

Learning without *Limits!*



Gulf Coast
Community College

2008 - 2009 General Catalog

www.gulfcoast.edu | 850.769.1551



Gulf Coast Community College

5230 West Highway 98

Panama City, Florida 32401

(850) 769-1551

Facsimile (850) 872-3836

Toll Free: 1-800-311-3685

Telecommunications Device for the Deaf (TDD) (850) 872-3834

Florida Relay System 1-800-955-8771 (TDD only)

www.gulfcoast.edu

Gulf Coast Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions regarding the accreditation status of the institution or if there is evidence that appears to support Gulf Coast Community College's significant non-compliance with a requirement or standard.

Gulf Coast is also a member of American Association of Community Colleges Florida Association of Community Colleges American Council on Education Council for Advancement and Support of Education.

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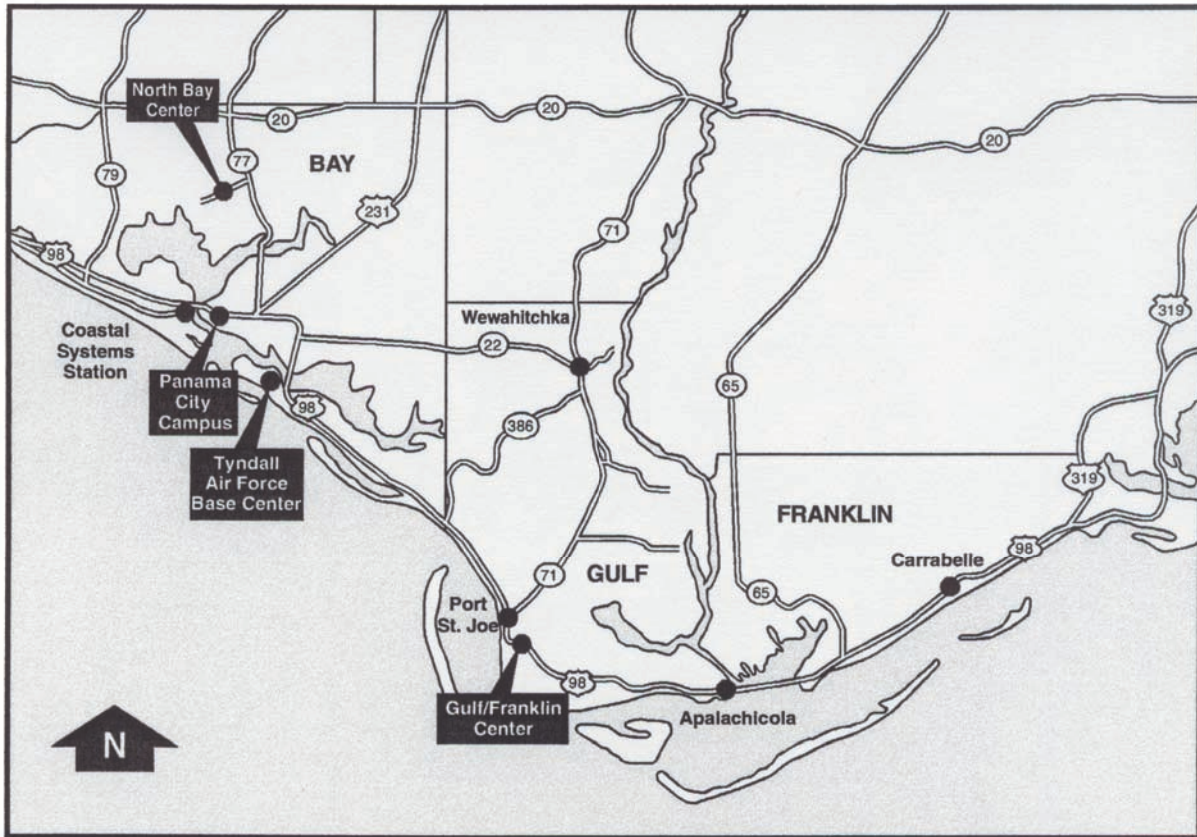
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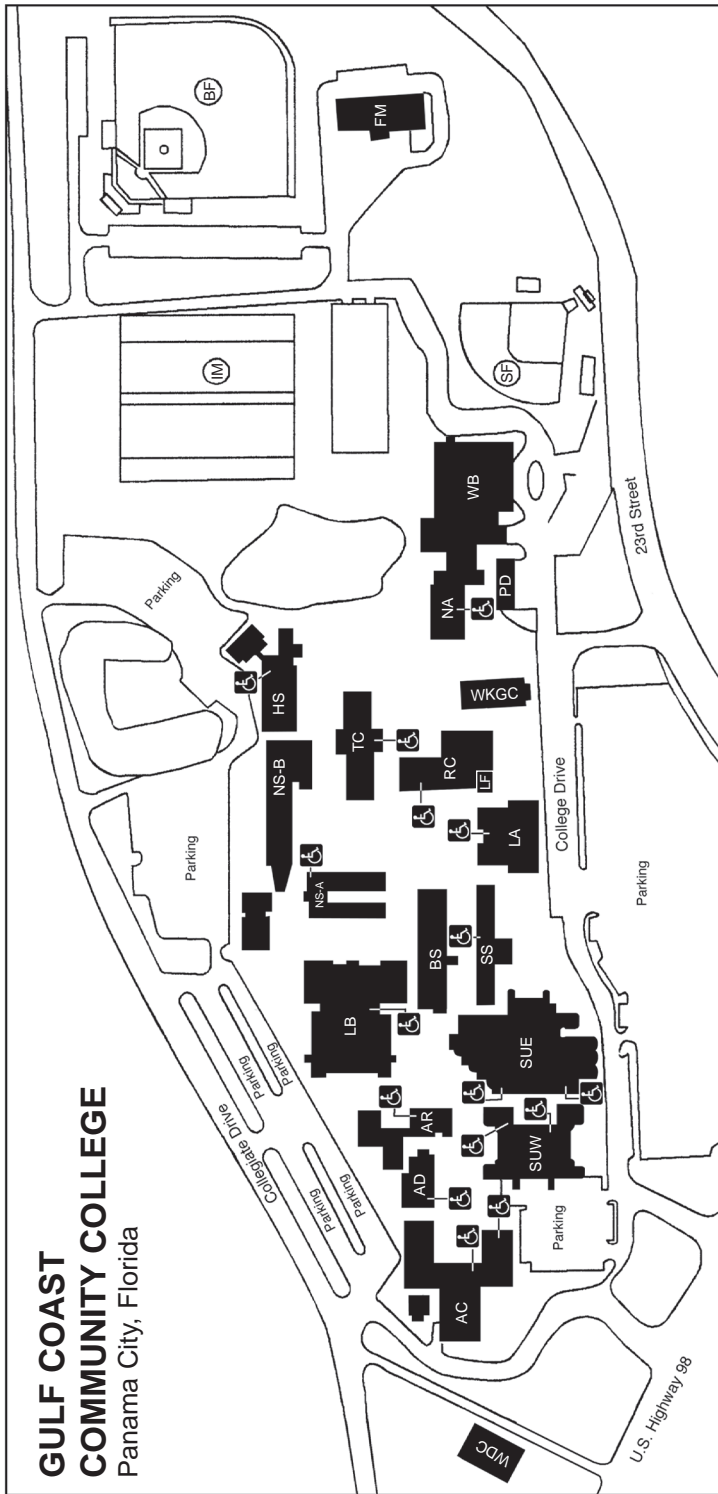
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GULF COAST COMMUNITY COLLEGE SERVICE DISTRICT



District: 1-800-311-3685



Directory

Classroom Sites

- AC -- Amelia G. Tapper Center for the Arts
- BS -- J.R. Asbell Business Building
- HS -- George G. Tapper Health Sciences Building
- LA -- The Russell C. Holley and Herbert P. Holley Language and Literature Building/Sarzin Lecture Hall
- LB -- Library
- LF -- La Friandise
- NA -- Natatorium/Pool
- NS-A -- Natural Sciences Labs/Offices
- NS-B -- Natural Sciences Classrooms/Ken Sherman Science Center
- PD -- Professional Development Center
- RC -- Rosenwald Junior College Classroom Building
- SS -- Social Sciences Building
- SUE -- Student Union East/Gibson Lecture Hall
(Student Development/Center for Business, Continuing, and Community Education)
- SUW -- Student Union West
(Bookstore/Mathematics/Success Center)

- TC -- Technology Building
- WB -- Wellness Building/Billy Harrison Field House
- WDC -- Workforce Development Center
- WKGC-- WKGC-AM/FM Studios

Administrative Sites

- AD -- Administration Building
- AR -- Admissions & Records Building/Gardner Seminar Room
- FM -- Facilities Management

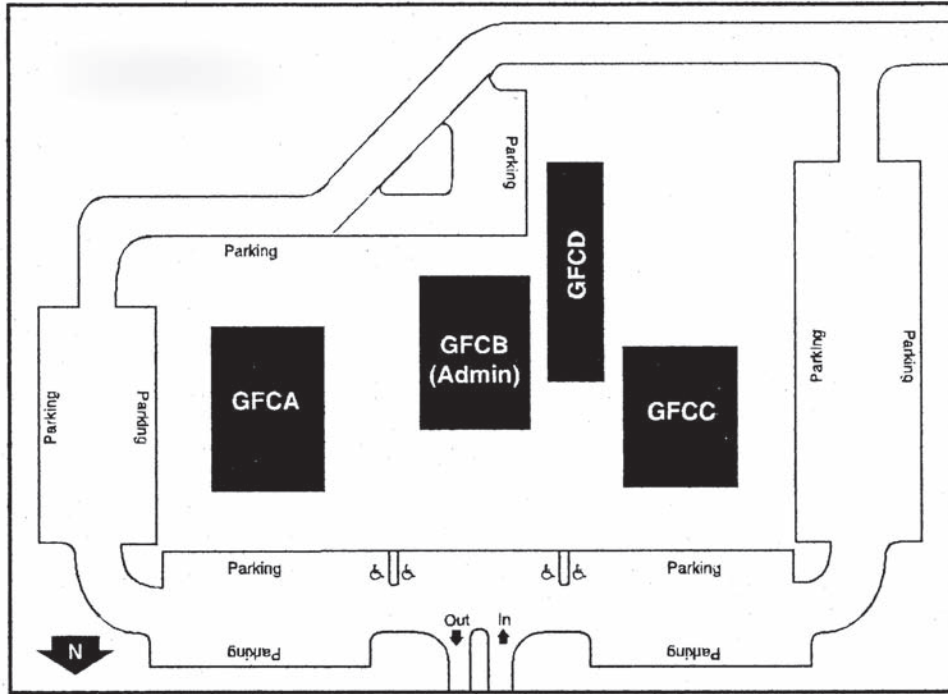
Sport Complexes

- SF -- Softball/Joe Tom King Field
- IM -- Intramural Field
- BF -- Baseball/Bill Frazier Field

Automatic Doors for Disabled

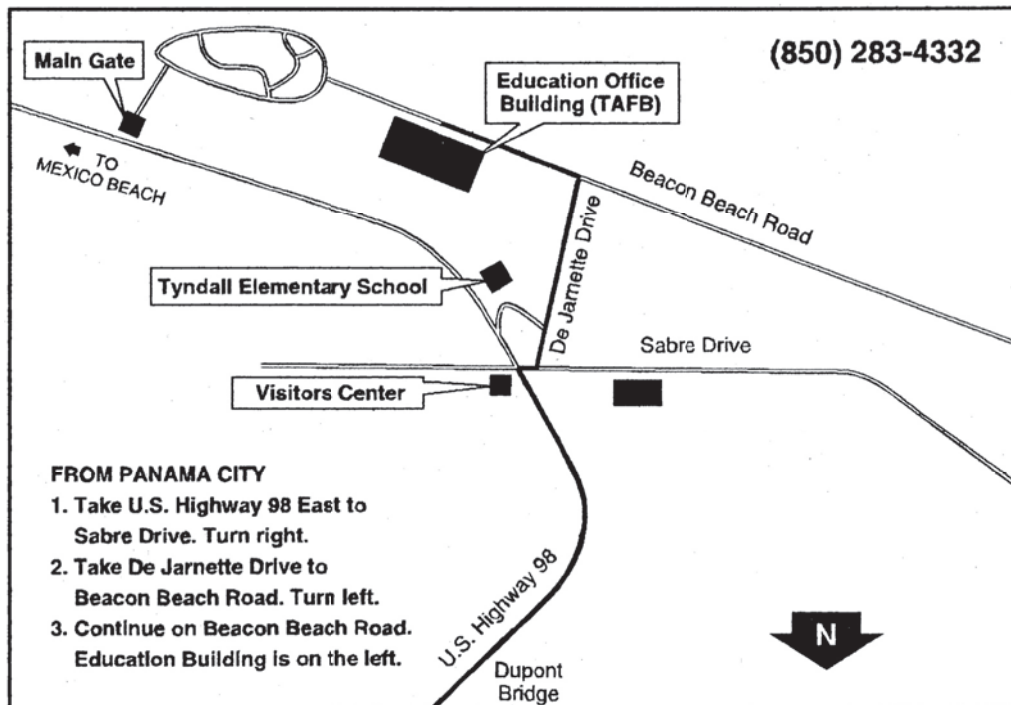
GULF COAST COMMUNITY COLLEGE GULF/FRANKLIN CENTER

Port St. Joe, Florida



Gulf/Franklin Center: (850) 227-9670

TYNDALL EDUCATION CENTER



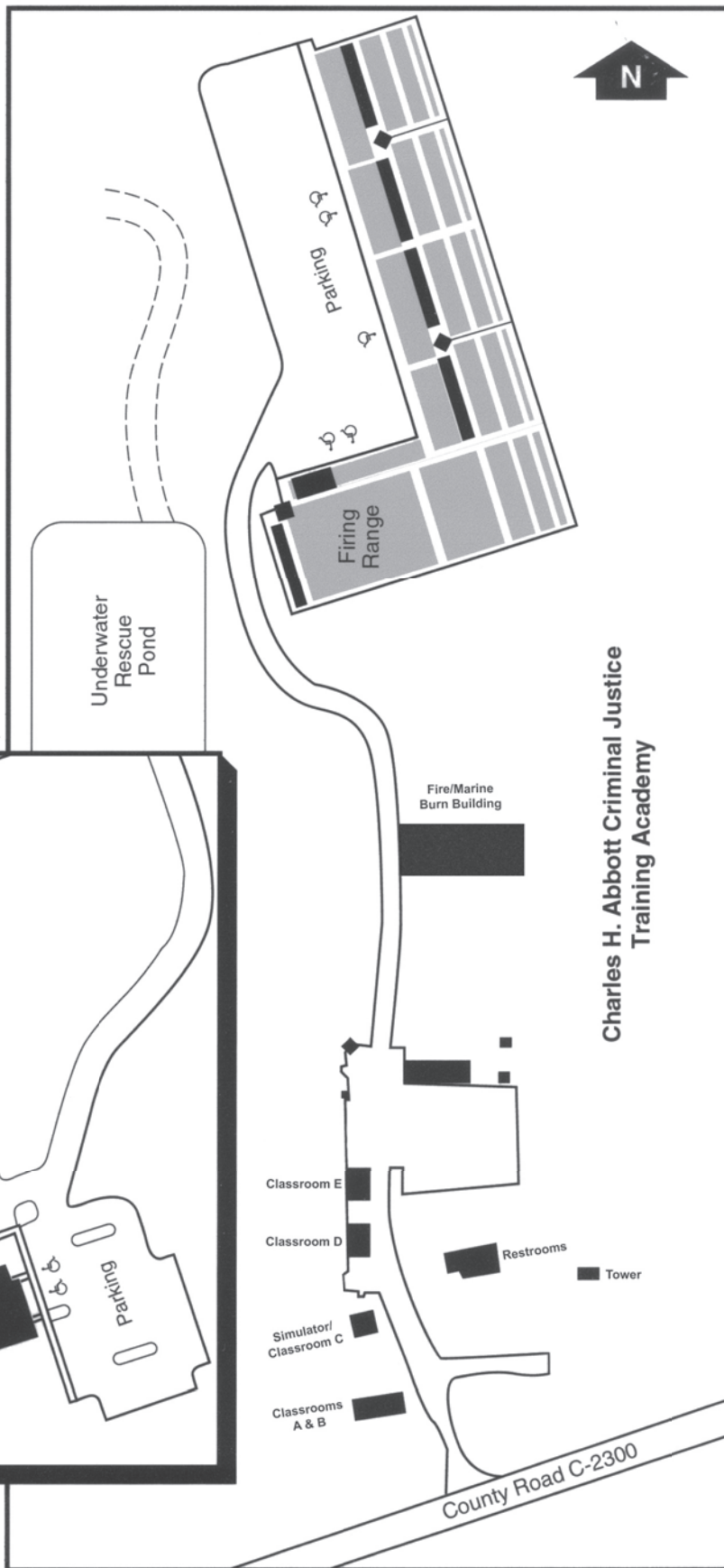
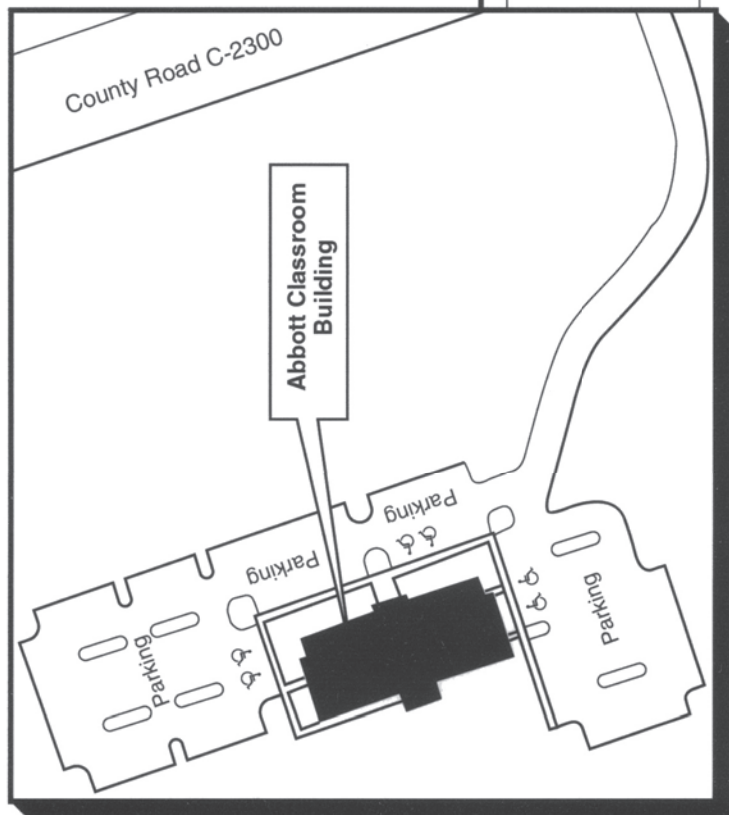
Tyndall Education Center: (850) 283-4332

NORTH BAY CENTER

(850) 747-3233 or (850) 872-3878

Directions to North Bay Center:

Take State Road 77 North of Southport to County Road 2300 and turn left.



Charles H. Abbott Criminal Justice
Training Academy

2008 - 2009 COLLEGE CALENDAR

Event	Summer A 2008	Summer B 2008	Fall 2008	Spring 2009	Summer A 2009	Summer B 2009
Campus Advising & Registration, (Excludes Sat., Sun, & holidays) **	Apr 14-May 9	Apr 14-18 Jun 18-20	Apr 14-18 Jul 7-18 Aug 20-22	Nov 17-21 Jan 5-7	Apr 13-May 8	Apr 13-17 Jun 17-19
Tyndall Air Force Base Registration	Apr 14-May 9	Apr 14-18 Jun 11	Apr 14-18 Jun 11 Aug 20-22	Nov 6 Jan 5-7	Apr 13	Apr 13 Jun 10
Gulf/Franklin Center Registration	Apr 14-May 9	Apr 14-18 Jun 11	Apr 14-18 Jun 11 Aug 20-22	Nov 6 Jan 5-7	Apr 13	Apr 13 Jun 10
North Bay Center Registration	Apr 14- May 9	Apr 18-20 Jun 11	Apr 18-20 Jun 11 Aug 20-22	Nov 6 Jan 5-7	Apr 13	Apr 13 Jun 10
Registration Fees Due	May 7	Jun 16	Aug 18	Jan 2	May 6	Jun 15
Classes Begin	May 12	Jun 23	Aug 25	Jan 8	May 11	Jun 22
Late Registration; Drop/Add	May 12-13	Jun 23-24	Aug 25-29	Jan 8-14	May 11-12	Jun 22-23
Refund and Audit Registration Deadline	May 13	Jun 24	Aug 29	Jan 14	May 12	Jun 23
Midterm	May 30	Jul 11	Oct 24	Mar 6	May 29	Jul 10
Withdrawal Deadline: "W" if passing, "F" if failing	Jun 6	Jul 18	Oct 31	Mar 13	Jun 5	Jul 17
Final Examinations	Jun 18-19	Jul 30-31	Dec 15-18	May 4-7	Jun 17-18	Jul 29-30
Term Ends	Jun 21	Aug 2	Dec 19	May 8	Jun 20	Aug 1
Graduation Application Deadline	Jul 18	Jul 18	Nov 21	Feb 20	Jul 17	Jul 17
	^In order for summer graduates to participate in the spring ceremony, they must submit their summer graduation application prior to the spring application deadline. No exceptions.					
Graduation				May 10		
Honors Convocation				May 1		
CLAST Application Deadline	May 9		Sep 5	Jan 23	May 8	
CLAST Administered	Jun 7		Oct 4	Feb 21	Jun 6	
College Placement Test (CPT)	May 14-Aug 29		Sep 2-Jan 14	Jan 15-May 12	May 13-Aug 28	
	The college placement test may be taken two times per semester. A student may take the CPT two times between these dates each semester.					
Student Holidays - Classes will not be held on these days.***	May 26	Jul 4	Sep 1 Nov 11 Nov 27-28 Dec 24-Jan 1	Jan 19 Mar 30-Apr 5 (Spring Break)	May 25	Jul 3
College Closed for all Students & Employees						
In-service Day			Aug 11			
Memorial Day	May 24-26				May 23-25	
Independence Day		Jul 4				Jul 3-5
Labor Day			Aug 30, 31, Sept 1			
Veteran's Day			Nov 11			
Thanksgiving Holidays			Nov 27-30			
Christmas Break			Dec 24-Jan 1			
Martin Luther King, Jr. Day				Jan 17-19		
Spring Break				April 3-5		

***Freshman Orientation:** First time students must participate in orientation in order to register in the summer for the fall term.

***See class schedules for web registration dates and times.

DISTRICT BOARD OF TRUSTEES



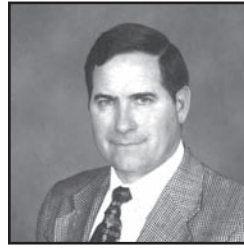
William C. Cramer, Jr., a native of St. Petersburg, is chair of the District Board of Trustees and president of Tommy Thomas Chevrolet, Inc., of Panama City. He holds a bachelor's degree from the University of North Carolina at Chapel Hill and a Juris Doctor from Harvard Law School.



Dr. Stephen C. Myers, a native of Panama City, is a dentist with a Panama City Beach general practice emphasizing adult restorative and cosmetic dentistry. He holds an A.A. from Gulf Coast Community College and a D.M.D. from the University of Florida.



Karen L. Durden, vice chair of the District Board of Trustees, is a native of Tallahassee and a resident of Panama City Beach. She is an interior designer and is a past-president of the Gulf Coast Community College Foundation, Inc.



William C. Sumner, a native of Jacksonville and resident of Wewahitchka, is a retired bank president and a real estate broker. He holds B.A. and M.B.A. degrees from the University of Georgia.



Denise D. Butler, a native of Coral Gables and resident of Eastpoint, is president of Cook Insurance Agency of Apalachicola. She holds a B.S. in education and an M.S. in educational leadership from Florida State University.



Linda R. Wood, a native and resident of Port St. Joe, Florida, is serving a second term on the Gulf County School Board. She is a former teacher and holds a Bachelor of Arts in English and Education from Florida State University.



James Allen Cox, a native of Bainbridge, Georgia, is president and owner of James A. Cox and Associates, Inc., of Port St. Joe. He holds a bachelor's degree from the University of Alabama and a master's degree from Georgia College, both in business administration.



Derrick G. Bennett, a native of Panama City, is a partner in the law firm Harrison, Rivard and Bennett. He represents the firm as the primary attorney for the District Board of Trustees, holding a bachelor's degree in finance from the University of Florida and a Juris Doctor from Stetson University.



Dan A. Estes, a native of Bassett, Virginia, is the owner of D.A. Estes and Associates, Vetted Services, Inc., and Bay County Investments of Panama City. He is a veteran of the United States Air Force and a mentor at New Horizon Learning Center.



Dr. Jim Kerley, a Tennessee native, became the fifth president of Gulf Coast Community College in June 2007. He holds a B.S. in social sciences/history/secondary education from Tennessee Tech University, an M.A.T. in history from The Citadel, and a Ph.D. in educational administration and supervision of higher education from Florida State University.



