	0	6
SECOND SEMESTER (Spring)				
HRM-230	Club & Resort Management	3	0	3
HRM-245	Human Recourse Mgmt Hospitality	<u>3</u>	<u>0</u>	<u>3</u>
		6	0	6
<u>Total Required Minimum Semester Hours Credit</u>				<u>12</u>

Civil Engineering Technology

Engineering and Technology Pathway These curriculums are designed to
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APPLIED SCIENCE PROGRAMS

Civil Engineering Technology(C40140)

Certificate Program

	Course Hours		Semester Hours Credit
	Per Week		
FIRST SEMESTER (Fall)	Class	Lab	

Upon completion of this curriculum, students should be prepared to take the ASE exams and be ready for full-time, entry-level employment in dealerships and repair shops in the automotive service industry.

Because the use of computers is integral to this curriculum, courses are delivered in an online and hybrid format.

Collision Repair & Refinishing Technology(A60130)

Associate in Applied Science Degree Program

	Course Hours		Semester Hours Credit
	Per Week		
FIRST SEMESTER (Fall)	Class	Lab	

 APPLIED SCIENCE PROGRAMS

SIXTH SEMESTER (Summer)		9	16	15
AUB-136	Plastics & Adhesives	1	4	3
***	Restricted Elective	<u>***</u>	<u>***</u>	<u>2-4</u>
		***	***	5-7
<u>Total Required Minimum Semester Hours Credit</u>				<u>70</u>

Restricted Electives:

AUB-114	Special Finishes	1	2	2
AUB-132	Structural Damage II	2	6	4
AUC-112	Auto Custom Fabrication	2	4	4
AUC-114	Custom Fiberglass	2	4	4

Collision Repair & Refinishing Technology (D60130)

Diploma Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
AUB-111	Painting & Refinishing I	2	6	4
AUB-121	Non-Structural Damage I	1	4	3
AUB-162	Autobody Estimating	1	2	2
COM-231	Public Speaking			
COM-120	Intro Interpersonal Com	3	0	3
PSY-118	Interpersonal Psychology	<u>3</u>	<u>0</u>	<u>3</u>
		10	12	15
SECOND SEMESTER (Spring)				
AUB-112	Painting & Refinishing II	2	6	

SANDHILLS COMMUNITY COLLEGE

 APPLIED SCIENCE PROGRAMS

	2	6	4
<u>Total Required Minimum Semester Hours Credit</u>			<u>13</u>

Collision Repair & Refinishing Technology (C60130S)

Structural Repair Certificate Program

	Course Hours		Semester Hours Credit	
	Per Week			
	Class	Lab		
FIRST SEMESTER (Fall)				
AUT-141	Suspension & Steering Sys	2	3	3
AUT-141A	Suspension & Steering Lab	<u>0</u>	<u>3</u>	<u>1</u>
		2	6	4
SECOND SEMESTER (Spring)				
AUB-131	Structural Damage I	2	4	4
TRN-180	Basic Welding for Transp	<u>1</u>	<u>4</u>	<u>3</u>
		3	8	7
THIRD SEMESTER (Summer)				
AUB-132	Structural Damage II	<u>2</u>	<u>6</u>	<u>4</u>
		2	6	4
<u>Total Required Minimum Semester Hours Credit</u>				<u>15</u>

Computer Engineering Technology

Pathway Description: These curriculums are designed to prepare students through the study and application of principles from mathematics, natural sciences, and technology and applied processes based on these subjects.

Course work includes mathematics, natural sciences, engineering and technology.

Graduates should qualify to obtain occupations such as technical service providers, materials and technologies testing services, process improvement technicians, engineering technicians, construction technicians and managers, industrial and technology managers, or research technicians.

Computer Engineering Technology A course of study that prepares the

computer systems. Graduates may also qualify for certification in electronics, computers, or networks.

Computer Engineering Technology (A40160)

Associate in Applied Science Degree Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
CIS-110	Introduction to Computers	2	2	3
ELC-131	Circuit Analysis I	3	3	4
ENG-111	Writing and Inquiry	3	0	3
***	Technical Elective	***	***	<u>3-4</u>
		***	***	14-15
SECOND SEMESTER (Spring)				
ELN-131	Analog Electronics	3	3	4
ENG-112	Writing/Research in the Discor			
ENG-114	Prof Research & Reporting	3	0	3
MAT-121	Algebra/Trigonometry br			

 APPLIED SCIENCE PROGRAMS

CSG-139	Visual BASIC Programming	2	3	3
CTI-140	Virtualization Concepts	1	4	3
MAT-172	Precalculus Trigonometry	3	2	4
MAT-271	Calculus I	3	2	4
NET-125	Introduction to Networks	1	4	3
NET-126	Routing Basics	1	4	3
NET-241	Introduction to VOIP	2	3	3
NOS-130	Windows Single User	2	2	3
NOS-220	Linux/Unix Admin I	2	2	3
NOS-230	Windows Administration I	2	2	3
PHY-152	College Physics II	3	2	4
SEC-110	Security Concepts	2	2	3
SEC-160	Security Administration I	2	2	3
WEB-110	Internet/Web Fundamentals	2	2	3
WEB-115	Web Markup and Scripting	2	2	3
These three WBL courses count as ONE technical elective				
WBL-111	Work			

Computer Engineering Technology (C40160F)**Forensics Certificate Program**

Course Hours Per Week	Semester Hours
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 APPLIED SCIENCE PROGRAMS

be issued a license. Employment is available in beauty salons and related businesses

Because the use of computers is integral to this curriculum, some courses are delivered in an online and hybrid format

Cosmetology(A55140)

Associate in Applied Science Degree Program

First, Second and Fourth Semesters may be taken either Fall or Spring

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
FIRST SEMESTER (Fall)				
COS111	Cosmetology Concepts I	4	0	4
COS112	Salon I	<u>0</u>	<u>24</u>	<u>8</u>
		4	24	12
SECOND SEMESTER (Spring)				
COS113	Cosmetology Concepts II	4	0	4
COS114	Salon II	<u>0</u>	<u>24</u>	<u>8</u>
		4	24	12
THIRD SEMESTER (Summer)				
COS115	Cosmetology Concepts III	4	0	4
COS116	Salon III	<u>0</u>	<u>12</u>	<u>4</u>
		4	12	8
FOURTH SEMESTER (Fall)				
COS117	Cosmetology Concepts IV	2	0	2
COS118	Salon IV	0	21	7
COS223	Contemp Hair Coloring	<u>1</u>	<u>3</u>	<u>2</u>
		3	24	11
FIFTH SEMESTER (Spring)				
ACA-115	Success & Study Skills	0	2	1
BUS-110	Introduction to Business	3	0	3
ENG 111	Writing and Inquiry	3	0	3
PSY-118	Interpersonal Psychology			
PSY-150	General Psychology	3	0	3
***	Natural Science/Math Elective	<u>3</u>	<u>0</u>	<u>3</u>
		12	2	13
SIXTH SEMESTER (Summer)				
BUS-137	Principles of Management	3	0	3
CIS-110	Introduction to Computers			
CIS-111	Basic PC Literacy	***	***	2-3
ENG-112	Writing/Research in the Discor			
ENG-114	Prof Research & Reporting	3	0	3
***	Humanities/Fine Arts Elective	<u>3</u>	<u>0</u>	<u>3</u>
		***	***	11-12
<u>Total Required Minimum Semester Hours Credit</u>				<u>67</u>

Cosmetology (D55140)

Diploma Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
COS-111	Cosmetology Concepts I	4	0	4
COS-112	Salon I	0	24	8
PSY-118	Interp 32024] TJ 0.44 re W* n BT			

 APPLIED SCIENCE PROGRAMS

COS-116	Salon III	<u>0</u>	<u>12</u>	<u>4</u>
		4	12	8
<u>Total Required Minimum Semester Hours Credit</u>				<u>34</u>

Criminal Justice Technology

The Criminal Justice Technology Curriculum is designed to provide knowledge of criminal justice systems and operations. Study will focus on local, state, and federal law enforcement, judicial processes, corrections, and community corrections. Topics to be explored include:

Emphasis is on criminal justice systems, criminology, juvenile justice, criminal and constitutional law, investigative principles, ethics, and community corrections. Topics to be explored include:

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CJG-112	Criminology	3	0	3
CJG-113	Juvenile Justice*	3	0	3
ENG-111	Writing and Inquiry	3	0	3

Criminal Justice Technology ±Forensic Science (A5518C)

Associate in Applied Science Degree Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
CJG-111	Intro to Criminal Justice	3	0	3
CJG-144	Crime Scene Processing	2	3	3
CJG-146	Trace Evidence	2	3	3
CJG-221	Investigative Principles*	3	2	4
ENG-111	Writing and Inquiry	<u>3</u>	<u>0</u>	<u>3</u>
		13	10	17
SECOND SEMESTER (Spring)				
CIS-110	Introduction to Computers			
CIS-111	Basic PC Literacy	***	***	2-3
CJG-115	Crime Scene Photography	2	3	3
CJG-131	Criminal Law*	3	0	3
CJG-244	Footwear and Tire Imprint	2	3	3
ENG-112	Writing/Research in the Discor			
ENG-114	Prof Research & Reporting	3	0	3

Criminal Justice Technology ±Forensic Science (C5518C)
Certificate Program

Culinary Arts (A55150)

Associate in Applied Science Degree Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
CUL-110	g			

 APPLIED SCIENCE PROGRAMS

BUS-115	Business Law	3	0	3
BUS-121	Business Math	3	0	3
BUS-139	Entrepreneurship	3	0	3
BUS-230	Small Business Management	3	0	3

Culinary Arts (C55150)

Certificate Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
CUL-110	Sanitation & Safety	2	0	2
CUL-140	Culinary Skills I	2	6	5
CUL-170	GardeManger I	<u>1</u>	<u>4</u>	<u>3</u>
		5	10	10
SECOND SEMESTER (Spring)				
CUL-160	Baking I	1	4	3
CUL-240	Culinary Skills II	<u>1</u>	<u>8</u>	<u>5</u>
		2	12	8
<u>Total Required Minimum Semester Hours Credit</u>				<u>18</u>

Culinary Arts (C55150R)

Restaurant Management Certificate

Students develop skills in communication, critical thinking, and problem solving as well as interface design, multimedia format application programming, data architecture, and client/server technologies. The program develops technical skills through practical applications that employ current and emerging standards and technologies.

Graduates should qualify for employment as web designers, graphic artists/designers, multimedia specialists, web developers/web content specialists, media specialists, information specialists, digital media specialists, animation specialists, interface designers, and many new jobs yet to be defined in this expanding field.

This curriculum utilizes industry standard software such as Adobe Creative Cloud™.

Because the use of computers is integral to this curriculum, some courses are delivered in an online and hybrid format.

Digital Media Technology (A25210)

Associate in Applied Science Degree Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
CIS-110	Introduction to Computers			
CIS-111	Basic PC Literacy	***	***	2-3
CIS-115	Intro to Prog & Logic			

 APPLIED SCIENCE PROGRAMS

GRD-167	Photographic Imaging I	1	4	3
MAT-143	Quantitative Literacy(or higher)	***	***	3-4
WEB-210	Web Design	2	2	3
***	Technical Elective	***	***	<u>3</u>
		***	***	17-18
FIFTH SEMESTER (Spring)				
ENG-114	Prof Research and Reporting			
COM-231	Public Speaking	3	0	3
DME-285	Systems Project	2	2	3
***	Social/Behavioral Sciences Elective	3	0	3
***	Humanities/Fine Arts Elective	3	0	3
***	Technical Elective	***	***	<u>3</u>
		***	***	15
<u>Total Required Minimum Semester Hours Credit</u>				<u>72</u>

Course Hours Per Week Class	Semester Hours
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APPLIED SCIENCE PROGRAMS

Social/Behavioral Science Elective list:

ECO-251, ECG252, HIS111, HIS112, HIS131, HIS132, POL120, SOC210

Natural Science Elective list:

AST-111 and AST-111A, CHM-151, GEL-111, PHY-110 and PHY-110A

Humanities/Fine Arts Elective list:

ART-111, ART-114, ART-115, MUS110, MUS112, PHI215, PHI240

Early Childhood Education (C55220IT)

Infant/Toddler Care Certificate Program

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
FIRST SEMESTER (Fall)				
EDU-119	Intro to Early Child Edc	4	0	4
EDU-131	Child, Family & Community	3	0	3
EDU-144	Child Development I	<u>3</u>	<u>0</u>	<u>3</u>
		10	0	10
SECOND SEMESTER (Spring)				
EDU-114				

 APPLIED SCIENCE PROGRAMS

Students will gain complex knowledge, competency, and experience while employing evidence based practice under medical oversight, and serve as a link from the scene to the healthcare system.

Graduates of this program may be eligible to take state and/or national certification examinations. Employment opportunities include providers of emergency medical services, fire departments, rescue agencies, hospital specialty areas, industry, educational and government agencies.

The Emergency Medical Services Paramedic program at Sandhills Community College is accredited by the Commission of Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee of Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Commission on Accreditation of Allied Health Education Programs
 25400 US Hwy 19 N., Suite 158
 Clearwater, FL 33763
 727-210-2350
www.caahep.org

To contact CoAEMSP:
 8301 Lakeview Parkway Suite 1312
 Rowlett, TX 75088
 214-703-8445
 FAX 214-703-8992
www.coaemsp.org

Emergency Medical Science (A45340)

Associate in Applied Science Degree Program

	Class	Course Hours Per Week			Semester Hours Credit
		Lab	Clinical		
FIRST SEMESTER (Fall)					
ACA-115	Success & Study Skills	0	2	0	1
BIO-165	Anatomy and Physiology I	3	3	0	4
EMS-110	EMT	6	6	3	9
MED-120	Survey of Medical Terminology	2	0	0	2
		11	11	3	16
SECOND SEMESTER (Spring)					
BIO-166	Anatomy and Physiology II	3	3	0	4
EMS-122	EMS Clinical Practicum I	0	0	3	1
EMS-130	Pharmacology	3	3	0	4
EMS-131	Advanced Airway Management	1	2	0	2
EMS-160	Cardiology I	2	3	0	3

APPLIED SCIENCE PROGRAMS

BIO-163	Basic Anat and Physiology	4	2	0	5
EMS-110	EMT	6	6	3	9
MED-120	Survey of Med Terminology	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>
		12	10	3	17
SECOND SEMESTER (Spring)					
EMS-122	EMS Clinical Practicum I	0	0	3	

SANDHILLS COMMUNITY COLLEGE

courses Bridging Students have attained a Paramedic certification through a continuing education certificate program and passed the North Carolina, National Registry, or another state certification examination.

		Course Hours Per			Semester Hours Credit
		Class	Lab	Clinical	
BIO-165	Anatomy and Physiology I	3	3	0	4
BIO-166	Anatomy and Physiology II	3	3	0	4
EMS-280	EMS Bridging Course	2	2	0	3
ENG-111	Writing and Inquiry	3	0	0	3
ENG-114	Prof Research & Reporting	3	0	0	3
***	EMS Directed Elective**	***	3	0	3-4
***	Humanities/Fine Arts Elective	3	0	0	3
***	Social/Behavioral Science Elective**	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
		***	11	0	26-27
<u>Total Required Minimum Semester Hours Credit</u>					<u>26</u>

Select one of the following for Social/Behavioral Science Elective:

PSY-118	Interpersonal Psychology	3	0	0	3
PSY-150	General Psychology	3	0	0	3

APPLIED SCIENCE PROGRAMS

SANDHILLS COMMUNITY COLLEGE

SOG-210	Introduction to Sociology	3	0	3
WBL-121	Work-Based Learning II	<u>0</u>	<u>10</u>	1

Geomatics

 SANDHILLS COMMUNITY COLLEGE

UAS-110	Intro to UAS Operations	3	0	3
UAS-115	Small UAS Certification	2	0	2
Physics Electives:				
PHY-131	PhysicsMechanics	3	2	4
PHY-151	College Physics I	3	2	4
PHY-251	General Physics I	3	3	4
Directed Electives:				
CIV-111	Soils and Foundations	2	4	4
MAT-172	Precalculus Trigonometry	3	2	4
MAT-263	Brief Calculus	3	2	4
MAT-271	Calculus I	3	2	4
MAT-272	Calculus II	3	2	4
WBL-111	Work-Based Learning I	0	10	1
WBL-112	Work-Based Learning I	0	20	2
WBL-113	Work-Based Learning I	0	30	3
WBL-121	Work-Based Learning II	0	10	1
WBL-122	Work-			

 APPLIED SCIENCE PROGRAMS

Graduates should qualify for employment opportunities in commercial fitness & Recreation Departments and other organizations implementing exercise & fitness programs.

Because the use of computers is integral to this curriculum, some courses are delivered in an online and hybrid format.

Health and Fitness Science (A45630)

Associate in Applied Science Degree Program

		Course Hours		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
ENG-111	Writing and Inquiry	3	0	3
HFS-110	Exercise Science	4	0	4
HFS-111	Fitness & Exer Testing	3	2	4
MED-120	Survey of Med Terminology	2	0	2
PED-113	Aerobics I	<u>0</u>	<u>3</u>	<u>1</u>
		12	7	15
SECOND SEMESTER (Spring)				
BIO-155	Nutrition	3	0	3
ENG-114	Prof Research & Reporting			
COM-231	Public Speaking	3	0	3
HFS-116	Pvnt & Care Exer Injuries	2	2	3
HFS-118	Fitness Facility Mgmt	4	0	4
MAT-143	Quantitative Literacy (or higher)	***	***	3-4
PED-117	Weight Training I	<u>0</u>	<u>3</u>	<u>1</u>
		***	***	17
THIRD SEMESTER (Summer)				
HEA-112	First Aid & CPR	1	2	2
PSY-150	General PF()-2(Re)] TJ ET Q q			

SANDHILLS COMMUNITY COLLEGE

HFS-210	Personal Training	2	2	3
HFS-214	Health and Fitness Law	3	0	3
PED-122	Yoga I or			
PED-217	Pilates I	0		

MED-122 Medical Terminology

 APPLIED SCIENCE PROGRAMS

*Students may receive credit by exam for these courses once they complete the Industrial certifications through Continuing Education.

Because the use of computers is integral to this curriculum, some courses are delivered in an online and hybrid format.

Industrial Systems Technology (A50240)

Associate in Applied Science Degree Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
ISC-121	Envir Health & Safety	3	0	3
ISC-130	Intro to Quality Control	3	0	3
***	Humanities/Fine Arts Elective	3	0	3
***	Social/Behavioral Sciences Elective	3	0	3
***	Technical Elective	***	***	<u>2-4</u>
		***	***	<u>15-17</u>
SECOND SEMESTER (Spring)				
BPR-111	Print Reading	1	2	2
ENG-111	Writing and Inquiry	3	0	3
ISC-243	Prod & Oper Management I	2	3	3
MAT-110	Math Measurement & Literacy (or higher)	***	***	3-4
MNT-110	Intro to Maint Procedures	1	3	2
***	Technical Elective	***	***	<u>3-4</u>
		***	***	<u>16-17</u>
THIRD SEMESTER (Summer)				
ENG-112	Writing/Research in the Discor			

SANDHILLS COMMUNITY COLLEGE

***	Technical Elective	<u>***</u>	<u>***</u>	<u>3-4</u>
		***	***	16-18
<u>Total Required Minimum Semester Hours Credit</u>				<u>71</u>

Technical Electives:Take 13 credits

ELC-115	Industrial Wiring	2	6	4
ELC-117	Motors and Controls	2	6	4
ELC-128	Intro to PLC	2	3	3
ELC-215	Electrical Maintenance	2	3	3
MAC-122	CNC Turning	1	3	2
MNT-130	Control Systems	2	4	4
MNT-240	Indust Equip Troubleshoot	1	3	2
NET-125	Introduction to Networks	1	4	3
PKG-110	Pkg Machinery I	1	4	3

Industrial Systems Technology (D50240)

Diploma Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
ISC-121	Envir Health & Safety	3	0	3
ISC-130	Intro to Quality Control	3	0	3
***	Social/Behavioral Sciences Elective	<u>3</u>	<u>0</u>	<u>3</u>
		9	2	10
SECOND SEMESTER (Spring)				
BPR-111	Print Reading	1	2	2
ENG-111	Writing and Inquiry	3	0	3
ISC-243	Prod & Oper Management I	2	3	3
MNT-110	Intro to Maint Procedures	<u>1</u>	<u>3</u>	<u>2</u>
		7	8	10
THIRD SEMESTER (Summer)				
HYD-110	Hydraulics/Pneumatics I	2	3	3
WLD-112	Basic Welding Processes	<u>1</u>	<u>3</u>	<u>2</u>
		3	6	5
FOURTH SEMESTER (Fall)				
ELC-131	Circuit Analysis I	3	3	4
MAC-111	Machining Technology I	2	12	6
MNT-165	Mechanical Industrial Systems	<u>1</u>	<u>3</u>	<u>2</u>
		6	18	12
<u>Total Required Minimum Semester Hours Credit</u>				<u>37</u>

 APPLIED SCIENCE PROGRAMS

Industrial Systems Technology (C50240I)

Industrial Maintenance Certificate Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ELC-131	Circuit Analysis I	W* 3()-2(A)	15(I)	

Information Technology

The Information Technology (IT) curriculum prepares graduates for employment in the technology sector as designers, testers, support technicians, system administrators, developers, or programmers who use computer software ad/or hardware to design, process, ~~imple~~ment and manage information systems in specialties such as database services, security, business intelligence, healthcare informatics and others depending on the technical path selected within this curriculum.