Charles S. Isler, III, a Panama City native, is a shareholder in the law firm Isle, Sombathy & Sombathy, P.A. He holds an A.A. from Gulf Coast Community College, B.S. from Florida State University, M.B.A. from Georgia College, and Juris Doctor from the John Marshall Law School.

College Statement of Values, Vision and Mission

Statement of Values

Holding true to its vision and working continuously on mission, Gulf Coast Community College affirms these values as essential to all the college is and does:

- Boldness of vision
- Responsiveness to the community
- Culture of honesty and trust
- Open expression of ideas
- Diversity of thought and culture
- Flexibility and agility
- Ease of access and affordability
- Outstanding teaching and service
- Creativity and innovation
- Purposeful work

Vision

Gulf Coast Community College will deliver life-changing learning opportunities and will join as a full partner in dynamic cultural and economic development of the region.

Mission

Gulf Coast Community College holds students and community of central importance. The college provides many opportunities for learning and offers a range of programs and services to help students become well-educated, productive citizens. The college is equally dedicated to collaborating with the community to help create or improve economic well-being and to offer the space of the college for social dialog, events of art and culture, and other moments that enhance our quality of life.

College History

Serving the community for over 50 years, Gulf Coast Community College was the first public two-year institution to open after the 1957 Florida Legislature established a statewide network of community colleges. Located in Panama City on Florida's Emerald Coast, Gulf Coast is one of 28 public community colleges in the state, all located within commuting distance of 96 percent of the population.

From September 1957 through the spring of 1960, the college operated in temporary facilities at the Wainwright Shipyard (located across the street from the present location at 5230 West Highway 98). The City of Panama City provided 40 acres for the permanent campus overlooking St. Andrew Bay; the college purchased the remaining 40 acres. Construction of new buildings on the campus began in 1959, with the actual move to the new campus completed the next year.

Buildings comprising the current campus and other college sites and their dates of first occupancy are the Natural Sciences Building, including the Ken Sherman Science Center (1960; renovated 1978, 1993, 2003, and 2006), Administration Building (1960; renovated 1978 and 1989), Admissions and Records Building (1960; renovated 1970 and 1995), James R. Asbell Business Building (1960; renovated in 1978 and named for Mr. Asbell in 1979), Russell C. Holley and Herbert P. Holley Language and Literature Building (1962; former Library; renovated and renamed Language Arts Building in 1977, renovated and renamed in 2004, renamed in 2006), Billy Harrison Health Building (1965; demolished in 2003), Professional Development Center (1965; former Maintenance Building; renovated and renamed Wellness Center in 1995; renovated and renamed in 2003), Rosenwald Junior College Classroom Building (1965; originally the Student Center; renovated in 1978 and 1992 and renamed in 1994), Amelia G. Tapper Center for the Arts (1967; renovated and renamed for Mrs. Tapper in 1994), Social Sciences Building (1967; renovated in 2001), Technology Building (1969; renovated in 1985), Library (1976; originally named the Learning Resource Center), WKGC-AM/FM Studios (1981; renovated in 2005), George G. Tapper Health Sciences Building (1983), North Bay Center (1990; originally the Criminal Justice Training Academy; renamed the Charles H. Abbott Criminal Justice Training Academy and expanded to include the Abbott Classroom Building in 2000), Student Union, East and West Wings (1991; west wing expanded to include two additional floors in 2004), Natatorium (1991), Facilities Management Building (1995), Gulf/Franklin Center (1998), Wellness Complex (2003; includes new gym named Billy Harrison Field House), and the Workforce Development Building (2004; formerly the Florida Highway Patrol building). For its first nine years, the college served primarily the residents of Bay County. In the summer of 1966, Gulf County became part of the college's service district, and Franklin County was added in 1984. Each semester, the college enrolls over 7,000 students in credit courses, with many thousands more registering in lifelong learning or continuing education programs.

Throughout its history, the college has been committed to providing a first-class education. This commitment is evidenced by the excellent performance of GCCC graduates who transfer to a state university as well as by the high job placement rates of students in occupational programs.

The Gulf Coast Community College Foundation, Inc.

History and Mission

Based on the principles of trust and integrity, the Gulf Coast Community College Foundation exists to advance the causes of Gulf Coast Community College. Its primary mission is to create a scholarship program providing educational opportunities to deserving students.

The foundation also enhances the educational programs of the college and student services by providing financial support. And, through the active involvement and leadership of citizens united by these purposes, the foundation serves as an effective liaison between the college and the community.

Additionally, the foundation assists the college in enriching the community through cultural opportunities and enhancing community economic development through educational programs.

Founded in 1967, the foundation has more than \$26 million in assets. Throughout its 41 year history, it has awarded close to \$4 million in scholarships for GCCC students and has spent an additional \$3 million in support of college programs.

In 1991, the foundation completed its Wall of Honor Endowment Campaign, which continues to award hundreds of scholarships each year. In 1997, the foundation launched the Honors Plaza Endowment Campaign to provide annual support for the continuing need for state-of-the-art instructional technology. The Foundation closed out its "A Legacy of Trust" endowment campaign in spring 2007 with over \$8 million.

Scholarships

The foundation will provide more than \$1 million in scholarships to GCCC students this year. In addition to two-year Honors Scholarships for students just having graduated from high school, the college provides scholarships for students who have demonstrated academic excellence, have academic potential or specific talents, and students with demonstrated financial need. Scholarship applications are available in the foundation office and the financial aid office beginning in January of each year.

The deadline for scholarship applications is in early March. For scholarship information, please call 872-3810 or visit www.gulfcoast.edu.

ADMISSIONS

Attending Gulf Coast Community College is a privilege and not a right. Students and potential students will be treated equally regardless of race, religion, sex, age, national origin, marital status, or handicap.

ADMISSIONS INFORMATION

Applications for admission may be obtained from the Office of Admissions and Records or visit www.gulfcoast.edu and click on "Apply Online." The following chart summarizes the supported documents required for the various student categories.

All transcripts must be sent directly from the high school or college to the Office of Admissions and Records.

Student Category	A	B	C	D	E	F	G	H	I
A.A. Degree Seeking	✓	✓	1	2	3				
A.S. Degree, A.A.S., or Technical Certificate Seeking	✓	✓	1	2	3				
PSAV Certificates	✓	✓	1	1	1				✓
Health Sciences Students	✓	✓	✓	2	4				
Non-Degree Seeking Students	✓	✓		1	3				
Dual Enrolled Students	5				3		✓		
Early Enrolled Students	✓	✓			3		✓		
Home School Graduates	✓	✓			3			✓	
Audit Students	✓	✓		1	3				
International Students	✓	✓	✓	2	3	✓			

Letter and Number Designations

A = Application Form

B = Residency Affidavit (on application)

C = High school transcript or GED scores

D = College transcripts

E = College Level Placement Test or ACT/SAT

F = TOEFL Score

G = Letter from school official

H = Affidavit verifying Home School Completion

I = TABE Test

1 = See Office of Admissions for exceptions

2 = Required from each college or university attended

3 = Required of all students planning to pursue a degree or take English or math courses. (Transfer students who have completed a college-level English and math course are excluded.)

4 = Placement test scores used for acceptance into program

5 = See Office of Instructional Support, Room 344, Student Union West, 769-1551, extension 3207

The college offers credit and non-credit courses. Credit courses are designed to apply toward a degree; however, students may enroll in credit courses without seeking a degree. Non-credit courses are designed to meet the needs of citizens in the community.

CREDIT

1. Complete an application and an affidavit of residence.
2. Order high school, GED, and/or previous college transcript(s).
3. Take the placement test. ACT and SAT scores may also be used for placement purposes within two years. Students may have their scores sent to the Testing Office at GCCC.
4. Meet with an academic adviser.
5. Register for courses.

Degree Seeking. No student is officially accepted into the college until all transcripts are on file. All transcripts should be on file by the end of the first term. A student will be placed on a registration restriction if transcripts are not received by the end of the first term of enrollment. **A student who has not been officially accepted into the college is not eligible for financial aid.**

1. High School Graduates (see “First Time in College Students”).
2. Transfer Students. A student who has been registered at another college or university is classified as a transfer student (see “Transfer Students”).
3. Limited access programs (example: nursing) may have special entrance requirements.

Non-Degree Seeking. Students may enroll in credit courses without seeking a degree.

1. Non-High School Graduates (see “Non-High School Graduates”).
2. Special students may accumulate 15 credit hours in this classification. Special students are not eligible for financial aid.
3. Transient Students (see “Transient Students”).

NON-CREDIT

1. Enrollment in non-credit Continuing Workforce Education courses is restricted to those 18 years of age and older.
2. Complete a non-credit registration form and register for courses.

ADMISSIONS POLICIES

Student Social Security Numbers. In compliance with FI Statute 119.071 (5), GCCC collects and uses student social security numbers for state and federal reporting requirements. You are not required to disclose your SSN, however the SSN is required of all students seeking federal financial aid and must be provided in order to obtain the IRS deduction for college attendance. All SSNs are protected by federal regulations (FERPA) and are never released to unauthorized parties. GCCC provides each student a unique GCCC Student Identification Number that is NOT the SSN. The GCCC Student Identification Number is to be used for all transactions at the college.

Official high school transcript, official GED scores, or college transcript from each institution attended must be submitted to the Office of Admissions and Records.

Please note: An official transcript is mailed from a high school or college directly to Gulf Coast Community College. Hand carried transcripts are not official. **All transcripts become part of the student’s permanent record and may not be returned.**

First Time in College Students. Students who meet one of the following requirements may enroll in Associate in Arts degree, Associate in Science

degree, Associate in Applied Science degree, or certificate programs.

1. Students who graduated with a Standard High School Diploma, an equivalency diploma (GED), a certificate of completion—CPT eligible, or previously demonstrated competency in college credit postsecondary course work.
2. Students who are home educated, with a signed affidavit submitted by the student’s parent or legal guardian attesting that the student has completed a home education program pursuant to the requirements of Florida Statute 1002.41.
3. Students are provisionally admitted on the basis of their application. Graduation status must be officially verified within the student’s first term of enrollment.
4. Special diplomas and certificates of attendance are not accepted for admission into degree or certificate programs.

Non-High School Graduates.

1. Individuals under the age of 18 without a standard high school diploma, GED, certificate of completion—CPT eligible, or home school affidavit will not be able to enroll in advanced and professional, postsecondary, vocational, and/or postsecondary adult vocational courses. The exception is for students enrolled in one of the dual enrollment categories.
2. Individuals 18 years of age or older can enroll in advanced and professional, postsecondary vocational, and/or postsecondary adult vocational courses as non-degree seeking students (special students). Students cannot enroll in programs until they receive a high school diploma or GED (exceptions listed in #3). Students are encouraged to obtain a high school diploma or GED.
3. All non-high school graduates 18 years or older may enroll in certain PSAV programs with permission of the PSAV program manager. Non-high school graduates may also enroll in designated non-credit courses and GED preparation courses. The exception is for PSAV programs, which require a high school diploma. The non-graduate must earn the diploma by the end of the first term of enrollment.

Dual Enrollment. Dual enrollment is authorized under Florida Statute 1007.271 as an articulated accelerated mechanism. It is intended to shorten the time necessary for students to complete the requirements associated with the conference of a degree, broaden the scope of curricular options available to students, and increase the depth of study available for a particular subject.

Dual enrollment provides the opportunity for qualified high school students to enroll in college-level work at Gulf Coast Community College while concurrently enrolled in high school. Students receive both high school and college credit for these courses. This program is open to students from public high schools, accredited private schools, or approved home education programs. Students must have an unweighted GPA of 3.0 and demonstrate readiness for college coursework through scores on the Common Placement Test to participate in college credit dual enrollment. Participation in vocational dual enrollment requires a 2.0 unweighted GPA.

A student may take dual enrollment courses during school hours, after school hours, and during the summer term. Students in dual enrollment classes do not pay registration, matriculation, or lab fees. For additional information, please call (850) 747-3207.

Transfer Students. Freshman and sophomore courses will be accepted in transfer. Transcripts from all institutions of higher education previously attended for students enrolled in Associate in Arts degree, Associate in Science degree, Associate in Applied Science, and certificate programs are required. All transfer courses from regionally accredited institutions will be evaluated and placed on the GCCC transcript.

Students enrolled in postsecondary adult vocational certificate programs

are not required to request transcripts from institutions of higher education. Students enrolled in postsecondary adult vocational certificate programs who request a transfer course be accepted are required to have transcripts from all institutions of higher education attended.

Credits, excluding college preparatory work from out-of-state institutions, will be accepted if earned at colleges or universities fully accredited by regional accrediting agencies (Southern Association of Colleges and Schools, for example) provided the courses meet academic standards and are relevant to the college's instructional program.

Credit from vocational and occupational institutions will be awarded provided the credits meet academic standards and are relevant to the college's instructional program. Students must provide course for evaluation by division chairs.

Credit from non-regionally accredited institutions will be awarded on an individual basis provided the credits meet academic standards and are relevant to the college's instructional program. Students must provide course syllabi and faculty credentials for evaluation by division chairs.

Credits with grades "P" or "S" from Florida public institutions are considered transferable. Institutions outside the State of Florida are transferable if documentation indicates comparable course content and grade equivalence.

To maintain degree-seeking status, students are required to have transcripts evaluated no later than the end of the first academic term of enrollment. A student will be placed on registration restriction if transcripts are not received within thirty days from the beginning of the term. Degree-seeking students will receive a transcript evaluation once all transcripts have been received by the Office of Admissions and Records. Students will be able to view their evaluated transcript on www.gulfcoast.edu.

An applicant suspended from another institution for disciplinary reasons will not be admitted to Gulf Coast until eligible for readmission to the suspending institution.

Students transferring to Gulf Coast with a Bachelor's Degree or higher and who wish to pursue an Associate in Applied Science degree or certificate must:

1. Verify previous degrees by providing official transcripts
2. Obtain a certified credit evaluation from the Office of Admissions and Records (to be mailed to the applicant).
3. Take the evaluation package to the appropriate program manager for program evaluation.

Only courses with "C" or better will be accepted. The notation, "Bachelor's Degree," will be placed on the transcript, along with specific courses posted as external credits, as in the following example:

ENC 1101 BACH DEGREE

The student's cumulative grade point average for the degree will include only those courses completed at Gulf Coast.

Transient Students. A transient student is a student seeking a degree from another college. To enroll, students must furnish written permission from the registrar of the home school. This permission must list Gulf Coast Community College courses, which may be taken. Transient students are non-degree-seeking students; therefore, transcripts are not required. Florida students may access an electronic transient student form by going to www.facts.org and selecting the "Admissions" link and then "Transient Student Form."

International Students. Students requiring the F-1 Student Visa, including those who are transferring their F-1 Student Visa from another U.S. institution, must meet the following admission requirements:

1. Complete an admissions application.
2. Students from non-English speaking countries are required to submit an official TOEFL (Test of English as a Foreign Language) score report with achieved minimum total scores as follows (visit www.ets.org for testing details):
 - 550 on the paper-based test
 - 213 on the computer-based test
 - 79 on the internet-based test
3. Provide proof of U.S. high school equivalency through an external service (e.g. World Education Services). Visit www.wes.org for details.
4. Submit official transcripts from any U.S. college or university the student has attended. Transcripts from foreign institutions must be evaluated by an external service. It is the responsibility of the student to bear all associated costs and fees. All evaluations must be in English. Gulf Coast Community College (GCCC) will determine transferable credits.
5. Submit Financial Statement of Responsibility. Students must be able to bear the cost of study and living expenses. A minimum guarantee of funding for two years is \$30,000 (U.S. dollars). The college assumes no responsibility for financial assistance
6. On-campus housing is not available at GCCC; international students are responsible for making their own housing arrangement.
7. Submit proof of health insurance coverage valid in the U.S. Insurance must be maintained while attending GCCC.

Upon the student's completion of all admissions requirements, a Certificate of Eligibility (form I-20) will be issued to the student. The U.S. Immigration and Customs Enforcement (ICE) will be notified of the student's admission the Gulf Coast Community College.

International Students must register as a full-time student for a minimum of 12 semester credit hours during fall and spring semesters and remain a full-time student in order to maintain status.

Please note: No off-campus employment is permitted unless first approved by Immigration and Naturalization Services. Please see the International Student Representative for approval and procedures for on campus employment.

For additional assistance, please call (850) 769-7557 ext. 4864 or (800) 311-3685 ext. 4894, or visit our web site at www.gulfcoast.edu.

This information is for International Students only. If you are a Permanent Resident Alien, please follow the standard application process.

READMISSION

A student must reapply to the college if non-enrollment exceeds two calendar years. All readmitted students must meet current admissions requirements (see "Admissions"). Decisions on admission and readmission rest with the director of enrollment services and with the Appeals Committee.

RESIDENCY

It is important to understand that living or attending college in Florida is not tantamount to establishing a legal residence. Living or attending school in Florida merely indicates physical presence--not legal residence. Legal residency in Florida is established when certain legal ties to the state are made.

All applicants who are residents for tuition purposes are required to make a statement as to the length of residence in the State of Florida and submit it with their application for admission. Applicants who are not residents for tuition purposes may attend Gulf Coast Community College but are required to submit a statement of residency. Non-Florida residents for tuition purposes will pay higher fees than Florida residents.

Listed below are the documents established by the State Department of Education Rule as items required for classification of residency for tuition purposes. A student, or the dependent student's parent/guardian, must be able to present **two** of these documents:

- A Florida drivers' license issued over 12 months prior to the first day of classes.
- A Florida voter's registration issued over 12 month prior to the first day of classes
- A vehicle registered in the State of Florida for more than 12 months prior to the first day of classes
- A Declaration of Domicile filed with the Clerk of the Court more than 12 months prior to the first day of classes
- Proof of purchase of a permanent home (to include homestead Exemption) more than 12 months prior to the first day of classes.
- A professional or occupational license in the State of Florida
- Florida incorporation
- Proof of full-time employment or part-time employment for more than 12 months prior to the first day of classes

A dependent student is any student who is eligible to be claimed as a dependent for Internal Revenue purposes. Therefore, any student who is under the age of 24 will be considered a dependent student, and the dependent student's status will be based on the residence status of a parent or legal guardian. A parent or legal guardian must complete the Residence Statement.

The Residence Statement for the independent student must be completed by the student and submitted with the appropriate documentation.

Any student who is under the age of 24 and can document independent status by presenting evidence that he/she is not claimed as a dependent by another person and is filing his/her own income taxes with an annual income that indicates the ability to be self-supporting may be considered as an independent student.

Florida Statutes allow some applicants who have not met the 12-month residence requirement to be classified as Florida residents for tuition purposes. These exceptions are listed below:

- A student who intends to make Florida his/her permanent home and is married to an individual who meets the requirements for classification as a resident for tuition purposes. (marriage certificate required)
- Active duty service members of the United States stationed in Florida or residing in Florida (spouse and dependent children included).
- Active duty service members of the United States not stationed in Florida but whose legal state of residence certificate (DD2058) is Florida (spouse and dependent children included).
- Full-time instructional and administrative personnel employed by the public school system, community college system, or university system (spouse and dependent children included, copy of employment record required).
- A dependent child who has lived with an adult relative (who is not a parent or legal guardian) for at least five years (relative documentation required).
- Persons who were enrolled as Florida residents at a state institution of higher learning, but who abandon Florida residency for less than a year.
- Latin American/Caribbean Scholars
- United States citizens living on the Isthmus of Panama who have completed 12 consecutive months of college level coursework at the FSU Panama Canal Branch (spouse and dependent children

included).

- Full-time employees of state agencies of political subdivisions of the state when the student fees are paid by the agency or subdivision for the purpose of job-related law enforcement or corrections training.
- Qualified beneficiaries under the Florida Pre-paid Postsecondary Expense Program (documentation required).

A student's residency is determined at the time of admission. A non-resident may request reclassification in writing after establishing residency in Florida as determined by law. The non-Florida resident must produce evidence that he/she is a legal resident and has resided in the state for 12 consecutive months. A dependent child must provide evidence that he/her parents are legal residents of the state of Florida.

Out-of-state students who attend GCCC as a full-time student while establishing residency must show intent to reside in Florida and not as a mere temporary residence incident to enrollment. The claimant must provide the necessary **two** documents to show intent to reside in Florida: full-time or part-time permanent employment in Florida, purchase of permanent home in Florida, family ties (children/parent).

The law allows a United States citizen or permanent resident alien to be classified as a Florida resident if the student, or dependent student's parent or legal guardian, has been a legal resident of the state of Florida for 12 consecutive months immediately preceding the first day of class for the term in which classification as a Florida resident for tuition purposes is sought. Only non-resident aliens classed in Visa categories A,E,G, I, or K may be eligible for classification as a Florida resident for tuition purposes.

Information on residency is available at the Registrar/Admissions Office. Students may also review the residency guideline at www.facts.org and click on residency.

SPECIAL SCHEDULING OPPORTUNITIES

E-Learning

GCCC continues to increase your opportunity to access our courses and programs through E-Learning. E-Learning refers to the delivery of learning through electronic means. Over 1,000 of our courses place lessons and resources online through the latest course management system called Angel. GCCC offers you one of the state's largest selections of distance learning courses. Whether you're looking for completely online courses, or prefer a "hybrid" class mixing online and on-campus sessions, be sure to check out Distance Education and E-Learning portion of our class schedule.

You can locate a listing of our online (Web-based) and E-Learning courses at <http://de.gulfcoast.edu>. There you will find out how to start these classes, who to contact for support, and complete course outlines from each instructor. Keep in mind that such courses require a high degree of self-motivation and organization on the part of the student. An additional fee per credit/vocational hour is charged for these courses. Your course instructor and the dedicated E-Learning staff at GCCC are ready to help you succeed. For more information, visit the website above, or call us at 850-769-1551, ext. 5807 (Toll Free at 1-800-311-3685, ext. 5807).

Weekend College

Weekend College is an alternative format to the traditional academic semester. Students can complete courses in a blended format combining online instruction with a traditional face-to-face classroom experience. The traditional classroom component is offered on nonconsecutive weekends. For example, a 3-credit-hour course would combine 25 hours of online instruction with 20 hours of traditional classroom instruction

delivered one Saturday a month (9 a.m. - 2 p.m.) for a total of four Saturdays during the semester. Exact weekend days and times vary—please check the schedule of classes.

Military Services Program

Gulf Coast offers on-site classes at Tyndall Air Force Base and the Naval Support Activity Panama City. These classes are also open to the civilian population.

Aside from stated and traditional means of obtaining credit, special policies, procedures and services are available to active-duty personnel.

The college follows the recommendations of the American Council on Education concerning credit awarded for the successful completion of military service schools and training programs. Division chairs determine whether or not military credits apply to specific programs.

Official copies of appropriate military transcripts and/or documentation are required to award applicable credit.

- Credit must be applicable to the student's current degree program.
- Gulf Coast must offer a course comparable in content and credit value.

It should be noted that most credits apply to the Associate in Science degree programs. For additional information visit the college website (www.gulfcoast.edu) and click on the **TAFB Center option**.

Sites

In addition to course and program offerings at the main campus of Gulf Coast Community College in Panama City, the college maintains additional sites at Tyndall Air Force Base Education Center, the North Bay Center, including the Charles H. Abbott Criminal Justice Training Academy, and the Gulf/Franklin Center in Port St. Joe. Information on course offerings at these sites can be obtained from the schedule of classes for each term and through brochures and press releases.

FINANCIAL INFORMATION

STUDENT EXPENSE

Registration will not be officially completed until all fees are paid in full by the dates identified in the college calendar. Students are responsible for all fees for courses not dropped by the student during the drop/add period.

FEE CHANGES

Fees are subject to change by the Florida Legislature and the District Board of Trustees. Current fees are available in the Office of Admissions and Records. Fees listed below are for the 2006-2007 academic year.

IN-STATE (PER CREDIT HOUR):

Matriculation fee	\$54.51
Technology fee	1.80
Student activity fee	5.45
Capital improvement fee	4.00
Financial aid fee	<u>2.73</u>
Total, per credit hour	\$68.49

PER PSAV CREDIT HOUR:

Matriculation fee	\$52.50
Capital improvement fee	2.63
Financial aid fee	<u>5.25</u>
Total, per PSAV hour	\$60.38

PER ADULT EDUCATION CREDIT HOUR:

Matriculation fee	\$26.10
Capital improvement fee	1.31
Financial aid fee	<u>2.61</u>
Total, per adult education hour	\$30.02

OUT-OF-STATE (PER CREDIT HOUR):

Matriculation fee	\$54.51
Tuition fee	165.59
Technology fee	5.40
Student activity fee	5.45
Capital improvement fee	6.00
Financial aid fee	<u>11.01</u>
Total, per credit hour	\$247.96

PER PSAV CREDIT HOUR:

Matriculation fee	\$52.50
Tuition fee	157.50
Capital improvement fee	10.50
Financial aid fee	<u>21.00</u>
Total, per PSAV hour	\$241.50

PER ADULT EDUCATION CREDIT HOUR:

Matriculation fee	\$26.10
Tuition fee	78.30
Capital improvement fee	5.22
Financial aid fee	<u>10.44</u>
Total, per PSAV hour	\$120.06

A.A., A.S., A.A.S. Graduation fee

Graduation reapplication fee

Computerized placement testing (CPT)

CLEP tests (each)

Testing for academic correspondence courses

(Testing will be administered through the testing office and will be

scheduled during the regular workday. The fee to cover administrative costs is payable at the Gulf Coast Community College business office.)