Course Z R U N L Q F O X G H V G H Y H O R S P H Q W R I D V W X G H C
 communicate, exchange and use information to solve technical issues related
 to information support and services, interactive media, network systems,
 programming and software developmentformation securityZ R U N L Q F O X G H

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CTI-120	Network & Sec Foundation	2	2	3
WEB-110	Internet/Web Fundamentals	<u>2</u>	<u>2</u>	<u>3</u>
		10	12	15
SECOND SEMESTER (Spring)				
ACA-115	Success &			

APPLIED SCIENCE PROGRAMS

IT ±Computer Programming and Development
(C25590PC)

C# Programming Certificate Program

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
FIRST SEMESTER (Spring)				
CIS-110	Introduction to Computers	2	2	3
CIS-115	Intro to Prog & Logic	2	3	3
CSC-153	C# Programming	<u>2</u>		

 SANDHILLS COMMUNITY COLLEGE

	2	2	3
THIRD SEMESTER (Spring)			
WEB-251 Mobile Application Dev II	<u>2</u>	<u>3</u>	<u>3</u>
	2	3	3
<u>Total Required Minimum Semester Hours Credit</u>			<u>12</u>

 IT ±Computer Programming and Development
 (C25590PV)

Visual Basic Programming Certificate Program

	Course Hours Per Week		Semester Hours Credit
	Class	Lab	
FIRST SEMESTER (Fall)			
CIS-110 Introduction to Computers	2	2	3
CIS-115 Intro to Prog & Logic	2	3	3
CSC-139 Visual BASIC Programming	<u>2</u>	<u>3</u>	<u>3</u>
	6	8	9
SECOND SEMESTER (Spring)			
CSG-239 Advanced Visual BASIC Prog	<u>2</u>	<u>3</u>	<u>3</u>
	2	3	3
<u>Total Required Minimum Semester Hours Credit</u>			<u>12</u>

 IT ±Computer Programming and Development
 (C25590PW)

Web Programming Certificate Program

	Course Hours Per Week		Semester Hours Credit
	Class	Lab	
FIRST SEMESTER (Fall)			
CIS-115 Intro to Prog & Logic	2	3	3
WEB-3			

 APPLIED SCIENCE PROGRAMS

IT - Networking (A25590N)

Associate in Applied Science Degree Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
CTI-120	Network & Sec Foundation	2	2	3
ENG-111	Writing and Inquiry	3	0	3
NET-125	Introduction to Networks	1	4	3
NET-126	Routing Basics	1	4	3
SEC-110	Security Concepts	<u>2</u>	<u>2</u>	<u>3</u>
		9	14	16
SECOND SEMESTER (Spring)				
CIS-110	Introduction to Computers	2	2	3
CTI-110	Web, Pgm, & Db Foundations	2	2	3
ENG-112	Writing/Research in the Discor			
ENG-114	Prof Research and Reporting	3	0	3
NET-225	Routing & Switching I	1	4	3
NET-226	Routing and Switching II	<u>1</u>	<u>4</u>	<u>3</u>
		9	12	15
THIRD SEMESTER (Summer)				
MAT-121	Algebra/Trigonometry <u>or</u>			
MAT-143	Quantitative Literacy <u>or</u>			
MAT-171	Precalculus Algebra	***	***	3-4
NOS-120	Linux/UNIX Single User	2	2	3
NOS-230	Windows Administration I	<u>2</u>	<u>2</u>	<u>3</u>
		***	***	9-10
FOURTH SEMESTER (Fall)				
CET-111	Computer Upgrade/Repair I	2	3	3
CTS-115	Inf 10.32 re 143 4.584 0.47998 re			

 SANDHILLS COMMUNITY COLLEGE

CTI-240	Virtualization Admin I	1	4	3
CTI-241	Virtualization AdminII	1	4	3
SEC-160	Security Administration I	2	2	3
SEC-210	Intrusion Detection	2	2	3
WEB-110	Internet/Web Fundamentals	2	2	3
These three WBL courses count as ONE technical elective				
WBL-111	Work-Based Learning I	0	10	1
WBL-115	Work-Based Learning Seminar I	1	0	1
WBL-121	Work-Based Learning II	0		

ED SCIENCE PROGRAMS

Concepts	<u>2</u>	<u>2</u>	<u>3</u>
	9	12	15
(ing)			
Db Foundations	2	2	3
atching I	1	4	3
atching II	1	4	3
Administration I	<u>2</u>	<u>2</u>	<u>3</u>
	6	12	12
(er)			
ometry or			
literacy			
Algebra	***	***	3-4
ngle User	2	2	3
Administration I	<u>2</u>	<u>2</u>	<u>3</u>
	***	***	9-10
<u>Semester Hours Credit</u>			<u>36</u>

Networking (D25590NV)

Education Diploma Program

	Course Hours		Semester Hours Credit
	Per Week		
	Class	Lab	
Foundation	2	2	3
Concepts	1		

 SANDHILLS COMMUNITY COLLEGE

IT ±Networking (C25590NC)

Cisco Certificate Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
NET-125	Introduction to Networks	<u>1</u>	<u>4</u>	<u>3</u>
		1	4	3
SECOND SEMESTER (Spring)				
NET-126	Routing Basics	<u>1</u>	<u>4</u>	<u>3</u>
		1	4	3
THIRD SEMESTER (Fall)				
NET-225	Routing & Switching I	<u>1</u>	<u>4</u>	<u>3</u>
		1	4	3
FOURTH SEMESTER (Spring)				
NET-226	Routing & Switching II	<u>1</u>	<u>4</u>	<u>3</u>
		1	4	3
<u>Total Required Minimum Semester Hours Credit</u>				<u>12</u>

IT ±Networking (C25590NF)

Forensics Certificate Program

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
FIRST SEMESTER (Fall)				
CET-150	Computer Forensics I	2	3	3
CTI-120	Network & Sec FS ter 432 0.06 Tr			

Turfgrass Management Technology A program that focuses on turfgrasses and related groundcover plants and related groundcover plants and related groundcover plants

APPLIED SCIENCE PROGRAMS

LSG-231	Landscape Supervision	2	6	4
WBL-121	Work-Based Learning II	<u>0</u>	<u>10</u>	<u>1</u>
		10	25	17
FIFTH SEMESTER (Spring)				
LSG-244	Advanced Issues/LSG			

25C

SANDHILLS COMMUNITY COLLEGE

HOR-161	Plant Materials II	2	2	3
LSG-122	Spring Gardening Lab	<u>0</u>	<u>6</u>	<u>2</u>
		4	10	8
<u>Total Required Minimum Semester Hours Credit</u>				<u>16</u>

Landscape Gardening (C15260C)

Landscape Construction Certificate Program

Course Hours	Semester	
Per Week	Hours	
Class	Lab	Credit

Medical Laboratory Technology

The Medical Laboratory Technology curriculum prepares individuals to perform clinical laboratory procedures in chemistry, hematology, microbiology, and immunohematology that may be used in the maintenance of health and diagnosis/treatment of disease.

Course work emphasizes mathematical and scientific concepts related to specimen collection, laboratory testing procedures, quality assurance and reporting/recording and interpreting findings involving tissues, blood, and body fluids.

Graduates may be eligible to take the examination given by the Board of Certification of the American Society of Clinical Pathology. Employment opportunities include laboratories in hospitals, medical offices, industry, and research facilities.

Because the use of computers is integral to this curriculum, some courses are delivered in an online and hybrid format.

The MLT program is accredited by the:
National Accrediting Agency for Clinical Laboratory Sciences
5600 N. River Rd. Suite 720
Rosemont, IL 60018

 SANDHILLS COMMUNITY COLLEGE

ENG-111	Writing and Inquiry	3	0	0	3
MLT-120	Hematology/Hemostasis	3	3	0	4
MLT-130	Clinical Chemistry	3	3	0	4
MLT-240	Special Clin Microbiology	<u>2</u>	<u>3</u>	<u>0</u>	<u>3</u>
		15	11	0	19
THIRD SEMESTER (Summer)					
MLT-111	Urinalysis & Body Fluids	1	3	0	2
MLT-127	Transfusion Medicine	2	3	0	3
***	Humanities/Fine Arts Elective				

APPLIED SCIENCE PROGRAMS

Medical Office Administration - General (A25310G)

Associate in Applied Science Degree Program

	Course Hours		Semester Hours Credit
	Per Week		
	Class	Lab	
FIRST SEMESTER (Fall)			

SANDHILLS COMMUNITY COLLEGE

ACC-150	Accounting Software Appl	1	3	2
BUS-121	Business Math	2	2	3
BUS-153	Human Resource Management	3	0	3
BUS-260	Business Communication	3	0	3
OST-184				

 SANDHILLS COMMUNITY COLLEGE

***	Social/Behavioral Science Elective	<u>3</u>	<u>0</u>	<u>3</u>
		14	2	15
<u>Total Required Minimum Semester Hours Credit</u>				<u>72</u>

Medical Office Administration (C25310C)

Medical Coding and Billing Certificate

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
MED-121	Medical Terminology I	<u>3</u>	<u>0</u>	<u>3</u>
		3	0	3
SECOND SEMESTER (Spring)				
MED-122	Medical Terminology II	3	0	3
OST-148	Med Ins & Billing	<u>3</u>	<u>0</u>	<u>3</u>
		6	0	6
THIRD SEMESTER (Summer)				
OST-247	Procedure Coding	2	2	3
OST-248	Diagnostic Coding	<u>2</u>	<u>2</u>	<u>3</u>
		4	4	6
<u>Total Required Minimum Semester Hours Credit</u>				<u>15</u>

Nurse Aide

The Nurse Aide curriculum1 996437 ET Q q 0.0000060p 0 G0 g 0 G [(T)-15(h)6(e)5

NUR-211	HealthCare Concepts	<u>3</u>	<u>0</u>	<u>6</u>	<u>5</u>
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 SANDHILLS COMMUNITY COLLEGE

BAF-110	Principles of Banking	3	0	3
BUS-115	Business Law I	3	0	3
BUS-121	Business Math	2	2	3
BUS-153	Human Resource Management	3	0	3
BUS-225	Business Finance	2	2	3
BUS-255	Org Behavior in Business	3	0	3
BUS-260	Business Communication	3	0	3
OST-233	Office Publications Design	2	2	3

Office Administration ~~±~~Customer Service Representative
(A25370C)

Associate in Applied Science Degree Program

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIRST SEMESTER (Fall)				
ACA-115	Success & Study Skills	0	2	1
ACC-115	College Accounting			
ACC-120	Prin of Financial Accounting	3	2	4

 APPLIED SCIENCE PROGRAMS

OST-286	Professional Development	3	0	3
OST-289	Office Admin Capstone	2	2	3
***	Technical Elective	***	***	2-3
***	Technical Elective	***	***	<u>3-4</u>
		***	***	13-15
<u>Total Required Minimum Semester Hours Credit</u>				<u>66</u>

Technical Electives:

SANDHILLS COMMUNITY COLLEGE

BUS-115	Business Law I	3	0	3
OST-155				

 APPLIED SCIENCE PROGRAMS

OST-184	Records Management	2	2	3
***	Social/Behavioral Science Elective	<u>3</u>	<u>0</u>	<u>3</u>
		13	4	15
THIRD SEMESTER (Summe()] 36(72.024 533				

COM-120 Intro to Interpersonal Com

 APPLIED SCIENCE PROGRAMS

Joint Review Committee on Education in Radiologic Technology
 20 N. Wacker Drive, Suite 2850
 Chicago, IL 60606-3182
 Phone 312-704-5300 Fax 312-704-5304
 E-Mail: mail@jrcert.org Website www.jrcert.org

Radiography (A45700)

Associate in Applied Science Degree Program

	Course Hours Per			Semester Hours Credit
	Week			
	Clas	Lab	Clinical	
FIRST SEMESTER (Fall)				

APPLIED SCIENCE PROGRAMS

CHM-151	General Chemistry I	3	3	0	4
ENG-111	Writing and Inquiry	3	0	0	3
RCP-110	Intro to Respiratory Care	3	3	0	4
RCP-114	C-P Anatomy & Physiology	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
		15	11	0	19
SECOND SEMESTER (Spring)					
BIO-166	Anatomy & Physiology II	3	3	0	4
CHM-152	General Chemistry II	3	3	0	4

 APPLIED SCIENCE PROGRAMS

CSC-153	C# Programming	2	3	3
CSC-253	Advanced C# Programming	2	3	3
SGD-113	SGD Programming	2	3	3
SGD-213	SG Programming II	2	3	3
SGD-285	SG Software Engineering	2	3	3
Physical Methods Electives:				
PHY-110	Conceptual Physics and	3	0	3
PHY-110A	Conceptual Physics Lab	0	1	1
PHY-131	Physics Mechanics	3	2	4
PHY-151	College Physics I	3	2	4
Technical Electives:(must choose 4 courses)				
DBA-110	Database Concepts	2	3	3
DBA-120	Database Programming I	2	2	3
DFT-170	Engineering Graphics	2	2	3
DME-110	Intro to Digital Media	2	2	3
DME-120	Intro to Multimedia Appl	2	2	3
DME-130	Digital Animation I	2	2	3
NET-125	Introduction to Networks	1	4	3
SGD-159	SGD Production Management	3	0	3
SGD-163	SG Documentation	3	0	3
SGD-167	SG Ethics	3	0	3

Simulation & Gaming (C25450)

Certificate Program

		Course Hours		Semester Hours Credit
		Per Week	Lab	
FIRST SEMESTER (Fall)				
SGD-111	Introduction to SGD	2	3	3
SGD-112	SGD Design	<u>2</u>	<u>3</u>	<u>3</u>
		4	6	6
SECOND SEMESTER (Spring)				
SGD-113				

Employment opportunities include lab/delivery/emergency departments,

 APPLIED SCIENCE PROGRAMS

FOURTH SEMESTER (Fall)

ENG-112	Writing/Research in the Discor				
ENG-114	Prof Research & Reporting	3	0	0	3
COM-231	Public Speaking	3	0	0	3
SUR-211	Adv Theoretical Concepts	2	0	0	2
***	Natural Sciences/Math Elective	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
		11	0	0	11

FIFTH SEMESTER (Spring)

BUS-137	Principles of Management	3	0	0	3
BUS-255	Org Behavior in Business				
BUS-230	Small Business Management	3	0	0	3
SUR-210	Adv SUR Clinical Practice	0	0	6	2
***	Humanities/Fine Arts Elective	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
		9	0	6	11

Total Required Minimum Semester Hours Credit 70

Surgical Technology(D45740)

Diploma Program

		Course Hours Per Week			Semester
		Class	Lab	Clinical	Hours
					Credit
FIRST SEMESTER (Fall)					
ACA-115	Success & Study Skills	0	2	0	1
BIO-163	Basic Anat & Physiology				
BIO-165	Anatomy and Physiology I	***	***	0	4-5
SUR-110	Intro to Surg Tech	3	0	0	3
SUR-111	PeriopPatientCare	5	6	0	7
***	PSY/SOC Elective	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
		***	***	0	18-19
SECOND SEMESTER (Spring)					
BIO-166	Anatomy and Physiology II (if BIO-165 s4 G [(if)11()-2(E				

Therapeutic Massage

The Therapeutic Massage Curriculum prepares graduates to work in direct client care settings to provide manipulation, methodical pressure, friction and kneading of the body for maintaining wellness or treating alterations in wellness throughout the lifespan.

APPLIED SCIENCE PROGRAMS

MTH-130	Therapeutic Massage Mgmt	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>
		7	0	0	7
FOURTH SEMESTER (Fall)					
BUS-230	Small Business Management	3	0	0	3
MTH 210	Adv Skills of Massage	4	9	3	8

GENERAL DEGREE PROGRAM

Sandhills Community College offers general associate degree programs, the Associate in General Education and the Associate in General Education Nursing. These programs are redesigned for students who wish to earn a two year associate degree and choose courses related to their personal or occupational interests.

Associate in General Education

The Associate in General Education degree is designed for the academic enrichment of students who wish to broaden their education, with emphasis on personal interest, growth and development.

Course work includes study in the areas of humanities and fine arts, social and behavioral sciences, natural sciences and mathematics, and English composition. Opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and the basic use of computers will be provided.

Through these skills, students will have a sound base for lifelong learning. Graduates are prepared for advancements within their fields of interest and become better qualified for a wide range of employment opportunities.

Although Associate in General Education is not a transfer degree, students

who decide to continue their studies at a senior in 7 0 4 f q 0.000006437 0 432 648 re V

 GENERAL DEGREE PROGRAMS

Natural Sciences.....	16
Take all of the following approved general education courses:	
Biology (BIO-165, 166, 275)	
Select one sequence from the following approved general education courses:	
Chemistry (CHM151)	
Chemistry (CHM130 and 130A)	
Mathematics.....	

COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

Career and College Promise provides a focused means for students to begin completion of college transfer credits or career training prior to their graduation from high school. Courses under Career and College Promise are offered to high school students with no charge for tuition.

Eligible high school students may earn:

- x College credit, which is completely transferrable to all UNC System Institutions, as well as many private schools and other state universities and colleges.
- x College credit toward a credential, certificate or diploma in a technical career.
- x Workforce Continuing Education credit toward an industry recognized credential or certification.
- x A high school diploma and two years of college credit in four to five years through innovative cooperative high schools (Hoke County students only).

Upon meeting eligibility requirements, students may enroll in a college transfer pathway, a career technical pathway, a Workforce Continuing Education pathway or the SandHoke Early College (Hoke County students only).

Students may be concurrently enrolled in two pathways as follows

- x Two career technical pathways,
- x Two Workforce Continuing Education pathways,
- x One career technical pathway and one Workforce Continuing Education pathway,
- x One college transfer pathway (if eligible) and career technical pathway,
- x One college transfer pathway (if eligible) and one Workforce Continuing Education pathway.

Students must maintain a 2.0 grade point average in college courses to participate in the program.

College Transfer Pathways

Students may earn college transfer credits toward 35 hours of college credit through

COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

HIS-111 World Civilizations I (3 SHC)

HIS-112 World Civilizations II

COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

who holds a current unrestricted license as a Registered Nurse in North Carolina will have fulfilled the UNC institutions lower division general education requirements as well as nursing program entry requirements. However, because nursing program admissions are competitive, no student is guaranteed admission to the program of his or her choice.

GENERAL EDUCATION (23 SHC)23

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC) component of the Comprehensive Articulation Agreement.

English Composition (6 SHC).....6

The following English composition course is required:

ENG-111 Writing and Inquiry (3 SHC)

Select one English composition course from the following:

ENG-112 Writing/Research in the Disc (3 SHC)

ENG-114 Prof Research & Reporting (3 SHC)

Humanities/Fine Arts/Communication (3 SHC).....3

Select one course from the following:

ART-111 Art Appreciation (3 SHC)

ART-

TOTAL SEMESTER HOURS CREDIT (SHC) IN PATHWAY24

Career & College Promise College Transfer Pathway
Leading to the Associate in Science (P1042C)

The CCP College Transfer Pathway Leading to the Associate in Science is designed for high school juniors and seniors who will begin study toward the Associate in Science degree and a baccalaureate degree in a STEM or technical major. Students must complete the minimum course requirements in all areas prior to enrolling in additional courses even if they are listed as options within the pathway.

GENERAL EDUCATION (34 SHC).....34

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC).

English Composition (6 SHC).....6

The following two English Composition courses are required:

- ENG-111 Writing and Inquiry (3 SHC)
- ENG-112 Writing/Research in the Disciplines (3 SHC)

Humanities/Fine Arts/Communication (6 SHC).....6

Select two courses from the following from at least two different disciplines:

- ART-111 Art Appreciation (3 SHC)
- ART-114 Art History Survey I (3 SHC)
- ART-115 Art History Survey II (3 SHC)
- COM-120 Intro to Interpersonal Com (3 SHC)
- COM-231 Public Speaking (3 SHC)
- DRA-111 Theatre Appreciation (3 SHC)
- ENG-231 American Literature (3 SHC)
- ENG-232 American Literature I (3 SHC)
- ENG-241 British Literature I (3 SHC)
- ENG-242 British Literature II (3 SHC)
- MUS-110 Music Appreciation (3 SHC)
- MUS-112 Introduction to Jazz (3 SHC)
- PHI-215 Philosophical Issues (3 SHC)
- PHI-240 Introduction to Ethics (3 SHC)

Social/Behavioral Sciences (6 SHC).....6

Select two courses from the following from at least two different disciplines:

- ECO-251 Principles of Microeconomics (3 SHC)
- ECO-252 Principles of Macroeconomics (3 SHC)
- HIS-111 World Civilizations I (3 SHC)
- HIS-112 World Civilizations II (3 SHC)
- HIS-131 American History I (3 SHC)

ENG-112 Writing/Research in the Disc (3 SHC)

Humanities/Fine Arts/Communication (3 SHC).....3

Select one courses from the following:

ART-111 Art Appreciation (3 SHC)

ART-114 Art History Survey I (3 SHC)

ART-115 Art History Survey II (3 SHC)

COM-

 COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

TOTAL SEMESTER HOURS CREDIT (SHC) IN PATHWAY40

**Career & College Promise College Transfer Pathway
Leading to the Associate in Fine Arts in Visual Arts
(P1062C)**

The CCP College Transfer Pathway Leading to the Associate in Fine Arts in Visual Arts is designed for high school juniors and seniors who wish to begin study toward the Associate in Fine Arts in Visual Arts and a baccalaureate degree in Fine Arts.