An additional fee will be charged for courses offered through E-Learning.

Certain courses carry additional fees (see "Course Descriptions").

FEES FOR NON-CREDIT ACTIVITIES

Fees are established for non-credit courses in keeping with Florida statutes. A complete description of fees set for non-credit activities can be found in the college policy manual.

REFUNDS (Credit Classes)

Students are responsible for all fees for courses not dropped by the student during the published drop/add period. Refunds result from 1) classes dropped by the student by the end of the published scheduled drop/add period for each term; 2) classes not dropped prior to the first day of class for courses that do not begin during the scheduled drop/add period; and 3) for classes that are cancelled by the college. A refund of fees paid will be given if the proper procedures are followed. Refund checks are mailed within two weeks after the end of the published drop/add period each term.

A drop is different from a withdrawal. A drop will result in the elimination of the class(es) from the transcript record. A dropped class does not affect the standards of academic progress; however it may affect the amount of financial aid awarded. A withdrawal will result in a letter grade of "W" in each class from which the student withdraws; withdrawals are included in the calculation of academic progress.

Procedures for Requesting a Refund After the Drop/Add Period

A student who discontinues enrollment after the published drop/add period may be granted a refund if proper procedures are followed. Procedures for requesting a refund are:

1. Write a letter requesting a refund to the Vice President of Student Support and Enrollment Management.
2. Attach **supporting documentation** (military orders, physician's letter, etc.).
3. Submit the letter within six weeks of the end of the term.

Supporting documentation **must** include one of the following:

- a. Written documentation of call to or enlistment in active military duty or change of military station.
- b. Death of the student or member of student's immediate family (parent, spouse, child, sibling).
- c. Illness of the student or of a dependent person of such severity or duration, as confirmed in writing by a physician, that completion of the semester is precluded.
- d. Documented administrative error by college.

Refund requests must have supporting documentation to be considered. Refunds may be approved by the Vice President of Student Support and Enrollment Management after the six week period if there was an administrative error by the college.

REFUND POLICY FOR NON-CREDIT ACTIVITIES

The drop/add period for registration for non-credit activities is course-specific and, therefore, may occur any time during any term. All refunds are calculated by calendar days. When a refund day falls on a calendar day in which the Office of Lifelong Learning is closed (e.g. Saturdays, Sundays, holidays), the refund will be based on the following workday.

The refund process is initiated by a drop request by the student through Lifelong Learning. Telephone and/or written requests are accepted; however, the refund is based on the work day the drop request is received by the Office of Lifelong Learning. Refund checks are mailed to the student registered for the non-credit activity.

A refund for an official drop request made before the first day of the activity is 100 percent. Drop requests received on or after the first day of the activity provide no refund. In cases where the first day of the activity is Sunday, drop requests must be received by 4:00 p.m. on the Friday before. In cases where the college must guarantee payments associated with a non-credit activity, a confirmation registration date may be indicated, after which no refund is provided.

A student who submits a written request to the Office of Lifelong Learning will receive a 100 percent refund of the activity fee at any point in the semester if any of the circumstances noted in the section "Refunds (Credit Classes) exist."

STUDENT FINANCIAL AID

Gulf Coast offers a variety of financial assistance for students. Students may apply based on financial need or merit. Financial assistance may be awarded from one or any combination of federal and state grants; part-time employment; institutional, state, and private scholarships; and student loans. Information and applications are available on the college website at www.gulfcoast.edu or contact the GCCC financial aid office in the Student Union East.

Financial Aid Programs

Federal Pell Grant. Grant funds are designed to assist students with financial need. Eligibility is determined by student and/or family financial status and is based on information provided on the Free Application for Federal Student Aid (FAFSA). A need analysis determination is performed by the U.S. Department of Education and the results are reported to the school and the student. Interested students may apply at www.fafsa.ed.gov. Awards are based on student and/or family prior year income from the federal income tax form. Award amounts are based on the number of hours enrolled each semester. Costs of tuition, books, and miscellaneous educational expenses may be covered by the Pell grant.

Students must reapply each year when tax forms are filed.

Academic Competitiveness Grant (ACG) The Higher Education Reconciliation Act of 2005 (HERA) created this new grant program for full-time students pursuing an associate's or bachelor's degree. Students who are United States citizens and eligible to receive the Federal Pell Grant may also be eligible to receive the Academic Competitiveness Grant if they have completed a "rigorous" course of study in high school as defined by the U.S. Department of Education. For more information on this new grant, visit <http://studentaid.ed.gov> or ask the Financial Aid Office.

Supplemental Educational Opportunity Grant (SEOG). A supplement to Pell eligible students who meet the priority consideration deadline of May 15. Students must have maximum eligibility for Pell (Expected Family Contribution equals zero).

Florida Student Assistance Grant. A Florida grant for students who show exceptional need as determined by information provided on the Free Application for Federal Student Aid (FAFSA) and who meet the May 15 priority consideration deadline. Other eligibility criteria include:

- Florida resident as determined by Admissions and Records.
- Enrolled in at least six (6) semester hours in an associate's degree program each semester.
- Prior recipients must have successfully completed the number of

semester hours for which they were awarded and maintained a cumulative GPA of 2.0 or higher.

Federal Work-Study. Federal funds provided to students for part-time jobs on and off campus. Students must apply using the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. Participants must show some financial need and meet the priority deadline of May 5, to be considered for the work-study program. Contact the financial aid office for more information.

Florida Bright Futures Scholarship Program.

A Florida scholarship program awarded to high school students who meet the academic requirements. Bright Futures recipients should consult the GCCC website at www.gulfcoast.edu, click on *Prospective Students* and *Financial Aid and Bright Futures*. Current information on Bright Futures scholarship requirements, student eligibility, and renewal requirements is available at www.myfloridaeducation.com.

Gulf Coast Community College Foundation Scholarships. The GCCC Foundation encourages full-time and part-time students to apply for the Foundation Scholarships. Applications are available in the Foundation and Financial Aid offices on campus. Filing deadline is March 1 for the upcoming academic year. Awards are based on academic merit; however, some applications are considered based on financial need. Preference is given to students in Bay, Gulf, and Franklin counties.

Federal Stafford Loans. Need-based funds available to eligible students to borrow for educational expenses. Students may use the funds now and delay repayment until they leave school or attend less than half-time. Interested students must complete the Free Application for Federal Student Aid (FAFSA) to determine need and complete entrance counseling, the promissory note, and loan request form.

To qualify applicants must have a 2.0 overall GPA and a 67% completion rate for any post-secondary courses attempted. The loan application is located on the GCCC website at www.gulfcoast.edu. Click on *Prospective Student, Financial Aid, Loans*. All steps must be complete before processing can begin.

Parent Loan Program (PLUS). Loan funds are available only to parents of dependent undergraduate students and are based on the credit worthiness of the parent. Dependent undergraduate students may apply for unsubsidized funds only after the PLUS loan is denied.

Short Term Emergency Loans. GCCC loans are administered by the GCCC financial aid office and are available up to the maximum of \$300 during registration for tuition and fees only. Loans must be repaid within 60 days in a 16 week semester. In a semester that lasts 10 weeks or less, loans are due within 30 days. Late fees will be assessed and holds will be placed on the transcript and registration for failure to repay the loan by the due date. Contact the financial aid office for more information

Loan funds are borrowed and must be repaid.

Applying for Financial Aid

Applications for financial aid should be filed as early as possible for the following academic year. Applicants should apply online at www.fafsa.ed.gov as early as possible after completion of 2007 income tax forms.

Failure to provide accurate information will cause unnecessary delays in the evaluation of the student's need.

Students planning to use financial aid to pay tuition must have complete files by:

July 11 for fall 2008

November 14 for spring 2009

(FAFSA Application)

(Entrance Counseling, Promissory Note, and Loan Request Form)

General Eligibility Requirements

All financial aid is dependent upon the availability of federal, state, and institutional resources. To be eligible for aid at GCCC, a student must:

- Have a high school diploma or GED certificate
- Declare an eligible major.
- Federal financial aid will only be used for classes required in an eligible major.
- Enroll at least half-time. (Some Pell students may qualify at less than 6 hours.)
- Be a citizen or eligible non-citizen.
- Not owe a refund or repayment on a federal grant at any institution.
- Not be in default on a federal student loan.
- Maintain the standards of academic progress for financial aid as follows:
 - Satisfactory grade point average on all college work (minimum 2.0).
 - A 67% completion rate on all hours attempted (including transfer hours).
 - Maximum time frame limit in which the student must complete a degree or certificate (150 percent of total hours in program equals 90 hours for an A.A., A.S., or A.A.S. degree and 60 hours for a certificate program). Total hours attempted/completed include all transfer credit.

Students who do not meet these standards will be suspended from receiving federal and state aid until they have regained eligibility. The aid office will notify the student concerning the suspension of aid.

Return to Title IV

Students receiving financial aid who withdraw from all classes before completing 60% of the semester will be required to repay the “unearned” portion of the aid they received. This is a federal regulation for which there is no forgiveness.

Appeals Process and Reinstatement

A student who loses eligibility for financial aid has an opportunity to appeal. Appeals must be submitted **in writing** to the financial aid office **with supporting documentation**. The student may file the appeal based on mitigating circumstances as defined below:

1. Death of a close relative affecting the student’s academic performance.
2. Illness of the student or close family member having direct effect upon the academic record.
3. Special mitigating circumstances of a unique kind as determined by the director or designee.

If mitigating circumstances are found to exist, the student may be restored to satisfactory academic standing for one semester only. Further eligibility will occur only if the student clearly shows sound, documented evidence of progress after the first appeal.

STUDENT SERVICES

COOPERATIVE EDUCATION

One purpose of the Cooperative Education and Career Development Center is to assist students in developing career plans, researching scholarship opportunities, and obtaining university transfer requirements. Students, potential students, and alumni may take career interest assessments as well as research salary, job demand, and other characteristics of career fields through printed materials and computer programs. The Cooperative Education and Career Development Center is located on the first floor in the Student Union East, Room 54.

CAREER CENTER

The Career Center assists students in developing career plans, researching scholarship opportunities, and obtaining university transfer requirements. Students, potential students, and alumni may take career interest assessments as well as research salary, job demand, and other characteristics of career fields through printed materials and computer programs. The Career Center is located on the first floor in the Student Union East, Room 54.

PLACEMENT TESTING

All students entering college credit programs are required to take some form of basic testing for placement in English, reading, and mathematics. Students may meet this requirement several ways. Students may use ACT or SAT scores for placement provided the scores are less than two years old and meet state-mandated minimum score levels. If ACT or SAT scores are lower than the state-mandated minimum scores, the student must take the Computerized Placement Test (CPT) for placement. The CPT is how most students meet the testing requirement. If a student transfers college-level mathematics credit and/or college-level English composition credit to GCCC, the student has completed the testing requirement in that specific discipline and must test only in the area he or she is deficient. College-level English composition credit supersedes the need for placement in reading. Transfer students need to have their transcripts evaluated by the transcript specialist to determine whether they will be required to take any of the tests. Arrangements for disabled students needing special testing conditions are made in the Office of Disability Support Service.

Computerized placement tests are available for a fee, and results are available immediately after testing. Students pay the fee in the college's bookstore or business office and take the receipt to the testing center in Student Union East, Room 61. Computerized placement tests are also available at the North Bay Center, Tyndall Air Force Base Center, and the Gulf/Franklin Center.

Placement test schedules are available at the Information Desk in the Student Union East, the Library, the Office of Admissions and Records, the Testing Office, and on the college website www.gulfcoast.edu under *Prospective Students* and click on the **testing option**.

TABE tests are given for students in PSAV programs and the Passport Program. Students in the Passport Program are tested on the main campus. Students testing for PSAV programs can test on campus, at the North Bay Center, or at the Gulf/Franklin Center.

The Nursing School Entrance Exam and Dental Certification tests are given on the main campus. Advisers in the Health Sciences Division have the requirements for these tests.

ASSESSMENT

The College-Level Academic Skills Test (CLAST) is one of three alternatives a student can use to demonstrate mastery of college-level competencies required by Florida Statutes and Rules of the State Board of Education. (See CLAST Alternative for further options). The

Computerized Adaptive Test (CAT CLAST) is available at the GCCC main campus. The CAT CLAST allows students the opportunity to take the mathematics, reading, and English language portions of the CLAST on computer. However, there is no computerized option for the essay portion of the exam which is administered in October, February, and June. (See the college calendar for specific dates).

Computerized College Level Examination Program (CLEP) tests are given at scheduled times by appointment. Registration for the test is required before the test is administered. The CLEP testing schedule is available in Room 60 of the Student Union East or on the college website (www.gulfcoast.edu) under *Prospective Students* and click on the **testing option**.

ADVISING

All first time college students must see an academic adviser to register for courses. Advisers are assigned depending upon the student's major or college-level academic placement. Advisers assist students in making decisions related to academic and career aspirations. Advisers also assist students in selecting the proper course sequence and resolving academic problems. Students experiencing academic difficulty should consult their instructors or academic advisers, especially before withdrawing from any course.

Self Advising. All students are encouraged to consult with an academic adviser if they have questions relating to their program of study. Some students may not be required to see an academic adviser to register for courses. Students who may self-advise are those students who 1) are not GEN-AA degree-seeking, 2) have matriculated out of developmental courses, 3) have accrued over 12 hours of college-level credit, 4) have not changed majors, or 5) are not on probation or suspension.

FLORIDA ACADEMIC COUNSELING AND TRACKING FOR STUDENTS (FACTS)

Florida Academic Counseling and Tracking for Students (FACTS) is a network that provides access to many resources of Florida's higher education institutions. FACTS offers a variety of student services and resources provided for convenience by the State of Florida and by the participating institutions.

Students may access the FACTS website at www.facts.org to stay aware of current degree requirements, run a graduation evaluation, access college transcripts, take career assessments, investigate Florida colleges and degrees, and apply to Florida colleges.

PIN

In order to access student services on the web, you must have a PIN. For new students, a default PIN number (month/year of birth, i.e., 0587) is assigned when the student applies to GCCC. You will be required to change your default birth month/year PIN to a unique 4-digit PIN of your choosing. If you forget your PIN, please contact the Admissions Office at 872-3892.

Students are assigned a Gulf Coast Community College e-mail account when they apply for admission. In order to stay informed and aware, students are encouraged to activate and check their account on a regular basis. Student e-mail will be the official form of communication at Gulf Coast Community College. You must log in to **OASIS** to find your e-mail address. To log in to OASIS, you will need your social security number or student identification number and student PIN number. New students will use a default pin number of month and year of birth. For example, if you were born on June 16, 1986, then your PIN is 0686. The system will prompt you to change your month/year number to your own unique selected number. Your initial password to set up your student e-mail

account is your date of birth in the form of YYYYMMDD. For example, if you were born on June 16, 1986, then your password is 19860616. If you have any questions, please call Admissions at (850) 872-3892.

WEB REGISTRATION

Gulf Coast Community College students have the option of registering online for classes. For available registration dates, please review the *College Calendar* (located under Quick Links) on the college's homepage (www.gulfcoast.edu). If a student has been cleared for registration by his/her adviser and has obtained a PIN, web registration is available. All prerequisite and testing requirements must be met prior to web registration. In order to sign on to web registration, a student ID number and a PIN are required.

OTHER USEFUL WEBSITES

Other websites students may find useful include:

- www.studentclearinghouse.org, download degree and/or enrollment verifications.
- www.facts.org, degree shop/copy of transcripts/apply to academic institutions.
- www.ets.org, international student information on TOEFL.
- www.collegeboard.com, order official SAT scores, CLEP/AP/IB.
- www.actstudent.org, order official ACT scores.
- www.collegesource.org, information of college and/or universities.
- www.va.gov, information on veteran student benefits
- <http://sd.gulfcoast.edu/test.htm>, student information on CLEP/IB/AP/AICE.
- <http://www.leg.state.fl.us/Statutes/index.cfm>, current state statutes.

ORIENTATION

All new students are encouraged to participate in an orientation session designed to assist in adjusting to college life. First time students must participate in orientation in order to register in the summer for the fall term. (See college calendar for orientation dates).

SERVICES FOR STUDENTS WITH DISABILITIES

Gulf Coast Community College encourages the enrollment of students with disabilities and recognizes their special needs; thus the Disability Support Services program at GCCC is comprehensive in the services offered and the range of disabilities served. Its focus is academic support through human support services and technology to help students reach their potential. The college endeavors to provide equal access to a quality education by providing reasonable accommodations to qualified individuals. To promote academic success, we offer a wide range of assistance and support services. Services include but are not limited to assistance in course registration, information about and referrals to campus and community services, academic and personal counseling, learning specialists, testing accommodations, readers, note takers, interpreters, listening systems, and adaptive equipment. Students who have a disability requiring special assistance should contact the Office of Disability Support Services.

Gulf Coast Community College has developed and implemented policies and procedures for providing reasonable course substitutions for eligible students with disabilities. Students who may be eligible for substitutions are those who have documented visual impairments, hearing impairments, or specific learning disabilities. Documentation must be provided to substantiate that the disability can be reasonably expected to prevent the student from meeting requirements for admission to the institution,

admission to a program of study, entry to upper-division, or graduation. For additional information and assistance, contact the Office of Disability Support Services located in the Student Union East, Room 59.

STUDENT SUPPORT SERVICES - TRIO

The Student Support Services-TRIO program provides support for students with academic need in the areas of English, Spanish, reading, and mathematics. This support includes one-to-one and group tutoring as well as specialized workshops and test preparation. Professional learning managers provide program services to all eligible participants. Additional support is provided by the program counselor through individual and group counseling activities that focus on study skills development, career exploration, student success strategies, and activities that foster a sense of belonging. A learning laboratory with computer access and audio/visual equipment is also available for student use. Eligibility for participation in the Student Support Services program is based on federal guidelines. The program serves first generation and low-income students, as well as students with physical and learning disabilities. Once certified for the program, students remain eligible for program services throughout their tenure at Gulf Coast Community College. The offices for Student Support Services are located in the Student Union West Building, rooms 88, 89, 90b, and 90c.

RETURNING STUDENT PROGRAM

The Returning Student Program is funded to serve displaced homemakers over the age of 35 who were once dependent on the income of another and no longer have such income. This can be due to divorce, death, separation, or spousal disability. Academic support, personal and career development, and book and tuition scholarships are available for eligible clients per funding availability. The program is located in the Student Union East, Room 49 and 50. For more information, please call 872-3835 or 769-1551, ext. 6012. The Returning Student Program is sponsored by Gulf Coast Community College and the State of Florida and is administered by the Agency for Workforce Innovation.

VETERANS

Applicants who plan to attend college under veterans benefits should consult the veterans affairs (VA) certifying official to obtain all necessary VA application forms before enrolling.

To be eligible, students must be degree seeking and their enrollment must be reported to the VA certifying official each term.

Gulf Coast Community College will adjust its VA certification procedures to the changing dynamics of the Veterans Administration without prior notification to students. Students on probation for two consecutive terms of enrollment who receive VA educational benefits will have their benefits terminated. VA benefits will be reinstated when the student is no longer on academic probation.

Credit for previous education and training will be evaluated and granted, if appropriate, with the training time shortened and tuition reduced proportionally with the VA and the veteran or eligible person so notified. Since the first VA checks are delayed, it is advisable for the veteran to be prepared to meet all expenses for approximately two months. For further information call the Veterans' Office at Gulf Coast Community College at 747-3210.

VETERANS' FEE DEFERMENT POLICY

In accordance with Florida Statutes 1009.27, only one deferment per calendar year will be granted, except where the veteran's certifying officer concurs that extenuating circumstance were present, then additional deferments may be granted.

Any person eligible to receive veteran educational benefits who wishes to pursue an approved program of education at Gulf Coast Community College will be granted upon request a sixty (60) day deferment during the fall and spring semesters and a thirty (30) day deferment for summer semesters for full payment of fees from the first day of class, provided the period of deferment shall not extend beyond 10 days before the end of the term.

No eligible person who has received a deferment and who has failed to pay the deferred fees shall be allowed to re-enroll until such indebtedness has been satisfied.

BOOKSTORE

Gulf Coast Community College maintains a bookstore in the Student Union West. The bookstore sells new and used books, school supplies, and Commodore apparel. The bookstore is open Monday through Thursday from 7:30 a.m. - 7:00 p.m. and on Fridays from 7:30 a.m. until 4:00 p.m. during the fall and spring semesters. Bookstore hours during summer terms vary from those listed above. Books for Gulf/Franklin Center classes are sold at the Gulf/Franklin Center Bookstore Monday through Friday. During the final exam period of each semester, the bookstore at the main campus will buy back select titles from students.

LIBRARY

The GCCC library provides comprehensive library services, including reference, library instruction, reserve materials, and interlibrary loan. The library's resources include 80,000 books, 933 journal subscriptions, 360,000 microforms, and access to 65 databases. Computers are available for students to access the online catalog and databases. Virtual reference chat is available all hours the library is open. These services may also be accessed via the Internet at <http://library.gulfcoast.edu>. In addition to college-owned resources, the staff will help obtain information from other libraries.

COMPUTER LABS

Computer labs for the use by the students and staff of the college are located in the library. They are fully supported by the computing center and provide access to various types of multi-media tutorials as well as the Internet and Microsoft Office applications. These labs are available all hours the library is open. An open computer lab/library is also available at the Gulf/Franklin Center Monday through Friday.

PARKING

- Green curb** - Employee only
- Blue curb** - Handicapped only
- Yellow curb** - NO PARKING

Areas not marked as designated above are available for student parking. Students, faculty, and staff parking in restricted areas will be fined \$5.00 for each offense. The fine must be paid in the Business Office or Bookstore within seven days or the fine will increase to \$10.00. Vehicles parked in areas that create safety hazards in the opinion of the college or its designated security/law enforcement provider will be towed at the owner's expense. Funds generated by parking ticket payments go to a student loan fund sponsored by the Student Activities Board and administered by the Office of Financial Aid. A hold will be placed on school records for those students with unpaid parking tickets.

HOUSING

Gulf Coast Community College does not provide dormitories. A listing of rental housing is available for student use at the Information Desk in the Student Union East.

INSURANCE

The college has no accident or medical insurance available for students. If a student is not covered under a personal or family policy, the college strongly recommends that the student purchase such a policy from the agent of choice.

TUTORIAL SERVICES

The Success Center. The college provides tutorial support to Gulf Coast students through the Success Center located in Student Union West. The Success Center provides one-to-one tutorial support to students in all levels of math (through Calculus I), English, reading, accounting, and microcomputer applications. Also, students seeking assistance in meeting entry requirements for Gulf Coast certificate program can register with the Success Center to receive assistance in improving test scores. The Success Center also provides a variety of instructional resources in the form of DVDs, practice worksheets, and computer-based tutorials.

The Success Center offers day, evening, and weekend hours. Appointments are not necessary. Students enrolled in any of the following courses are automatically registered for the Success Center: MAT 0002, MAT 0024, ENC 0002, ENC 0021, REA 0001, or REA 0002. Students enrolled in other courses can register for the Success Center in Lifelong Learning located on the second floor of the Student Union East. For more information regarding Success Center services, call 872-3849.

GED Preparation. The college provides GED preparation through the Passport Program. Anyone 18 years of age or older who does not possess a standard high school diploma or GED or who is functioning below the ninth grade level is eligible for services. Orientations are held weekly. Students create their own schedules and work at their own pace. Day, evening, and weekend hours are available and all services are free of charge. For more information, call 872-3849.

Tutoring is available on a limited basis by appointment at both the Tyndall AFB Education Center and the Gulf/Franklin Center. Please check with the secretary on site for times and availability at each location.

COUNSELING

Counseling services are available for academic adjustment, personal concerns, and referral services. Care is taken to assure the highest standards of confidentiality are maintained at all times. The Counseling Center is located in the Student Union East.

STUDENT CONDUCT

Gulf Coast Community College students are subject to college rules and policies and all public laws. Students who violate college rules or policies are subject to disciplinary action as provided in the Student Conduct Code found in the *Student Handbook*.

APPEALS

The Appeals Committee hears noninstructional student grievances. Students may appeal perceived misapplication of college policy by college officials outside the instructional area, which provides its own appeals process. The chair of the Appeals Committee (the Vice President of Student Support and Enrollment Management) may appoint appropriate subcommittees to deal with specific issues. A description of the membership of the Appeals Committee is in the current *Student Handbook*.

STUDENT OMBUDSMAN

Gulf Coast Community College has designated the director of student services to serve as the student ombudsman. The role of the ombudsman is to investigate student problems experienced at the college and to attempt to secure a satisfactory resolution.

STUDENT RIGHTS AND RESPONSIBILITIES

Gulf Coast Community College maintains privacy rights of students and a list of student rights and responsibilities are published annually in the *Student Handbook*. Academic and nonacademic grievance procedures are also outlined in this section of the *Student Handbook*. Handbooks may be obtained in the Office of Student Activities. Individual copies of the Student Rights and Responsibilities document may also be obtained in the office of the Vice President of Student Support and Enrollment Management.

STUDENT RIGHT-TO-KNOW

Student Persistence Rate. A student cohort of full-time, degree-seeking students first enrolled at Gulf Coast Community College in the fall semester 1999 was sampled to determine student persistence. Of that sample, 56.07 percent received degrees or continued to be enrolled after four years of initial enrollment (FCCS, Accountability Measure 1, Part 2).

Placement Rate of Vocational Completers. The job placement rate for students enrolled in vocational programs at GCCC for the 1997-1998 academic year was 81.23 percent; for the 1998-1999 academic year, 84.79 percent, and for 1999-2000, 87.94 percent (FCCS, Accountability Measure 3, Part 2).

Family Educational Rights and Privacy Act (FERPA). The Family Educational Rights and Privacy Act affords students certain rights with respect to their educational records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the college receives a request for access. Students should submit to the director of enrollment services written requests that identify the records(s) they wish to inspect. The college official will make arrangements for access and notify the students of the time and place where the records will be inspected. If the records are not maintained by the college official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate. Students may ask the college to amend a record that they believe is inaccurate. They should write the college official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the college decides not to amend the record as requested by the student, the college will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the students when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the college in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the college has contracted (such as attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee,

or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

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

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

Students or parents who request his or her educational records should consider the following:

- a. Directory Information – The following information may be released to anyone unless a student specifies in writing to the director of enrollment services that the information is not to be released.
 - Student's name.
 - Date of birth.
 - Major field of study.
 - Enrollment status.
 - Participation in recognized activities and sports.
 - Weight and height of athletic team members.
 - Dates of attendance.
 - Degrees, awards, and previous schools attended.
 - Photograph.

Non-directory information may be released to state and governmental agencies in accordance with state and federal guidelines.

- b. Granting Access to Students or Parents – Only students can request that their transcript be sent to another person or institution. Requests must be in writing and include the student's signature and photo identification. Phone calls are not acceptable for transcript requests. With proper identification, students may have access to their records located in the Office of Admissions and Records. In order for a parent or guardian to have access to a student's records, they must certify that the student is economically dependent as defined by the IRS Code.

Campus Security Information - Campus security and safety are important for students, staff, and visitors to Gulf Coast Community College. Employees and students should keep personal safety as their first priority and take the following steps in case of an emergency:

- Call the FSU Police, extension 3111, from any college phone or 774-2705.
- Call 911 if a life-threatening emergency.
- Call the college switchboard operator, extension 2800, from any college phone or 769-1551.
- Safety concerns at the Gulf/Franklin Center should be reported to the coordinator and/or staff located in Building A.

Campus security includes a strict prohibition about the possession, use, or sale of alcoholic beverages and illegal drugs. The "Drug Free Campus" policy found in the *College Catalog*, the *Student Handbook*, and the *Employee Handbook* describes college policies regarding the possession, use, or sale of alcoholic beverages and illegal drugs.

The annual campus security report contains campus crime statistics for years 2004, 2005, and 2006. Statistics concern criminal offenses, as defined by the university crime reporting format, reported to campus security or local police agencies. Additional information can be found at

the OPE Campus Security Statistics website (<http://ope.ed.gov/security>) brought to you by the U.S. Department of Education.

CAMPUS CRIME REPORT STATISTICS NUMBER OF OFFENSES REPORTED

OFFENSES	2004	2005	2006
Homicide	0	0	0
Sex Offenses, Forcible	0	0	0
Robbery	0	0	0
Burglary/Breaking & Entering	0	3	2
Larceny/Theft	2	1	0
Motor Vehicle Theft	0	0	2

CAMPUS SEX CRIMES PREVENTION ACT NOTICE

Pursuant to Sections 775.21, 943.0435, and 944.607, Florida Statutes requiring notification to institutions of higher education if a sexual predator or sexual offender is enrolled, or carrying on a vocation at an institution of higher education in this state, the Florida Department of Corrections will notify such institution. Information regarding such offenders attending Gulf Coast community College may be obtained in the Office of the Vice President of Student Support and Enrollment Management or accessed online at www.fdle.state.fl.us.

DRUG FREE CAMPUS

In compliance with the Drug Free Schools and Communities Act Amendment of 1989, Gulf Coast Community College...

...prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees;

...enforces sanctions, including those applicable under local, state, and federal law, for unlawful possession, use, or distribution of illicit drugs and alcohol, including but not limited to suspension, expulsion, termination of employment, and referral for prosecution which may result in arrest, appropriate fines, and imprisonment;

...believes that there are many detrimental health risks associated with the use of illicit drugs and the abuse of alcohol, including but not limited to psychological and physical addiction, insomnia, disorientation, depression, hallucinations, hypertension, increased anxiety and paranoia, damage to unborn fetuses, convulsions, cancer, psychosis, respiratory failure, brain damage, and death;

...encourages anyone with a drug or alcohol problem to seek help at one of the local agencies which include but are not limited to the following:

Alcoholics Anonymous 784-7431
Chemical Addictions Recovery Effort, Inc. 872-7676
Life Management Center of
Northwest Florida 769-9481

More information may be obtained in the Counseling Center.

STUDENT ACTIVITIES BOARD

The Student Activities Board (SAB) serves as the student governance group on campus. The SAB actively seeks to represent the needs and concerns of the students to the college administration. Needs or concerns of a legislative nature are presented through the Florida Junior Colleges Student Government Association (FJCSGA), a statewide organization representing and involving all of Florida's community colleges. The purpose of the board is to develop student leadership and to contribute to the total life of the college. Through a number of standing and ad hoc committees, the SAB coordinates, encourages, and promotes participation in extracurricular and co-curricular activities. Application criteria for membership on SAB are available in the Student Activities Office in the Student Union East.

ATHLETICS AND RECREATION

Gulf Coast Community College has a highly successful intercollegiate athletic program. The Gulf Coast Community College Commodores compete in the Florida Community College Activities Association, Panhandle Conference, in men's basketball, women's basketball, men's baseball, women's softball, and women's volleyball. Gulf Coast's athletic teams have consistently been competitive and highly ranked regionally, statewide, and nationally.

A complete intramural/extramural program is available for all interested students. Open hours are available for fitness swim and the use of the weight room. Information can be obtained from the director of wellness and athletics.

CULTURAL OCCASIONS

Plays, lectures, concerts, art shows, and other forms of entertainment or enrichment are brought to the campus and community by the Division of Visual and Performing Arts. These special programs, designed to enhance the cultural life of the campus community, are financed through student activity funds, the sale of tickets, administrative allocations, and the support of the Gulf Coast Community College Foundation, Inc. A variety of programs sponsored by the Division of Visual and Performing Arts serve as an integral part of the community's cultural life.

All Gulf Coast Community College students are encouraged to participate in plays, musicals, choral and band organizations, and art activities.

CAMPUS ORGANIZATIONS

GCCC students have the opportunity to become a member of various campus clubs and organizations and enhance their educational journey. These groups contribute to the total college experience and range from religious organizations, to service organizations to career and academically-oriented organizations. All campus groups must be approved by the Student Activities Board and Student Development Division, following the procedure outlined in the *Student Handbook* under the section "Organizing Clubs."

PUBLIC RADIO STATIONS

The WKGC-FM/AM stations are broadcast services of Gulf Coast Community College to residents of the Emerald Coast. WKGC-FM is a 100,000 watt National Public Radio affiliate and operates as a public radio station, serving the community with news, information and entertainment. WKGC-AM is an entertainment service to the community, providing the area with classic jazz and popular standards music. WKGC's mission is to serve audiences with distinctive programming that provides information, insights, and cultural experiences essential to understanding a diverse, independent world. The stations serve to promote arts, culture, and civic involvement and the exchange of ideas. WKGC-FM/AM also

serve as academic laboratories to GCCC students who want to learn about opportunities and careers in communications.

ACADEMIC POLICIES

Student Classification.

- Freshman: 1-24 completed credit hours
Sophomore: 25+ completed credit hours

President's Honor List. Awarded fall and spring terms to students enrolled for 12 or more college credit hours who earn a grade point average of 3.90-4.00.

Dean's List. Awarded fall and spring terms to students enrolled for 12 or more college credit hours who earn a grade point average of 3.70-3.89.

Honors List.

1. Awarded fall and spring terms to students enrolled for 12 or more college credit hours who earn a grade point average of 3.00-3.69.
2. Awarded fall and spring terms to students enrolled in 6-11 college credit hours who earn a grade point average of 3.00 and above.

Graduation Honors. Hours are cumulative and include transfer credit hours.

Summa Cum Laude

Grade Point Average of 3.90-4.00

Magna Cum Laude

Grade Point Average of 3.70-3.89

Cum Laude

Grade Point Average of 3.50-3.69

Identification Card. Photo ID cards are available from the Student Activities office located off the Commodore Café or at the following locations: the main office at the Gulf/Franklin Center, the main office at the North Bay Center and the GCCC office at Tyndall Air Force Base. Students must present current photo identification (driver's license or military identification) and a current fee payment receipt to have the photo ID taken. The student ID is valid as long as the student is enrolled in courses at GCCC. There is no charge for the original ID card; however, a fee is incurred for replacement cards.

Fines. Students cannot register for courses, graduate, and/or receive transcripts until all fees and fines have been paid.

Cheating. Cheating in any form will not be tolerated. Appropriate disciplinary action will be taken.

Plagiarism. See "Cheating."

Grades. Each faculty member will explain the grading system employed in each course. Students are responsible for obtaining a clear understanding of this process. Final grades are available the week after the end of each term. Students may access grades on-line through GCCC's Web Registration at www.gulfcoast.edu or by accessing FACTS at www.facts.org.

- | | |
|---|--|
| A | Excellent - 4 quality points/credit hour |
| B | Good - 3 quality points/credit hour |
| C | Average - 2 quality points/credit hour |
| D | Poor - 1 quality point/credit hour |
| F | Failure - 0 quality points/credit hour |
| P | Passing - 0 quality points/credit hour |

S/U Satisfactory/Unsatisfactory
0 quality points/credit hour

May be assigned to certain credit, PSAV, and Adult Education courses. "P" grades are assigned to continuing workforce education courses to designate award of CEU units.

S/U- Satisfactory/Unsatisfactory -0 quality points

P- May be used in certain PSAV courses to indicate whether or not exit level competencies have been met. S/U grades are used for non-credit courses for which CEUs are not awarded.

W- Withdrawal. See "Withdrawals."

I - Incomplete. An "I" becomes an "F" within 30 calendar days from end of term.

X - Audit. Audits **must** be declared before the end of the drop/add period and cannot be changed to credit.

Grade Change. All grade changes must be initiated by the instructor and approved by the appropriate division chair and the executive vice president. All grade changes must be made within 30 days of the close of each term. Exceptions for extenuating circumstances must be approved by the executive vice president.

Grade Forgiveness. Students may repeat a course when a grade of "D" or "F" has been earned. The last grade counts. However, universities may count forgiven grades in calculating the grade point average. Forgiven grades may also be calculated in determining financial aid eligibility.

Attendance. Students who are absent from a credit class more than one eighth of the course without the instructor's permission shall be withdrawn. Please consult with class instructors for specific class attendance and grading policies.

Total Attempts. This policy applied to college-level and college preparatory courses taken for the first time beginning with Fall Semester 1997. Only Gulf Coast Community College courses are counted in attempts. Repeatable courses, courses required to be repeated by a regulatory agency, or courses being repeated as part of a regulatory requirement for continuing education to stay current in a field, such as teacher certification, will not be applied to this policy.

A student can only repeat a course with a "D" or "F" grade. There is a maximum of two withdrawals permitted for each course. On the third attempt, a student cannot withdraw and must earn a grade.

A student may enroll three times in each course. On the third attempt and after, a student is assessed full cost of instruction (4 times matriculation). A fourth attempt may be allowed only for students who withdraw or fail due to extenuating circumstances. An exception may be granted only once for each course, provided approval is granted through an academic appeal.

The college has the authority to review and reduce fees paid by students, on an individual basis, due to continued enrollment in a course, contingent upon the student's financial hardship.

Exceptions may be granted through an academic appeal process for the following:

1. Repeating courses with a grade of "A," "B," or "C."
2. Requiring a grade on the third attempt.
3. Allowing only two withdrawals per course.
4. Enrolling more than three times.
5. Limiting to two the number of times a course grade may be forgiven.

Students who have successfully completed a college preparatory course with a "C" or better may request, through the appeals process, to audit the same preparatory course. Students will be allowed to audit the course only once. Audits for college and vocational courses declared prior to the end of the drop/add period shall not count as attempts.

Withdrawals. Two withdrawals are permitted per credit course. After that, a grade will be assigned. Please be concerned about withdrawals. When admitting students into certain programs, universities may calculate withdrawals as grades. There are two kinds of withdrawals---student and administrative.

1. Student Withdrawal - Student completes a withdrawal form and submits the form to the Office of Admissions and Records before the scheduled withdrawal deadline published in the college catalog . Student withdrawals initiated prior to the scheduled withdrawal deadline will be recorded as "W."
2. Administrative Withdrawal - This withdrawal is completed by an instructor for excess absences (see Attendance Policy) or upon the request of the student to the instructor after the scheduled withdrawal deadline published in the college catalog. Administrative withdrawals initiated after the published withdrawal deadline will be recorded as "W" if passing and "F" if failing. The withdrawal deadline for an off-term, distance education or condensed semester is midterm for the course or the date of the second examination, whichever occurs first

Students cannot withdraw from developmental studies courses (college-preparatory classes) after the drop/add period without written permission from the instructor and a developmental academic adviser.

Graduation Procedures.

1. Fulfill academic program requirements for degree to include a minimum 25 percent of credit successfully completed at GCCC. The catalog under which a student graduates cannot be older than five years
2. Earn a 2.00 grade point average on all GCCC courses attempted.
3. Earn a cumulative 2.00 grade point average (including transfer credit).
4. Associate in Arts degree graduates must satisfy the College Level Academic Skills Program requirements by taking and passing the four components of the College Level Academic Skills Test (CLAST) or document satisfaction of the CLAST requirement by a state approved alternate method (see "Associate in Arts Degree").
5. Request a graduation degree audit. Students pursuing an A.S., A.A.S., or a vocational certificate must obtain a program evaluation from their adviser.
6. Submit paid graduation application to Vice President of Student Support and Enrollment Management office by published deadline (see college calendar for dates).
7. Fulfill all financial obligations to the college

Academic Grievance Procedures. Students who wish to appeal a final course grade should:

1. Meet with the involved faculty member.
2. If not resolved, meet with the division chair.
3. If not resolved, write a statement to the executive vice president.

A student may elect to remove credits which are older than ten years. Both Gulf Coast Community College credit and transfer credit apply. All courses prior to the date chosen will not be counted in the academic GPA but will count in the student Academic Standards of Progress for financial aid.

Maximum Course Load. The college recommends an average of 15-18

credit hours for Fall/Spring and 8 credit hours per Summer term. Students with "B" averages may carry additional credits with approval from the executive vice president.

Course Substitution. (Applies primarily to Associate in Applied Science, Postsecondary Vocational, and Certificate programs).

1. Student submits appropriate documentation to program manager.
2. If approved, program manager sends completed Course Substitution Form to the Office of Admissions and Records.

Students receiving VA educational assistance **must** notify the Veterans Affairs Office.

Transcripts. The Buckley Amendment prohibits the release of academic records without the student's signature and all requests must be made in writing by the student. To request an official transcript the student must complete the college Transcript Request Form located in the Office of Admissions and Records or go to www.gulfcoast.edu and click on "Web Registration" for a copy of the form.

All written requests must include: student's full name (maiden/married), social security number, approximate dates of attendance, name and address of receiving institution, contact telephone number/e-mail address, picture identification (i.e., driver's license), and student's signature.

Requests should be mailed to the Office of Admissions and Records, Gulf Coast Community College, 5230 West U.S. Hwy. 98, Panama City, FL 32401 or can be faxed to (850) 913-3308.

Transcripts cannot be e-mailed or faxed by the college to the student, individuals, or other institutions. Transcripts can be sent electronically to other Florida schools. All requests must be made by the student. Please allow 2-5 working days for processing. Gulf Coast Community College reserves the right to place a restriction on a student's record that will prevent official transcripts to be processed if the student has an outstanding financial obligation. It is the student's responsibility to notify the Office of Admissions and Records when all obligations are satisfied in order to have the request processed.

NONTRADITIONAL CREDIT

Up to 45 hours of nontraditional credit (i.e., CLEP, AP, IB, and AICE) may be applied toward a degree. Duplicate credit will not be awarded. Credits earned will not be included on the official Gulf Coast Community College transcript until the student has successfully completed 15 credit hours.

College Level Examination Program (CLEP).

Students may receive CLEP credit for up to 30 credit hours. Information on credit awarded for subject matter exams is available from the transcript evaluation specialist in the Office of Admissions and Records and online at the GCCC website (www.gulfcoast.edu) under *Prospective Students* and click on the **testing option**.

The college accepts CLEP credit as follows:

1. Transcripts from a Florida public college/university.
2. Official CLEP test score.

Excelsior College Mobility Examinations. Students applying for the RN program with appropriate scores and LPN licenses may receive credit. Contact the Health Sciences Division for additional information.

Cambridge AICE (AICE). A list of courses and credits awarded for each examination is available from the transcript evaluation specialist in the Office of Admissions and Records and online at the college website

(www.gulfoast.edu) under *Prospective Students* and click on the **testing option**.

Advanced Placement (AP). Scores of 5, 4, and 3 may be accepted for credit. Students must submit official AP scores to the Office of Admissions and Records. Information on credit awarded for subject matters exams is available from the transcript evaluation specialist in the Office of Admissions and Records and online at the college website (www.gulfoast.edu) under *Prospective Students* and click on the **testing option**.

International Baccalaureate (IB). A list of courses and credits awarded for each examination is available from the transcript evaluation specialist in the Office of Admissions and Records and online at the college website (www.gulfoast.edu) under *Prospective Students* and click on the **testing option**.

1. Students who have received an IB Diploma may be awarded up to 30 semester credits.
2. Information on credit awarded for students without an IB Diploma is available from the transcript evaluation specialist in the Office of Admissions and Records.

Early Completion by Examination. Students may request permission to challenge a course by taking a proficiency examination. Students passing the proficiency examination will be excused from further class attendance.

Military Credit. Most military credit applies to the Associate in Science degree or certificate programs. Credit will be accepted when it applies to a degree and when it is comparable in content and credit value to a GCCC course. Information on credit awarded for subject matters exams is available from the transcript evaluation specialist in the Office of Admissions and Records.

Prior Training and Experience. Documentation and evidence of training or experience will be necessary to determine the extent of credit. This credit applies to the Associate in Science degree or certificate programs and must be evaluated by the program manager. Students with documented training certificates may be awarded credit if the training meets the academic standards and is relevant to the College's instructional program. For those with prior experience, credit may be awarded based on successful completion of the final exam for the course in which the student seeks credit.

Servicemembers Opportunity College. The American Association of Community Colleges has designated Gulf Coast as a Servicemen's Opportunity College (SOC). This means that military service members and their eligible dependents may pursue college programs without being penalized for unusual circumstances and transfers over which they have no control. Students who meet the Gulf Coast residency requirements (25 percent of credit successfully completed at GCCC) may complete degree requirements at other accredited colleges and transfer those credits to Gulf Coast as part of the degree requirements. For more information, please call (850) 283-4332.

STANDARDS OF ACADEMIC PROGRESS

A. College Credit and Vocational Credit

In determining academic progress, college credit, vocational credit, and preparatory credit are combined. "Attempted" is defined as all courses in which a student has processed an official registration and in which a student remains enrolled after the drop/add period.

Transfer courses, courses taken for audit, and courses for which a student receives a refund will not be included in the determination of academic standing.

Academic Probation. A student will be placed on academic probation if any one of the following conditions is present:

1. 13-35 credit hours attempted and cumulative grade point average below 1.50.
2. 36-45 credit hours attempted and cumulative grade point average below 1.75.
3. 46 or more credit hours attempted and cumulative grade point average below 2.00.
4. 18-36 credit hours attempted and less than 50 percent completion rate. (Students on financial aid must have a 67 percent completion rate.)

Academic Suspension. A student will be placed on academic suspension if any one of the following conditions is present:

1. 36-45 credit hours attempted and grade point average below 1.50.
2. 46 or more credit hours attempted and grade point average below 1.75.
3. 37 or more credit hours attempted and less than 50 percent completion rate. (Students on financial aid must have a 67 percent completion rate.)

Suspension Waiver. A student may appeal an academic suspension by participating in an academic appeals hearing with members appointed by the Vice President of Student Support and Enrollment Management. Through the appeals procedures, the committee will establish re-enrollment conditions and monitor the student's academic progress.

B. Maximum Credit Hour Limit for Need Based Aid Students

Students who have attempted in excess of 90 credits (including credits transferred in from other institutions) prior to the beginning of an academic year are not eligible to receive federal, state, or GCCC need-based aid at Gulf Coast Community College. Students exceeding 90 attempted credits during the academic year will be allowed to receive, through the end of the academic year, any need-based aid for which they are otherwise eligible.

INSTRUCTIONAL PROGRAMS

UNIVERSITY PARALLEL PROGRAMS

Associate in Arts Degree Programs- College credit, degree programs designed to prepare students for transfer to an upper division college or university.

WORKFORCE EDUCATION PROGRAMS

Associate in Science Degree Programs - College credit, degree programs designed to prepare students to enter a career.

Associate in Applied Science Degree Programs – Associate in Applied Science degree programs are designed to prepare students for entry into employment requiring specialized skills.

Technical Certificate Programs - Non-degree, college credit, certificate programs designed to prepare students for immediate entry into a specialized field of employment or for employed students to acquire additional proficiency .

Vocational Credit Certificate Programs - Non-degree, non-college credit, postsecondary adult vocational programs designed to prepare students for immediate job entry.

Workforce Development Programs - Programs designed to assist individuals in selecting and obtaining employment through cooperation with job training providers, employers, the local Workforce Board, state agencies, and community-based organizations.

ADULT BASIC EDUCATION AND GED PREPARATION PROGRAMS

The Passport Program - Designed to prepare students for achievement of the GED. Open to individuals 18 years of age and older who do not possess a standard high school diploma or GED or who are functioning below the ninth grade level. Orientations are held weekly. Day, evening, and weekend hours are available, as well as an online course of study. All services are free of charge. Call 850-872-3849 for more information.

The ESOL Program – Designed to provide English language learning opportunities for adults with limited English proficiency. Classes utilize various approaches and are taught at six levels. Call 850-769-1551, ext. 3396 for more information.

CONTINUING EDUCATION PROGRAMS

Non-degree, non-career studies programs designed to meet ongoing certificate needs for regulated professions, employee and career training needs, community building opportunities, and personal development.

ASSOCIATE IN ARTS DEGREE
University Parallel Program

The Associate in Arts (A.A.) degree is the freshman and sophomore years of a four-year bachelor's degree. The A.A. degree is specifically designed for the student who plans to transfer as a junior to a Florida public university.

The Associate in Arts degree requires a minimum of 60 college-level credit hours including 36 hours in general education and 24 hours of electives. Many majors at the universities require that specific courses be taken as part of the A.A. degree, both within general education and within the electives. Florida's state universities have identified common prerequisites to be taken during the lower division by all students who plan to enter a particular major within the university system.

Students who plan to transfer to a Florida state university should take the courses required in their major fields of study. This should be done with counsel from an academic adviser.

For clarification, a university is composed of colleges. Each college is composed of a number of academic departments. Each academic department includes various academic majors. The A.A. degree guarantees admission to a state university but not necessarily admission to a specific program of study within a college. Certain majors have admission requirements in addition to earning an A.A. degree. These majors are called "limited access programs," and the requirements may include completion of certain courses, a minimum grade point average in all course work, an audition, and submission of a portfolio. These requirements are given in the state university transfer manuals. See a GCCC adviser or counselor.

Although the A.A. degree does not guarantee admission to a private and/or out-of-state institution, a student can find out the institution's lower division requirements and include as many of them as possible in the A.A. degree.

Graduation Requirements for the Associate in Arts Degree

1. Complete a minimum of 60 hours of acceptable college-level credits.
2. Complete the 36 credit hours of general education courses.
3. Complete a minimum of 24 credit hours of A.A. designated electives.
4. Earn a cumulative grade point average (GPA) of at least 2.00, including all transfer credits and courses attempted at GCCC. In addition, a student must earn a cumulative GPA of at least 2.00 on all courses taken at GCCC.
5. Complete 25 percent of college-level credit hours at Gulf Coast Community College (minimum of 15 credit hours).
6. Satisfy the College Level Academic Skills Program requirements by taking and passing the four components of the College-Level Academic Skills Test (CLAST) or document satisfaction of the CLAST requirement by a state-approved alternative method.
7. Submit an application for graduation to the dean of students' office by the published deadline. See college catalog calendar for dates. It is in the best interest of the student to have a graduation evaluation performed before submitting a graduation application. A graduation evaluation can be requested in the Office of Admissions and Records.
8. Fulfill all financial obligations to the college.