GENERAL EDUCATION (25 -26 SHC).....25

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC) of the Comprehensive Articulation Agreement.

English Composition (6 SHC).....6

The following two English Composition courses are required:

ENG-111 Writing and Inquiry (3 SHC)

ENG-112 Writing/Research in the Disc (3 SHC)

Communication and Humanities/Fine Arts (6 SHC).....6

Select two courses from two different disciplines:

ART-111 Art Appreciation (3 SHC)

COM-120 Intro to Interpersonal Com (3 SHC)

COM-231 Public Speaking (3 SHC)

DRA-111 Theatre Appreciation (3 SHC)

ENG-231 American Literature I (3 SHC)

ENG-232 American Literature II (3 SHC)

ENG-241 British Literature I (3 SHC)

ENG-242 British Literature II (3 SHC)

MUS-110 Music Appreciation (3 SHC)

MUS-112 Introduction to Jazz (3 SHC)

PHI-215 Philosophical Issues (3 SHC)

PHI-240 Introduction to Ethics (3 SHC)

Social/Behavioral Sciences (6 SHC).....6

Select two courses from two different disciplines:

ECO-251 Principles of Microeconomics (3 SHC)

ECO-252 Principles of Macroeconomics (3 SHC)

HIS-111 World Civilizations I (3 SHC)

HIS-112 World Civilizations II (3 SHC)

HIS-131 American History I (3 SHC)

HIS-132 American History II (3 SHC)

POL-120 American Government (3 SHC)

PSY-150 General Psychology (3 SHC)

SOG-210 Introduction to Sociology (3 SHC)

Math (3-4 SHC).....3
 Select one course from the following:
 MAT-143 Quantitative Literacy (3 SHC)
 MAT-152 Statistical Methods I (4 SHC)
 MAT-171 Precalculus/Algebra (4 SHC)
 MAT-271 Calculus I (4 SHC)

Natural Sciences (4 SHC).....4
 Select 4 SHC from the following course(s):
 AST-111 Descriptive Astronomy (3 SHC) and AST-111A
 Descriptive Astronomy Lab (1 SHC)
 BIO-110 Principles of Biology (4 SHC)
 BIO-111 General Biology I (4 SHC)
 CHM-151 General Chemistry I (4 SHC)
 GEL-111 Introductory Geology (4 SHC)
 PHY-110 Conceptual Physics (3 SHC) and PHY-110A
 Conceptual Physics Lab (1 SHC)

OTHER REQUIRED HOURS 7

Academic Transition (1 SHC)..... 1
 The following course is required:
 ACA-122 College Transfer Success (1 SHC)

Art (6 SHC)..... 6
 The following two courses are required:
 ART-121 Two-Dimensional Design (3 SHC)
 ART-131 Drawing I (3 SHC)

TOTAL SEMESTER HOURS CREDIT (SHC) IN PATHWAY32

**Career & College Promise College Transfer Pathway
 Leading to the Associate in Fine Arts in Music (P1072C)**

The CCP College Transfer Pathway Leading to the Associate in Fine Arts in Music is des

COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

OTHER REQUIRED HOURS 7

Academic Transition (1 SHC)..... 1

The following course is required:

ACA-122 College Transfer Success (1 SHC)

Music (4 SHC)4

The following courses are required:

MUS-111 Fundamentals of Music (3 SHC)

MUS-151 Class Music I (1 SHC)

Ensemble (2 SHC).....2

Select 2 SHC from the following:

MUS-131 Chorus I (1 SHC)

MUS-132 Chorus II (1 SHC)

MUS-133 Band I (1 SHC)

MUS-134 Band II (1 SHC)

MUS-135 Jazz Ensemble I (1 SHC)

MUS-136 Jazz Ensemble II (1 SHC)

MUS-137 Orchestra I (1 SHC)

MUS-138 Orchestra II (1 SHC)

MUS-141 Ensemble I (1 SHC)

MUS-142 Ensemble II (1 SHC)

TOTAL SEMESTER HOURS CREDIT (SHC) IN PATHWAY32

**Career & College Promise College Transfer Pathway
Leading to the Associate in Fine Arts in Theatre (P1082C)**

Starting Fall 2020 Pending Budget Considerations

The CCP College Transfer Pathway Leading to the Associate in Fine Arts in Theatre is designed for students who wish to begin study toward the Associate in Fine Arts in Theatre and a baccalaureate degree in Fine Arts Theatre

GENERAL EDUCATION (25 -26 SHC).....

 COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

Communication

COM-120 Intro Interpersonal Com (3 SHC)

COM-231 Public Speaking (3 SHC)

Humanities/Fine Arts

ART-111 Art Appreciation (3 SHC)

ART-114 Art History Survey I (3 SHC)

ART-115 Art History Survey II (3 SHC)

DRA-111 Theater Appreciation (3 SHC)

ENG-231 American Literature I (3 SHC)

ENG-232 American Literature II (3 SHC)

ENG-241 British Literature I (3 SHC)

ENG-242 British Literature II (3 SHC)

MUS-110 Music Appreciation (3 SHC)

MUS-112 Introduction to Jazz (3 SHC)

PHI-215 Philosophical Issues (3 SHC)

PHI-240 Introduction to Ethics (3 SHC)

Social/Behavioral Sciences (6 SHC).....6

Select two courses from two different disciplines:

ECO-251 Principles of Microeconomics (3 SHC)

ECO-252 Principles of Macroeconomics (3 SHC)

HIS-111 World Civilizations I (3 SHC)

HIS-112 World Civilizations II (3 SHC)

HIS-131 American History I (3 SHC)

HIS-132 American History II (3 SHC)

POL-120 American Government (3 SHC)

PSY-150 General Psychology (3 SHC)

SOG-210 Introduction to Sociology (3 SHC)

Math (3-4 SHC).....3

Select one course from the following:

MAT-

OTHER REQUIRED HOURS 7

Academic Transition (1 SHC)..... 1

The follo

 COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

BUS-153	Human Resource Management	<u>3</u>	<u>0</u>	<u>3</u>
<u>Total Required Minimum Semester Hours Credit</u>				<u>15</u>

Automotive Systems Technology±C-Tech (C60160H2)

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
AUT-141	Suspension & Steering Sys	2	3	3
AUT-141A	Suspension & Steering Lab	0	3	1
AUT-151	Brake Systems	2	3	3
AUT-151A	Brake Systems Lab	0	3	1
TRN-110	Intro to Transport Tech	1	2	2
TRN-140	Transp Climate Control	1	2	2
TRN-140A	Transp Climate Cont Lab	1	2	2
<u>Total Required Minimum Semester Hours Credit</u>				<u>14</u>

Aviation ±Aviation Management(C60180HS)

		Course Hours		Semester
		Per Week		Hours
		Class	Lab	Credit
AER-110	Air Navigation	2	2	3
AER-111	Aviation Meteorology	3	0	3
AER-112	Aviation Laws and FARs	2	0	2
AER-113	History of Aviation	2	0	2
AER-114	Aviation Management	3	0	3
BUS-137	Principles of Management	3		

 SANDHILLS COMMUNITY COLLEGE

BPA-165	Hot and Cold Desserts	1	4	3
CUL-110	Sanitation & Safety	2	0	2
CUL-110A	Sanitation & Safety Lab	0	2	1
CUL-160	Baking I	1	4	3
<u>Total Required Minimum Semester Hours Credit</u>				<u>12</u>

Bookkeeping(C25800HS)

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
ACC-120	Prin of Financial Accounting	3	2	4
ACC-121	Prin of Managerial Accounting	3	2	4
ACC-140	Payroll Accounting	1	3	2
ACC-149	Intro to Acc Spreadsheets	1	3	2
ACC-180	Practices in Bookkeeping	3	0	3
<u>Total Required Minimum Semester Hours Credit</u>				<u>15</u>

Business Administration (C25120HS)

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
ACC-120	Prin of Financial Accounting	3	2	4
ACC-149	Intro to Accounting Spreadsheets	1	2	2
BUS-137	Principles of Management	3	0	3
BUS-148	Survey of Real Estate	3	0	3
CIS-110	Introduction to Computers	2	2	3
MKT-120	Principles of Marketing	3	0	3
<u>Total Required Minimum Semester Hours Credit</u>				<u>18</u>

Business Administration ±Entrepreneurship (C25120H3)

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
ACC-120	Prin of Financial Accounting	3	2	4
BUS-137T /F				

 COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

BUS-115	Business Law I	3	0	3
BUS-137	Principles of Management	3	0	3
HRM-220	Cost Control Food & Bev	3	0	3
HRM-275	Leadership Hospitality	3	0	3
MKT-120	Principles of Marketing	<u>3</u>	<u>0</u>	<u>3</u>
<u>Total Required Minimum Semester Hours Credit</u>				<u>18</u>

Civil Engineering Technology(C40140HS)

 Course Hours
 Per Week

Collision Repair and Refinishing Technology ±Non-
Structural Repair (C60130H3)

		Course Hours		Semester
		Per Week	Hours	
AUB-121	Non-	Class	Lab	Credit

 COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

Early Childhood Education ±Preschool (C55220HS)

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
EDU-119	Intro to Early Childhood Ed	4	0	4
EDU-131	Child, Family, & Commun	3	0	3
EDU-145	Child Development II	3	0	3
EDU-146	Child Guidance	3	0	3
EDU-153	Health, Safety & Nutrition	<u>3</u>	<u>0</u>	<u>3</u>
<u>Total Required Minimum Semester Hours Credit</u>				<u>16</u>

Emergency Medical Science ±EMT (C45340HS)

		Course Hours Per Week			Semester Hours Credit
		Class	Lab	Clinical	
EMS-110	EMT	6	6	3	9
BIO-165	Anatomy and Physiology I	3	3	0	4
BIO-166	Anatomy and Physiology II	<u>3</u>	<u>3</u>	<u>0</u>	<u>4</u>
<u>Total Required Minimum Semester Hours Credit</u>				<u>17</u>	

Fire Protection (C55240HS)

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
FIP-120	Intro to Fire Protection	3	0	3
FIP-124	Fire Prevention & Public Ed	3	0	3
FIP-132	Building Construction	3	0	3
FIP-152	Fire Protection Law	<u>3</u>	<u>0</u>	<u>3</u>
<u>Total Required Minimum Semester Hours Credit</u>				<u>12</u>

Geomatics Technology (C40420HS)

		Course Hours Per Week		Semester Hours Credit
		Class	Lab	
BPR-130	Print Reading Construction	3	0	3
CEG-111	Intro to GIS and GNSS	2	4	4
CEG-115	Intro to Tech & Sustainability	2	3	3
CEG-115A	Intro to Tech & Sustainability Lab	0	3	1
EGR-120	Eng and Design Graphics	2	2	3
SRV-110	Surveying I	<u>2</u>	<u>6</u>	<u>4</u>
<u>Total Required Minimum Semester Hours Credit</u>				<u>18</u>

Health and Fitness Science (C45630HS)

Course Hours

 COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

 IT ±Computer Programming and Development±Visual
 BASIC (C25590H3)

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
CIS-110	Introduction to Computers	2	2	3
CIS-115	Intro to Prog & Logic	2	3	3
CSC-139	Visual BASIC Programming	2	3	3
CSG-239	Advanced Visual BASIC Prog	2	3	3
MAT-121	Algebra/Trigonometry	2	2	3
Total Requs.38 024 645.15 270.79 14.424 re W* n BT4 10.44 re				

Medical Laboratory Technology (C45420HS)

		Course Hours		Semester Hours Credit
		Per Week		
		Class	Lab	
ACA-115	Success and Study Skills	0	2	1
BIO-163	Basic Anat & Physiology	4	2	5
CHM-130	Gen, Org, & Biochemistry	3	0	3
CHM-130A	Gen, Org, & Biochem Lab	0	2	1
MED-120	Survey of Medical Terminology	2		

Simulation and Gaming (C25450HS)

(some mature content)

Course Hours Per Week	Semester Hours
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**WORKFORCE CONTINUING EDUCATION
(WCE) CAREER CREDIT**

The Workforce Continuing Education Division

Fees

The NC Legislature establishes all fees charged except for supporting classes. Fees vary according to specific programs (Continuing Education, College and Career Readiness, Career Development (for those students who qualify), and most small business seminars are offered to students at no cost. Registration fees for occupational classes are determined by the legislature. & O D V V H V G H V V X S D R W H Q U I E O V H I O Registration fees. All registration fees are advertised in netprinted class schedules. A \$5.00 technology fee is charged for some classes

A full refund can be made if the class is canceled by the College or if the student requests the refund before the class starts. After the class begins, 75% of the registration fee can be refunded if requested by the 10% attendance point.

Continuing Education students with any outstanding balance may still enroll

WORKFORCE CONTINUING EDUCATION (WCE) PROGRAMS (CAREER CREDIT)

Advanced Manufacturing

The Advanced Manufacturing Program provides training for students seeking to learn new job skills in the construction and industrial trade. Included are National Center for Construction Education and Research (NCCER) certification programs in electrical and welding as well as training in the Manufacturing Skills Standards Council (MSSC) and the Certified Production Technician (CPT) certification program. Additional certification preparation programs are provided in the programmable logics, industrial electronics and manual and CNC machining fields. Training is provided at both the Palmer Advanced Manufacturing Center on the main campus and the Hoke Trades Center at the Hoke Center. The program provides employment preparation and job opportunity identification for the students.

Business and Industry Support Customized Training Program

The Customized Training Program, part of the Business and Industry Support initiative, administers the North Carolina Community College System Customized Training Program for its service area. This program provides training at no cost to qualifying companies new to the service area or those companies expanding their employment base by implementing new technology, or enhancing the skills of their current workforce to increase their productivity. (Development of a customized training program specific to the needs of the company. This program is then funded by the North Carolina Community College Customized Training Program and implemented by the Center and the company.)

Career Development Program

The Career Development Program provides skill assessment services, employability skills training, and career development counseling to unemployed and underemployed adults hoping to advance their careers. Services and training are designed to assess individuals

Career Readiness Assessment Center

Sandhills Community College has been designated a Career Readiness Assessment Center by the North Carolina Commu

WORKFORCE CONTINUING EDUCATION PROGRAMS

Support. Specialized lifesaving programs are offered to the general public and on site for business and industry.

Law Enforcement Training

The College provides upgrade and certification training programs for law enforcement and corrections personnel. Emphasis is placed on officer skills and duties necessary to enhance job performance and courses required for continued certification in these careers. Special law enforcement topic classes

 WORKFORCE CONTINUING EDUCATION PROGRAMS

Those completing the program are awarded the Dedman Fellow in Leadership from the Sandhills Community College Division of Continuing Education. Participation in the program is made possible through scholarships underwritten by the Robert Dedman Permanent Endowment to Benefit Sandhills Community College, an endowment created by the late Robert H. Dedman to support programs at Sandhills.

Personal Enrichment

The Center for Creative Living and the Lifelong Learning Institute, both part of the C. Harlan McCaskill Center, facilitate the learning and participation of individuals in the region. Short-term courses are offered throughout the year allowing participants to strengthen proficiencies; experience cultural, personal, or academic enrichment; and investigate new curiosities promoting self-expansion and lifelong learning. Course topics and offerings range from academics such as foreign languages, art history or debates on issues regarding our current legal processes to developing cultural and personal enrichment through healthy living, art, music, or literature, gardening and green living.

College for Kids

College for Kids is a series of exciting summer enrichment and educational programs for students ages 8-14. Programs 291(ag)4(e)-13(s)t75 Tm

CURRICULUM COURSE DESCRIPTIONS

How to Read the Course Description

Each course description begins with a three-letter prefix and a three-digit number that indicate the curriculum and the level of the course. Courses that prepare a student for college-level work are indicated by numbers ranging from 002-098. These courses do not satisfy the requirements for degrees, diplomas, or certificates. Freshman-level University Studies courses, senior college and university transfer, and Applied Science 35.62 471.58 Tm 0 g 0 G [(s)3(e)-

 CURRICULUM COURSE DESCRIPTIONS

- x Lecture Hours: Credit of one semester hour is awarded for each 16 hours of class work or other classroom instruction. Class work is under the supervision of an instructor.
- x Experiential Lab Hours: Credit of one semester hour is awarded for each 32 hours of experiential laboratory work. Experiential laboratory work means instruction given to a student by an instructor to increase the student's knowledge and skills without immediate student application.
- x Faculty Directed Lab Hours: Credit of one semester hour is awarded for each 48 hours of faculty directed laboratory work. Faculty directed laboratory involves structured and coordinated demonstration by an instructor with immediate student application.
- x Clinical Practice Hours: Credit of one semester hour is awarded for each 48 hours of clinical practice. Clinical practice is a structured, faculty-directed learning experience in a nursing or health sciences program which develops job proficiency. Clinical practice requires significant preparation, coordination, and scheduling by the faculty and is under the supervision of an instructor or preceptor who is qualified for the particular program.
- x Work-Based Learning Hours: Credit of one semester hour is awarded for each 160 hours of work experience such as cooperative education courses. Work experience involves the development of job skills by providing the student with employment that is directly related to, and coordinated with, the educational program. Student activity in work experience is planned and coordinated by a college representative, and the employer is responsible for the control and supervision of the student on the job.
- x eLearning and Hybrid: eLearning (course delivery is 100% online) and hybrid courses (a portion of the course delivery is lecture or lab with the remaining required time to be in appropriate online activities) require that the amount of course time is equivalent to the face-to-face lecture, laboratory, clinical, and practicum courses.

Course Prerequisites and Corequisites

Some course prerequisites and corequisites are specified in the statewide Combined Course Library (CCL), others are specified as local (Sandhills

academic petition/course substitution, credit for college tech prep students, course requisites waiver, or credit for experiential learning.

BSP,ENG, and MAT Prerequisites	
To enroll in the courses in Column 1, you must also complete, have transfer for, or place out of the BSP,ENG, and MAT courses in Column 2 in addition to other course prerequisites U H T X L V L W H V O L V W H G L Q W K H '3	
ACC-120, 131	ENG-002or BSP4002andMAT-003or BSP4003
ANT-210, 220, 221, 240	ENG-002or BSP4002

 CURRICULUM COURSE DESCRIPTIONS

BSP,ENG, and MAT Prerequisites	
To enroll in the courses in Column 1, you must also complete, have transfer credit for, or place out of the BSP,ENG, and MAT courses in Column 2 in addition to other course prerequisites. U H T X L V L W H V O L V W H G L Q W K H '3	
HIS-111, 112, 21, 122, 131, 132,151, 221,236	ENG-002or BSP4002
HOR-112, 114,166	MAT-110, MAT-121, MAT-143, MAT-152, or MAT-171
HRM-220, 245	ENG-002or BSP4002
HUM-110,948 rJ ET	

NDHILLS COMMUNITY COLLEGE

SP, ENG, and MAT Prerequisites
es in Column 1, you must also complete, have transfer SP, ENG, and MAT courses in Column 2 in addition to ce U H T X L V L W H V O L V W H G L Q W K H '3
MAT-271
MAT-272
ENG-002 or BSP4002

 CURRICULUM COURSE DESCRIPTIONS

students should be able to analyze data, make appropriate computations, complete forms, and prepare accounting entries using appropriate technology. (2018FA)

ACC-149 Intro to Acc Spreadsheets 2 (1-3) FSSS

Prerequisites: ACC-115 or ACC-120

Corequisites: None

This course provides a working knowledge of computer spreadsheets and their use in accounting. Topics include programmed problems, model building problems, beginning level macros, graphics, and what analysis enhancements of template problems. Upon completion, students should be able to use a computer spreadsheet to complete many of the tasks required in accounting. (2018FA)

ACC-150 Accounting Software Appl 2 (1-3) S

Prerequisites: ACC-115 or ACC-120

Corequisites: None

This course introduces microcomputer applications related to accounting systems. Topics include general ledger, accounts receivable, accounts payable, inventory, payroll, and correcting, adjusting, and closing entries. Upon completion, students should be able to use a computer accounting package to accurately solve accounting problems. These concepts are taught using QuickBooks and hands on training that will provide students with practical experience take into the workplace. (2018FA)

ACC-151 Acct Spreadsheet Appl 2 (1-3) S

Prerequisites: ACC-149

Corequisites: None

This course is designed to facilitate the use of spreadsheet technology as applied to accounting principles. Emphasis is placed on using spreadsheet software as a problem solving and decision making tool. Upon completion, students should be able to demonstrate an understanding of the principles involved and display an analytical problemsolving ability for the topics covered. (2018 FA)

ACC-180 Practices in Bookkeeping 3 (3-0) S

Prerequisites: ACC-120

Corequisites: None

This course provides advanced instruction in bookkeeping and recording functions. Emphasis is placed on mastering adjusting entries, correction of errors, depreciation, payroll, and inventory. Upon completion, students should be able to conduct all key bookkeeping functions for small business. (2018 FA)

AER Aerospace and Flight Training

AER-110	Air Navigation	3 (2-2)	F
Prerequisites: None			
Corequisites: None			
This course covers the basic elements of air navigation, fundamental stage and dead reckoning, and the use of a plotter, computer, and aerial charts. Topics include pilotage, dead reckoning, radio navigation, LORAN, Global Positioning Systems, and the use of FAA publications. Upon completion, students should be able to interpret aeronautical charts and apply navigational principles. (1997 SU)			
AER-111	Aviation Meteorology	3 (3-0)	F
Prerequisites: None			
Corequisites: None			
This course covers the atmosphere, interpretation and measurement of meteorological elements, and the effects of such on aircraft operations and performance. Topics include heat exchanges in the atmosphere; temperature, pressure, stability, clouds, air masses, fronts, and thunderstorms; and the use and interpretation of weather data. Upon completion, students should be able to analyze weather data for flight planning and safe flying. (1997 SU)			
AER-112	Aviation Laws and FARs	2 (2-0)	S
Prerequisites: None			
Corequisites: None			
This course provides an in-depth study of the state, federal, and international regulations forming the structure of aviation law. Emphasis is placed on Federal Aviation Regulations Parts 61, 91, and 135 with additional emphasis on legal issues in aviation law. Upon completion, students should be able to apply legal principles and interpret federal air regulations. (1997 SU)			
AER-113	History of Aviation	2 (2-0)	S
Prerequisites: None			
Corequisites: None			
This course provides a historical survey of the efforts of man in flight. Topics include the development of aircraft, milestones in aviation, noted pioneers, and the socioeconomic impact of flight upon modern civilization. Upon completion, students should be able to demonstrate an understanding of the advancements that aviation has accrued for society and contemporary changes in aviation. (1997 SU)			
AER-114	Aviation Management	3 (3-0)	F
Prerequisites: BUS-137			
Corequisites: None			
This course covers operation of a flight department on an effective basis and analysis of profit and loss statements. Topics include flight operations costs, aircraft acquisition analysis and cost comparisons, costs versus revenue, and break points. Upon completion, students should be able to calculate cost of flight operations and apply monthly and annual budget analysis. (1997 SU)			

 CURRICULUM COURSE DESCRIPTIONS

AER-119	Aircraft Structures	2 (2-0)	AND
Prerequisites: None			
Corequisites: None			
This course introduces aircraft airframes and associated appliances. Emphasis is placed on strength of materials, aircraft standards, type certificate data sheets, basic airframe construction, and weight and balance fundamentals. Upon completion, students should be able to analyze strength of materials data and apply their analysis to semi monocoque, full cantilever, and truss type airframes.(1997 SU)			
AER-150	Private Pilot Flt Theory	3 (2-2)	F
Prerequisites: None			
Corequisites: None			
This course covers the aeronautical knowledge required to meet the Federal Aviation Administration regulations for private pilot certification. Topics include the principles of flight, the flight environment, basic aircraft systems and performance, basic meteorology and weather data interpretation, and FAA regulations. Upon completion, students should be able to demonstrate the competencies required for the FAA written examination for a private pilot certificate.(1997 SU)			
AER-151	Flight-Private Pilot	1 (0-3)	S
Prerequisites: None			
Corequisites: None			
This course provides the hands training needed to qualify for a Federal Aviation Administration private pilot certificate. Topics include flight maneuvers (ground procedures, takeoffs, climbs, level flight, turns, glides, stalls, slow flight, descents, slips, landings, emergency procedures) and cross country planning and navigation. Upon completion, students should be able to demonstrate the competencies required for the flight test practical exam for the private pilot certificate.(1997 SU)Instructional flight hours are accomplished through partnerships with the local flight schools.			
AER-160	Instrument Flight Theory	3 (2-2)	S
Prerequisites: AER-150			
Corequisites: None			
This course covers the required aeronautical knowledge of the Federal Aviation Administration Regulation Instrument Ground School. Topics include a study of instruments, systems, instrument flight charts, instrument flight planning, approach procedures, and the IFR regulations. Upon completion, students should be able to demonstrate the competencies required to complete the FAA written examination for an instrument rating.(1997 SU)			
AER-161	Flight-Instrument Pilot	2 (0-6)	F
Prerequisites: AER-151			
Corequisites: None			
This course covers instruction and training in instrument flight planning including IFR navigation, VOR, ILS, ADF, and compliance with ATC procedures. Emphasis is placed on approach and navigation procedures, including holding and missed approach.000 q 0.-382to()23(c)le co			

CURRICULUM COURSE DESCRIPTIONS

AER-213	Avionics	2 (2-0)	AND
Prerequisites:	None		
Corequisites:	None		

 CURRICULUM COURSE DESCRIPTIONS

ANT Anthropology

ANT-210 General Anthropology 3 (3-0) AND

Prerequisites: ENG-002 or BSP-4002

Corequisites: None

This course introduces the physical, archaeological, linguistic, and ethnological fields of anthropology. Topics include human origins, genetic variations, archaeology, linguistics, primatology, and contemporary cultures. Upon completion, students should be able to demonstrate an understanding of the four major fields of anthropology.

SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

ANT-220 Cultural Anthropology 3 (3-0) AND

Prerequisites: ENG-002 or BSP-4002

Corequisites: None

This course introduces the nature of human culture. Emphasis is placed on cultural theory, methods of fieldwork, and cross-cultural comparisons in the areas of ethnology, language, and the cultural past. Upon completion, students should be able to demonstrate an understanding of basic cultural processes and how cultural data are collected and analyzed.

(1997 SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

ANT-221 Comparative Cultures 3 (3-0) AND

Prerequisites: ENG-002 or BSP-4002

Corequisites: None

This course provides an ethnographic survey of societies around the world covering their distinctive cultural characteristics and how these relate to cultural change. Emphasis is placed on the similarities and differences in social institutions such as family, economics, politics, education, and religion. Upon completion, students should be able to demonstrate knowledge of a variety of cultural adaptive strategies.

SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

ANT-240 Archaeology 3 (3-0) AND

Prerequisites: ENG-002 or BSP-4002

Corequisites: None

This course introduces the scientific study of the unwritten record of the human past. Emphasis is placed on the process of human cultural evolution as revealed through archaeological methods of excavation and interpretation. Upon completion, students should be able to

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ARC Architecture

ARC-111	Intro to Arch Technology	3 (1-6)	F
Prerequisites:	None		
Corequisites:	None		

- | | | | |
|---------|--------------------------|---------|---|
| ART-122 | Three-Dimensional Design | 3 (0-6) | S |
|---------|--------------------------|---------|---|
- Prerequisites: None
Corequisites: None
- This course introduces basic studio problems in three-dimensional visual design. Emphasis is placed on the structural elements and organizational principles as applied to mass and space. Upon completion, students should be able to apply three dimensional design concepts. (2012SP) This course has been approved to satisfy the following requirement(s):
- x Premajor and/or Elective course for A.A.F.A. (visual arts) and A.S.
- | | | | |
|---------|-----------|---------|----|
| ART-131 | Drawing I | 3 (0-6) | FS |
|---------|-----------|---------|----|
- Prerequisites: None
Corequisites: None
- This course introduces the language of drawing and the use of various drawing materials. Emphasis is placed on drawing techniques, media, and graphic principles. Upon completion, students should be able to demonstrate competence in the use of graphic form and various drawing processes. (1997 SU) This course has been approved to satisfy the following requirement(s):
- x Premajor and/or Elective course for A.A., A.F.A. (visual arts) and A.S.
 - x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.
- | | | | |
|---------|------------|---------|----|
| ART-132 | Drawing II | 3 (0-6) | FS |
|---------|------------|---------|----|
- Prerequisites: ART-131
Corequisites: None
- This course continues instruction in the language of drawing and the use of various materials. Emphasis is placed on experimentation in the use of drawing techniques, media, and graphic materials. Upon completion, students should be able to demonstrate increased competence in the expressive use of graphic form and technique. (1997 SU) This course has been approved to satisfy the following requirement(s):
- x Premajor and/or Elective course for A.A. and A.S.
 - x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.
- | | | | |
|---------|------------------|---------|-----|
| ART-135 | Figure Drawing I | 3 (0-6) | AND |
|---------|------------------|---------|-----|
- Prerequisites: ART-131
Corequisites: None
- This course introduces rendering the human figure with various drawing materials. Emphasis is placed on the use of the visual elements, anatomy, and proportion in the representation of the draped and undraped figure. Upon completion, students should be able to demonstrate competence in drawing the human figure. (1999 FA) This course has been approved to satisfy the following requirement(s):
- x Premajor and/or Elective course for A.A. and A.S.
- | | | | |
|---------|------------------|---------|----|
| ART-171 | Digital Design I | 3 (0-6) | FS |
|---------|------------------|---------|----|
- Prerequisites: None
Corequisites: None
- This course is designed to introduce students to the elements and principles of design through the use of digital software. Emphasis is placed on developing composition and design skills using vector, raster, and time-based media. Upon completion, students should be able to identify and use tools in digital software, understand and utilize digital and artistic vocabulary, and employ the principles and elements of design to

 CURRICULUM COURSE DESCRIPTIONS

create artwork using digital means (2019 FA) This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.
- x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.

ART-214 Portfolio and Résumé 1 (0-2) S

Prerequisites: None

Corequisites: None

This course covers resume writing, interview skills, and the preparation and presentation of an art portfolio. Emphasis is placed on the preparation of a portfolio of original artwork, the preparation of a photographic portfolio, approaches to resume writing, and interview techniques. Upon completion, students should be able to photograph and present a digital portfolio and write an effective resume (2018 FA)

This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.

ART-231 Printmaking I 3 (0-6) S

Prerequisites: None

Corequisites: None

This course introduces printmaking: its history, development techniques, and processes. Emphasis is placed on basic applications with investigation into image source and development. Upon completion, students should be able to produce printed images utilizing a variety of methods (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.

ART-232 Printmaking II 3 (0-6) S

Prerequisites: ART-231

Corequisites: None

This course includes additional methods and printmaking processes. Emphasis is placed on the printed image as related to method, source, and concept. Upon completion, students should be able to produce expressive prints utilizing both traditional and innovative methods (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.

ART-240 Painting I 3 (0-6) FS

Prerequisites: None

Corequisites: None

This course introduces the language of painting and the use of various painting materials. Emphasis is placed on the understanding and use of various painting techniques, media, and color principles. Upon completion, students should be able to demonstrate competence in the use of creative processes directed toward the development of expressive form.

ART-241	Painting II	3 (0-6)	FS
Prerequisites: ART-240			
Corequisites: None			

This course provides a continuing investigation of the materials, processes, and techniques of painting. Emphasis is placed on the exploration of expressive content using a variety of creative processes. Upon completion, students should be able to demonstrate competence in the expanded use of form and variety. (109) This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.
- x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.

ART-264	Digital Photography I	3 (1-4)	F
Prerequisites: None			
Corequisites: None			

This course introduces digital photographic equipment, theory and processes. Emphasis is placed on camera operation, composition, computer photo manipulation and creative expression. Upon completion, students should be able to successfully expose, digital manipulate, and print a web conceived composition. (2016 FA) This course has been approved to satisfy the following requirement(s):

- x

AUB-121	Non-Structural Damage I	3 (1-4)	F
Prerequisites:	None		
Corequisites:	None		
This course introduces safety, tools, and the basic fundamentals of body repair. Topics include shop safety, damage analysis, tools and equipment, repair techniques, materials selection, materials usage, and other related topics. Upon completion, students should be able to identify and repair minor direct and indirect damage including removal/repairing/replacing of body panels to accepted standards (1997 SU)			
AUB-122	Non-Structural Damage II	4 (2-6)	S
Prerequisites:	None		
Corequisites:	None		
This course covers safety, tools, and advanced body repair. Topics include shop safety, damage analysis, tools and equipment, advanced repair techniques, materials selection, materials usage, movable glass, and other related topics. Upon completion, students should be able to identify and repair or replace direct and indirect damage to accepted standards including movable glass and hardware. (1997 SU)			
AUB-131	Structural Damage I	4 (2-4)	S
Prerequisites:	None		
Corequisites:	None		
This course introduces safety, equipment, structural damage analysis, and damage repairs. Topics include shop safety, design and construction, structural analysis measurement, equipment, structural glass, repair techniques, and other related topics. Upon completion, students should be able to analyze and perform repairs to a vehicle which has received light/moderate structural damage. (1997 SU)			
AUB-132	Structural Damage II	4 (2-6)	SS
Prerequisites:	AUB-131		
Corequisites:	None		
This course provides an in-depth study of structural damage analysis and repairs to vehicles that have received moderate to heavy structural damage. Topics include shop safety, structural analysis and measurement, equipment, structural glass, advanced repair techniques, structural component replacement and alignment, and other related topics. Upon completion, students should be able to analyze and perform repairs according to industry standards (1997 SU)			
AUB-136	Plastics & Adhesives	3 (1-4)	SS
Prerequisites:	None		
Corequisites:	None		
This course covers safety, plastic and adhesive identification, and the various repair methods of automotive plastic components. Topics include safety, identification, preparation, material selection, and the various repair procedures including refinishing. Upon completion, students should be able to identify, remove, repair, and/or replace automotive plastic components in accordance with industry standards. (1997 SU)			
AUB-162	Autobody Estimating	2 (1-2)	F
Prerequisites:	None		
Corequisites:	None		
This course provides a comprehensive study of autobody estimating. Topics include collision damage analysis, industry regulations, time and estimated time, and			

 CURRICULUM COURSE DESCRIPTIONS

AUT-151A Brakes Systems Lab 1 (0-3) S
 Prerequisites: TRN-110
 Corequisites: AUT-151

This course is an optional lab to be used as an alternative placement in meeting the NATEF standards for total hours. Topics include drum and disc brakes involving hydraulic, vacuum boost, hydroboost, electrically powered boost, and ABS, parking brake systems and emerging brake systems technologies. Upon completion, students should be able to diagnose, service, and repair various automotive braking systems (2007 FA)

AUT-163 Adv Auto Electricity 3 (2-3) FS
 Prerequisites: TRN-120
 Corequisites: None

This course covers electronic theory, wiring diagrams, test equipment, and diagnosis, repair, and replacement of electronics, lighting, gauges, horn, wiper, accessories, and body modules. Topics include networking and module communication, circuit construction, wiring diagrams, circuit testing, and troubleshooting. Upon completion, students should be able to properly use wiring diagrams, diagnose, test, and repair wiring, lighting, gauges, accessories, modules, and electronic controls (2013 FA)

AUT-181 Engine Performance 1 3 (2-3) FS
 Prerequisites: TRN-120
 Corequisites: None

This course covers the introduction, theory of operation, and basic diagnostic procedures required to restore engine performance to vehicles equipped with complex engine control systems. Topics include an overview of engine operation, ignition components and systems, fuel delivery, injection components and systems and emission control devices. Upon completion, students should be able to describe

AUT-231 Man Trans/Axles/Drtrains 3 (2-3) S
Prerequisites: TRN-110
Corequisites: None

This course covers the operation, diagnosis, and repair of manual transmissions/transaxles, clutches, driveshafts, axles, and final drives. Topics include theory of torque, power flow, and manual drive train service and repair using appropriate service information, tools, and equipment. Upon completion, students should be able to explain operational theory, diagnose and repair manual drive trains. (2008 SP)

BAF Banking and Finance

BAF-

 CURRICULUM COURSE DESCRIPTIONS

BAS-150 Intro to Analytical Program 3 (2-3) F

Prerequisites: None

Corequisites: None

This course introduces statistical software for analytics. Topics include utilization of analytical and statistical software packages for data management, data visualization, and exploratory data analysis. Upon completion, students should be able to use statistical programming tools to conduct descriptive analysis. (2015 FA)

BAS-220 Appl Analytical Program 3 (2-3) S

Prerequisites: BAS-150

Corequisites: None

This course covers applications of statistical software for data management and reporting. Topics include data management, data preprocessing, and modeling including linear and logistic regression analysis using programming tools. Upon

cellular levels. (2014 FA) This course has been approved to satisfy the following requirement(s):

- x UGETC course for A.A.A.F.A.,and A.S.
- x

 CURRICULUM COURSE DESCRIPTIONS

able to demonstrate knowledge and skills including microscopy, aseptic technique, staining, culture methods, and identification of microorganisms (2010 FA) This course has been approved to satisfy the following requirements:

- x Premajor and/or Elective course for A.A. and A.S.
- x Natural Science Gen. Ed. course for G.E.

BPA Baking and Pastry Arts

BPA-120	Petit Fours & Pastries	3 (1-4)	F
Prerequisites:	CUL-110, CUL-160		
Corequisites:	None		

This course introduces the basic principles of the

advanced piping skills. Upon completion, students should be able to design, create, finish and evaluate the quality of wedding and specialty cakes (2011 FA)

BPA-220 Confection Artistry 4 (1-6) S

Prerequisites: CUL-110, CUL-160, ENG-002 or BSP-4002

Corequisites: None

This course introduces the principles and techniques of decorative sugar work and confectionery candy. Topics include nougat, marzipan modeling, pastillage and cocoa painting, confection candy and a variety of sugar techniques including blown, spun, poured and pulled. Upon completion, students should be able to prepare edible centerpieces and confections to enhance dessert buffets and plate presentations. (2011 FA)

BPA-250 Dessert Bread Production 5 (1-8) F

Prerequisites: BPA-150, ENG-002 or BSP-4002

Corequisites: None

This course is designed to merge artistry and innovation with the practical baking and pastry techniques utilized in a production setting. Emphasis is placed on quantity bread and roll-in dough production, plating and platter presentations, seasonal/theme product utilization and cost effectiveness. Upon completion, students should be able to plan, prepare and evaluate breads and desserts within a commercial environment and determine production costs and selling price. (2012 SU)

BPA-260 Pastry & Baking Marketing 3 (2-2) S

Prerequisites: BPA-150, BPA-210

Corequisites: BPA-250

This course is designed to cover the marketing concepts and merchandising trends utilized in bakery and pastry operations. Emphasis is placed on planning, pricing products/strategies, resale and wholesale distribution methods, legal implications, and advertising techniques. Upon completion, students should be able to create a marketing plan that will serve as a basis for a capstone experience. (2011 FA)

BPR Blueprint Reading

BPR-111 Print Reading 2 (1-2) S

Prerequisites: None

Corequisites: None

This course introduces the basic principles of print reading. Topics include line types, orthographic projections, dimensioning methods, and notes. Upon completion,

CURRICULUM COURSE DESCRIPTIONS

self-destructive, communication patterns and healthy, non-destructive, positive communication patterns (1997 SU)

BUS-260	Business Communication	3 (3-0)	S
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Prerequisites:	ENG-111		
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Corequisites:	None		
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This course is designed to develop skills in writing business communications. Emphasis is placed on business reports, correspondence, and professional presentations. Upon completion, students should be able to communicate effectively in the work place(2014SP)

CCT Cyber Crime Technology

CCT-110	Intro to Cyber Crime	3 (3-0)	AND
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Prerequisites:	None		
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Corequisites:	None		
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 CURRICULUM COURSE DESCRIPTIONS

CEG-210	Construction Mtls & Methods	3 (2-3)	F
Prerequisites:	None		
Corequisites:	EGR-115		
<p>This course covers the behavior and properties of soil and cement, asphaltic concretes, and other construction materials, including construction methods and equipment. Topics include cementing agents, aggregates, water and admixture materials with their proportions, production, placement, consolidation, curing; and their inspection. Upon completion, students should be able to proportion Portland concrete mixes to attain predetermined strengths, perform standard control tests on Portland cement concrete, identify inspection criteria for concretes, identify construction equipment and applications.(2013 FA)</p>			
CEG-211	Hydrology & Erosion Control	3 (2-3)	F
Prerequisites:	MAT -121, MAT-171, MAT-003, or BSP4003		
Corequisites:	None		
<p>This course introduces basic engineering principles and characteristics of hydrology, erosion and sediment control. Topics include stormwater runoff, gravity pipe flow, open channel flow, low impact development (LID), erosion control devices and practices. Upon completion, students should be able to analyze and design gravitational drainage structures, identify LID and erosion control elements, and prepare a stormwater drainage plan.(2020 FA)</p>			
CEG-212	Intro to Environmental Tech	3 (2-3)	S
Prerequisites:	EGR-251		
Corequisites:	None		
<p>This course introduces basic engineering principles of fluids and water and wastewater technologies. Topics include fluid statics, fluid dynamics, flow measurement, the collection, treatment, and distribution of water and wastewater. Upon completion, students should be able to identify water and wastewater system elements, describe water and wastewater system processes and perform basic hydraulics and treatment computation.(2013 FA)</p>			
CEG-230	Subdivision Planning & Design	3 (1-6)	S
Prerequisites:	EGR-120, CEG-211, SRV111		
Corequisites:	None		
<p>This course covers the planning and design concepts related to subdivisions including analysis of development standards, engineering, and the creation of CAD drawings. Topics include applicable codes, lot creation, roadway system layout, stormwater drainage, low impact development (LID) concepts, and related topics. Upon completion, students should be able to prepare a set of subdivision plans.(2013 FA)</p>			
CEG-235	Project Management/Estimating	3 (2-3)	S
Prerequisites:	CEG-115, CIS-110, CIS-111, EGR-115, or EGR-125		
Corequisites:	None		
<p>This course covers planning and estimating practices which are applicable to the civil engineering and related construction industries. Emphasis is placed on construction project planning and management, material takeoff, labor and equipment requirements in accordance with industry formats, and other economic topics. Upon completion, students should be able to accurately complete material takeoff, prepare cost estimates, and prepare construction schedules.(2014 SU)</p>			

CURRICULUM COURSE DESCRIPTIONS

major organic and biological groups. Upon completion, students should be able to demonstrate an understanding of fundamental chemical concepts. This course is suitable for placement in the ADN program (1.997 SU). This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.
- x Natural Sciences Gen. Ed. course for A.A.S. and A.G.E.