Note: For a five-year period from the date you begin taking courses in a degree program at GCCC, students have the right to follow the catalog course requirements under which they entered. Exceptions may be otherwise provided by law or policies of the District Board of Trustees.

Associate in Arts Degree Course Requirements

The Associate in Arts degree requires a minimum of 60 college-level credit hours including 36 hours in general education courses and a minimum of

24 hours of acceptable electives.

GENERAL EDUCATION

The general education curriculum of Gulf Coast Community College provides the foundation for students to acquire and apply knowledge and to think critically in the following areas:

- A. Communication.** Students should be able to:
 - Read with literal and critical comprehension.
 - Write with logical and stylistic effectiveness in standard English.
 - Listen with discernment.
 - Speak with logical and stylistic effectiveness in standard English.
- B. Quantification.** Students should be able to:
 - Explain the logic, history, and contemporary applications of mathematics.
 - Utilize mathematical concepts in problem solving.
- C. Personal Values and Goals.** Students should be able to:
 - Identify and assess individual values in historical and cultural setting within a pluralistic society.
 - Apply the principles of psychological and physical health.
 - Set realistic and meaningful goals.
- D. Culture.** Students should be able to:
 - Explain the development of contemporary political-civic, social, and economic realities of western culture.
 - Explain historical developments of the arts and sciences of western culture.
 - Explain the impact of social institutions on individuals in cultural variations.
 - Explain interrelationships between western and non-western cultures.
- E. Aesthetics.** Students should be able to:
 - Recognize and evaluate artistic activities and products of a culture.
 - Explain the role of the arts in a society.
- F. Science and Technology.** Students should be able to:
 - Identify the concepts and laws of the biological and physical sciences and their effects on individuals and society.
 - Identify consequences of scientific and technological developments on society and the natural environment.
 - Utilize systematic approaches to processing information.

Community College Associate in Arts Transfer Guarantees

Community College Associate in Arts graduates are guaranteed certain rights under the statewide Articulation Agreement 6A-10.024. This Articulation Agreement governs the transfer of students from Florida public community colleges to the state university system.

1. Community College A.A. degree holders will be granted admission to one of ten (10) universities, but not necessarily to limited access programs.
2. Upon transferring to a state university, A.A. degree graduates will be awarded at least 60 credit hours towards the baccalaureate degree.
3. The university catalog in effect the year the A.A. degree student first enrolled at the community college will remain in effect for the student's program, provided the student maintains continuous enrollment as defined in that catalog.
4. Once completion of the general education core requirements is noted on the transcript, regardless of whether or not an A.A. degree is awarded, no other state university or community college to which the student may transfer can require additional courses to the general education core.

5. When transferring among institutions participating in the statewide course numbering system, a receiving institution must accept all courses taken at the transfer institution, if the same course with the same course number is offered at the receiving institution.
6. Credits earned through acceleration mechanisms (CLEP, AP, PEP, early admission, international baccalaureate, and dual enrollment courses) within the A.A. degree at the community college will be transferable to the state university.

Should any of these guarantees be denied, the student has the right to file an appeal. Each state university has established appeal procedures. Students may contact the state university articulation officer or information about these procedures.

Students without an A.A. degree who are seeking admission to a state university do not have all the protection provided by the articulation agreement and may be denied admission or lose credit when transferring. In most cases students without an A.A. degree will have to meet freshman admissions standards.

College Level Academic Skills Program (CLASP) and Test (CLAST)

Florida Statutes and Rules of the State Board of Education require students in the following categories to demonstrate proficiency in communication and computation:

- Those seeking the Associates in Arts degree.
- Those seeking the Associate in Science degree who will transfer to a state university.
- Those who will transfer to a state university with 60 or more hours.

The College Level Academic Skills Test (CLAST) is one method to demonstrate competency. An alternative method has been approved for those students who meet specific guidelines. See the Testing Office or the Office of Admission and Records.

To be eligible for CLAST, students must have successfully completed a minimum of 18 hours of college-level work.

CLAST Alternative. Students may be eligible to meet the English, reading, and essay portion and/or the mathematics CLAST requirements for the A.A. degree by one of the following options:

1. Earn a cumulative 2.5 GPA in ENC 1101 and ENC 1102 and/or a cumulative 2.5 GPA in two college-level mathematics courses.
2. Earn CLEP, AP, AICE, or IB credit in ENC 1101 or in college-level mathematics.
3. Score a minimum score in subject areas on ACT and SAT.

For further information, contact your academic Adviser.

DEVELOPMENTAL EDUCATION

The Developmental Studies Program is designed to help students achieve a level of academic competence that will enable them to work successfully in college-level courses. Developmental education includes sequential tracks in English, reading, and mathematics. Placement is assigned through the College Placement Test. Additionally, any student enrolled in a developmental course is registered, at no cost, for the Success Center (the college tutorial program located in the Student Union West). Developmental Studies advisers are available to assist students in the program in all matters related to their academic lives. For further information on support services, see "Student Services."

Developmental courses are college preparatory reading (REA 0001 and REA 0002), English (ENC 0002 and ENC 0021), and mathematics (MAT

0002 and MAT 0024).

Developmental Studies Policies

Requirement in College-Preparatory Reading. If students place into college preparatory reading courses, they must (1) enroll during their first semester in either the course or the Success Center Reading Laboratory and (2) continue with a reading course or the lab until they have completed the reading requirement or tested out of developmental reading.

Requirement in One College Preparatory Course (English or Math) Other Than Reading. If students place into college-level reading but college preparatory English or math, they must enroll in at least one of the required college-preparatory courses during their first term and must continue in that discipline each term thereafter until they have completed the requirements.

Requirement in Two College-Preparatory Areas.

Each semester students place into two college preparatory areas, including reading, they must address the reading deficiency by enrolling either in a college preparatory course or the Success Center Reading Laboratory. Each semester students place into two college-preparatory areas, excluding reading, they must enroll in at least one college-preparatory class.

Requirement in Three College-Preparatory Areas.

Each term students place into three college preparatory courses, they must enroll in a reading course or the Success Center Reading Laboratory and at least one other college preparatory course.

Sequence of Courses. Once students enroll in a college preparatory course in reading, English, or math, they must continue to enroll in that discipline until they have satisfied their college preparatory requirements for that area.

For more information regarding developmental program requirements and support for developmental students, please contact Lynn Wallace, Director of Developmental Studies, SUW 334, 769-1551 (ext. 4821).

THE HONORS PROGRAM

The Honors Program emphasizes development of critical thinking skills in an environment that is unique and challenging. Honors courses are designed to be a different approach to teaching and learning. Honors classes are small, generally fewer than 20 students per class. Emphasis is placed on individuality, originality, and participation. Honors students have opportunities to participate in unique research and special classroom activities not usually available in the regular classes for these courses. The 16-hour curriculum is designed to fit every Associate in Arts program the college offers. The honors courses will fulfill most of the general education requirements for any A.A., degree.

Students who complete the program while maintaining the required grade point average will be classified as "Honors Graduates." These students will receive special recognition during graduation, receive the seal of Honors on their diploma and will have the designation as "Graduate of the Honors Program" on all transcripts. Participants in the program may be eligible for additional scholarship opportunities, membership in Phi Theta Kappa International Honorary Society, nomination to the Academic All-USA Team, and Brain Bowl.

In order to participate in the Honors Program, students must:

- Have a 3.5 or better weighted high school GPA (transcript required), or
- Have completed 15 credit hours from GCCC with a 3.5 GPA or better.

Students are then expected to maintain a 3.0 GPA in all coursework

in order to remain in the program. Students who fail to maintain this minimum GPA will not be permitted to enroll in additional honors courses until the GPA is improved to 3.0. Students must complete all honors coursework and have an overall 3.5 GPA or better to graduate from the program.

Curriculum: To graduate from the program, a student must complete 15 hours of core courses. In special cases, the honors director may be able to substitute courses.

Area I, Honors Symposium*	1 cr.
Area II, Humanities I or Biology for Science Majors (BSC 2010)	3 crs.
Area III, Psychology (PSY 2012) and American National Government (POS 2041)	6 crs.
Area IV, Humanities II or Humanities III	3 crs.
Area V, Major's Course by Contract**	3 crs.

*The topic addresses in the Honors Symposium changes each semester and the course may be taken more than once if desired. Symposium addresses important and timely issues and offers participants the opportunity to participate in lively discourse.

**Contractual course arrangements permit any course within the student's major to become an honors course by contract. Students enroll in the regular class but contract with the professor for special projects or studies that expand the course to an honors level. The object is to provide additional opportunities for interaction between professor and student. For additional information, contact the honors director, Dana Dye, at 769-1551, ext 2843.

ACADEMIC FREEDOM

Believing that collegiate education is fortified through the vigorous and unfettered presentation and exchange of ideas, the District Board of Trustees of Gulf Coast Community College staunchly upholds the tenets of academic freedom. No external coercion shall be permitted to interfere with sober pursuit of truth and knowledge within the context of properly constituted courses and programs of study. The District Board of Trustees has developed procedures by which curricula and syllabi are developed and modified in keeping with the mission of the institutio .

ASSOCIATE IN ARTS DEGREE PROGRAMS

The following courses of study lead to advanced degrees at upper-division colleges and universities. Students who expect to seek these degrees are advised to contact the university they expect to attend for information on courses to be taken while attending Gulf Coast Community College. University catalogs are available in the career center, the library, and online at www.facts.org.

- Accounting
- Advertising/Public Relations
- Agriculture Science
- Anthropology
- Archaeology
- Architecture
- Art
- Biology
- Biology Education
- Building Construction
- Business Administration
- Business Teacher Education
- Chemistry
- Chemistry Education
- Chiropractic Medicine
- Communication
- Computer Science

- Criminology/Criminal Justice
- Dental Medicine
- Earth/Space Science Education
- Economics
- Economics for Business
- Elementary Teacher Education
- Engineering
- English
- Entomology
- Environmental Science
- Foreign Language
- Forestry
- Geology
- Health Education
- Health Information Management
- History
- Information Technology
- Journalism
- Landscape Operations and Management
- Law
- Legal Studies
- Marine Biology
- Mathematics
- Mathematics Education
- Medical
- Medical Technology
- Meteorology
- Middle School Science Education
- Music
- Nursing
- Nutrition, Food, and Exercise Science
- Occupational Therapy
- Oceanography
- Optometry
- Ornamental Horticulture
- Pharmacy
- Philosophy
- Physical Education
- Physical Therapy
- Physics
- Physics Education
- Political Science
- Psychology
- Radio/Television Broadcasting
- Radiologic Science
- Recreation
- Religion
- Respiratory Care (Therapy)
- Science Education
- Social Studies Education
- Social Work
- Sociology
- Special Education
- Speech
- Sports Medicine/Athletic Trainer
- Theatre
- Veterinary Medicine
- Women's Studies

The basic transfer program is the General Associate of Arts program. The "pre-" programs described in this catalog are designed to best advise students in selecting courses required by universities for admission to specific programs. These "pre-" programs can be completed in two years if a student takes 15-18 hours per semester. Some students may need to complete additional courses due to prerequisites and/or special university requirements.

All students expecting to enter a state university must meet the foreign language requirements.

ASSOCIATE IN ARTS DEGREE**Advisers for this program are located in the Language and Literature Building OR in the Social Science Building**

Students completing the following courses will have met the general education requirements of this institution and will be certified as agreed upon by all public institutions of higher learning in Florida.

The following general education courses are required for an Associate in Arts degree. Students must follow this outline. Pre-program options should be selected with assistance of a faculty adviser.

The "pre-" programs described in this catalog are designed to best advise students in selecting courses required by universities for admission to specific programs. These "pre-" programs can be completed in two years if a student takes 15-18 hours per semester. Some students may need to complete additional courses due to prerequisites and/or special university requirements.

All students expecting to enter a state university must meet the foreign language requirement.

Core Requirements Sem. Hrs.

* ENC 1101	English Composition I.....	3
*+ ENC 1102	English Composition II.....	3
EUH 1000	or 1001 Western Civilization I or II.....	3
POS 2041	American National Government	3
PSY 2012	General Psychology or	
SYG 2000	Principles of Sociology.....	3

Physical Science (Choose One)3

AST 1002	Descriptive Astronomy	
CHM 1032	General, Organic, Biochemistry	
+ CHM 1040	Fundamentals of Chemistry	
+ CHM 1045	General Chemistry	
EVR 1001	Introduction to Environmental Science	
GLY 1010	Physical Geology	
MET 1010	Introductory Meteorology	
OCE 1001	Fundamentals of Oceanography	
+ PHY 1023	Survey of General Physics	
+ PHY 2048	University Physics I	
+ PHY 2053	College Physics I	
+ PSC 2341	Physical Science Survey	
ESC 2000	Earth and Space Science Survey or higher level physical science courses as approved by adviser	

Biological Sciences (Choose One).....3

+ BSC 1005	General Biological Science	
+ BSC 2010	Biology for Science Majors I	
+ BSC 2085	Human Anatomy and Physiology or higher level biological science courses as approved by adviser	
+ BSC 2311	Introduction to Marine Biology	

Humanities - All students are required to successfully complete a minimum of three semester hours from Area I, Area II, and Area III. Students must complete ENC 1101 with a minimum grade of "C" before taking Area II and must complete ENC 1102 with a minimum grade of "C" before taking Area III. Some programs may require additional hours in the humanities.

Area I (Choose One)3

+ ARH 2000	Understanding Visual Arts	
+ MUL 2010	Understanding Music	
+ THE 2000	Understanding Theatre	
+ ARH 2050	Art History I	
+ ARH 2051	Art History II	
+ MUL 2110	Survey of Music Literature	

+ THE 2071 Survey of Film

Area II (Choose One)3

(Students must complete ENC 1101 with a minimum grade of "C" before taking Area II)

*+ PHH 2060	Introduction to Classical Philosophy	
*+ PHI 2002	Introduction to Modern and Contemporary Philosophy	
*+ PHI 2600	Ethics	
*+ PHI 2635	Biomedical Ethics	
*+ REL 2000	Introduction to Religion	
*+ REL 2121	Introduction to Religion in America	
*+ REL 2300	Religions of the World	
*+ SPN 2200	Second-Year Spanish I	

Area III (Choose One).....3

(Students must complete ENC 1102 with a minimum grade of "C" before taking Area III)

*+ AML 2010	Amer. Lit. Through the Civil War	
*+ AML 2020	Amer. Lit: Reconstruction to Present	
*+ AML 2600	African-American Literature	
*+ ENG 2111	Literature and Film	
*+ ENL 2012	Eng. Lit. Through the 18th Century	
*+ ENL 2022	Eng. Lit: Romanticism to Present	
*+ LIT 2040	World Drama	
*+ LIT 2090	Contemporary Literature	
*+ LIT 2110	World Literature: Ancient Through Renaissance	
*+ LIT 2120	World Lit: Enlightenment to Present	
*+ LIT 2380	Women in Literature	

***Mathematics6**

(At the level of STA, MAC, or MGF as approved by adviser and/or defined by major.)

****Foreign Language****and/or +Approved Electives.....24**

(Approved by adviser and/or defined by major.)

All courses offered for transfer credit, except those marked with the # sign, are suitable to be used as electives. In those cases in which the course is marked with a #, it would be appropriate to consult the program adviser.

TOTAL.....60

No more than two physical education activity courses may be counted toward the 60 hours for graduation.

** To enter a state university, students must meet foreign language requirements in one of the following ways:

- Two credits (years) of one foreign language or, for some institutions, American Sign Language in high school.
- Eight to ten semester hours of one foreign language or, for some institutions, American sign language in college.
- Satisfactory score on the CLEP examination.
- Satisfactory score on the MAPS Latin examination.
- Demonstrated competence by examination in a foreign language other than those examinations identified above or, for some institutions, in American Sign Language, with the standards and methods for determining competence to be identified by the admitting university.

Students who plan to transfer to a state university but do not meet the foreign language requirements should complete the requirement at the community college. Students who meet one of the two criteria below may be admitted to a state university as an exception to the foreign

language admissions requirement but must take 8-10 credits of one foreign language at the university or community college prior to graduation:

- Students who earned an A.A. degree before September 1, 1989.
- Students who enrolled before August 1, 1989, in a program leading to an A.A. degree from a Florida community college and maintain continuous enrollment (one course each 12 month period beginning with the first enrollment and continuing until enrollment in a university).

International Diversity Focus

The international/diversity focus provides the basic concepts and tools to help students understand and appreciate diversity among peoples and nations. These courses give students an awareness on non-Western traditions or differences within the culture in the United States. They provide students with new perceptions to enable them to better understand people and world events. This is not a GCCC graduation requirement but will transfer for university purposes.

AMH 2091 – Black History
 AML 2010 – American Literature through the Civil War
 AML 2020 – American Literature: Reconstruction to Present
 AML 2600 – African-American Literature
 ANT 2410 – Introduction to Anthropology
 ARH 2000 – Understanding Visual Arts
 ARH 2050 - Art History Criticism I
 ARH 2051 – Art History Criticism II
 CLP 1001 – Human Relations
 CPO 2002 – Comparative Government
 ECO 2013 – Economics, Micro
 ECO 2023 – Economics, Macro
 EDG 2701 – Teaching Diverse Population
 ENG 2111 – Literature and Film
 ENL 2012 – English Literature through the Eighteenth Century
 ENL 2022 – English Literature: Romantic to the Present
 EUH 1000 – Western Civilization I
 EUH 1001 – Western Civilization II
 GEO 1000 – Introduction to Geography
 INR 2002 – International Relations
 LIT 2040 – World Drama
 LIT 2090 – Contemporary Literature
 LIT 2110 – World Literature: Ancient through Renaissance
 LIT 2120 – World Literature: Enlightenment to Present
 LIT 2380 – Women in Literature
 MUL 2010 – Understanding Music
 MUL 2110 – Survey of Music Literature
 PHH 2060 – Introduction to Classical Philosophy
 PHI 2002 – Introduction to Modern and Contemporary Philosophy
 PHI 2600 – Introduction to Ethics
 PHI 2635 – Biomedical Ethics
 POS 2041 – American National Government
 PSY 2012 – General Psychology
 REL 2000 – Introduction to Religion
 REL 2121 – Religion in American Life
 REL 2300 – World Religions
 SPN 1120 – First Year Spanish I
 SPN 1121 – First Year Spanish II
 SPN 2200 – Second Year Spanish I
 SYG 2000 – Principles of Sociology
 SYG 2010 - Social Problems

THE 2000 – Understanding Theatre
 THE 2071 - Survey of Film
 WST 2010 – Introduction to Women’s Studies

Gordon Rule Writing Courses

Gordon Rule Writing courses should make up 12 hours within the general education Associate of Arts degree program. In those courses, students will produce extensive college level writing and must earn a grade of “C” or better for successful completion. Six hours will be earned through ENC 1101 and ENC 1102. Three hours will be earned through Humanities II, and three hours will be earned through Humanities III.

**PRE-ACCOUNTING
(ACCTG-AA)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Lee Anderson (ext. 6015), Tom Hoskins (ext. 2844), James Veal (ext. 2846)

PROGRAM GOAL: The purpose of this program is to prepare students for an advanced education at the university level. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*ENC 1101	English I.....	3
+*ENC 1102	English II.....	3
+*QMB 2100	Bus & Econ Statistics	3
+*MAC 2233	Calculus for Business	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology./Sociology.....	3
POS 2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
Physical Science	3
+Humanities I	3
+*Humanities II.....	3
+*Humanities III.....	3

MAJOR COURSES

CGS 1570	Microcomputer Applications.....	3
GEB 1011	Introduction to Business.....	3
* ACG 2001	Financial Accounting I.....	3
+* ACG 2011	Financial Accounting II	3
ECO 2013	Economics, Macro	3
ECO 2023	Economics, Micro.....	3

ELECTIVES 6

TOTAL DEGREE HOURS60

**PRE-AGRICULTURE SCIENCE
(FARM-AA)**

Advisers for this program are located in the Mathematics Division – 2nd Floor Student Union West

PRIMARY ADVISER: Terri Bedford (ext. 2868)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in agriculture and the related areas of agronomy, botany, entomology, soil science, and veterinary medicine. Agriculture science impacts government, academic, and corporate areas of the food industry. Please see the adviser for assistance in selecting appropriate elective courses relative to the interest area in agriculture. Florida A & M University offers the B.S. degree in agriculture science. The University of Florida has similar programs. It is strongly recommended that students be familiar with the admissions requirements of the university they plan to attend.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*ENC 1101	English I.....	3
+*ENC 1102	English II.....	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
POS 2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I	3
+*Humanities II.....	3
+*Humanities III.....	3

MAJOR COURSES

+* BSC 2010	Biology for Science Majors I.....	3
	(Meets biology requirement for A.A.)	
BSC 2010L	Biology for Science Maj. I Lab. 1	
+* BSC 2011	Biology for Science Majors II	3
BSC 2011L	Biology for Science Maj. II Lab 1	
+* MAC 1140	Pre-Calculus Algebra	3
+* STA 2023	Statistics.....	3
	(Meets math requirement for A.A.)	
+* CHM 1045	General Chemistry	3
	(Meets physical science requirement for the A.A.)	
CHM 1045L	General Chemistry Lab 1	
+* CHM 1046	Chemistry with Qual. Analysis.....	3
CHM 1046L	Chemistry with Qual. Anal. Lab 2	
+* MAC 1114	Trigonometry.....	3
+ SPC 1600	Intro. to Public Speaking.....	3
ECO 2013	Economics, Macro	3

ELECTIVES4

TOTAL DEGREE HOURS60

**PRE-ANTHROPOLOGY/
ARCHAEOLOGY (ANTH-AA)**

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISER: Ron Penton, Sr. (ext. 4817)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in anthropology or archaeology. Anthropologists study human origins, languages, social institutions and customs. Archaeologists study the artifacts of prehistoric and historic peoples and attempt to reconstruct the culture and social practices of such people. This program will also prepare students for a teaching career in anthropology or archaeology. Students should expect to complete graduate studies in preparation for a career in anthropology or archaeology.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I3
+* ENC 1102	English II3
+* MGF 1106	Math for Liberal Arts I3
+* MGF 1107	Math for Liberal Arts II3
EUH 1000	Western Civilization I3
PSY 2012 or SYG 2000	Psychology/Sociology3
POS 2041	Amer. Nat. Govt.3
GLY 1010	Physical Geology3
	(Meets physical science requirement for A.A.)	

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology3
+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES

ANT 2410	Anthropology3
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ELECTIVES.....21

RECOMMENDED ELECTIVES

GEO 1000	Introduction to Geography3
EUH 1001	Western Civ. II3

TOTAL DEGREE HOURS60

**PRE-ARCHITECTURE (ARCH-AA)
(FOR TRANSFER TO FLORIDA A & M UNIVERSITY ONLY)**
Advisers for this program are located in the Technology Building

PRIMARY ADVISER: James R. Vandervest (ext. 5886)

PROGRAM GOAL: This program is designed to prepare students for entry into the Bachelor of Science in Architectural Studies degree program at Florida A & M University.

GENERAL EDUCATION COURSES Cr. Hrs.

+*ENC 1101	English Composition I3
+*ENC 1102	English Composition II3
+*MAC 1140	Pre-Calculus Algebra3
+*MAC 2311	Calculus I4
EUH 1000 or 1001	Western Civilization3
PSY 2012 or SYG 2000	Psychology/Sociology3
POS 2041	Amer. Nat. Govt.3
+ ARH 2000	Understanding Visual Art3
	(Meets Humanities I requirement)	
+ ARH 2050	Art History I3
+*ENL 2012	English Literature3
	(Meets Humanities III requirement)	

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology3
+*Humanities II3

MAJOR COURSES

ART 1300C	Drawing I3
+ ART 1201C	Design I3
+ ART 1203C	Design II3
+ TAR 1120	Architectural Drafting & Lab4
+ TAR 2154	Commercial Arch Design & Lab4
+ ETG 2530	Strength of Materials3
+ ETG 2502	Statics3
BCN 1230	Materials and Methods3
+ PHY 2053	College Physics & Lab4

TOTAL DEGREE HOURS67

NOTE: Students must enroll in summer term at FAMU prior to their junior year.

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

PRE-ART (ART-AA)

Advisers for this program are located in the Amelia G. Tapper Center for the Arts

PRIMARY ADVISER: Tammy Marinuzzi (ext. 2890)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in the visual arts. Visual arts is a limited access program at most universities. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend. For example, some visual arts specialized programs within a university require two years of a foreign language.