CHM-130A Gen, Org, & BiochemLab

CHM -251 Organic Chemistry I 4 (3-3) F
Prerequisites: CHM -152, minimum grade C
Corequisites: None

This course provides a systematic study of the theories, principles, and techniques of organic chemistry. Topics include nomenclature, structure, properties, reactions, and mechanisms of hydrocarbons, alkyl halides, alcohols, and ethers; further topics include isomerization, stereochemistry, and spectroscopy. Upon completion, students should be able to demonstrate an understanding of the fundamental concepts of covered organic topics as needed in CHM-252. The laboratory work is designed to develop basic lab

CJC-110 Basic Law Enforcement BLET 20 (10:30) FS SS

Prerequisites: None

Corequisites: None

This course covers the basic skills and knowledge needed for entry-level employment as a law enforcement officer in North Carolina. Topics include those mandated by North Carolina Administration Code as essential for functioning in law enforcement. Upon completion, the student should be able to demonstrate competence in the topics required for the state comprehensive certification examination. This is a certificate

CURRICULUM COURSE DESCRIPTIONS

CJC-222 Criminalistics 3 (3-0) S
Prerequisites: None
Corequisites: None

This course covers the functions of the forensic laboratory and its relationship to successful criminal investigations and prosecutions. Topics include advanced crime scene processing, investigative techniques, current forensic technologies, and other related topics. Upon completion, students should be able to:

CJC-244 Footwear and Tire Imprint 3 (2-3) S

Prerequisites: None

Corequisites: None

This course provides a study of the fundamental concepts of footwear and tire imprint evidence as related to forensic science. Topics include proper photographic recording, casting, recognition of wear patterns and imprint identification. Upon completion, the

 CURRICULUM COURSE DESCRIPTIONS

Upon completion, students should be able to demonstrate interpersonal communication skills, apply basic principles of group discussion, and manage conflict in interpersonal communication situations (2007 FA) This course has been approved to satisfy the following requirement(s):

- x UGETC course for A.A. and A.S.
- x Communication course for A.A.S. and A.G.E.

COM-140 Intro Intercultural Com 3 (3-0) F

Prerequisites: None

Corequisites: None

This course introduces techniques of cultural research, definitions, functions, characteristics, and impacts of cultural differences in public address. Emphasis is placed on how diverse backgrounds influence the communication act and how cultural perceptions and experiences determine how one sends and receives messages. Upon completion, students should be able to demonstrate an understanding of the principles and skills needed to become effective in communicating outside's primary culture.

(2009 SP) This course has been approved to satisfy the following requirement(s):

- x Communications Gen. Ed course for A.A. and A.S.
- x Communication course for A.A.S. and A.G.E.

COM-150 Intro to Mass Comm 3 (3-0) AND

Prerequisites: ENG-111

Corequisites: None

This course introduces print and electronic media and the new information technologies in terms of communication theory and as economic, political, and social institutions. Topics include the nature, history, functions, and responsibilities of mass communication industries in a global environment and their role and impact in American society. Upon completion, students should be able to demonstrate awareness of the pervasive nature of mass media and how media operate in an advanced industrial society (2010 SP) This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.

COM-231 Public Speaking 3 (3-0) FS SS

Prerequisites: None

Corequisites: None

This course provides instruction and experience in preparation and delivery of speeches within a public setting and group discussion. Emphasis is placed on research, preparation, delivery, and evaluation of informative, persuasive, and special occasion public speaking. Upon completion, students should be able to prepare and deliver well organized speeches and participate in group discussion with appropriate audiovisual support. (1997 SU) This course has been approved to satisfy the following requirement(s):

- x UGETC course for A.A., A.E., A.F.A. and A.S.
- x Communication course for A.A.S. and A.G.E.

COS Cosmetology

<p>COS-111 Prerequisites: ENG-002 or BSP-4002 Corequisites: COS-112</p> <p>This course introduces basic cosmetology concepts. Topics include safety, first aid, sanitation, bacteriology, anatomy, diseases and disorders, hygiene, product knowledge, chemistry, ethics, manicures, and other related topics. Upon completion, students should be able to safely and competently apply cosmetology concepts in the salon setting. (1997 SU)</p>	<p>Cosmetology Concepts I</p>	<p>4 (4-0)</p>	<p>FS</p>
<p>COS-112 Prerequisites: ENG-002 or BSP-4002 Corequisites: COS-111</p> <p>This course introduces basic salon services. Topics include scalp treatments, shampooing, rinsing, hair color, design, haircutting, permanent waving, pressing, relaxing, wigs, and other related topics. Upon completion, students should be able to safely and competently demonstrate salon services. (1997 SU)</p>	<p>Salon I</p>	<p>8 (0-24)</p>	<p>FS</p>
<p>COS-113 Prerequisites: COS-111 (minimum grade C) and COS-112 Corequisites: COS-114</p>	<p>Cosmetology Concepts II</p>	<p>4 (4-0)</p>	<p>FS</p>

 CURRICULUM COURSE DESCRIPTIONS

topics. Upon completion, students should be able to safely and competently demonstrate these salon services. (2016 FA)

COS-117 Cosmetology Concepts IV 2 (2-0) FS

Prerequisites: COS-111 (minimum grade C) and COS-112

Corequisites: COS-118

This course covers advanced cosmetology concepts. Topics include chemistry and hair structure, advanced cutting and design, and an overview of all cosmetology concepts in preparation for the licensing examination. Upon completion, students should be able to demonstrate an understanding of these cosmetology concepts and meet program completion requirements. (2016 FA)

COS-118 Salon IV 7 (0-21) FS

Prerequisites: COS-111 (minimum grade C) and COS-112

Corequisites: COS-117

This course provides advanced experience in a salon setting. Emphasis is placed on efficient and competent delivery of all salon services in preparation for the licensing examination and employment. Upon completion, students should be able to demonstrate competence in program requirements and areas covered on the Cosmetology Licensing Examination and meet employment requirements. (2016 FA)

COS-223 Contemp Hair Coloring 2 (1-3) FS

Prerequisites: COS-111 and COS-112

Corequisites: None

This course covers basic color concepts, coloring problems, and application techniques. Topics include color theory, terminology, contemporary techniques, product knowledge, and other related topics. Upon completion, students should be able to demonstrate an understanding of these concepts and meet program completion requirements. (2016 FA)

COS-250 Computerized Salon Ops 1 (1-0) AND

Prerequisites: None

Corequisites: None

This course introduces computer and salon software. Emphasis is placed on various computer and salon software applications. Upon completion, students should be able to utilize computer skills and software applications in the salon setting. (1998 FA)

COS-260 Design Applications 2 (1-3) AND

Prerequisites: None

Corequisites: None

This course provides an overview of the design concepts used in cosmetology. Topics include the application of art principles and elements to artistically design hair, nails,

 CURRICULUM COURSE DESCRIPTIONS

x Other Gen. Ed. and Premajor Elective Hours course for A.E.

CSC-153 C# Programming 3 (2-3) S

Prerequisites: MAT -003 or BSP-4003

Corequisites: None

This course introduces computer programming using the C# programming language with objectoriented programming principles. Emphasis is placed on current programming methods, including creating and manipulating objects, classes, and using objectoriented tools such as the class debugger. Upon completion, students should be able to design, code, test, debug, and implement objects using the appropriate environment at the beginning level (2006 SP)

CSC-174 Server-Side JavaScript 3 (2-2) AND

Prerequisites: None

CURRICULUM COURSE DESCRIPTIONS

CTI-240	Virtualization Admin I	3 (1-4)	AND
Prerequisites:	None		
Corequisites:	None		

CURRICULUM COURSE DESCRIPTIONS

CUL-135A Food & Beverage Serv Lab

CUL-230 Global Cuisines 5 (1-8) F

Prerequisites: CUL-110, CUL-110A, CUL-140, CUL-160, CUL-240

Corequisites: None

This course provides practical experience in the planning, preparation, and presentation of representative foods from a variety of world cuisines. Emphasis is placed on indigenous ingredients and customs, nutritional concerns, and cooking techniques. Upon completion, students should be able to research and execute a variety of international and domestic menus. (2011 FA)

CUL-240 Culinary Skills II 5 (1-8) S

Prerequisites: CUL-110, CUL-110A, CUL-140, ENG-002 or BSP-4002

Corequisites: None

This course is designed to further students' knowledge of the fundamental concepts, skills, and techniques involved in basic cookery. Emphasis is placed on meat identification/fabrication, butchery and cooking techniques/methods; appropriate vegetable/starch accompaniments; compound sauces; plate presentation; breakfast cookery; and quantity food preparation. Upon completion, students should be able to plan, execute, and successfully serve entrees with complementary side dishes. (2017 FA)

CUL-245 Contemporary Cuisines 5 (1-8) S

Prerequisites: CUL-110, CUL-110A, CUL-140, CUL-230, CUL-240

Corequisites: None

This course introduces students to current culinary trends which include a variety of preparation methods. Topics include current and developing trends such as adaptation of native/regional ingredients. n BT /F1 9 Tf (ien)-4(908u n)-6(a)41 118.-6(a9 Tf (ien)-4(908u n

DME-115	Graphic Design Tools	3 (2-2)	SS
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Prerequisites:	None		
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Corequisites	None		
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This course provides students with an introduction to creative expression and art/design techniques in a digital environment. Emphasis is placed on designing, creating, editing and integrating visual components consisting of mapped and vector-based images, drawings, banners, text, simple animations, and multiple layers. Upon completion, students should be able to design and produce a range of visual products using digital processing techniques (2004 FA)

DME-120	Intro to Multimedia Appl		
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 CURRICULUM COURSE DESCRIPTIONS

design and produce a range of visual products using advanced digital design techniques and principles(2011 SU)

DME-220 Interactive Multimedia Prog 3 (2-2) AND

Prerequisites: DME-120

Corequisites: None

This course is designed to build on concepts developed in DME-120 and teaches students to apply custom programming to develop advanced applications and components. Emphasis is placed on scripting language functionalities associated with a variety of software packages. Upon completion, students should be able to produce advanced, high quality interactive multimedia applications(2004 FA)

DME-285 Systems Projects 3 (2-2) S

Prerequisites: DME-115, DME-120, DME-130, GRA-152, WEB-210

Corequisites: None

This course provides an opportunity to complete a significant digital media project from the design phase through implementation with minimal instructor support. Emphasis is placed on project definition, testing, presentation, and implementation. Upon completion, students should be able to complete, maintain and implement a digital media project(2004 FA)

DRA Drama/Theatre

DRA-111 Theatre Appreciation 3 (3-0) AND

Prerequisites: None

Corequisites: None

This course provides a study of the art, craft, and business of the theatre. Emphasis is placed on the audience's appreciation of the work of the playwright, director, actor, designer, producer, and critic. 20(p)-6(0 g 7(o)-1re 03 [()] 4q 0.000006437 0 432 64

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CURRICULUM COURSE DESCRIPTIONS

DRA-141	Stagecraft II	3 (0-6)	S
Prerequisites:	DRA-140		
Corequisites:			

DRA-240 Lighting for Theatre 3 (2-2) AND
Prerequisites: None
Corequisites: None

This course is an applied study of theatre lighting and is designed to train theatre technicians. Emphasis is placed on lighting technology including the mechanics of lighting and light control equipment by practical work with lighting equipment. Upon completion, students should be able to demonstrate competence with lighting equipment(1997 SU)

ECM Electronic Commerce

ECM-210 Intro. to E-Commerce 3 (2-2) S
Prerequisites: ENG-002 or BSP-4002, CIS-110 or CIS-111
Corequisites: None

communities and demonstrate a variety of communication skills including appropriate use of technology to support every child (2020 FA)

x Premajor and/or Elective course for A.A. and A.S.

EDU-144

SANDHILLS COMMUNITY COLLEGE

EDU-262	Early Childhood Admin II	3 (3-0)	SS
Prerequisites:	EDU-119, EDU-261		
Corequisites:	None		
<p>This course focuses on advocacy/leadership, public relations/community outreach and program quality/evaluation for diverse early childhood programs. Topics include program evaluation/accreditation, involvement in early childhood professional organizations, leadership/mentoring, family, volunteer and community involvement and early childhood advocacy. Upon completion, students should be able to identify and evaluate all components of early childhood programs, develop strategies for advocacy and integrate community into program. (2020 FA)</p>			
EDU-271	Educational Technology	3 (2-2)	AND
Prerequisites:	None		
Corequisites:	None		
<p>This course introduces the ethical use of technology to enhance teaching and learning in all educational settings. Emphasis is placed on technology concepts, ethical issues, digital citizenship, instructional strategies, assistive technology, and the use of technology for professional development and communication. Upon completion, students should be able to discuss technology concepts, ethically use a variety of technology resources, demonstrate appropriate technology skills in educational environments, and identify assistive technology. (2020 FA)</p>			
EDU-275	Effective Teach Train	2 (2-0)	AND
Prerequisites:	None		
Corequisites:	None		
<p>This course provides specialized training using an experiential approach to learning. Topics include instructional preparation and presentation, student interaction, time management, learning expectations, evaluation, and curriculum principles and planning. Upon completion, students should be able to prepare and present a six lesson plan and demonstrate ways to improve student learning. (2020 FA)</p>			
EDU-280	Language/Literacy Experiences	3 (3-0)	

 CURRICULUM COURSE DESCRIPTIONS

guidelines. Upon completion, students should be able to apply NC Foundations for Early Learning and Development to demonstrate developmentally appropriate plans/assessments, appropriate guidance techniques and ethical/professional behaviors, including the use of appropriate technology, as indicated by assignments and onsite faculty assessment (2020 FA)

EGR Engineering

EGR-110	Intro to Engineering Tech	2 (1-2)	FS
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Prerequisites: None

Corequisites: None

This course introduces general topics relevant to engineering technology. Topics include career assessment, professional ethics, critical thinking and problem solving, usage of college resources for student research, and using tools for engineering computations. Upon completion, students should be able to choose a career option in engineering technology and utilize college resources to meet their educational goals. (2005 SP)

EGR-115	Intro to Technology	3 (2-3)	F
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Prerequisites: None

Corequisites: EGR-115A

 CURRICULUM COURSE DESCRIPTIONS

conductors; branch circuits; and conduits. Upon completion, students should be able to properly install conduits, wiring, and electrical distribution equipment associated with residential electrical installation. (2013 FA)

ELC-114 Commercial Wiring 4 (2-6) AND

Prerequisites: None

Corequisites: None

This course provides instruction in the application of electrical tools, materials, and test equipment associated with commercial electrical installations. Topics include the NEC; safety; electrical blueprints; planning, layout, and installation of equipment and conduits; and wiring devices such as panels and overcurrent devices. Upon completion, students should be able to properly install equipment and conduit associated with commercial electrical installation. (2013 FA)

ELC-115 Industrial Wiring 4 (2-6) AND

Prerequisites: None

Corequisites: None

This course covers layout, planning, and installation of wiring systems in industrial facilities. Emphasis is placed on industrial wiring methods and materials. Upon completion, students should be able to install industrial systems and equipment. (2013 FA)

ELC-117 Motors and Controls 4 (2-6) AND

Prerequisites: None

Corequisites: None

This course introduces the fundamental concepts of motors and motor controls. Topics include ladder diagrams, pilot devices, contactors, motor starters, motors, and other control devices. Upon completion, students should be able to properly select, and troubleshoot motors and control circuits. (2013 FA)

ELC-128 Intro to PLC 3 (2-3) AND

Prerequisites: None

Corequisites: None

This course introduces the programmable logic controller (PLC) and its associated applications. Topics include ladder logic diagrams, input/output modules, power supplies, surge protection, selection/installation of controllers, and interfacing of controllers with equipment. Upon completion, students should be able to understand

ELC-215	Electrical Maintenance	3 (2-3)	AND
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Prerequisites: None

Corequisites: None

This course introduces the theory of maintenance and the skills necessary to maintain electrical equipment found in industrial and commercial facilities. Topics include maintenance theory, predictive and preventive maintenance, electrical equipment operation and maintenance, and maintenance documentation. Upon completion, students should be able to perform maintenance on electrical equipment in industrial and commercial facilities. (2007 FA)

ELC-229	Applications Project	2 (1-3)	S
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Prerequisites: None

Corequisites: None

This course provides an individual and/or integrated team approach to a practical project as approved by the instructor. Topics include project selection and planning, implementation and testing, and a final presentation. Upon completion, students should be able to plan and implement an application-oriented project. (2007 FA)

ELN Electronics

ELN-131	Analog Electronics I	4 (3-3)	S
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Prerequisites: None

Corequisites: None

This course introduces the characteristics and applications of semiconductor devices and circuits. Emphasis is placed on analysis, selection, biasing, and applications. Upon completion, students should be able to construct, analyze, verify, and troubleshoot analog circuits using appropriate techniques and test equipment. (2013 FA)

ELN-133	Digital Electronics	4 (3-3)	SS
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Prerequisites: None

Corequisites: None

This course covers combinational and sequential logic circuits. Topics include number systems, Boolean algebra, logic families, Medium Scale Integration (MSI) and Large Scale Integration (LSI) circuits, analog to digital (AD) and digital to analog (DA) conversion, and other related topics. Upon completion, students should be able to construct, analyze, verify, and troubleshoot digital circuits. (2013 FA)

EMS-125	EMS Instructor Methodology	3 (2-2-0)	AND
Prerequisites:	None		
Corequisites:	None		

CURRICULUM COURSE DESCRIPTIONS

skills for use in active reading and writing processes, recognizing organizational relationships within texts from a variety of genres and formats, and employing appropriate technology when reading and composi

 CURRICULUM COURSE DESCRIPTIONS

x Premajor and/or Elective course for B.A. and A.S.

ENG-126 Creative Writing II 3 (3-0) AND

Prerequisites: ENG-125

Corequisites: None

This course is designed as a workshop approach for advancing imaginative and literary skills. Emphasis is placed on the discussion of style, techniques, and challenges for first publications. Upon completion, students should be able to submit a piece of their writing for publication. (1997 SU) This course has been approved to satisfy the

 CURRICULUM COURSE DESCRIPTIONS

ENV Environmental Science

ENV-226	Environmental Law	3 (3-0)	S
Prerequisites:	None		
Corequisites:	None		

This course covers federal laws and acts concerning environmental quality standards and the use of resources, legal procedures for enforcing laws, and problems concerning enforcement. Emphasis is placed on environmental law basics, water quality laws, air quality laws, waste disposal laws, and biological resource protection laws. Upon completion, students should be able to demonstrate an understanding of federal/state environmental laws and their importance to the protection of environmental quality. (2013 FA)

EPT Emergency Preparedness

EPT-140	Emergency Management	3 (3-0)	F
Prerequisites:	None		
Corequisites:	None		

This course covers the four phases of emergency management: mitigation, preparedness, response, and recovery. Topics include organizing for emergency management, coordinating for community resources, public sector liability, and the roles of government agencies at all levels. Upon completion, students should be able to demonstrate an understanding of comprehensive emergency management and the integrated emergency management system. (2014 FA)

FIP Fire Protection

FIP-120	Intro to Fire Protection	3 (3-0)	F
Prerequisites:	None		
Corequisites:	None		

This course provides an overview of the development, methods, systems and regulations that apply to the fire protection field. Topics include history, evolution, statistics, suppression, organizations, careers, curriculum, and related subjects. Upon completion, students should be able to demonstrate a broad understanding of the fire protection field. (2014 FA)

FIP-124	Fire Prevention & Public Ed	3 (3-0)	F
Prerequisites:	None		
Corequisites:	None		

This course introduces fire prevention concepts as they relate to community and industrial operations referenced in NFPA standard 101. Topics include the development and maintenance of fire prevention programs, educational programs, and inspection programs. Upon completion, students should be able to research, develop, and present a fire safety program to a citizens or industrial group. (2014 FA)

FIP-132	Building Construction	3 (3-0)	S
Prerequisites:	None		
Corequisites:	None		

This course covers the principles and practices reference in NFPA standard 2209(P)11(r)-o-

 CURRICULUM COURSE DESCRIPTIONS

FIP-230	Chem of Hazardous Mat I	5 (5-0)	F
Prerequisites: None			
Corequisites: None			
This course covers the evaluation of hazardous materials referenced in NFPA standard 1072. Topics include use of the periodic table, hydrocarbon derivatives, placards and labels, parameters of combustion, and spill and leak mitigation. Upon completion, students should be able to demonstrate knowledge of the chemical behavior of hazardous material (2014 FA)			
FIP-232	Hydraulics & Water Dist	3 (2-2)	F
Prerequisites: None			
Corequisites: None			
This course covers the flow of fluids through fire hoses, nozzles, appliances, pumps, standpipes, water mains, and other devices reference in NFPA standard 25. Emphasis is placed on supply and delivery systems, fire flow testing, hydraulic calculations, and other related topics. Upon completion, students should be able to perform hydraulic calculations, conduct water availability tests, and demonstrate knowledge of water distribution systems (2014 FA)			
FIP-240	Fire Service Supervision	3 (3-0)	S
Prerequisites: None			
Corequisites: None			
This course covers supervisory skills and practices in the fire protection field. Topics include the supervisor's job, supervision skills, the changing work environment, managing change, organizing for results, discipline and grievances, and safety. Upon completion, students should be able to demonstrate an understanding of the roles and responsibilities of effective fire service supervision, meeting elements of NFPA 1021. (2014 FA)			
FIP-256	Munic Public Relations	3 (3-0)	S
Prerequisites: None			
Corequisites: None			
This course is a general survey of municipal public relations and their effect on the governmental process referenced in NFPA standard 1035. Topics include principles of public relations, press releases, press conferences, public information officers, image surveys, and the effects of perceived service on fire protection delivery. Upon completion, students should be able to manage public relations functions of organizations which meet elements of NFPA 1021 for Fire Officer I (2014 FA)			
FIP-276	Managing Fire Services	3 (3-0)	S
Prerequisites: None			
Corequisites: None			
This course provides an overview of fire department operative services referenced in NFPA standard 1021. Topics include finance, staffing, equipment, code enforcement, management information, specialized services, legal issues, planning, and other related topics. Upon completion, students should be able to understand concepts and apply fire department management and operations principles (2014 FA)			

FRE French

FRE-111 ElemeElem e WFr4327648 rc32 6h8 r e WI0 G [(Ele)-10(m)20(e). 0 g 0

CURRICULUM COURSE DESCRIPTIONS

completion, students should be able to conduct specific exercise tests and the use of various equipment (2017 FA)

HFS-116	Pvnt & Care Exer Injuries	3 (2-2)	S
Prerequisites:	ENG-002 or BSP-4002		
Corequisites:	None		

This course provides information about the care and prevention of exercise injuries. Topics include proper procedures, prevention techniques, and care of injuries. Upon completion, students should be able to demonstrate the knowledge and skills necessary to prevent and care for exercise related injuries (2017 FA)

HFS-118

CURRICULUM COURSE DESCRIPTIONS

regulations, historical/current practices, risk management, torts, employment, discrimination, contracts, waivers, health/fitness screening, client confidentiality, facility safety, equipment liability, and emergency procedures. Upon completion, students should be able to demonstrate an understanding of the legal system to prevent or minimize liability in a fitness setting (2017 FA)

HFS-218

 CURRICULUM COURSE DESCRIPTIONS

HOR-168	Plant Propagation	3 (2-2)	F
Prerequisites:	None		
Corequisites:	None		
<p>This course is a study of sexual and asexual reproduction of plants. Emphasis is placed on seed propagation, grafting, stem and root propagation, micropropagation, and other propagation techniques. Upon completion, students should be able to successfully propagate ornamental plants. (4.997 SU)</p>			
HOR-213	Landscape Design I	3 (2-2)	S
Prerequisites:	HOR-112, HOR-114, HOR-161		
Corequisites:	None		
<p>This course covers residential and commercial landscape design, cost analysis, and installation. Emphasis is placed on job cost estimates, installation of the landscape design, and maintenance techniques. Upon completion, students should be able to read landscape design blueprints, develop cost estimates, and implement the design. (4.997 SU)</p>			
HOR-215	Landscape Irrigation	3 (2-2)	F
Prerequisites:	None		
Corequisites:	None		
<p>This course introduces basic irrigation design, layout, and installation. Topics include site analysis, components of irrigation systems, safety, types of irrigation systems, and installation techniques. Upon completion, students should be able to design and install basic landscape irrigation systems. (4.997 SU)</p>			
HOR-225	Nursery Production	3 (2-2)	S
Prerequisites:	HOR-161, HOR-164		
Corequisites:	None		
<p>This course covers all aspects of nursery crop production. Emphasis is placed on field production and covers soils, nutrition, irrigation, pest control, and harvesting. Upon completion, students should be able to produce a marketable nursery crop. (2.000 SP)</p>			
HOR-235	Greenhouse Production	3 (2-2)	F
Prerequisites:	HOR-134		
Corequisites:	None		
<p>This course covers the production of greenhouse crops. Emphasis is placed on product selection and production based on market needs and facility availability, including record keeping. Upon completion, students should be able to select and make production schedules to successfully produce greenhouse crops. (1.997 SU)</p>			
HOR-257	Arboriculture Practices	2 (1-3)	S
Prerequisites:	HOR-160		
Corequisites:	None		
<p>This course covers the culture and maintenance of trees and shrubs. Topics include fertilization, pruning, approved climbing techniques, pest control, and equipment use and safety. Upon completion, students should be able to properly prune trees and shrubs and perform arboricultural practices. (2.013 SU)</p>			

CURRICULUM COURSE DESCRIPTIONS

CURRICULUM COURSE DESCRIPTIONS

HUM -230	Leadership Development	3 (3-0)	FS
Prerequisites:	ENG-111		
Corequisites:	None		

This course explores the theories and techniques of leadership and group process. Emphasis is placed on leadership styles, theories of group dynamics, and ethical responsibilities of leadership. Upon completion, students should be able to identify and analyze a personal philosophy and style of leadership and integrate these concepts in various practical situations. This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.
- x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.

HYD Hydraulics

HYD-110	Hydraulics/Pneumatics I	3 (2-3)	SS
Prerequisites:	None		
Corequisites:	None		

This course introduces the basic components and functions of hydraulic and pneumatic systems. Topics include standard symbols, pumps, control valves assemblies, actuators, FRL, maintenance procedures, and switching and control devices. Upon completion, students should be able to understand the operation of a fluid power system, including design, application, and troubleshooting.

ISC Industrial Science

ISC-121	Envir Health & Safety	3 (3-0)	F
Prerequisites:	None		
Corequisites:	None		

This course covers workplace environmental health and safety concepts. Emphasis is placed on managing the implementation and enforcement of environmental health and safety regulations and on preventing accidents, injuries, and illnesses. Upon completion, students should be able to demonstrate an understanding of basic concepts of environmental health and safety.

ISC-130	Intro to Quality Control	3 (3-0)	F
Prerequisites:	None		
Corequisites:	None		

This course introduces the philosophies, principles, and techniques of managing quality. Topics include the functions, responsibilities, structures, costs, reports, personnel, and vendor/customer relationships associated with quality control and management. Upon completion, students should be able to demonstrate an understanding of quality control and management.

ISC-243	Prod & Oper Management I	3 (2-3)	S
Prerequisites:	None		
Corequisites:	None		

This course introduces concepts used to analyze and solve productivity and operational problems. Topics include operations strategy, forecasting, resource allocation, and materials management. Upon completion, students should be able to recognize, analyze, and solve a variety of productivity and operational problems.

 CURRICULUM COURSE DESCRIPTIONS

LDD Light Duty Diesel

LDD-112 Intro Light -Duty Diesel 3 (2-2) AND

Prerequisites: None

Corequisites: None

This course covers the history, evolution, basic design and operational parameters for light-duty diesel (LDD) engines used in onroad applications. Topics include familiarization with the light-duty diesel, safety procedures, engine service and maintenance procedures, and introduction to combustion and emission chemistry. Upon completion, students should be able to describe design and operation of the LDD, perform basic service operations, and demonstrate proper safety procedures. (2013 FA)

LDD-181 Ldd Fuel Systems 4 (2-6) AND

Prerequisites: None

Corequisites: None

This course covers the light-duty diesel fuel delivery systems in onroad applications

CURRICULUM COURSE DESCRIPTIONS

MAC -

 CURRICULUM COURSE DESCRIPTIONS

problem solving. Topics include the properties of plane and solid geometry, area and volume, and basic proportion applications; simplification, evaluation, and solving of algebraic equations and inequalities and radical functions; complex numbers; right triangle trigonometry; and systems of equations. Upon completion, students will be able to demonstrate the ability to use mathematics and technology for problem solving, analyzing and communicating results. (2020 FA) This course has been approved to satisfy the following requirement(s):

- x Mathematics Gen. Ed. course for A.A.S. and A.G.E.

MAT -143 Quantitative Literacy 3 (2-2) FS SS

Prerequisites: MAT -003 or BSP-4003; ENG-002 or BSP4002

Corequisites: MAT -043

This course is designed to engage students in complex and realistic situations involving the mathematical phenomena of quantity, change and relationship, and uncertainty through project and activity-based assessment. Emphasis is placed on authentic contexts which will introduce the concepts of numeracy, proportional reasoning, di

MED Medical Assisting

MED-120	Survey of Med Terminology	2 (2-0)	FS SS
Prerequisites:	None		
Corequisites:	None		

instrumentation, and quality control. Upon completion, demonstrate theoretical comprehension of clinical chemistry techniques, and correlate laboratory findings with disorders.

MLT -140 Intro to Microbiology
 Prerequisites: None
 Corequisites: None

This course introduces basic techniques and safety procedures. Emphasis is placed on the morphology and identification of organisms, aseptic technique, staining techniques, and microscopy. Upon completion, students should be able to demonstrate performing and interpreting basic clinical microbiology procedures.

MLT -215 Professional Issues
 Prerequisites: None
 Corequisites: None

This course surveys professional issues in preparation for work. Emphasis is placed on work readiness and theoretical concepts in immunohematology, hematology, and clinical chemistry.

 CURRICULUM COURSE DESCRIPTIONS

MTH 210	Adv Skills of Massage	8 (4-9-3)	F
Prerequisites:	MTH -120		
Corequisites:	BUS-230		
<p>This course provides knowledge and skills in diverse body work modalities in a variety of clinical settings. Emphasis is placed on selected techniques such as Neuromuscular Therapy, Sports Massage, Soft Tissue Release, Spa Approaches, and Therapies, and energy techniques. Upon completion, students should be able to perform basic skills in techniques covered (2008 SP)</p>			
MTH 220	Outcome-Based Massage	7 (4-6-3)	S
Prerequisites:	MTH -120		
Corequisites:	WBL -111		
<p>This course provides knowledge and skills in more complex body works modalities in a variety of clinical settings. Emphasis is placed on developing advanced skills in outcomebased Massage. Upon completion, students should be able to perform basic skills in techniques covered (2008 SP)</p>			

MUS Music

Students who wish to enroll in the Associate in Fine Arts in Music (AAS 10700) program must demonstrate the appropriate level of vocal or instrument proficiency. Nonmusic majors may be allowed to enroll in music theory and performance classes only after demonstrating the appropriate level of proficiency prior to registering for MUS-121, 131, 133, 135, 137, 141, and 161. Students with little or no music background should enroll in MUS-111 and MUS-151.

MUS-110	Music Appreciation	3 (3-0)	FS SS
Prerequisites:	None		
Corequisites:	None		
<p>This course is a basic survey of the music of the world. Emphasis is placed on the elements of music, terminology, composers, form, and style within a historical</p>			

MUS-112

Introduction to

 CURRICULUM COURSE DESCRIPTIONS

MUS-126 Aural Skills II 1 (0-2) S

Prerequisites: MUS-125

Corequisites: ~~MUS-122~~

This course provides a foundation in aural skills. Emphasis is placed on the development of sight singing and ear training skills in diatonic melody, diatonic harmonic progression, and rhythmic patterns. Upon completion, students should be able to fluently read music in treble and bass clefs; utilize any solmization system while sight singing simple diatonic melodies; identify elementary diatonic chord progressions; perform rhythms in simple and compound meters; and dictate diatonic melodic, diatonic harmonic, and advanced rhythmic patterns. (2018 FA) This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.
- x Huma00643re W* n 76undAr000Gem32 648 re E* n BT 32 648 re S.

CURRICULUM COURSE DESCRIPTIONS

performance skills and the study of a variety of styles and periods of ensemble literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance (1.097 SU) This course has been approved to satisfy the following requirements:

x

CURRICULUM COURSE DESCRIPTIONS

SANDHILLS COMMUNITY COLLEGE

 CURRICULUM COURSE DESCRIPTIONS

needed to participate in ensemble playing leading to performance (1.007 SU) This course has been approved to satisfy the following requirements:

- x Premajor and/or Elective course for A.A. and A.S.

MUS-238 Orchestra IV 1 (0-2) FS

Prerequisites: MUS-237

Corequisites: None

This course is a continuation of MUS-2

 CURRICULUM COURSE DESCRIPTIONS

MUS-272 Music History II 3 (3-0) S
 Prerequisites: MUS-271
 Corequisites: None

This course is the second of a two-semester, in-depth study of music history. Emphasis is placed on the history and literature of music from the Classical Period to the present. Upon completion, students should be able to trace important musical developments and demonstrate an understanding of the composers' styles. (1.05, SU) This course has been approved to satisfy the following requirements:

- x Premajor and/or Elective course for A.A. and A.S.

NAS Nursing Assistant

Admission to the Nurse Aide program is required before enrolling in NAS courses

NAS-101 Nurse Aide I 6 (3-4-3) FS
 Prerequisites: ENG-002 or BSP-4002
 Corequisites: None

This course includes basic nursing skills required to provide safe, competent personal care for individuals. Emphasis is placed on person-centered care, the aging process,

NET-126	Routing Basics	3 (1-4)	FS SS
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Prerequisites: None

Corequisites: None

This course focuses on initial router configuration, router software management, routing protocol configuration, TCP/IP, and access control lists (ACLs). Emphasis will be placed on the fundamentals of router configuration, managing router software, routing protocol, and access lists. Upon completion, students should have an understanding of routers and their role in WANs, router configuration, routing protocols, TCP/IP, troubleshooting, and ACLs (2016FA)

NET-225	Routing & Switching I	3 (1-4)	FS
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Prerequisites: None

Corequisites: None

This course focuses on advanced IP addressing techniques, intermediate routing protocols, command line interface configuration of switches, Ethernet switching, VLANs, STP, and VTP. Emphasis will be placed on application and demonstration of

CURRICULUM COURSE DESCRIPTIONS

NOS Network Operating System

NOS-120 Linux/UNIX Single User 3 (2-2) S SS
Prerequisites: None
Corequisites: None

This course develops the necessary skills for students to develop both GUI and

OPH-114	Basic Ophthalmic Pharma	2 (2-0-0)	S
Prerequisites: OPH-150, OPH151			
Corequisites: None			
This course introduces and compares drug delivery systems. It includes the use of diagnostic agents and various classes of drugs commonly used in ophthalmic practices. Upon completion, the students should administer and record topical and oral medications at the physician's direction. (2018 FA)			
OPH-115	Ophthalmic Clin Proc I	2 (1-2-0)	F
Prerequisites: OPH-150, OPH151			
Corequisites: None			
This course introduces basic clinical procedures for the ophthalmic practice. Topics include telephone triage and basic procedures commonly used in the preliminary examination of patients. Topics include basic procedures commonly used in the preliminary examination of patients. Upon completion, the student should be able to perform basic administrative tasks and perform basic procedures commonly used in patient examinations. (2018 FA)			
OPH-116	Ophtha Med Assist Pract I	6 (0-0-18)	F
Prerequisites: OPH-150, OPH151			
Corequisites: None			
This course introduces ophthalmic patient care procedures. Topics include interpersonal skills with patients, work and legal ethics, confidentiality, calli appearance and performance. Upon completion, the student will be able to demonstrate competence and efficiency in basic clinical skills. (2018 FA)			
OPH-117	Ophthalmic Clin Proc II	2 (1-2-0)	S
Prerequisites: OPH-115			
Corequisites: None			
This course introduces more intermediate clinical procedures for the ophthalmic practice. Topics include coding and testing associated with the treatment of glaucoma,			

 CURRICULUM COURSE DESCRIPTIONS

OST-155 Prerequisites: ENG-002 or BSP-4002 Corequisites: None	Legal Terminology This course covers the terminology appropriate to the legal profession. Topics include legal research, court systems, litigation, civil and criminal law, probate, real and personal property, contracts, estates, domestic relations, equity, and corporations. Upon completion, students should be able to spell, pronounce, define, and accurately use legal terms. (2008 FA)	3 (3-0)	F
OST-156 Prerequisites: OST-134 Corequisites: None	Legal Office Procedures This course covers legal office functions involved in the operation of a law office. Emphasis is placed on procedures in the law office involving the court system, legal research, litigation, probate, and real estate, personal injury, criminal, and civil law. Upon completion, students should be able to demonstrate a high level of competence in performing legal office duties. (1997 SU)	3 (2-2)	F
OST-164 Prerequisites: ENG-111, OST-131 Corequisites: None	Office Editing This course provides a comprehensive study of editing skills needed in the workplace. Emphasis is placed on grammar, punctuation, sentence structure, proofreading, and editing. Upon completion, students should be able to use reference materials to compose and edit text. (2017 FA)	3 (3-0)	S
OST-184 Prerequisites: ENG-111, OST-131 Corequisites: None	Records Management This course includes the creation, maintenance, protection, security, and disposition of records stored in a variety of media forms. Topics include alphabetic, geographic, subject, and numeric filing methods. Upon completion, students should be able to set up and maintain a records management system. (2008 FA)	3 (2-2)	S
OST-233 Prerequisites: OST-136 Corequisites: None	Office Publications Design This course provides entry-level skills in using software with desktop publishing capabilities. Topics include principles of page layout, desktop publishing terminology and applications, and legal and ethical considerations of software use. Upon completion, students should be able to design and produce professional business documents and publications. (1997 SU)	3 (2-2)	F
OST-236 Prerequisites: OST-136 Corequisites: None	Adv Word Processing This course develops proficiency in the utilization of advanced word processing functions. Emphasis is placed on advanced word processing features. Upon completion, students should be able to produce a variety of complex business documents. (2017 FA)	3 (2-2)	F

 CURRICULUM COURSE DESCRIPTIONS

OST-286 Professional Development 3 (3-0) S
 Prerequisites: ENG-112 or ENG-114, OST-134
 Corequisites: None

This course covers the personal competencies and qualities needed to project a professional image in the office. Topics include interpersonal skills, health lifestyles, appearance, attitude, personal and professional growth, multicultural awareness, and professional etiquette. Upon completion, students should be able to demonstrate these attributes in the classroom, office, and society. (1999 FA)

OST-289 Office Admin Capstone 3 (2-2) S
 Prerequisites: ENG-112 or ENG-114, OST-134, OST-136, OST-164
 Corequisites: None

This course is designed to be a capstone course for the office professional and provides a working knowledge of administrative office procedures. Emphasis is placed on written and oral communication skills, office software applications, office procedures, ethics, and professional development. Upon completion, students should be able to adapt in an office environment. (2017 FA)

PED Physical Education

PED-110 Fit and Well for Life 2 (1-2) FS SS
 Prerequisites: None
 Corequisites: None

This course is designed to investigate and apply the basic concepts and principles of lifetime physical fitness and other health-related factors. Emphasis is placed on wellness through the study of nutrition, weight control, stress management, and consumer facts on exercise and fitness. Upon completion, students should be able to plan a personal, lifelong fitness program based on individual needs, abilities, and interests. (1997 SU) This course has been approved to satisfy the following requirement(s):

x

CURRICULUM COURSE DESCRIPTIONS

PED-121 Walk, Jog, Run 1 (0-3) AND
Prerequisites: None
Corequisites: None

This course covers the basic concepts involved in safely and effectively improving cardiovascular fitness. Emphasis is placed on walking, jogging, or running as a means

CURRICULUM COURSE DESCRIPTIONS

PED-138 Archery 1 (0-2) AND

Prerequisites: None

Corequisites: None

This course introduces basic archery safety and skills. Topics include proper techniques of stance, bracing, drawing, and releasing as well as terminology and scoring. Upon completion, students should be able to participate safely in target archery. (1997 SU) This course has been approved to satisfy the following requirement(s):

 x Premajor

PED-149 Flag Football 1 (0-2) AND

Prerequisites: None

Corequisites: None

This course introduces the fundamentals and rules of flag football. Emphasis is placed on proper techniques and strategies for playing in game situations. Upon completion, students should be able to participate in recreational flag football. (1.0007 SU)

 CURRICULUM COURSE DESCRIPTIONS

- PED-161 Canoeing-Rivers 1 (0-2) AND
 Prerequisites: PED-160
 Corequisites: None
 This course provides practice in the basic skills of river and whitewater canoeing. Emphasis is placed on river running, safety, and care of equipment. Upon completion, students should be able to demonstrate navigation in a moving current, canoe safety, and self-rescue skills (1997 SU) This course has been approved to satisfy the following requirement(s):
 x Premajor and/or Elective course for A.A. and A.S.
- PED-162 Angling 1 (0-2) AND
 Prerequisites: None
 Corequisites: None
 This course introduces the sport of angling. Emphasis is placed on fishing with the use of artificial lures. Upon completion, students should be able to cast and retrieve using baitcaster and spinning reels and identify the various types of artificial lures (1997 SU) This course has been approved to satisfy the following requirement(s):
 x Premajor and/or Elective course for A.A. and A.S.
- PED-163 Kayaking-Basic 1 (0-2) AND
 Prerequisites: None
 Corequisites: None
 This course is designed to teach the basic skills of kayaking. Topics include forward and reverse strokes, sweeps, Eskimo roll, and rescue skills. Upon completion, students should be able to maneuver and demonstrate safe kayaking practices (2007 SP) This course has been approved to satisfy the following requirement(s):
 x Premajor and/or Elective course for A.A. and A.S.
- PED-169 Orienteering 1 (0-2) AND
 Prerequisites: None
 Corequisites: None
 This course introduces the various types of orienteering and proper orienteering techniques. Emphasis is placed on defining various types of orienteering and recognizing and drawing topographic map symbols. Upon completion, students should be able to draw topographic map symbols and negotiate a cross-country route.

basketball. (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.

PHI Philosophy

PHI-215 Philosophical Issues 3 (3-0) FSSS

Prerequisites: ENG-111

Corequisites: None

This course introduces fundamental issues in philosophy considering the views of classical and contemporary philosophers. Emphasis is placed on knowledge and belief, appearance and reality, determinism and free will, faith and reason, and justice and inequality. Upon completion, students should be able to identify, analyze, and critically evaluate the philosophical components of an issue. (2014 FA) This course has been approved to satisfy the following requirement(s):

- x UGETC course for A.A., A.E., F.A. and A.S.
- x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.