GENERAL EDUCATION COURSES		Cr. Hrs.
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+*ENC	1101	English I	3
+*ENC	1102	English II	3
+*MGF	1106	Math for Liberal Arts I.....	3
+*MGF	1107	Math for Liberal Arts II.....	3
	EUH 1000 or 1001	Western Civilization.....	3
	PSY 2012 or SYG 2000	Psychology/Sociology	3
	POS 2041	Amer. Nat. Govt.	3
+ ARH	2000	Understanding Visual Art.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

+ ART	1201C	Design I	3
+ ART	1203C	Design II.....	3
	ART 1300C	Drawing I.....	3
+ ART	1301C	Drawing II	3
+ ARH	2050	Art History Criticism I.....	3
+ ARH	2051	Art History Criticism II.....	3
+ ART	1950	Portfolio Preparation for Visual Arts I ..	1
+ ART	1951	Portfolio Preparation for Visual Arts II..	1

ELECTIVES

Approved visual arts or photography electives4

TOTAL DEGREE HOURS**60**

PRE-BIOLOGY (BIO-AA)

Advisers for this program are located in the Natural Science Office Building

PRIMARY ADVISER: Linda Fitzhugh (ext. 2863), Melissa Moore (ext. 2853)

PROGRAM GOAL: This program prepares students for entering the university as a biology major. Generally, most state universities offer a B.S. or B.A. in biology or related life science fields such as botany, zoology, microbiology and cell science, entomology, plant science, animal science, and wildlife ecology. Because of the diversity among degree programs, students should contact the university they plan to attend as soon as possible to determine the curriculum option in which they are most interested and the admissions requirements of that university. Additionally, most universities require one year of a foreign language. All state universities in Florida offer upper division studies in biology.

GENERAL EDUCATION COURSES		Cr. Hrs.
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+*ENC	1101	English I	3
+*ENC	1102	English II	3
	EUH 1000 or 1001	Western Civilization.....	3
	PSY 2012 or SYG 2000	Psychology/Sociology	3
	POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

+* BSC	2010	Biology for Science Majors I.....	3
		(Meets biology requirement for A.A.)	
	BSC 2010L	Biology for Science Maj. I Lab	1
+* BSC	2011	Biology for Science Majors II	3
	BSC 2011L	Biology for Science Maj. II Lab	1
+* MAC	2311	Calculus I	4
+* MAC	2312	Calculus II	4
		(Meets math requirements for A.A.)	
+* CHM	1045	General Chemistry	3
		(Meets physical science requirement for A.A.)	
	CHM 1045L	General Chemistry Lab	1
+* CHM	1046	Chemistry with Qual. Analysis	3
	CHM 1046L	Chemistry with Qual. Anal. Lab.....	2
+* CHM	2210	Organic Chemistry I.....	3
	CHM 2210L	Organic Chemistry I Lab	2
+* CHM	2211	Organic Chemistry II	4
	CHM 2211L	Organic Chemistry II Lab	1

ELECTIVES1

TOTAL DEGREE HOURS**60**

**PRE-BUILDING CONSTRUCTION
(BLCON-AA)**

Advisers for this program are located in the Mathematics Division – 2nd Floor Student Union West

PHY	2053L	College Physics I Lab1
+ PHY	2054	College Physics II3
PHY	2054L	College Physics II Lab1

TOTAL DEGREE HOURS60

PRIMARY ADVISER: Terri Bedford (ext. 2868)

PROGRAM GOAL: The purpose of this program is to provide students the opportunity to gain knowledge in the disciplines necessary for a career in building construction. The program is designed to meet the first two years of preparation for a four-year degree based on the program offered at the University of Florida. Students should make contact as soon as possible with the school they plan to attend to make any program adjustments needed and to become familiar with the admissions requirements of that particular university. Other programs are offered at the University of West Florida and the University of North Florida.

A four year degree could lead to self-employment in the construction field; contract work for a government agency or private business; or employment by a private construction firm or government agency. Individuals are required to pass a state exam and meet all state licensing requirements to become a licensed contractor.

It is recommended that students who do not show competence in word processing and spreadsheets take CGS 1570 Microcomputer Applications. Competencies in these areas will be tested at the University of Florida. Students should check with the adviser to investigate other courses that may be taken to facilitate the transfer to the university of their choice. The University of Florida requires SUR 2101 (Surveying) and BUL 2241 (Business Law). Students are strongly advised to take ETG 2502 (Statics) and ETG 2530 (Strength of Materials) at the community college level, but these courses may be taken as 2-hour courses at the University of Florida in the summer prior to entering the upper division in the fall semester. Students should set their goals to enter the upper division program in the fall semester in order to get the correct sequence of courses at the university.

GENERAL EDUCATION COURSES Cr. Hrs.

+*ENC	1101	English I3
+*ENC	1102	English II3
EUH	1000 or 1001	Western Civilization3
PSY	2012 or SYG 2000	Psychology/Sociology3
POS	2041	Amer. Nat. Govt3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology3
+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES

+ TAR	1120	Architectural Drafting	1
+ TAR	1120L	Architectural Drafting Lab3
+*STA	2023	Statistics3
(Meets math requirement for A.A.)			
+*MAC	2311	Calculus I (4) or	
+*MAC	2233	Business Calculus3
GLY	1010	Geology3
(Meets physical science requirement for A.A.)			
+ ENC	2210	Technical Writing3
ACG	2001	Financial Accounting I3
ECO	2013	Economics, Macro3
BCN	1230	Materials and Methods3
+ PHY	2053	College Physics I3

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

PRE-BUSINESS ADMINISTRATION**(BUS-AA)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Richard Stewart (ext. 3839), Lee Anderson (ext. 6015), Rhonda Barker (ext. 2841), Adria Peaden (ext. 2842), Tom Hoskins (ext. 2844), Jerome Tidwell (ext. 2845, James Veal (ext. 2846), Jerry Williams (ext. 2848)

PROGRAM GOAL: The purpose of this program is to prepare students for an advanced education at the university level. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I	3
+* ENC 1102	English II	3
+* QMB 2100	Bus & Econ. Statistics	3
+* MAC 2233	Calculus for Business	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
POS 2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
Physical Science	3
+Humanities I	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

CGS 1570	Microcomputer Applications.....	3
GEB 1011	Introduction to Business	3
* ACG 2001	Financial Accounting I.....	3
+* ACG 2011	Financial Accounting II	3
ECO 2013	Economics, Macro.....	3
ECO 2023	Economics, Micro.....	3
+ ACG 2071	Managerial Accounting.....	3

ELECTIVES

Elective Hours3

TOTAL DEGREE HOURS60

PRE-BUSINESS TEACHER EDUCATION (BSTHR-AA)

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Richard Stewart (ext. 3839), Lee Anderson (ext. 6015), Rhonda Barker (ext. 2841), Adria Peaden (ext. 2842), Tom Hoskins (ext. 2844), Jerome Tidwell (ext. 2845, James Veal (ext. 2846), Jerry Williams (ext. 2848)

PROGRAM GOAL: The purpose of this program is to prepare students for an advanced education at the university level. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

All pre-education majors should be aware that State of Florida teacher certification requires a thorough background check by the Florida Department of Law Enforcement.

GENERAL EDUCATION COURSES Cr.Hrs.

+* ENC 1101	English I.....	3
+* ENC 1102	English II.....	3
+* MGF 1106	Math for Liberal Arts I.....	3
+* MGF 1107	Math for Liberal Arts II	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
POS 2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
Physical Science	3
+Humanities I	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

CGS 1570	Microcomputer Applications.....	3
+ OST 1856	Word Proc w/Microsoft Word	3
* ACG 2001	Financial Accounting I.....	3
+* ACG 2011	Financial Accounting II	3
BUL 2241	Business Law	3
ECO 2013	Economics, Macro.....	3
+ ACG 2071	Managerial Accounting.....	3

Elective Hours3

TOTAL DEGREE HOURS60

PRE-CHEMISTRY (CHEM-AA)

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Vicky Ellis (ext. 2856)

PROGRAM GOAL: This program is designed to prepare students for upper division studies as chemistry majors. All state public universities and most private universities offer the bachelor's degree in chemistry. Several of the institutions offer B.S./A.C.S. degrees, indicating endorsement of the program by the American Chemical Society. Most colleges of arts and sciences require an intermediate level of proficiency in a foreign language beyond that required for admissions to the university. To enhance students' chemistry education, the chemistry department at Gulf Coast Community College offers hands-on instruction in the use of a wide range of instruments, such as gas chromatography (GC) and infrared spectroscopy (FTIR). Several different levels of computer usage for chemistry are available for student use. It is strongly recommended that students be familiar with the admissions requirements of the university they plan to attend. In addition to the courses below, most universities require Calculus III and highly recommend Differential Equations.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101 English I.....	3
+*	ENC 1102 English II.....	3
	EUH 1000 or 1001 Western Civilization.....	3
	PSY 2012 or SYG 2000 Psychology/Sociology.....	3
	POS 2041 Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
+Humanities I	3
+*Humanities II.....	3
+*Humanities III.....	3

MAJOR COURSES

+*	CHM 1045 General Chemistry	3
	(Meets physical science requirement for A.A.)	
	CHM 1045L General Chemistry Lab	1
+*	CHM 1046 Chemistry with Qual. Analysis	3
	CHM 1046L Chemistry with Qual. Anal. Lab.....	2
+*	MAC 2311 Calculus I 4	
+*	MAC 2312 Calculus II4	
	(Meets math requirement for A.A.)	

Students must also complete one of the following two-semester sequences in science:

+*	CHM 2210 Organic Chemistry I.....	3
	CHM 2210L Organic Chemistry I Lab	2
+*	CHM 2211 Organic Chemistry II	4
	CHM 2211L Organic Chemistry II Lab	1

ELECTIVES¹ 6

OR

+*	PHY 2048 University Physics I	4
	PHY 2048L University Physics I Lab	1
	PHY 2049 University Physics II	4
	PHY 2049L University Physics II Lab	1

ELECTIVES²6

OR

+*	PHY 2053 College Physics I.....	3
	PHY 2053L College Physics I Lab	1
	PHY 2054 College Physics II.....	3
	PHY 2054L College Physics II Lab.....	1

ELECTIVES²8

TOTAL DEGREE HOURS60

¹University Physics is required for advanced degrees in chemistry.

²GCCC strongly recommends that a Pre-Chemistry major complete the chemistry sequence through CHM2211 before transferring.

PRE-CHIROPRACTIC MEDICINE**(CHIR-AA)**

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Fledia Ellis (ext. 6020)

PROGRAM GOAL: The primary goal of this program is to prepare students for admission directly to the college of chiropractic medicine or to the upper division for continued studies to prepare for admission to chiropractic study. Although schools of chiropractic medicine do not require students to hold a bachelor's degree, they do require a strong background in biology, chemistry, physics, and related areas, as well as specific requirements in the social sciences and humanities. Most chiropractic colleges require 60 - 80 semester hours of course work prior to making application. The state of Florida does not have a school of chiropractic medicine at this time. Students should be familiar with the requirements of the chiropractic school they plan to attend.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101 English I	3
+*	ENC 1102 English II	3
	EUH 1000 or 1001 Western Civilization.....	3
	PSY 2012 or SYG 2000 Psychology/Sociology	3
	POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+*	Humanities I.....	3
+*	Humanities II	3
+*	Humanities III	3

MAJOR COURSES

+*	MAC 1140 Pre-Calculus Algebra	3
+*	MAC 1114 Trigonometry.....	3
	(Meets math requirement for A.A.)	
+*	CHM 1045 General Chemistry	3
	(Meets physical science requirement for A.A.)	
	CHM 1045L General Chemistry Lab	1
+*	CHM 1046 Chemistry with Qual. Analysis	3
	CHM 1046L Chemistry with Qual. Anal. Lab	2
+*	CHM 2210 Organic Chemistry I.....	3
	CHM 2210L Organic Chemistry I Lab	2
	Approved Biology with lab	8
	(Meets biology requirement for the A.A.)	
+*	PHY 2053 Physics I 3	
	PHY 2053L Physics I Lab	1
+*	PHY 2054 Physics II 3	
	PHY 2054L Physics II Lab.....	1

TOTAL DEGREE HOURS60

PRE-COMMUNICATION**Advertising/Public Relations Option****(ADVER-AA)**

Advisers for this program are located in the Language and Literature Building

PRIMARY ADVISER: Patti Woodham (ext. 2871)

PROGRAM GOAL: The purpose of this program is to prepare students for an advanced education at the university level. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101 English I	3
+*	ENC 1102 English II	3
+*	Approved mathematics (MAC, MGF, STA).....	6
	EUH 1000 or 1001 Western Civilization.....	3
	PSY 2012 or SYG 2000 Psychology/Sociology	3
	POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

	Biology	3
	Physical Science.....	3
	+Humanities I.....	3
	+*Humanities II	3
	+*Humanities III	3

MAJOR COURSES

+	SPC 1600 Intro. To Public Speaking.....	3
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ELECTIVES21

RECOMMENDED ELECTIVES

+	MMC 2100 Writing for Mass Comm.	3
	RTV 1000 Intro. to Broadcasting or	
	MMC 1000 Survey of Mass Comm.	3
	CGS 1570 Microcomputer Applications	3
	PGY 2941C Photography I.....	3
	Choose one of the following.....	3
	ECO 2023 Economics, Micro	3
	AMH 2010 United States History I.....	3
	AMH 2020 United States History II.....	3

TOTAL DEGREE HOURS60

PRE-COMMUNICATION

Journalism Option (JOURN-AA)

Advisers for this program are located in the Language and Literature Building

PRIMARY ADVISER: Patti Woodham (ext. 2871)

PROGRAM GOAL: The purpose of this program is to prepare students for the production and evaluation of information disseminated through mass media. The program includes study and appreciation of the evolution of the context and technologies of mass media. Students may develop fundamental skills in writing for newspapers, magazines, radio, and television. Students may gain practical skill in desktop publishing through production of the college literary magazine and the college newspaper. Students who graduate from this program may work in communication related fields. Students may continue their formal education toward a Bachelor of Arts or Bachelor of Science degree with a major in journalism or mass communication. Degrees in journalism or mass communication may allow entry into newspaper and magazine production as well as information related fields.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101 English I	3
+*	ENC 1102 English II	3
+*	Approved mathematics (MAC, MGF, STA)	6
	EUH 1000 or 1001 Western Civilization	3
	PSY 2012 or SYG 2000 Psychology/Sociology	3
	POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+Humanities I.....	3
+*Humanities II.....	3
+*Humanities III.....	3

MAJOR COURSES

+ SPC 1600 Intro. to Public Speaking.....	3
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ELECTIVES21

RECOMMENDED ELECTIVES

AMH 2010, 2020 U.S. History or	
ECO 2013 Economics.....	3
MMC 1000 Survey of Mass Comm.	3
+ MMC 2100 Writing for Mass Comm.	3
JOU 2400 Newspaper Production.....	6

(Suggested electives are PGY 2801C Digital Photography I and PGY 2802C Digital Photography II.)

TOTAL DEGREE HOURS60

PRE-COMMUNICATION

Radio/Television Broadcasting Option (RTV-AA)

Advisers for this program are located in the Technology Building

PRIMARY ADVISER: Wendy Payne (ext. 3876)

PROGRAM GOAL: The purpose of this program is to prepare students as media creators, writers, and practitioners in radio, television, and the multimedia. Students will participate in real-time laboratory experiences and classroom exercises that introduce them to media outlets in the community as well as on-air and production work for WKGC-AM/FM, the public radio stations associated with Gulf Coast Community College. Most students use this knowledge and background to continue their formal education toward a bachelor's degree in general or mass communications at a four-year institution.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101 English I	3
+*	ENC 1102 English II	3
	EUH 1000 or 1001 Western Civilization	3
+*	Approved mathematics (MAC, MGF, STA)	6
	PSY 2012 or SYG 2000 Psychology/Sociology	3
	POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+Humanities I.....	3
+*Humanities II.....	3
+*Humanities III.....	3

MAJOR COURSES

+ SPC 1600 Intro. to Public Speaking.....	3
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ELECTIVES21

RECOMMENDED ELECTIVES

RTV 1000 Electronic Media Survey or	
MMC 1000 Survey of Mass Comm.	3
RTV 1240 Basic Audio Production	3
+ RTV 1241 Basic Video Production.....	3
+ MMC 2100 Writing for Mass Communication	3

(Recommended elective RTV 2300L, Broadcast News Lab. Pre-Communication students wishing to transfer to a four-year Florida school should be aware of AMH 2010, AMH 2020, and ECO 2013 requirements by some institutions.)

TOTAL DEGREE HOURS60

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

PRE-COMMUNICATION

Speech Option (SPCH-AA)

Advisers for this program are located in the Language and Literature Building

PRIMARY ADVISER: Joyce Buttermore (ext. 3515)

PROGRAM GOAL: The purpose of this program is to prepare students for the art of public speaking. Students engage in critical thinking, and apply principles of reasoning to their ideas and to the ideas of others. The program includes the study and execution of significance to setting, audience, and purpose. Students who graduate from this program may work in communication related fields. Students may continue their formal education toward a Bachelor of Arts or Bachelor of Science degree with a major in communication studies (speech communication, interpersonal communication and legal communication). Degrees in communication may allow entry into law, ministry, education, speech writing, management, lobbying, and sales.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I3
+*	ENC	1102	English II3
+*	Approved mathematics(MAC, MGF, STA)		6
	EUH	1000 or 1001	Western Civilization3
	PSY	2012 or SYG 2000	Psychology/Sociology3
	POS	2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology3
Physical Science3
+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES

	AMH	2010 or AMH 2020	U.S. History3
+	SPC	1600	Intro. to Public Speaking3
	SPC	1420	Group Discussion3
	MMC	1000	Survey of Mass Comm.3

ELECTIVES12

TOTAL DEGREE HOURS.....60

PRE-COMPUTER SCIENCE

(CMPBU-AA)

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Richard Stewart (ext. 3839), Lee Anderson (ext. 6015), Rhonda Barker (ext. 2841), Adria Peaden (ext. 2842), Tom Hoskins (ext. 2844), Jerome Tidwell (ext. 2845, James Veal (ext. 2846), Jerry Williams (ext. 2848)

PROGRAM GOAL: The purpose of this program is to prepare students for an advanced education at the university level. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I3
+*	ENC	1102	English II3
+*	QMB	2100	Bus. and Econ. Stat3
+*	MAC	2233	Calculus for Business3
	EUH	1000 or 1001	Western Civilization3
	PSY	2012 or SYG 2000	Psychology/Sociology3
	POS	2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology3
Physical Science3
+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES

	CGS	1570	Microcomputer Applications3
+	COP	2120	COBOL Programming3
	COP	2250	Java Programming3
*	ACG	2001	Financial Accounting I3
+*	ACG	2011	Financial Accounting II3
	ECO	2023	Economics, Micro3
	ECO	2013	Economics, Macro3
+	ACG	2071	Managerial Accounting3

TOTAL DEGREE HOURS60

**PRE-COMPUTER SCIENCE
MATH-SCIENCE OPTION
(CMPSC-AA)**

Advisers for this program are located in Student Union West

PRIMARY ADVISER: Leo Lusk (ext. 2854)

PROGRAM GOAL: The purpose of this program is to provide students the opportunity to gain knowledge in the disciplines necessary for a career in computer science or to gain admissions into a four year university. Students are encouraged to become familiar with the admissions requirements at the university they plan to attend. For example, some colleges require completion of the AA degree and with a minimum GPA of 2.75 and all state universities require one year of a foreign language.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
	EUH	1000 or 1001	Western Civilization.....	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses. Under GEN-AA (pg 38) see Areas I-III.

			+Humanities I.....	3
			¹ +*Humanities II	3
			+*Humanities III	3

MAJOR COURSES

+	BSC	2010	Biology for Science Majors I.....	3
			(Meets biology requirement for A.A.)	
	BSC	2010L	Biology for Science Maj. I Lab	1
	Students may choose one of the following two (including the lab):			
+	BSC	2011	Biology for Science Majors II and	
	BSC	2011L	Biology for Science Majors II Lab	
			or	
+	CHM	1045	General Chemistry and	
	CHM	1045L	General Chemistry Lab	4
			(Meets physical science requirement for A.A.)	
+*	MAC	2311	Calculus I	4
+*	MAC	2312	Calculus II4	
			(Meets math requirement for A.A.)	
+	PHY	2048	University Physics I	4
	CGS	1570	Microcomputer Applications	3
	PHY	2048L	University Physics I Lab.....	1
+	PHY	2049	University Physics II	4
	PHY	2049L	University Physics II Lab.....	1
+	COP	XXXX	Programming Language.....	3

ELECTIVES

SPC 1600 Intro to Public Speaking, COP 2250 Intro to Java Programming, are recommended electives.

TOTAL DEGREE HOURS60

¹For example FSU requires one foreign language through the first semester of the second year which will also fulfill the Area II Humanities requirement. If you had two years of a single foreign language in high school you may be able to begin the second year, first semester foreign language. See your foreign language instructor for details and permission.

PRE-CRIMINOLOGY/CRIMINAL JUSTICE (LAW-AA)

Advisers for this program are located in the North Bay Center

PRIMARY ADVISER: Robert Keeton, ext. 5614

PROGRAM GOALS: Criminology and criminal justice encompass the scientific study of crime, criminals, the lawmaking process, the criminal justice system, and the treatment of offenders. Completion of the program leads to an Associate of Arts degree, which constitutes the first two years of a Bachelor of Arts or Bachelor of Science degree (a four-year degree). Students may complete the remaining two years of the four-year degree in criminology at Florida State University's Panama City campus or at several of Florida's major universities. The purpose of this program is to prepare students to continue their educational pursuits which lead to careers in federal law enforcement (FBI; Drug Enforcement Administration; U.S. Marshall's Service; Bureau of Alcohol, Tobacco and Firearms; Immigration & Naturalization Service; Internal Revenue Service; U. S. Postal Service and the Central Intelligence Agency), as well as careers as prosecuting or defense attorneys, judges, court administrators, probation/parole officers, juvenile court case workers, criminal analysts, and criminal research scientists.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	MGF	1106	Math for Liberal Arts I.....	3
+*	MGF	1107	Math for Liberal Arts II or	
+	STA	2023	Statistics.....	3
+	EUH	1000 or 1001	Western Civilization.....	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
+	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+	Biology	3
	Physical Science.....	3
+	Humanities I	3
+*	Humanities II.....	3
	(Recommend Ethics PHI 2600)	
+*	Humanities III	3

ELECTIVES.....24

RECOMMENDED ELECTIVES

	CCJ	1010	Introduction to Criminology	3
	CCJ	1020	Introduction to Criminal Justice	3
	CJL	2100	Criminal Law	3
	CJC	2162	Probation & Parole.....	3
	CCJ	2500	Juvenile Justice.....	3
	PLA	2308	Criminal Procedure	3
	CJL	2130	Evidence	3
	PLA	2190	Legal Reasoning.....	3
+	PLA	1104	Legal Writing and Research I	3
	PLA	1203	Civil Practice and Procedure I	3
+	MAT	1033	Intermediate Algebra.....	3
	PGY	2801C	Photography I	3
+	SYG	2000	Sociology or PSY 2012 Psychology.....	3
+	BSC	2085	Anatomy and Physiology or	
+	BSC	1005	Biology	3
+	CGS	1570	Microcomputer Applications	3
+	SPN	1120	First Year Spanish I.....	4
+	SPN	1121	First Year Spanish II.....	4
+	SPC	1600	Speech	3

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

TOTAL DEGREE HOURS60

NOTE: The speech requirement, SPC 1600, at the university level is a university graduating requirement, not a university entrance requirement.

**PRE-DENTAL MEDICINE
(DENT-AA)**

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Dennis Poole (747-3226)

PROGRAM GOAL: This program is designed to prepare students for upper division studies leading to a bachelor's degree. Most upper division programs designed to prepare students for dentistry are not in "pre-dentistry," but are in biology and related areas. Colleges of dentistry do not require students to have undergraduate degrees in biology or other sciences, but do expect students to have an in-depth background in biological sciences, chemistry, physics, and other related areas in order to master the dental curriculum. Students should gain admission to the college of arts and sciences to complete the bachelor's degree, and then seek admission to the college of dentistry. Admission to dental school is highly competitive and requires an excellent GPA, both in general course work and in science courses, as well as high scores on the DAT (Dental Aptitude Test). Students should become familiar with the requirements for the dental school of interest. Among the state universities in Florida, the only dental school is at UF.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I	3
+* ENC 1102	English II 3	
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

+* MAC 1114	Trigonometry.....	3
+* MAC 2311	Calculus I 4	
	(Meets math requirement for A.A.)	
+* BSC 2010	Biology for Science Majors I.....	3
	(Meets biology requirement for A.A.)	
BSC 2010L	Biology for Science Maj. I Lab	1
+* BSC 2011	Biology for Science Majors II	3
BSC 2011L	Biology for Science Maj. II Lab	1
+* CHM 1045	General Chemistry	3
	(Meets physical science requirement for A.A.)	
CHM 1045L	General Chemistry Lab	1
+* CHM 1046	Chemistry with Qual. Analysis	3
CHM 1046L	Chemistry with Qual. Anal. Lab	2
+* CHM 2210	Organic Chemistry I.....	3
CHM 2210L	Organic Chemistry I Lab	2
+* CHM 2211	Organic Chemistry II	4
CHM 2211L	Organic Chemistry II Lab	1

ELECTIVES2

TOTAL DEGREE HOURS60

**PRE-ECONOMICS
(ECON-AA)**

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISERS: Terry Jack. (ext. 2833)

PROGRAM GOAL: The diversified discipline of economics makes the student aware of fiscal and monetary issues, international trade, and economic implications of private enterprise. Basic tools, theories, and economic models are studied to provide the student with a means to analyze economic issues.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I	3
+* ENC 1102	English II	3
+* Approved mathematics (STA, MAC, MGF)		6
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

ECO 2013	Economics, Macro	3
ECO 2023	Economics, Micro	3

Foreign language (if not completed in high school) or electives

ELECTIVES.....10

RECOMMENDED ELECTIVE

STA 2023	Statistics...(Meets one General Education math requirement).....	3
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TOTAL DEGREE HOURS.....60

**PRE-ECONOMICS FOR BUSINESS
(ECOBS-AA)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Richard Stewart (ext. 3839), Lee Anderson (ext. 6015), Rhonda Barker (ext. 2841), Adria Peaden (ext. 2842), Tom Hoskins (ext. 2844), Jerome Tidwell (ext. 2845), James Veal (ext.2846), Jerry Williams (ext. 2848)

PROGRAM GOAL: The purpose of this program is to prepare students for an advanced education at the university level. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES Cr.Hrs.