PHI-240 Introduction to Ethics 3 (3-0) FSSS

Prerequisites: ENG-111

Corequisites: None

This course introduces theories about the nature and foundations of moral judgments and applications to contemporary moral issues. Emphasis is placed on moral theories such as consequentialism, deontology, and virtue ethics. Upon completion, students should be able to apply various ethical theories to moral issues such as abortion, capital punishment, poverty, war, terrorism, the treatment of animals, and issues arising from new technologies. (2014 FA) This course has been approved to satisfy the following requirement(s):

- x UGETC course for A.A., A.E., F.A. and A.S.
- x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.

PHY Physics

PHY-110 Conceptual Physics 3 (3-0) FS

Prerequisites: MAT -003 or BSP-4003

Corequisites: PHY-110A

This course provides a conceptual-based exposure to the fundamental principles and processes of the physical world. Topics include basic concepts of motion, forces, energy, heat, electricity, magnetism, and the structure of matter and the universe. Upon

PHY-251 General Physics I 4 (3-3) F

Prerequisites: MAT -271

Corequisites: MAT -272

This course uses calculusbased mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vector operations, linear kinematics and dynamics, energy, power, momentum, rotational mechanics, periodic motion, fluid mechanics, and heat. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered (1997 SU) This course has been approved to satisfy the following requirement(s):

- x UGETC course for A.E. and A.S.
- x Natural Science Gen. Ed. course for A.A.

PHY-252 General Physics II 4 (3-3) S

Prerequisites: MAT -272 and PHY-251

Corequisites: None

This course uses calculusbased mathematical models to introduce the fundamental concepts that describe the physical world. Topics include electrostatic forces, electric fields, electric potentials, direct current circuits, magnetostatic forces, magnetic fields, electromagnetic induction, alternating current circuits, and light. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered (1997 SU) This course has been approved to satisfy the following requirement(s)

- x UGETC course for A.E. and A.S.
- x Natural Science Gen. Ed. course for A.A.

PKG Packaging

PKG-110 Pkg Machinery I 3 (1-4) S

Prerequisites: None

Corequisites: None

This course covers the PMM I self-study module for packaging machinery mechanics. Topics include an overview of electricity, fluid power, mechanics, and packaging machinery components. Upon completion, students should be able to demonstrate the knowledge necessary for successful completion of the PMM I self-study module (1997 SU)

POL Political Science

POL-110 Intro to Political Science 3 (3-0) AND

Prerequisites: ENG-002 or BSP-4002

Corequisites: None

This course introduces basic political concepts used by governments and addresses a wide range of political issues. Topics include political theory, ideologies, legitimacy, and sovereignty in democratic and nondemocratic systems. Upon completion, students should be able to discuss a variety of issues inherent in all political systems and draw logical conclusions in evaluating these systems (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

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POL-120 American Government 3 (3-0) AND
 Prerequisites: ENG-002 or BSP-4002
 Corequisites: None

This course is a study of the origins, development, structure, and functions of American government. Topics include the constitutional framework, federalism, the three branches of government including the bureaucracy, civil rights and liberties, political participation and behavior, and policy process. Upon completion, students should be able to demonstrate an understanding of the basic concepts and participatory processes of the American political system. (2014 FA) This course has been approved to satisfy the following requirement(s):

- x UGETC course for A.A., A.E.A., F.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

POL-210 Comparative Government 3 (3-0) AND
 Prerequisites: ENG-002 or BSP-4002
 Corequisites: None

This course provides a crossnational perspective on the government and politics of contemporary nations such as Great Britain, France, Germany, and Russia. Topics include each country's historical uniqueness, key institutions, attitudes and ideologies, patterns of interaction and current political problems. Upon completion, students should be able to identify and compare various nations' governmental structures, processes, ideologies, and capacity to resolve major problems. (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

POL-220 International Relations 3 (3-0) AND
 Prerequisites: ENG-002 or BSP-4002
 Corequisites: None

This course provides a study of the effects of ideologies, trade, armaments, and alliances on relations among nations. Emphasis is placed on regional and global cooperation and conflict, economic development, trade, governmental organizations, and international institutions such as the World Court and UN. Upon completion, students should be able to identify and discuss major international relationships, institutions, and problems. (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

PSY Psychology

PSY-118 Interpersonal Psychology 3 (3-0) FS
 Prerequisites: ENG-002 or BSP-4002
 Corequisites: None

This course introduces the basic principles of psychology as they relate to personal and professional development. Emphasis is placed on personality traits, communication/leadership styles, effective problem solving, and cultural diversity. (1997 SU) This course has been approved to satisfy the following requirement(s):

 CURRICULUM COURSE DESCRIPTIONS

assessment, criminal competencies, insanity, psychopathology, and mentally disordered offenders (2004 SU) This course has been approved to satisfy the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.

PSY-237 Social Psychology 3 (3-0) AND

Prerequisites: PSY-150 or SOC-210

Corequisites: None

This course introduces the study of individual behavior within social contexts. Topics include affiliation, attitude formation and change, conformity, altruism, aggression, attribution, interpersonal attraction, and group behavior. Upon completion, students should be able to demonstrate understanding of the basic principles of social influences on behavior (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

PSY-239 Psychology of Personality 3 (3-0) F

Prerequisites: PSY-150

Corequisites: None

This course covers major personality theories and personality research methods. Topics include psychoanalytic, behavioristic, social learning, cognitive, humanistic, and trait theories including supporting research. Upon completion, students should be able to compare and contrast traditional and contemporary approaches to the understanding of individual differences in human behavior (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

PSY-241 Developmental Psych 3 (3-0) FS SS

Prerequisites: PSY-150

Corequisites: None

This course is a study of human growth and development. Emphasis is placed on major theories and perspectives as they relate to the physical, cognitive, and psychosocial aspects of development from conception to death. Upon completion, students should be able to demonstrate knowledge of development across the life span (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Social/Behavioral Science Gen. Ed. course for A.A. and A.S.

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- PSY-265 Behavioral Modification 3 (3-0) S
 Prerequisites: PSY-150
 Corequisites: None
 This course is an applied study of factors influencing human behavior and strategies for behavioral change. Emphasis is placed on ~~intro-~~behavioral theory, behavioral assessment, practical applications of conditioning techniques, and maintenance of adaptive behavior patterns. Upon completion, students should be able to implement basic learning principles to effect behavioral change ~~inself and others~~ (1997SU) This course has been approved to satisfy the following requirement(s):
 x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.
- PSY-271 Sports Psychology 3 (3-0) AND
 Prerequisites: PSY-150
 Corequisites: None
 This course provides an overview of the field of sports and exercise psychology ~~logic~~ include concentration, goal setting, arousal level, exercise psychology, mental imagery, confidence, and other issues related to sport and exercise performance completion, students should be able to demonstrate ~~knowledge of~~ psychological factors involved in sport and exercise (1997 SU) This course has been approved to satisfy the following requirement(s):
 x Premajor and/or Elective course for A.A. and A.S.
 x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.
- PSY-275 Health Psychology 3 (3-0) AND
 Prerequisites: PSY-150
 Corequisites: None
 This course covers the biopsychosocial dynamics of stress ~~and~~ maintenance of good health. Topic include enhancing health ~~and~~ well-being, stress management, lifestyle choices and attitudes, the mind ~~body~~ relationship, nutrition, exercise, and fitness ~~upon~~ completion, students should be able to demonstrate an understanding of psychological factors related to health and well-being (1997 SU) This course has been approved to satisfy the following requirement(s):
 x Premajor and/or Elective course for A.A. and A.S.
 x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.
- PSY-281 Abnormal Psychology 3 (3-0) FS SS
 Prerequisites: PSY-150
 Corequisites: None
 This course provides an examination of the various psychological disorders, as well as theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification, ~~and~~ assessment, and treatment

RAD Radiography

Admission to the Radiography program is required before enrolling in RAD courses

RAD-110 Prerequisites: None Corequisites: RAD-111 and RAD-151	Rad Intro & Patient Care None RAD-111 and RAD-151	3 (2-3-0)	F
<p>This course provides an overview of the radiography profession and student responsibilities. Emphasis is placed on basic principles of patient care, radiation protection, technical factors, and medical terminology. Upon completion, students should be able to demonstrate basic skills in these areas (2017 SU)</p>			
RAD-111 Prerequisites: None Corequisites: None	RAD Procedures I None None	4 (3-3-0)	F
<p>This course provides the knowledge and skills necessary to perform standard radiographic procedures. Emphasis is placed on radiography of the chest, abdomen, extremities, bony thorax and pelvis. Upon completion, students should be able to demonstrate competence in these areas (2017 FA)</p>			
RAD-112 Prerequisites: RAD-110, RAD-111, RAD-151 Corequisites: None	RAD Procedures II RAD-110, RAD-111, RAD-151 None	4 (3-3-0)	S
<p>This course provides the knowledge and skills necessary to perform standard radiographic procedures. Emphasis is placed on radiography of the skull, spine, and gastrointestinal, biliary, and urinary systems. Upon completion, students should be able to demonstrate competence in these areas (2017 FA)</p>			
RAD-121 Prerequisites: RAD-110, RAD-111, RAD-151 Corequisites: None	Image Production I RAD-110, RAD-111, RAD-151 None	3 (2-3-0)	S
<p>This course provides the basic principles of radiographic image production. Emphasis is placed on image production, xray equipment, receptor exposure, and basic imaging quality factors. Upon completion, students should be able to demonstrate an understanding of basic principles of radiographic image production (2017 FA)</p>			
RAD-122 Prerequisites: RAD-112, RAD-121, RAD-161 Corequisites: None	Image Production II RAD-112, RAD-121, RAD-161 None	2 (1-3-0)	SS
<p>This course is designed to continue to develop the concepts and principles in the field of radiologic technology. Emphasis is placed on advanced digital principles and production. Upon completion, students should be able to demonstrate an understanding of advanced principles of digital imaging production (2017 FA)</p>			
RAD-141 Prerequisites: RAD-112, RAD-121, RAD-161 Corequisites: None	Radiation Safety RAD-112, RAD-121, RAD-161 None	2 (2-0-0)	SS
<p>This course covers the principles of radiation protection and radiobiology. Topics include the effects of ionizing radiation on body tissues, protective measures for limiting exposure to the patient and personnel, and radiation monitoring devices. Upon</p>			

 CURRICULUM COURSE DESCRIPTIONS

completion, students should be able to demonstrate an understanding of the effects and uses of radiation in diagnostic radiology (2017 FA)

RAD-151 RAD Clinical Ed I 2 (0-0-6) F

Prerequisites: None

Corequisites: RAD-110 and RAD-111

This course introduces patient management and basic radiographic procedures in the clinical setting. Emphasis is placed on mastering positioning of the chest and extremities, manipulating equipment, and applying principles of ALARA. Upon completion, students should be able to demonstrate successful completion of clinical objectives (1997 SU)

RAD-161 RAD Clinical Ed II 5 (0-0-15) S

Prerequisites: RAD-110, RAD-111, RAD-151

Corequisites: RAD-112 and RAD-121

This course provides additional experience in patient management and in more

RAD-251 RAD Clinical Ed IV 7 (0-0-21) F
Prerequisites: RAD-122, RAD-171
Corequisites: RAD-211, RAD-231

This course provides the opportunity to continue mastering all basic radiographic

CURRICULUM COURSE DESCRIPTIONS

RCP-113 RCP Pharmacology 2 (2-0-0) S
Prerequisites: None
Corequisites: None

This course covers the drugs used in the treatment of cardiopulmonary diseases. Emphasis is placed on the uses, actions, indications, administration, and hazards of pharmacological agents. Upon completion, students should be able to demonstrate competence through written evaluation (\$1997 SU)

RCP-114 C-P Anatomy & Physiology 3 (3-0-0) F
Prerequisites: None
Corequisites: None

This course provides a concentrated study of cardiopulmonary anatomy and physiology essential to the practice of respiratory care. Emq 0.000006437 0 432 648

RCP-211 Adv Monitoring/Procedures 4 (3-3-0) F
Prerequisites: RCP-210
Corequisites: None

This course includes advanced information gathering and decision making for the respiratory care professional using evidence-based respiratory care protocols. Topics include advanced cardiac monitoring, special procedures, respiratory care protocols, and disease management. Upon completion, students should be able to assess,

 CURRICULUM COURSE DESCRIPTIONS

- x Humanities/Fine Arts Gen. Ed. course for A.A. and A.S.
- x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.

REL-212 Intro to New Testament 3 (3-0) AND

Prerequisites: None

Corequisites: None

This course is a survey of the literature of first century Christianity with readings from the gospels, Acts, and the Pauline and pastoral letters. Topics include the literary structure, audience, and religious perspective of the writings, as well as the historical and cultural context of the early Christian community. Upon completion, students should be able to use the tools of critical analysis to read and understand New Testament literature. (1997 SU) This course has been approved to satisfy the following requirement(s):

- x Humanities/Fine Arts Gen. Ed. course for A.A. and A.S.
- x Humanities/Fine Arts Gen. Ed. course for A.A.S. and A.G.E.

REL-221 Religion in America 3 (3-0) AND

Prerequisites: None

Corequisites: None

SEC Information Systems Security

SEC-110 Security Concepts 3 (2-2) FS

Prerequisites: None

Corequisites: None

This course introduces the concepts and issues related to securing information systems and the development of policies to implement information security controls. Topics include the historical view of networking and security, security trends, security resources, and the role of policy, people, and processes in information security. Upon completion, students should be able to identify information security risks, create an information security policy, and identify processes to implement and enforce policy. (2013 SP)

SEC-160 Security Administration I 3 (2-2) AND

Prerequisites: None

Corequisites: None

This course provides an overview of security administration and fundamentals of designing security architectures. Topics include networking technologies, TCP/IP concepts, protocols, network traffic analysis, monitoring, and security best practices. Upon completion, students should be able to identify normal network traffic using network analysis tools and design basic security defenses. (2016 FA)

SEC-210 Intrusion Detection 3 (2-2) AND

Prerequisites: None

Corequisites: None

This course introduces the student to intrusion detection methods in use today. Topics include the types of intrusion detection products, traffic analysis, and placement of intrusion detection solutions. Upon completion, students should be able to plan and implement intrusion detection solution for networks and based systems. (2016 FA)

SGD Simulation and Game Development

SGD-111 Introduction to SGD 3 (2-3) F

Prerequisites: None

Corequisites: None

This course provides students with an introduction to simulation and game development. Topics include setting, storytelling, narrative, character design, interface design, game play, internal economy, core mechanics, game genres, AI, the psychology of game design and professionalism. Upon completion, students should be able to demonstrate knowledge of the major aspects of simulation and game design and development. (2006 SP)

SGD-112 SGD Design 3 (2-3) F

SGD-174 SG Level Design 3 (2-3) F
Prerequisites: None
Corequisites: None
This course introduces the tools used to create levels for time simulations and

CURRICULUM COURSE DESCRIPTIONS

SGD-289	SGD Project	3 (2-3)	SS
Prerequisites:	SGD-212, SGD		

 CURRICULUM COURSE DESCRIPTIONS

responses to deviance (1997 SU) This course has been approved to fulfill the following requirement(s):

- x Premajor and/or Elective course for A.A. and A.S.
- x Social/Behavioral Science Gen. Ed. course for A.A.S. and A.G.E.

SPA Spanish

SPA-111	Elementary Spanish I	3 (3-0)	FSSS
Prerequisites:	None		
Corequisites:	None		

SANDHILLS COMMUNITY COLLEGE

SUR-111 Periop Patient Care 7 (5-6-0) F

Prerequisites: None

Corequisites: SUR-110

This course provides the surgical technology student the theoretical knowledge required to function in the preoperative, intraoperative, and postoperative role. Topics include asepsis, disinfection and sterilization, physical environment, instrumentation, equipment, perioperative patient care, and perioperative case management. Upon completion, students should be able to apply the principles and practice of the perioperative team member to the operative environment. (2011.2SP)

SUR-122 Surgical Procedures I 6 (5-3-0) S

Prerequisites: SUR-110, SUR-111

Corequisites: SUR-123

This course provides an introduction to selected basic and intermediate surgical specialties that students are exposed to the first clinical rotation. Emphasis is placed on related surgical anatomy, pathology, -6(ro)-6(v)7(id)-f 1 0 0 1 337.66 485.98 Tm 0 g 0 G [()]

TRF-210	Turfgrass Eqmt Mgmt	3 (1-4)	S
Prerequisites:	None		
Corequisites:	None		
This course covers the operation and maintenance of specialized turfgrass management equipment. Topics include small engine use and repair; operation, maintenance, and repair of turfgrass management equipment; organization of shop areas; and safety considerations. Upon completion, students should be able to operate and maintain turfgrass management equipment.(1997 SU)			
TRF-220	Turfgrass Calculations	2 (2-0)	F
Prerequisites:	None		
Corequisites:	None		
This course introduces the specific math concepts and calculations necessary in the turfgrass industry. Emphasis is placed on calibration of equipment used in the application of fertilizers and pesticides and calculation of solid materials used in construction. Upon completion, students should be able to correctly perform basic calculations and calibrations and estimate materials needed in specific turfgrass management situations.(1997 SU)			
TRF-230	Turfgrass Mgmt Apps	2 (1-2)	F
Prerequisites:	ENG-112 or ENG-114; HOR-166; MAT -110, MAT 6621,		

 CURRICULUM COURSE DESCRIPTIONS

TRN-120	Basic Transp Electricity	5 (4-3)	FS
Prerequisites:	None		
Corequisites:	None		
<p>This course covers basic electrical theory, wiring diagrams, test equipment, and diagnosis, repair and replacement of batteries, starters, and alternators. Topics include Ohm's Law, circuit construction, wiring diagrams, circuit testing and basic troubleshooting. Upon completion, students should be able to properly use wiring diagrams, diagnose, test, and repair basic wiring, battery, starting, charging, and electrical concerns (2013 FA)</p>			
TRN-140	Transp Climate Control	2 (1-2)	SSS
Prerequisites:	None		
Corequisites:	None		
<p>This course covers the theory of refrigeration and heating, electrical/electronic/pneumatic controls, and diagnosis and repair of climate control systems. Topics include diagnosis and repair of climate control components and systems, recovery/recycling of refrigerants, and safety and environmental regulations. Upon completion, students should be able to diagnose and repair vehicle climate control systems (2013 FA)</p>			
TRN-140A	Transp Climate Cont Lab	2 (1-2)	SSS
Prerequisites:	None		
Corequisites:	TRN-140		
<p>This course provides experiences for enhancing student skills in the diagnosis and repair of transportation climate control systems. Emphasis is placed on reclaiming, recovery, recharging, leak detection, climate control components diagnosis, air conditioning equipment, tools and safety. Upon completion, students should be able to describe the operation, diagnose, and safely service climate control systems using appropriate tools, equipment, and service information (2013 FA)</p>			
TRN-180	Basic Welding for Transp	3 (1-4)	AND
Prerequisites:	None		
Corequisites:	None		

SANDHILLS COMMUNITY COLLEGE

 CURRICULUM COURSE DESCRIPTIONS

WBL -112 ARC Prerequisites: None Corequisites: None	Work-Based Learning I This course provides a work-based learning experience with a college approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)	2 (0-20)	AND
WBL -112 AUT Prerequisites: None Corequisites: None	Work-Based Learning I This course provides a work-based learning experience with a college approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)	2 (0-20)	AND
WBL -112 CIV Prerequisites: None Corequisites: None	Work-Based Learning I This course provides a work-based learning experience with a college approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)	2 (0-20)	AND
WBL -112 CUL Prerequisites: None Corequisites: None	Work-Based Learning I This course provides a work-based learning experience with a college approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)	2 (0-20)	S
WBL -113 ARC Prerequisites: None Corequisites: None	Work-Based Learning I This course provides a work-based learning experience with a college approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)	3 (0-30)	AND
WBL -113 CIV Prerequisites: None Corequisites: None	Work-Based Learning I This course provides a work-based learning experience with a college approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion,	3 (0-30)	AND

Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Students will be assigned projects in college greenhouses and on campus projects. (2014 FA)

WBL -122 ARC Work-Based Learning II 2 (0-20) AND

Prerequisites: None

Corequisites: None

This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)

WBL -122 CIV Work-Based Learning II 2 (0-20) AND

Prerequisites: None

Corequisites: None

This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)

WBL -131 BPA Work-Based Learning III 1 (0-10) AND

Prerequisites: None

Corequisites: None

This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)

WBL -131 GCM Work-Based Learning III 1 (0-10) F

Prerequisites: WBL -121

Corequisites: None

This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Approved situations will include golf courses within ten (10) miles of Sandhills Community College. (2014 FA)

WBL -132 BPA Work-Based Learning III 2 (0-20) AND

Prerequisites: None

Corequisites: None

This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. (2014 FA)

CURRICULUM COURSE DESCRIPTIONS

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Allen, Samantha B.....ProgramCoordinator, Therapeutic Massage
 B.S., Eastern Kentucky University; M.A. Oriental Medicine, Southwest Acupuncture
 College

Allred, Allison B.Biology
 B.S., University of North Carolina at Pembroke; M.A. Ed., Western Carolina University

Altergott, Hannah.....Nursing
 B.S.N., M.S.N., South Dakota State University

Ash, MadieSociology
 B.A., NC Central; M.S., North Carolina A & T University

Babb, Jackie M.....ProgramCoordinator, Digital Media Technology
 A.A.S., Sandhills Community College; B.A., St. Andrews Presbyterian College

Basinger, Shelby Q.....Program

COLLEGE PERSONNEL

Brunner, Martin, CEPQCHE

- Dykeman, Patricia K.*.....Nursing
B.S.N., State University of New York at Albany; M.S.N., East Carolina
- Eatmon, Holly.....Nursing
A.D.N., Sandhills Community College; B.S.N., M.S.N., University of North Carolina at Wilmington
- Edwards, Paul.....ProgramCoordinator, Fire Protection Technology
B.S., Bell State University; M.S., Indiana Wesleyan University
- Elick, Karen.....Nursing
B.S.N., Marian College of Fond du Lac; M.S.N., University of Southern Indiana
- Emmons, Tracey T.....Science
A.D.N., Sandhills Community College; B.S., M.A.E., Austin Peay University
- Enloe, Karen.....Cosmetology
A.A.S., Sandhills Community College
- Fields, Kallie.....Biology
B.S., University of North Carolina at Chapel Hill; M.S. University of North Carolina at Pembroke
- Forrest, Christine T..... Medical Lab Technology
B.S., M.S., Old Dominion University
- Garty, Pamela W.*.....Nursing
A.D.N., Sandhills Community College; B.S. University of North Carolina at Chapel Hill; M.S.N., Duke University
- Garner, David Brian.ProgramCoordinator,Collision Repair and Refinishing Technology
A.A.S., Sandhills Community College
- Garner, Robin, SMSAH RT (R) (M)ProgramCoordinator, Radiography
A.A.S. Sandhills Community College; B.A., Ashford University M.S.A.H., East Tennessee State
- Gaweda, Ginny L.....Chair, Social and Behavioral Sciences
.....General Education Coordinator, History
A.A., Fayetteville Technical Community College; B.A., M.A., University of North

 COLLEGE PERSONNEL

Grine, Susan S. Chair, English and Humanities General Education Coordinator, English
 B.A., Wake Forest University; M.A.T., The Citadel M.Ed., North Carolina State
 University

Hackett, Tarshima M.Ed.D.English
 B.S., M.A., North Carolina Central University Ed.D., Argosy University

Hairr, Joe.....