+* ENC 1101	English I	3
+* ENC 1102	English II	3
+* QMB 2100	Bus. and Econ. Stat	3
+* MAC 2233	Calculus for Business.....	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

CGS 1570	Microcomputer Applications.	3
GEB 1011	Introduction to Business	3
* ACG 2001	Financial Accounting I.....	3
+* ACG 2011	Financial Accounting II.....	3
ECO 2013	Economics, Macro	3
ECO 2023	Economics, Micro	3
+ ACG 2071	Managerial Accounting.....	3

ELECTIVES3

TOTAL DEGREE HOURS.....60

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

**PRE-ELEMENTARY TEACHER
EDUCATION (ELTCH-AA)**

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISERS: Jennifer Hamilton (ext. 5850), John Phillips (ext. 2827), Sandra Ciccarelli (ext. 2836)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in teaching kindergarten through grade six. The four year degree will lead to Florida certification for grades K-6. Elementary education is a limited access program at most Florida universities. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend. Education majors who meet the CLAST alternative for graduation must successfully complete one of the following options for admission to a state-approved teacher preparation program: 1) General Knowledge portion of the Florida Teacher Certification Examination, 2) the CLAST examination, or 3) the PRAXIS 1. The state of Florida requires a thorough background check by the Florida Department of Law Enforcement prior to students entering the classroom for observations. The background check for students conducting observations in the Bay County system will be initiated by GCCC. Students doing observations in other school systems must go to the district in which they will do their observations and comply with the requirements for that system. The students will be required to pay a fee for the cost of the background check.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101 English I	3
+*	ENC 1102 English II	3
+*	Approved mathematics (MAC, MGF, STA)	6
	EUH 1000 or 1001 Western Civilization.....	3
	PSY 2012 Psychology	3
	POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

Biological Science Elective	3
Physical Science Elective	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

EDF 1005 Introduction to Education	3
EDG 2701 Teaching Diverse Populations.	3
EME 2040 Technology for Teachers.....	3

ELECTIVES15

RECOMMENDED ELECTIVES

+* MAC 1105 College Algebra.....	3
+ SPC 1600 Public Speaking.....	3
AMH 2010, 2020 American History	3
Physical Science (PSC, PHY, CHM).....	3
Science Lab	1

TOTAL DEGREE HOURS60

**PRE-ENGINEERING
(ENGNR-AA)**

Advisers for this program are located in the Mathematics Division - 2nd Floor Student Union West OR in the Natural Sciences Office Building

PRIMARY ADVISERS: Dean Burbank (ext. 2855), Michael Brinegar (ext. 2857), Clifford Harris (2865) **Chemical Engineering:** Vicky Ellis (ext. 2856)

PROGRAM GOAL: The purpose of this program is to prepare students for entering an engineering school. Engineering is a limited access program at most universities. Chemical engineering majors are required to have CHM 1046/1046L, CHM 2210/2210L, and CHM 2211/2211L completed before entering the chemical engineering program. Each area of engineering may also be further limiting. For example, the University of Florida requires a 2.5 GPA in the A.A. degree but could require a 2.8 GPA in calculus and physics courses (first attempts only) to major in electrical engineering. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101 English I	3
+*	ENC 1102 English II	3
	EUH 1000 or 1001 Western Civilization.....	3
	PSY 2012 or SYG 2000 Psychology/Sociology	3
	POS 2041 Amer. Nat. Govt	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+* MAC 2311 Calculus I 4	
+* MAC 2312 Calculus II4	
(Meets math requirement for A.A.)	
+* MAC 2313 Calculus III.....	4
+ PHY 2048 University Physics I.....	4
(Meets physical science requirement for A.A.)	
PHY 2048L University Physics I Lab.....	1
+ PHY 2049 University Physics II.....	4
PHY 2049L University Physics II Lab.....	1
+ CHM 1045 General Chemistry	3
CHM 1045L General Chemistry Lab.....	1
+ MAP 2302 Differential Equations	3

ELECTIVES4

TOTAL DEGREE HOURS60

PRE-ENGLISH (ENGLH-AA)

Advisers for this program are located in the Language and Literature Building

PRIMARY ADVISERS: Michalle Barnett (ext. 2886), Susan Blue (ext. 2873), Cheryl Dogali (ext. 2872), Jessica Franklin (ext.2876), Barbara Gribble (ext. 2883), Betty McKinnie (ext.2887), Jason Mitchell (ext. 2877), Brad Rhines (ext.2880), Hank Smith (ext.2881) Douglas Wells (ext.2884)

PROGRAM GOAL: The purpose of the pre-English program is to prepare students for entry into upper-division studies in English. A Bachelor of Arts in English will prepare students for further studies in English, writing, and literature as well as other graduate programs, including law school. A Bachelor of Arts in English can also pave the way for careers in journalism and other fields that require communications skills. The pre-English program also prepares students who wish to enter English education programs and become certified to teach English on the middle school and high school levels. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES	Cr. Hrs.
+* ENC 1101 English I	3
+* ENC 1102 English II	3
+* Approved mathematics (MAC, MGF, STA)	6
EUH 1000 or 1001 Western Civilization	3
PSY 2012 or SYG 2000 Psychology/Sociology	3
POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
Physical Science	3
+Humanities I	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

2 classes with 6000 word writing requirement taught in Language & Literature Division 6

+ SPC 1600 Intro. to Public Speaking	3
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ELECTIVES	15
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RECOMMENDED ELECTIVES

+ CRW 2001 Creative Writing or	
+ MMC 2100 Writing for Mass Comm	3
+ Foreign Language (2200)	4
(Meets Humanities II requirement for A. A.)	

(Students should select from classes such as first year of a foreign language (if necessary) and humanities courses. Students interested in entering an English education program at a university should take EDF 1005, EDG 2701, and EME 2040.)

TOTAL DEGREE HOURS	60
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PRE-ENTOMOLOGY (ENTOM-AA)

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Linda Fitzhugh (ext. 2863)

PROGRAM GOAL: This program prepares students for entering the university as a biology major with emphasis in entomology. Generally, most state universities offer a B.S. or B.A. in biology, but only the University of Florida and Florida A & M University offer specialization in entomology.

GENERAL EDUCATION COURSES	Cr. Hrs.
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+* ENC 1101 English I	3
+* ENC 1102 English II	3
EUH 1000 or 1001 Western Civilization	3
PSY 2012 or SYG 2000 Psychology/Sociology	3
POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+* BSC 2010 Biology for Science Majors I	3
(Meets biology requirement for A.A.)	
BSC 2010L Biology for Science Maj. I Lab	1
+* BSC 2011 Biology for Science Majors II	3
BSC 2011L Biology for Science Maj. II Lab	1
+* STA 2023 Statistics 3	
+* MAC 1114 Trigonometry	3
(Meets math requirement for A.A.)	
+* MAC 2311 Calculus I 4	
+* CHM 1045 General Chemistry	3
(Meets physical science requirement for A.A.)	
CHM 1045L General Chemistry Lab	1
+* CHM 1046 Chemistry with Qual. Analysis	3
CHM 1046L Chemistry with Qual. Anal. Lab	2
+* PHY 2053 College Physics I	3
PHY 2053L College Physics I Lab	1
ECO 2023 Economics, Micro	3

ELECTIVES	2
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TOTAL DEGREE HOURS	60
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Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

**PRE-ENVIRONMENTAL SCIENCE:
NATURAL SCIENCE OPTION
(ENVNS-AA)**

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Linda Fitzhugh (ext. 2863)

PROGRAM GOAL: This program prepares students to enter environmental science programs having emphasis on the research and field aspects rather than the policy-making aspects of environmental concerns. The Natural Science option has unique prerequisites for the upper division studies. Therefore, it is necessary for students to make themselves aware of each institution's requirements..

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I3
+* ENC 1102	English II3
EUH 1000 or 1001	Western Civilization3
PSY 2012 or SYG 2000	Psychology/Sociology3
POS 2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES¹

+* BSC 2010	Biology for Science Majors I3	(Meets biology requirement for A.A.)
BSC 2010L	Biology for Science Maj. I Lab1	
+* BSC 2011	Biology for Science Majors II3	
BSC 2011L	Biology for Science Maj. II Lab1	
+* STA 2023	Statistics 3		
+* MAC 2312	Calculus II4		(Meets math requirement for A.A.)
+* CHM 1046	Chemistry with Qual Analysis3	
CHM 1046L	Chemistry with Qual Anal. Lab2	
+* PHY 2048	University Physics I4	(Meets physical science requirement for A.A.)
PHY 2048L	University Physics I Lab1	
+* PHY 2049	University Physics II4	
PHY 2049L	University Physics II Lab1	
ECO 2013	Economics, Macro3	
ECO 2023	Economics, Micro3	

TOTAL DEGREE HOURS60

¹GCCC strongly recommends that EVR1001 be completed before transferring.

**PRE-ENVIRONMENTAL SCIENCE:
POLICY OPTION (ENVRP-AA)**

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Linda Fitzhugh (ext. 2863)

PROGRAM GOAL: This program prepares students to enter environmental science programs having emphasis on the policy-making aspects of environmental concerns rather than the research and field aspects. The Policy Option has unique prerequisites for the upper division studies. Therefore, it is necessary for students to make themselves aware of each institution's requirements.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I3
+* ENC 1102	English II3
EUH 1000 or 1001	Western Civilization3
PSY 2012 or SYG 2000	Psychology/Sociology3
POS 2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES

+* BSC 2010	Biology for Science Majors I3	(Meets biology requirement for A.A.)
BSC 2010L	Biology for Science Maj. I Lab1	
+* BSC 2011	Biology for Science Majors II3	
BSC 2011L	Biology for Science Maj. II Lab1	
+* MAC 1140	Pre-Calculus Algebra3	
+* STA 2023	Statistics3	(Meets math requirements for A.A.)
+* CHM 1045	General Chemistry3	(Meets physical science requirement for A.A.)
CHM 1045L	General Chemistry Lab1	
+* CHM 1046	Chemistry with Qual Analysis3	
+* CHM 1046L	Chemistry with Qual Anal. Lab2	
+* PHY 2053	College Physics I3	
+* PHY 2053L	College Physics I Lab1	
ECO 2013	Economics, Macro3	
ECO 2023	Economics, Micro3	

ELECTIVES¹3

TOTAL DEGREE HOURS60

¹GCCC strongly recommends that EVR1001 be completed before transferring.

**PRE-FOREIGN LANGUAGE
(FORLG-AA)**

Advisers for this program are located in the Language and Literature Building

PRIMARY ADVISERS: Penelope Bledsoe (ext. 2878), Carolyn Dunlap (est. 2879)

PROGRAM GOAL: The purpose of this program is to prepare students for careers in teaching, translation, or international business. The program includes courses which are required for an A.A. degree as well as foreign language courses. Students who know what area they will concentrate in at the university level should use their elective credits to meet the appropriate prerequisites for those programs. Students who enter the program at the second-year level will use the eight credits not needed for foreign language as electives to prepare for university requirements. Therefore, students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES	Cr. Hrs.
+* ENC 1101 English I	3
+* ENC 1102 English II 3	
+* Approved mathematics (MAC, MGF, STA)	6
EUH 1000 or 1001 Western Civilization.....	3
PSY 2012 or SYG 2000 Psychology/Sociology	3
POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.3	
Physical Science.....	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

Foreign Language	15
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ELECTIVES	9
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TOTAL DEGREE HOURS	60
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**PRE-FORESTRY
(TREE-AA)**

Advisers for this program are located in the Mathematics Division - 2nd Floor Student Union West

PRIMARY ADVISER: Norris Harvey (ext. 2812)

PROGRAM GOAL: The purpose of this program is to provide students the opportunity to gain knowledge in the disciplines necessary for a career in forestry. A four year degree can lead to careers in forest biology and ecology, forest management, forest products, research, teaching, industry, and environmental projects. This program is designed to provide the course work needed for the first two years based on the forestry program offered at the University of Florida. Students should begin study in Summer A after completing the A.A. degree. A 2.5 GPA is required in all math and science courses. Students should contact the university of their choice as early as possible to obtain information on admissions requirements and to make any necessary program changes.

GENERAL EDUCATION COURSES	Cr. Hrs.
+* ENC 1101 English I	3
+* ENC 1102 English II	3
EUH 1000 or 1001 Western Civilization.....	3
PSY 2012 or SYG 2000 Psychology/Sociology	3
POS 2041 Amer. Nat. Govt	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+ PHY 1023 Survey of General Physics.....	3
+ ENC 2210 Technical Writing.....	3
+ CHM 1045 General Chemistry	3
(Meets physical science requirement for A.A.)	
CHM 1045L General Chemistry Lab	1
+* STA 2023 Statistics 3	
+* MAC 2311 Calculus I 4	
(Meets math requirement for A.A.)	
+ SPC 1600 Intro. to Public Speaking.....	3
+ BSC 2010 Biology for Science Majors I.....	3
BSC 2010L Biology for Science Maj. I Lab	1
+ BSC 2011 Biology for Science Majors II	3
BSC 2011L Biology for Science Maj. II Lab	1
CGS 1570 Microcomputer Applications	3
ECO 2023 Economics, Micro	3

ELECTIVES	2
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TOTAL DEGREE HOURS	60
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Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

PRE-GEOLOGY**(GEOL-AA)**

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Jamie Webb (ext. 2858)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in geology, science education, or earth and environmental sciences. Each of these sub-specialties in geology may have unique prerequisites for upper division studies. Therefore, it is necessary for students to make themselves aware of each institution's requirements. State universities offering upper division work in geology are FAU, FIU, FSU, USF, & UF. It is strongly recommended that students be familiar with the admissions requirements of the university they plan to attend.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I3
+*	ENC	1102	English II3
	EUH	1000 or 1001	Western Civilization3
	PSY	2012 or SYG 2000	Psychology/Sociology3
	POS	2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

	+Biology3
	+Humanities I3
	+*Humanities II3
	+*Humanities III3

MAJOR COURSES

	GLY	1010	Physical Geology3
			(Meets physical science requirement for A.A.)	
+*	MAC	2311	Calculus I 4	
+*	MAC	2312	Calculus II 4	
			(Meets math requirement for A.A.)	
+*	CHM	1045	General Chemistry3
	CHM	1045L	General Chemistry Lab1
+*	CHM	1046	Chemistry with Qual. Analysis3
	CHM	1046L	Chemistry with Qual. Anal. Lab2
+*			Approved two semester Physics sequence	
			with labs8-10

ELECTIVES3-5

TOTAL DEGREE HOURS60

PRE-HEALTH EDUCATION (HLTH-AA)

Advisers for this program are located in the Wellness Building

PRIMARY ADVISERS: Gregg Wolfe (ext. 3830), Jay Powell (3235), Mike Kandler (ext. 3897), Susan Painter (ext. 3202), Roonie Scovel (ext. 3277)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in health education or other health related fields such as health management, counseling, nutrition and community health. The four year degree will lead to certification in teaching health education. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend. Education majors who meet the CLAST alternative for graduation must successfully complete one of the following options for admission to a state-approved teacher preparation program: 1) general knowledge portion of the Florida Teacher Certification Examination, 2) the CLAST exam, or 3) the PRAXIS 1. The State of Florida requires a thorough background check by the Florida Department of Law Enforcement prior to students entering the classroom for observations. The background check for students doing observations in the Bay County system will be initiated by GCCC. Student doing observations in other school systems must go to the district in which they will do their observations and comply with the requirements of that system. The students will be required to pay a fee for the cost of the background check.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I3
+*	ENC	1102	English II3
+*	MGF	1106	Math for Liberal Arts I3
+*	MGF	1107	Math for Liberal Arts II3
	EUH	1000 or 1001	Western Civilization3
	PSY	2012	Psychology3
	POS	2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

	Physical Science3
	+Humanities I3
	+*Humanities II3
	+*Humanities III3

MAJOR COURSES

	EDF	1005	Introduction to Education3
	EDG	2701	Teaching Diverse Populations3
	EME	2040	Technology for Teachers3
	HSC	2100	Personal and Community Health3
	HUN	1201	Principles of Nutrition3
+*	BSC	2085	Anatomy and Physiology I3
			(Meets biology requirement for A.A.)	
	BSC	2085L	Anatomy and Physiology Lab1

ELECTIVES8

(Students should coordinate with their adviser to determine which electives will transfer to the four year institution of their choice. Also, students should fulfill the foreign language requirements, if necessary.)

TOTAL DEGREE HOURS60

PRE-HEALTH INFORMATION MANAGEMENT (MEDRC-AA)

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Melissa Moore (ext. 2853)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in health information management (formerly medical record librarian) at the state universities of UCF, FIU, and FAMU. Completers of the B.S. degree in health information management are eligible to sit for the national certification examination. A passing score on this exam confers the designation of Registered Record Administrator (RRA). The RRA develops patient information systems, participates in research, and establishes a data base for health care statistics. The RRA is responsible for processing medical records, filing insurance, and protecting the confidentiality rights of patients. Admission to the university program requires the completion of the A.A. degree, including the general education and foreign language requirements. It is strongly advised that students carefully examine the catalog of the university to which transfer is planned.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I3
+*	ENC	1102	English II3
+*	MAC	1105	College Algebra.....	3
+*	STA	2023	Statistics	3
	EUH	1000 or 1001	Western Civilization.....	3
	POS	2041	Amer. Nat. Govt.	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

	Physical Science3
	+Humanities I3
	+*Humanities II3
	+*Humanities III3

MAJOR COURSES

	ACG	2001	Financial Accounting I.....	3
+	ACG	2011	Financial Accounting II.....	3
*	ACG	2071	Managerial Accounting.....	3
+*	BSC	2085	Anatomy and Physiology I	3
			(Meets biology requirement for A.A.)	
	BSC	2085L	Anatomy and Physiology I Lab	1
+*	BSC	2086	Anatomy and Physiology II	3
	BSC	2086L	Anatomy and Physiology II Lab.....	1
	CGS	1570	Microcomputer Applications	3

ELECTIVES7

TOTAL DEGREE HOURS60

PRE-HISTORY (HIST-AA)

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISERS: Richard Baldwin (ext. 6005), Patrick Brennan (ext. 2828)

PROGRAM GOAL: The purpose of this program is to contribute to the intellectual development of students by enabling them to better understand themselves in a contemporary world that has been shaped by many aspects of human development chronologically, from ancient times to the present. The four year degree offers opportunities in teaching, and careers with historical agencies, museums, or the media. History also provides a good major for pre-law.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I3
+*	ENC	1102	English II3
+*	MGF	1106	Math for Liberal Arts I.....	3
+*	MGF	1107	Math for Liberal Arts II.....	3
	EUH	1000	Western Civilization I	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

	+Biology3
	Physical Science.....	3
	+Humanities I.....	3
	+*Humanities II	3
	+*Humanities III	3

MAJOR COURSES

	EUH	1001	Western Civilization II or	
	AMH	2010	U.S. History or	
	AMH	2020	U.S. History II	6

ELECTIVES18

RECOMMENDED ELECTIVE

	GEO	1000	Introduction to Geography.....	3
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TOTAL DEGREE HOURS60

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

PRE-INFORMATION TECHNOLOGY**(LIS-AA)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Jerome Tidwell (ext. 2845), Adria Peaden (ext. 2842)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in information science. Graduates in the field are in demand and are employed by corporations, non-profit organizations, and educational institutions as educators, information architects, information systems managers, Web developers, information scientists, network administrators, systems analysts and computer user support specialists.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	MAC	1105	College Algebra	3
+*	QMB	2100	Business and Economic Statistics	
			or STA 2023 Statistics	3
	EUH	1000 or 1001	Western Civilization	3
	PSY	2012	Psychology	3
	POS	2041	Amer. Nat. Govt.	3
	PHI	2600	Ethics	3
	ECO	2013	Economics, Macro	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
Physical Science	3
+Humanities I	3
+Humanities II	3
+Humanities III	3

MAJOR COURSES

+	CGS	1544	Microsoft Access	3
	COP	2250	JAVA Programming	3
	COP	2120	COBOL Programming	3
	COP	1332	Intro/Visual Basic	3

ELECTIVES6

(Students should coordinate with their adviser to determine which electives will transfer to the four-year institution of their choice. Also, students should fulfill the foreign language requirements, if necessary.)

TOTAL DEGREE HOURS60

PRE-LANDSCAPE OPERATIONS AND MANAGEMENT (LANDS-AA)

Advisers for this program are located in the Mathematics Division - 2nd Floor Student Union West

PRIMARY ADVISER: Terri Bedford (ext. 2868)

PROGRAM GOAL: This program prepares students who are interested in professional careers in landscape design, contracting, and management. Students will study such areas as design of gardens, with particular emphasis on the natural and man-made beauty of the resulting landscape, interior scape design, park management, arboriculture, urban forestry, and related fields.

Florida A & M University offers the B.S. degree in Landscape Operations and Management.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
	EUH	1000 or 1001	Western Civilization	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+ Humanities I	3
+*Humanities III	3

MAJOR COURSES

+*	Any 2000 level PHI	3	
	(Meets HUM II requirement for A.A.)		
+*	MAC 1105	College Algebra	3
+*	MAC 1114	Trigonometry	3
	(Meets math requirement for A.A.)		
+*	BSC 2010	Biology for Science Majors I	3
+*	BSC 2010L	Biology for Science Maj. I Lab	1
+	CHM 1040	Fundamentals of Chemistry	3
	CHM 1040L	General, Organic, Biochemistry Lab	1
	(Meets physical science requirement for A.A.)		
	EGS 1110C	Engineering Drawing	3
	BCN 1230	Materials and Methods	3
+	SUR 2101	Surveying 3	
	SPC 1600	Intro to Public Speaking	3

ELECTIVES10

Recommended elective: ART 1300C

TOTAL DEGREE HOURS60

PRE-LAW

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISER: Terry Jack (ext. 2833)

PROGRAM GOAL: Gulf Coast Community College students who wish to pursue a career in law require no particular major or program of “pre-law” studies. As undergraduates, students will be steered toward broadly based studies emphasizing analytical reasoning, writing, and oral expression, and will be expected to show a capacity to perform at an academically rigorous level. Among the many majors approved by the American Bar Association are business, computer science, economics, English, history, linguistics, math, natural sciences, philosophy, political science, psychology, and sociology.

MAJOR COURSES

Students may major in business, English, or one of the social sciences, or follow the general education curriculum. Law is a limited access program at most universities.

ELECTIVES

Students are strongly encouraged to take courses that will enhance writing skills.

PRE-LEGAL STUDIES (LGLST-AA)

Advisers for this program are located in the North Bay Center

PRIMARY ADVISER: Robert Keeton (ext. 5614)

PROGRAM GOALS: The Pre-Legal Studies program leads to an Associate of Arts degree, which constitutes the first two years of a Bachelor of Arts or Bachelor of Science degree (a four-year degree). Students may complete the remaining two years of a four year degree at Florida State University’s Panama City campus or at several of Florida’s major universities. The purpose of this program is to prepare students to continue their educational pursuits which lead to careers in federal law enforcement (Federal Bureau of Investigation; Drug Enforcement Administration; U.S. Marshall’s Service; Bureau of Alcohol, Tobacco and Firearms; Immigration & Naturalization Service; Internal Revenue Service; U.S. Postal Service and the Central Intelligence Agency), as well as careers as prosecuting attorneys, defense attorneys, judges, court administrators, probation and parole officers, and juvenile court case workers.