SANDHILLS COMMUNITY COLLEGE

Innes, Diane L.....Chair, Computer Technologies
.....ProgramCoordinator,IT - Computer Programming & Development
A.A.S., Sandhills Community College; B.S. Ed., Western Carolina University; M.B.A.,
M.S., University of North Carolina at Pembroke

Jenkins, Tina.....Nursing
B.S.N., University of North Carolina at Pembroke; M.S.N., East Carolina University

Johnson, Johnnerlyn.....Coordinator, Student Success Strategies
B.A., University of South Carolina; M.S., Capella University

Johnson, Xavier.....

 COLLEGE PERSONNEL

- Lynch, D. Kirk, Ed.D.....Chair, Management & Business Technology
ProgramCoordinator, Accounting and Finance
 B.S., Colorado State University; M.S., M.B.A. University of Colorado
 Ed.D., North Carolina State University
- Martinez, Kathy M., Ph.D.....English
 A.A., Davidson County Community College; B.A., University of North Carolina
 Greensboro; M.A., North Carolina A&T State University; Ph.D., Indiana University of
 Pennsylvania
- May, Janna B.S.R.S., R.T. (R.)(C.T.).....Radiography
 A.A.S., Sandhills Community College; B.S.R.S., University of North Carolina at
 Chapel Hill
- McDow, Holly.....Mathematics
 B.S., Elon College; M.S., University of North Carolina at Chapel Hill
- McLeod, Jaime J.....eLearning Instructional DesignerComputer Technologies
 A.A.S., Sandhills Community College; B.A., St. Andrews Presbyterian College; M.S.,
 East CarolinaUniversity; Ed.D., Wingate University
- McManamon, Lindsay.....ProgramCoordinator,Architectural Technology
 B.S., Eastern Michigan University; M.S., Lawrence Technological University
- McMillian, Celethia Ph.D.....Mathematics
 M.S., Fayetteville State UniversityPh.D., North Carolina State University
- McNamara, Kathy E.....Nursing
 B.S., University of New Mexico; M.S., University of Virginia
- McNeill, J. Lawrence, Jr., Ph.D.*.....English
 B.A., Davidson College; M.A., Ph.D., University of South Carolina
- Mitchell, Arthenia F.....Cosmetology
 A.A.S., Sandhills Community College
- Morris Powell, Jenell.....ProgramCoordinator,NurseAide
 A.D.N., Sandhills Community College; B.S.N., University of North Carolina at
 Pembroke; M.S.N., University of Phoenix
- Morse, Jeanne J., Ph.D.....Physics
 B.A., Appalachian State University; M.S., Ph.D., North Carolina State University
- Mullen, Cydney K., Ph.D.....Nursing
 B.S.N., M.S.N.University of Texas; Ph.D.University of North Carolina at Chapel Hill

- 2 ¶ % U L H Q ..R.K.Q.*.....Engineering Technologies
B.S.M.E., University of Denver; M.S.A.E., Naval Postgraduate School
- Oelfke, Teddy D.*.....Business Administration/Hospitality Management
A.S., Community College of the Air Force; B.S., Troy State University; M.S., Florida
International University
- Parker, Alison.....English
B.A., University of North Carolina at Greensboro; M.A., East Carolina University
- Parker, Johna K.....Computer Programming
B.A., Campbell University
- Parks, Tonya S.....Chair, Cosmetology
Certificate, Asheboro Beauty School; A.A.Sandhills Community College
- Parsons, Kathryn.....Mathematics
A.S., Sandhills Community College; B.S., North Carolina State University; M.S.,
University of North Carolina at Pembroke
- Partin, Joseph.....English
B.A., M.A., North Carolina State University
- Partridge, Thomas.....AutomotiveSystems Technology
A.A.S., Central Carolina Community College
- Patti, Alexander.....CommunicationEnglish

 COLLEGE PERSONNEL

- Proulx, Charles.....Automotive Systems Technology
A.A.S., Sandhills Community College
- Purvis, Alberta.....ProgramCoordinator, OphthalmicMedical Personnel
L.P.N., Young Memorial VoTech, LA
- Query, Jayne*.....Nursing
B.S.N., West Virginia University; M.S.N., East Carolina University
- ReeceR. DavidProgramCoordinator, Criminal Justice Technology
A.A.S., Central Texas College; A.A., Fayetteville Technical Community College; B.S.,
Methodist University; M.S.C.J., Boston University
- Regalado, JDaniel.....

Sheffield, Matthew T.....Program Coordinator, Civil & Environmental Engineering Tech
 A.A.S., Sandhills Community College; B.S., University of North Carolina at Charlotte
 M.C.M., Western Carolina University

Skura, Catherine A.....Coordinator, University Studies Economics
 B.A., Brooklyn College of the City University of New York; M.E., North Carolina State
 University

Spitler, Edwin F.....Chair, Engineering Technologies Program Coordinator, Geomatics
 A.A.S.E.E.T., Central Carolina Community College; A.A.S.C.E.T., A.A.S.S.T.,
 Sandhi

 COLLEGE PERSONNEL

- Ventola, Michael W.....Program Coordinator, Golf Course Management
B.S., Michigan State University; M.S., Rutgers State University of New Jersey
- Voigt, Julie A.Ph.D.Sociology
A.A., Guilford Technical Community College; B.A., M.A., Ph.D., University of North Carolina at Greensboro
- Wade, Kim M.Cosmetology
Certificate, Sandhills Community College; A.A.S., Sandhills Community College;
B.A., St. Andrews Presbyterian College
- Webb, Angela.....Culinary Arts
B.A., Florida Gulf Coast University
- Westmen, James E.....Landscape Gardening
A.A.S., A.F.A., Sandhills Community College
- Westmen, Johanna.....Landscape Gardening
A.A.S., Sandhills Community College; A.S., Sandhills Community College
- Whitesell, Kristi M.General Education Coordinator, Biology
B.S., University of North Carolina at Pembroke; M.A., University of North Carolina at Pembroke
- Whitmore, Sara Renée.....

COLLEGE PERSONNEL

Adjunct Faculty

Dr. Mary Ann Fewkes.....	Social and Behavioral Sciences
Bill Flint.....	Public Service
Floyd Fritz.....	Public Services
Brittany Gilbert.....	Fine Arts
Caitlin Girona.....	Fine Arts
Samantha Godsey.....	Mathematics
Christine Harner.....	Nursing
Amanda Hedgpath.....	Nursing
Dr. Kristina Henckel.....	Fine Arts
Carolyn Helms.....	Nursing
Jason Hendrickson.....	Engineering Technologies
Aimie Hoover.....	Public Services
Dr. Anthony Hubert.....	Social and Behavioral Sciences
Dr. Lu Huntley.....	English and Humanities
Caroline Hudson.....	English and Humanities
Daniel Hunt.....	Health Sciences
Shawn Jackson.....	Science
Caitlin Jones-May.....	Social and Behavioral Sciences
Zachary Jones.....	English and Humanities
Dr. Andrew Jung.....	English and Humanities
Hannah Keller.....	English and Humanities
Kimberly Kiesewetter.....	Social and Behavioral Sciences
Eric Kopecky.....	Fine Arts
Richard Kruska.....	Social and Behavioral Sciences
Katharine Laich.....	Fine Arts
Raymond Lee.....	Mathematics
Lee Leonard.....	Management and Business Technologies
Larry Little.....	Management and Business Technologies
Chelsae Long.....	Social and Behavioral Sciences
Elizabeth Long.....	English and Humanities
Marcia Rose Long.....	English and Humanities
Dr. Denise Lowe.....	English and Humanities
Heather Lyons.....	Social and Behavioral Sciences
Dr. Patricia Lyons.....	English and Humanities
Jennifer MacDonald.....	Health Sciences
Dr. Kim Madrigal.....	English and Humanities
Joe Mancos.....	Health Sciences
Candice Martin.....	Science
Adam Matthews.....	Physical Education
Dr. Carmen McCann.....	Fine Arts
Taylor McCaskill.....	Public Services
Dorothy McFadden.....	Nursing
Kayla McGreevey.....	Health Sciences
Barton Alan McKinley.....	Transportation Technology
Dr. Rufus McLean.....	Science
Michael Melso.....	Transportation Services

COLLEGE PERSONNEL

Lindsay Miller.....	English and Humanities
Ana Mujunen.....	English and Humanities
Carol Mulcahy.....	Nursing
Nathan Niaramba.....	Nursing
Rita Oldham.....	Management and Business Technologies
Jean Ontivero Squier.....	Mathematics
Dr. Robert Patrick.....	Social and Behavioral Sciences
Jennifer Percy.....	Nursing
Kahleen Peck.....	Transportation Services
Kim Pennington.....	Nursing
Herb Pike.....	Physical Education
Leah Popoca.....	Health Sciences
Wendy Powers.....	Cosmetology
Melonie Pusser.....	Nursing
Dr. Cynthia Reeves.....	Social and Behavioral Sciences
John Regan.....	Social and Behavioral Sciences
Diane Reynolds.....	Public Service
Todd Richter.....	Culinary and Pastry Arts
Michelle Roberson.....	Health Sciences
Dr. Rebecca Rodriguez.....	Engineering Technologies
Robin Rourke.....	Computer Technologies
Jacob Sanchez.....	Computer Technologies
Leslie Scott.....	Transportation Services
David Seiberling.....	Fine Arts
Cara Shipe.....	English and Humanities
Tenille Shriver.....	Computer Technologies
Amber Simpson.....	English and Humanities
Dr. Frances Sinclair.....	Fine Arts
Anna Slaughter.....	Health Sciences
Michael E Smith.....	Social and Behavioral Sciences
Joseph Sobieski.....	Social and Behavioral Sciences
Chantel Stanfield.....	Nursing
Karen B. F. 1.9.96.Tf. ein.....	Nursing
Kathryn Stephens.....	Science
Dr. Daniel Stewart.....	English and Humanities
Donna Sutton.....	Nursing
Keira Sylvester.....	English and Humanities
Dr. Karen Tharrington.....	English and Humanities
Jason Thomas.....	Computer Technologies
Robert Thome.....	

Angela Webb.....	Culinary and Pastry Arts
Tiffany Williams.....	Public Services
Faydra Womble.....	English and Humanities
Charles Wright.....	Public Services
Anna Yeatts.....	Science
Heather Zerbel.....	Nursing
Amy Ziebart.....	Nursing

Academic Support

Wendy Kauffman.....	Dean of Academic Support
Taylor McCaskill.....	Director of Academic Support Initiatives
Jaime McLeod.....	eLearning Support and Design Specialist
Scott Robinson.....	Assistant Director of eLearning and Online Accessibility
Shalishah Russell.....	Coordinator of Tutoring, Disability, and Volunteer Services

Athletics

Michael Apple.....	Athletic Director
Alicia Riggan.....	Assistant Athletic Director
Ryan Riggan.....	Assistant Athletic Director

Audio Visual/Campus Services

Steve Melone.....	Director of BPAC Operations
Daniel Shea.....	Printing Services Coordinator
Chris Waldrop.....	Audio Visual Technical Specialist

Buildings and Grounds Maintenance

Douglas Smith.....	Facilities Director
Kenneth Dowdy.....	Construction Coordinator
Charla Matthews.....	Administrative Assistant
Vernon Morrison.....	Safety Coordinator
Ellen Spencer.....	Office Coordinator

DAY STAFF

Jeremy Beal.....	Fleet Mechanic/Locksmith
Jonathan Black.....	General Maintenance
George Brideschge.....	General Maintenance
Thomas Burns.....	Grounds Maintenance
David Clevenger.....	Lead Maintenance Technician
Brian Collins.....	Structural Maintenance
J.P. Easterly.....	

COLLEGE PERSONNEL

Kenneth F. Locklear.....Custodian
Mark Pracht.....Grounds Maintenance
Jarvis Smith.....HVAC Technician
Darren Taylor.....General Maintenance
Anthony Trolio.....HVAC Technician
Phillip Williams.....Housekeeping Supervisor

EVENING STAFF

Kenneth Collins.....Evening Housekeeping Supervisor
David Horton.....Evening Housekeeping Supervisor

Sandy Perry.....Coordinator, Continuing Education Program Support
D. Yvonne Petersen.....LEIS Coordinator
Tess Regan.....Chief High School Equivalency Examiner
Teresa Reynolds.....Director, Small Business Center and
.....Dedman Center for Business Leadership
Amanda Rovetta.....Continuing Education Registration and Support Specialist
DebraSikes.....coordinator, Career and College Readiness, Hoke Center
Deneane Smith.....Coordinator, Advanced Manufacturing
Jenny Troyer.....Director, Career Development Online and Prison Programs
Meg Wilkins.....Coordinator, College and Career Readiness Program Support
Lori Williams.....Associate Vice President, Continuing Education Operations
Nicole Worley.....Director, College and Career Readiness

High School Liaison High School

 COLLEGE PERSONNEL

Jose Perez.....CIS System Administrator
 Debi Ring.....Data Analyst
 Tara Taylor.....Receptionist/Switchboard Operator
 Charlotte Tomeski.....Receptionist/Switchboard Operator
 Suzanne Via.....Director of Technology Support
 TBAWeb Developer/Content Strategist

Instructional Support

Lavada Alsbrook.....Administrative Assistant for Learning Faculty Secretary
 Traci Batson.....Faculty Secretary
 Mary Lou Coffey.....BLET Records Management Specialist
 Dana Cuellar.....Faculty Secretary
 Virginia Ferguson.....Faculty Secretary
 Nichole Holloway.....Faculty Secretary
 Cathy McLean.....Faculty Secretary

Learning Resources

(Boyd Library and Learning Resources Computer Lab)

Windie Barnes.....Technical Service Supervisor
 Carl Danis.....Director of Library Resources
 Judy Hines.....Learning Resources Computer Lab Supervisor
 Micky Konold.....Director of Student and Public Outreach
 Brenda Quick.....Circulation Services Supervisor
 Tammy Stewart.....Associate Dean of Learning Resources & Head Librarian

Planning and Research

Lindsey Farmer.....Dean of Planning and Research/SACSC Liaison
 Rebecca Graham.....Data Management Analyst
 Stephanie Miller.....Research and Assessment Analyst

Student Services Division

Kellie Shoemake.....Vice President of Student Services
 Kimberly Aliago.....Admissions Associate
 Jean Blue.....Director of Records and Registration 1 248.95 4

Tonelli Hackett.....Student Success Specialist
Timothy Hunt.....Director of Personal Counseling Services
April Ikner

COMPLIANCE STATEMENT S

Sandhills Community College is committed to the elimination of all discrimination based on race, color, national origin, religion, sex, ~~sexual~~ orientation, gender identity, or disability. While aware that the College bears a significant responsibility for aggressively pursuing an equal opportunity policy designed to ensure the employment of qualified men and women,

- x The right to challenge the contents of their education records, which are believed to be inaccurate, misleading, or in violation of the VWXGHQW¶V SULYDF\ ULJKW XQGHU)(53\$
- x The right to have a hearing if the outcome of a challenge is unsatisfactory.
- x The right to submit explanatory statements for inclusion in their files if they feel that the decisions of the hearing panel are unacceptable
- x

Drug-Free Workplace Act and the Drug-Free Schools &
Communities Act of 1988

COMPLIANCE STATEMENTS

4. Each employee or student is required to inform the College, in writing, within five (5) days after he or she is convicted for violation of any federal, state, or local criminal drug statute wherein such violation occurred ~~while~~ in the workplace, on college premises, or as part of any college-sponsored activity. A conviction means a finding of guilt (including a plea ~~of no~~ ~~contender~~) or the imposition of a sentence by a judge or jury in any federal or state court. ~~Students~~ lose federal student aid eligibility as a result of drug violations. The institution must provide notice describing the ways in which the student can regain eligibility.
5. Convictions of employees working under federal grants, for violating drug laws in the workplace, on college premises, or as part of any college-sponsored activity shall be reported to the appropriate federal agency. The Associate Vice President of Human Resources ~~must~~ notify the U. S. government agency with which the grant was made within ten (10) days after receiving notice from the employee or otherwise receives actual notice of a violation of a criminal drug statute occurring in the workplace. The College shall take appropriate disciplinary action within 30 calendar days from receipt ~~of~~ notice. As a condition of further employment on any federal government grant, the law requires all employees to abide by this policy.
6. Any employee or student who unlawfully possesses, uses, sells, or transfers alcoholic beverages to another person ~~while~~ in the workplace, on college premises, or as part ~~of~~ college-sponsored activity will be subject to disciplinary action up to and including termination or expulsion and referral for prosecution.
7. If an employee or student is convicted of violating a ~~local~~ alcoholic beverage control statute while in the workplace, on college premises, or as part of any college-sponsored activity, he or she will be subject to disciplinary action up to and including termination or expulsion. Alternatively, the College may ~~require~~ the employee or student to complete

public agency, a private nonprofit or a private for-profit agency, students are considered to be employees of the College unless the agreement between the College and the organization specifies that the organization is considered to be the employer.

 COMPLIANCE STATEMENTS

Right-to-Know, the Campus Crime and Security Act, the Clery Act, the College is required to provide information about serious crimes on campus, as defined by the Act, that have occurred within the last three years. A hard copy RI WKH FROOHJH V DQQXDO UHSRUW RQ all WKLV V students, potential students, and other interested parties. Those interested are invited to call the College at 910-26185. The full annual security report is also published online at www.sandhills.edu.

Violence Against Women Act and the Sexual Violence Elimination (SaVE) Act

The College complies with the Violence Against Women Act (1994; Renewed D Q G W K H 6 \$ 9 (\$ F W ter03>-26<0056>-8<0058>6<0045>-5<00

Americans with Disabilities Act (ADA)

Sandhills Community College seeks to comply fully with the Americans with Disabilities Act (ADA), enacted J Q aG [(S)-9(A)11(p 0 gw5)-146enac1 -86(en)4(aca

COMPLIANCE STATEMENTS

Constitution and Citizenship Day

On September 17 of each year, at the first opportunity should that date fall on a weekend, Sandhills Community College commemorates the September 17, 1787, signing of the United States Constitution by holding a variety of educational programs for students, faculty and staff. This annual initiative is authorized by Section 111 of Division J of Pub. L. 107, the & RQVROLGDWHG \$SSURSULDWLRQV \$FW

3' H

Public Complaints

In accordance with its Policies and Procedures Manual, Sandhills Community College offers a range of policies and procedures to address both student and public comp7.2953>-2<00B3>10<002700480046>5<000F>-2<0003>-2<00B3re V



response to the academic or administrative officer under whose purview the complaint is directed.

5. In such cases, the administrative officer will gather information and provide a written response to the complainant within one week of receiving the complaint, addressing the issue and, where applicable, offering reasonable resolution to the complaint.
6. If the complainant is not satisfied with the response, the complainant may file a written complaint with the President. In such cases, the President will gather information and provide a final written response to the complainant.

Individuals are strongly encouraged to make every attempt to resolve matters through the aforementioned administrative processes. However, when matters cannot be resolved through these, the student or member of the public has these avenues of further recourse:

- x)RU FRPSODLQWV DVVRFLDWHG ZLWK WKH LC
academic program y6437 0Wad460003>-21>69<0050>19<005g76(er648 re W

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