GENERAL EDUCATION COURSES		Cr. Hrs.
+* ENC	1101 English I	3
+* ENC	1102 English II.....	3
+* MGF	1106 Math for Liberal Arts I.....	3
+* MGF	1107 Math for Liberal Arts II or	
+	STA 2023 Statistics	3
+	EUH 1000 or 1001 Western Civilization.....	3
+	PSY 2012 or SYG 2000 Psychology/Sociology	3
+	POS 2041 Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+	Biology	3
	Physical Science	3
+	Humanities I	3
+*	Humanities II (Recommend PHI 2600, Ethics).....	3
+*	Humanities III.....	3

ELECTIVES24

RECOMMENDED ELECTIVES

+	PLA 1104	Legal Writing and Research I	3
	PLA 1203	Civil Practice and Procedure I	3
	PLA 2308	Criminal Procedure	3
	CCJ 1010	Introduction to Criminology	3
	CCJ 1020	Intro. to Criminal Justice.....	3
	CJL 2100	Criminal Law	3
	CJL 2130	Evidence	3
	PLA 2190	Legal Reasoning.....	3
+	MAT 1033	Intermediate Algebra.....	3
+	SYG 2000 or PSY 2012	Sociology/Psychology	3
	CGS 1570	Microcomputer Applications	3
+	SPN 1120	First Year Spanish I.....	4
+	SPN 1121	First Year Spanish II.....	4
+	SPC 1600	Speech	3

TOTAL DEGREE HOURS60

NOTE: The speech requirement, SPC 1600, at the university level is a university graduating requirement, not a university entrance requirement.

PRE-MARINE BIOLOGY**(MARBI-AA)**

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Linda Fitzhugh (ext. 2863)

PROGRAM GOAL: This program prepares students for entering the university as a marine biology major. The curriculum listed below is specifically related to the requirements of the University of West Florida for a B.S. in Marine Biology. The curriculum also meets the requirements for the B.S. and B.A. in biology (with marine biology track) at other state universities. Students should contact the university they plan to attend as soon as possible to determine any specific admissions requirements of that university. Additionally, most universities require one year of a foreign language. See the pre-marine biology adviser for additional information.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I3
+*	ENC	1102	English II3
	EUH	1000 or 1001	Western Civilization3
	PSY	2012 or SYG 2000	Psychology/Sociology3
	POS	2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES

+*	BSC	2010	Biology for Science Majors I3
			(Meets biology requirement for A.A.)	
	BSC	2010L	Biology for Science Maj. I Lab1
+*	BSC	2011	Biology for Science Majors II3
	BSC	2011L	Biology for Science Maj. II Lab1
+*	CHM	1045	General Chemistry3
			(Meets physical science requirement for A.A.)	
	CHM	1045L	General Chemistry I Lab1
+*	CHM	1046	Chemistry with Qual. Analysis3
	CHM	1046L	Chemistry with Qual. Anal. Lab2
+*	MAC	2311	Calculus4
+*	MAC	2312	Calculus II4
			(Meets math requirement for A.A.)	
+*	CHM	2010	Organic Chemistry I3
	CHM	2010L	Organic Chemistry I Lab2
+*	CHM	2011	Organic Chemistry II4
	CHM	2011L	Organic Chemistry II Lab1

ELECTIVE1

TOTAL DEGREE HOURS60

PRE-MATHEMATICS**(MATH-AA)**

Advisers for this program are located in the Mathematics Division - 2nd Floor Student Union West

PRIMARY ADVISER: Deanna Petersen (ext. 5877)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in mathematics. The problem solving skills taught in mathematics prepare students for a great number of job opportunities. A four year degree could lead to employment in academics, a government agency, or an insurance agency. Examples of job titles of people who have earned a baccalaureate degree or higher in mathematics include computer specialist, investment actuary, cost estimator, financial engineer, and numerical methods programmer/analyst. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I3
+*	ENC	1102	English II3
	EUH	1000 or 1001	Western Civilization3
	PSY	2012 or SYG 2000	Psychology/Sociology3
	POS	2041	Amer. Nat. Govt3

For the following courses, students have several options to meet the needed requirement. See page 41 for the potential courses.

+Biology3
+Physical Science3
+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES

+	Approved Programming Language3	
	(COP 2250 Introduction to Java is recommended)		
+*	MAC 2311	Calculus I4
+*	MAC 2312	Calculus II4
		(Meets math requirement for A.A.)	
+*	MAC 2313	Calculus III4
		8 semester hours of a laboratory science – select 2 of the following with their accompanying lab (10 hours):	
+*	PHY 2048	University Physics I4
		(Meets physical science requirement for A.A.)	
+	PHY 2048L	University Physics I1
+*	PHY 2049	University Physics II4
+	PHY 2049L	University Physics II Lab1
+*	BSC 2010	Biology for Science Majors I3
		(Meets biology requirement for A.A.)	
+	BSC 2010L	Biology for Science Majors I Lab1
+	BSC 2011	Biology for Science Majors II3
+	BSC 2011L	Biology for Science Majors II Lab3
+*	CHM 1045	General Chemistry3
		(Meets physical science requirement for A.A.)	
+	CHM 1045 L	General Chemistry I Lab1
+*	CHM 1046	Chemistry with Qual. Analysis3
	CHM 1046L	Chemistry with Qual. Analysis Lab1

ELECTIVES4-6

(Assuming a student chooses to take Biology or Physics/Chemistry to fulfill the General Ed Course Requirement for one of these area .)
Recommended Electives: STA2023 Statistics, MAP2302 Differential Equations

TOTAL DEGREE HOURS60

**PRE-MATHEMATICS EDUCATION
(MTHED-AA)**

Advisers for this program are located in the Mathematics Division -
2nd Floor Student Union West

PRIMARY ADVISER: Norris Harvey (ext. 2812)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in teaching secondary school mathematics. The four year degree will lead to Florida teacher certification. Math Education is a limited access program at most Florida universities. For example, Florida State University requires a 2.5 GPA in the A.A. degree and a score of 960 on the SAT or a 20 on the ACT. In addition to the FSU College of Education criteria, the following also must be met: 1) Complete Calculus II with a "C" or better; 2) a 2.5 GPA; and 3) approval by the department. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend. Students must successfully complete the CLAST exam rather than alternative demonstration of competency. The State of Florida teacher certification requires a thorough background check by the Florida Department of Law Enforcement for all pre-education majors.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+* ENC 1101	English I	3
+* ENC 1102	English II	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012	Psychology	3
POS 2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

Biology (Life Science).....	3
Physical Science	3
(Choose from ESC 2000, GLY 1010, MET 1010, AST 1002, EVR 1001, OCE 1001)	
Physical Science (PHY, CHM, PSC 2341).....	3
Science Lab.....	1
+Humanities I	3
+*Humanities II.....	3
+*Humanities III.....	3
(see adviser for recommended humanities courses)	

MAJOR COURSES

EDF 1005	Introduction to Education	3
EDG 2701	Teaching Diverse Populations	3
EME 2040	Technology for Teachers.....	3
+ Approved Programming Language.....	3	
+ SPC 1600	Public Speaking.....	3
AMH 2010, 2020	American History.....	3
+* MAC 2311	Calculus I.....	4
+* MAC 2312	Calculus II	4

TOTAL DEGREE HOURS**60**

**PRE-MEDICAL
(MED-AA)**

Advisers for this program are located in the Natural Sciences Office
Building

PRIMARY ADVISER: Lee G. Gonshor (ext. 3332)

PROGRAM GOAL: This program is designed to prepare students to select an appropriate major, transfer to the university, and to take the MCAT (Medical College Admission Test). Medical schools generally require one year of biology, one year of physics, and two years of chemistry through organic chemistry. Minimum math requirements are dictated by the science courses and areas of emphasis on the MCAT. A student's undergraduate major does not have to be in science, but usually is. Most medical schools are more concerned with the overall scope and quality of a student's undergraduate work, which includes the science GPA and the general GPA. College grades are perhaps the most important single predictor of performance in medical school. Most successful applicants have a GPA in excess of 3.5; at least one semester of calculus; and appropriate employment or volunteer experience. Motivation and humanistic concerns, as well as high levels of scholastic achievement and intellectual potential are qualities necessary for success both as an applicant to medical school and as a physician. Integrity and responsibility are attributes of major importance considered by selection committees. These qualities are measured not only by grades but by recommendations from undergraduate faculty, scores on the MCAT, and interview assessments.

It is extremely important to remain in contact with a pre-medical academic adviser no matter which major is chosen. The Honors Program should be of particular interest to the pre-med student. In rare instances, the Junior Honors Medical Program at the University of Florida may be recommended. State medical schools are located at UF, USF, and FSU. The University of Miami has a private medical school.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+* ENC 1101	English I	3
+* ENC 1102	English II	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
POS 2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+ Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+* BSC 2010	Biology for Science Majors I.....	3
(Meets biology requirement for A.A.)		
BSC 2010	Biology for Science Maj. I Lab	1
+* BSC 2011	Biology for Science Majors II	3
BSC 2011L	Biology for Science Maj. II Lab.....	1
+* CHM 1045	General Chemistry	3
(Meets physical science requirement for A.A.)		
CHM 1045L	General Chemistry Lab.....	1
+* CHM 1046	Chemistry with Qual. Analysis.....	3
CHM 1046L	Chemistry with Qual. Anal. Lab.....	2
+* CHM 2210	Organic Chemistry I.....	3
CHM 2210L	Organic Chemistry I Lab	2
+* CHM 2211	Organic Chemistry II	4
CHM 2211L	Organic Chemistry II Lab	1
+* Approved Physics	3

+* Approved Mathematics	6
(Meets math requirement for A.A.)	
TOTAL DEGREE HOURS	60

PRE-MEDICAL TECHNOLOGY (MEDTC-AA)

Advisers for this program are located in the Mathematics Division -
2nd Floor Student Union West

PRIMARY ADVISER: Deanna Petersen (ext. 5877)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in medical technology programs. These upper division programs include a year of clinical studies which may be completed within the two years of upper division work (accelerated program) at selected institutions or may be completed in a 2 + 1 program in which clinical training is completed after receipt of the B.S. degree. Admission to the clinical phase of the upper division program is usually competitive and usually requires a minimum GPA of 2.5 in all science or math/science courses attempted. Graduates are eligible to take the Registry Examination of the American Society of Clinical Pathologists or the NCA. Passing these or similar tests is a general requirement for employment in the profession. Medical technologists are employed by medical facilities to manage, design, and perform laboratory tests to aid in diagnosis and recovery of patients. State universities having the upper division work include UWF, FIU, FAU, USF, and UCF. The following program was designed in conjunction with the University of West Florida program. It is strongly recommended that students carefully examine the catalog of the university to which transfer is expected.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I	3
+* ENC 1102	English II	3
+* MAC 1105	College Algebra.....	3
+* STA 2023	Statistics.....	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

+* CHM 1045	General Chemistry	3
(Meets physical science requirement for A.A.)		
CHM 1045L	General Chemistry Lab	1
+* CHM 1046	Chemistry with Qual. Analysis	3
CHM 1046L	Chemistry with Qual. Anal. Lab.....	2
+* BSC 2010	Biology for Science Majors I.....	3
(Meets biology requirement for A.A.)		
BSC 2010L	Biology for Science Maj. I Lab	1
+* BSC 2085	Anatomy and Physiology I	3
BSC 2085L	Anatomy and Physiology I Lab.....	1
+* BSC 2086	Anatomy and Physiology II	3
BSC 2086L	Anatomy and Physiology II Lab.....	1
+* CHM 2211	Organic Chemistry II	4
CHM 2211L	Organic Chemistry II Lab	1
+ MCB 2004	Microbiology.....	3
MCB 2004L	Microbiology Lab	1

TOTAL DEGREE HOURS **60**

**PRE-METEOROLOGY
(METR-AA)**

Advisers for this program are located in the Mathematics Division -
2nd Floor Student Union West

PRIMARY ADVISER: Deanna Petersen (ext. 5877)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in meteorology. A degree in meteorology is required for weather forecasting and modeling of weather phenomena on data analysis. Atmospheric research is a growing field for people with advanced degrees in meteorology. Job opportunities are available with the federal government, the military, and with private industries.

The B.S. degree in Atmospheric Science and Meteorology is offered only at Florida State University. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
	EUH	1000 or 1001	Western Civilization.....	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
	POS	2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 41 for the potential courses.

+Biology.....	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

+*	MAC	2311	Calculus I 4	
+*	MAC	2312	Calculus II 4	
			(Meets math requirement for A.A.)	
+	PHY	2048	University Physics I.....	4
			(Meets physical science requirements for A.A.)	
	PHY	2048L	University Physics I Lab.....	1
+	PHY	2049	University Physics II.....	4
	PHY	2049L	University Physics II Lab.....	1

ELECTIVES15

Recommended electives:

MET1010 Introduction to Meteorology, STA2023 Statistics, MAC2313
Calculus III, MAP2302 Differential Equations

TOTAL DEGREE HOURS60**PRE-MIDDLE SCHOOL SCIENCE
EDUCATION (SCMED-AA)**

Advisers for this program are located in the Mathematics Division -
2nd Floor Student Union West

PRIMARY ADVISER: Sharon Hudson (ext. 3354)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in science education suitable for teaching in middle schools. The completion of the four year science education program designed for this grade level will lead to Florida certification in middle school science. Education majors who meet the CLAST alternative for graduation must successfully complete one of the following options for admission to a state-approved teacher preparation program: 1) general knowledge portion of the Florida Teacher Certification Examination, 2) the CLAST examination, or 3) the PRAXIS 1.. It is strongly recommended that students be familiar with the admissions requirements of the university they plan to attend.

All pre-education majors should be aware that State of Florida teacher certification requires a thorough background check by the Florida Department of Law Enforcement prior to the student entering the classroom for observations. The background check for students doing observations in the Bay County system will be initiated by GCCC. Students doing observations in other school systems must go to the district in which they will do their observations and comply with the requirements of that system. The students will be required to pay a fee for the cost of the background check.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
	EUH	1000 or 1001	Western Civilization.....	3
	PSY	2012	Psychology	3
	POS	2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II.....	3
+*Humanities III	3

MAJOR COURSES

EDF	1005	Introduction to Education	3
EDG	2701	Teaching Diverse Populations	3
EME	2040	Technology for Teachers.....	3

MATHEMATICS6
(As approved by adviser)
(Meets math requirement for A.A.)

OCE	1001	Oceanography	3
		(Meets physical science requirement for A.A.)	
	GLY	1010 Geology	3
	GLY	1010L Geology Lab.....	1
+	SPC	1600 Public Speaking.....	3

ELECTIVES2-3

(If students do not take the following BSC 2010 sequence, then they must take BSC 1005 or approved biology to meet the biology requirement for the A.A.)

Students must also complete one of the following two-semester sequences in science:

+* BSC	2010/L and	
+* BSC	2011/L Biology for Science Majors	8
	or	
+* PHY	2053/L and	
+* PHY	2054/L Physics.....	8
	or	
+* CHM	1045/L and	
+* CHM	1046/L Chemistry	9

TOTAL DEGREE HOURS60

PRE-MUSIC

(MUSIC-AA)

Advisers for this program are located in the Amelia G. Tapper Center for the Arts

PRIMARY ADVISER: Judy Harrison (ext. 2821), Rusty Garner (2888)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in music. Music is a limited access program at most universities. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES

Cr. Hrs.

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	MGF	1106	Math for Liberal Arts I.....	3
+*	MGF	1107	Math for Liberal Arts II.....	3
	EUH	1000 or 1001	Western Civilization.....	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
	POS	2041	Amer. Nat. Govt.	3
+	MUL	2110	Survey of Music Lit	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

	MUT	1111	Music Theory I.....	3
+	MUT	1112	Music Theory II.....	3
+	MUT	2116	Music Theory III	3
+	MUT	2117	Music Theory IV	3
	MUT	1241	Ear Training & Sight Singing I.....	1
+	MUT	1242	Ear Training & Sight Singing II.....	1
+	MUT	2246	Ear Training & Sight Singing III	1
+	MUT	2247	Ear Training & Sight Singing IV	1
	MVK	1111	Class Piano I.....	1
+	MVK	2121	Class Piano II	1

APPROVED ELECTIVES6

Students should select from the following:

+	Applied Music Prep. (private lessons)	2 each
	(Open to music and theatre majors ONLY)	
+	Applied Music (private lessons)	2 each
	(Open to music and theatre majors ONLY)	
	Performance Ensemble	1 each
+	MUL 2010 Understanding Music	3
+	MUS 2550 Music Technology.....	3

TOTAL DEGREE HOURS60

PRE-NURSING (NURSE-AA)

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISER: Christine Bottkol (ext. 3317), Michele Azzati (ext. 5843), Randall Chitwood (ext. 5836), Donna Fowler (ext. 5841), Michele Kern (ext. 5838), Parry Knauss (ext. 5830), Sharon Kotan (ext. 3360) Martha Ruder (ext. 5817)

PROGRAM GOAL: This curriculum is designed to prepare students for entry into a university bachelor degree nursing (BSN) program. Because nursing is a limited access program at most Florida universities, students are strongly encouraged to be in close contact with a GCCC nursing adviser and a BSN adviser at the university they plan to attend before beginning this course of study. Students need a clear understanding of the university admission requirements and the difference between AA and AS nursing programs.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*			Approved Mathematics	3
+*	STA	2023	Statistics	3
	POS	2041	Amer. Nat. Govt.	3
	PSY	2012	Psychology	3
	EUH	1000 or 1001	Western Civilization	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

			+Humanities I	3
			+*Humanities II	3
			+*Humanities III	3

MAJOR COURSES

+	BSC	2085	Anatomy and Physiology I	3
			(Meets biology requirement for A.A.)		
	BSC	2085L	Anatomy and Physiology I Lab	1
	CHM	1032	Gen, Organic, Biochemistry	3
			(Meets physical science requirement for A.A.)		
+	BSC	2086	Anatomy and Physiology II	3
	BSC	2086L	Anatomy and Physiology II Lab	1
	HUN	1201	Nutrition	3	
	SYG	2000	Sociology	3	
+	MCB	2004	Microbiology	3	
	MCB	2004L	Microbiology Lab	1
	DEP	2004	Developmental Psychology	3

ELECTIVES6

TOTAL DEGREE HOURS60

Most Florida BSN programs require a foreign language prior to entry.

PRE-NUTRITION, FOOD, AND EXERCISE SCIENCE (NUTSC-AA)

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISER: Sabrina Kuhn (ext. 5888)

PROGRAM GOAL: The purpose of this program is to prepare students for transfer into a baccalaureate program that will prepare students to become dietitians and nutritionists. In addition, the baccalaureate program will also prepare the student for institutional food service administration and product development for the food industry.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	MAC	1105	College Algebra	3
+*	MAC	1140	Precalculus Algebra	3
	EUH	1000 or 1001	Western Civilization	3
	PSY	2012	Psychology	3
	POS	2041	Amer. Nat. Govt	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

			+Humanities I	3
			+*Humanities II	3
			+*Humanities III	3

MAJOR COURSES

+*	¹ BSC	2010	Biology for Science Majors	3
+*	BSC	2085/L	Anatomy & Phy I & Lab	4
+	BSC	2086/L	Anatomy & Phy II & Lab	4
+	CHM	1045/L	General Chemistry & Lab	4
+	CHM	1046/L	Gen Chem/Qual Analysis & Lab	4
+	CHM	2210/L	Organic Chemistry/Lab	4
	HUN	1201	Principles of Nutrition	3
	MCB	2004/L	Microbiology & Lab	4

TOTAL DEGREE HOURS60

¹Lab not required, but highly recommended.

**PRE-OCCUPATIONAL THERAPY
(OCCTH-AA)**

Advisers for this program are located in the Mathematics Division –
2nd Floor Student Union West

PRIMARY ADVISER: Sharon Hudson (ext. 3354)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in occupational therapy. Admission to the upper division degree program is highly competitive, and a minimum GPA of 2.5 is required for application at most institutions. Some institutions have higher minimum GPA requirements for applicants. In addition to competitive grades, admission to upper division programs requires volunteer work with certified occupational therapists and successful completion of the courses listed below. After completion of the four-year degree, the prospective occupational therapist must complete a year of internship, during which they must pass a state professional certifying exam. Occupational therapists are employed by hospitals, schools, and mental health facilities to help individuals who are impaired by physical illness, injury, psychological disorder, or developmental disability regain daily living skills and become self-sufficient. State universities having the upper division work include Florida A&M, Florida International University, and Florida Gulf Coast University. The University of Florida offers occupational therapy as a master's program only, as do many other universities. It is important that the student consult the catalog of the university to which transfer is planned.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	MAC	1114	Trigonometry.....		3
+*	STA	2023	Statistics 3		
			(meets Math requirements for A.A.)		
	EUH	1000 or 1001	Western Civilization.....		3
	POS	2041	Amer. Nat. Govt.....		3
	PSY	2012	Psychology.....		3

For the following courses, students have several options to meet the needed requirement. See page 41 for the potential courses.

	+Humanities I.....	3
	+*Humanities II.....	3
	+*Humanities III.....	3

MAJOR COURSES

	Any Biology with lab	4	
	(Meets biology requirement for A.A.)			
+*	BSC	2085	Anatomy and Physiology I.....	3
	BSC	2085L	Anatomy and Physiology I Lab.....	1
+*	BSC	2086	Anatomy and Physiology II.....	3
	BSC	2086L	Anatomy and Physiology II Lab.....	1
	PHY	2053	College Physics I.....	1
	PHY	2053L	College Physics I Laboratory.....	1
	CHM	1045 or above	with lab.....	4
	DEP	2004	Developmental Psychology.....	3
	SYG	2000	Sociology.....	3

ELECTIVES4

TOTAL DEGREE HOURS60

**PRE-OCEANOGRAPHY
(OCEAN-AA)**

Advisers for this program are located in the Natural Science Office
Building

PRIMARY ADVISER: Jamie Webb (ext. 2858)

PROGRAM GOAL: This program is designed to prepare students for upper division studies interdisciplinary options leading to graduate degrees in oceanography. There is no undergraduate bachelor's program in the state universities in Florida; however, an undergraduate degree in oceanographic engineering may be earned at UF. Students interested in pursuing a graduate degree in oceanography should fulfill the courses listed below as a portion of their undergraduate preparation for one of the five areas of specialty leading to graduate work in oceanography: chemistry, physics, biology, geology, and oceanographic engineering.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
	EUH	1000 or 1001	Western Civilization.....		3
	PSY	2012 or SYG 2000	Psychology/Sociology.....		3
	POS	2041	Amer. Nat. Govt.....		3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

	+Humanities I.....	3
	+*Humanities II.....	3
	+*Humanities III.....	3

MAJOR COURSES

+*	MAC	2311	Calculus I	4
+*	MAC	2312	Calculus II	4
			(Meets math requirement for A.A.)		
	OCE	1001	Oceanography.....		3
			(Meets physical science requirement for A.A.)		
+*	BSC	2010	Biology for Science Majors I.....		3
			(Meets biology requirement for A.A.)		
	BSC	2010L	Biology for Science Maj. I Lab.....		1
	GLY	1010	Geology.....		3
	GLY	1010L	Geology Lab.....		1
+*	CHM	1045	General Chemistry.....		3
	CHM	1045L	General Chemistry Lab.....		1
+*	PHY	2048	University Physics I.....		4
	PHY	2048L	University Physics I Lab.....		1
+	COP	2200	Fortran Programming.....		3
	ECO	2023	Economics, Micro.....		3

ELECTIVES2

TOTAL DEGREE HOURS60

PRE-OPTOMETRY**(OPTO-AA)**

Advisers for this program are located in Natural Sciences Office Building

PRIMARY ADVISER: Fledia Ellis (ext. 6020)

PROGRAM GOAL: This program is designed to prepare students who plan to become doctors of optometry. The course-work listed below must be completed prior to applying for admission to optometry school. Although a bachelor's degree is not required for admission to a college of optometry, it is highly recommended. Students may major in any area of studies, but must have an in-depth knowledge of biology and chemistry in order to master the optometry curriculum. Most students elect to major in biology or a related field at the university. Although a student may attend any university for the bachelor's degree, the only school of optometry in Florida at this time is Nova Southeastern University School of Optometry. Seventeen states have schools of optometry, and each school may have slightly different requirements. The student is expected to become familiar with the requirements of the specific school to which admission is sought. The student should see the optometry adviser for additional information concerning admissions requirements and for assistance in selecting the appropriate program.

GENERAL EDUCATION COURSES	Cr. Hrs.
----------------------------------	-----------------

+* ENC 1101 English I	3
+* ENC 1102 English II	3
EUH 1000 or 1001 Western Civilization.....	3
PSY 2012 or SYG 2000 Psychology/Sociology	3
POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+* BSC 2010 Biology for Science Majors I.....	3
(Meets biology requirement for A.A.)	
BSC 2010L Biology for Science Maj. I Lab	1
+* BSC 2011 Biology for Science Majors II	3
BSC 2011L Biology for Science Maj. II Lab	1
+* MCB 2004 Microbiology.....	3
MCB 2004L Microbiology Lab	1
+* MAC 1140 Pre-Calculus Algebra	3
+* MAC 1114 Trigonometry.....	3
(Meets math requirement for A.A.)	
+* CHM 1045 General Chemistry	3
(Meets physical science requirement for A.A.)	
CHM 1045L General Chemistry Lab	1
+* CHM 1046 Chemistry with Qual. Analysis	3
CHM 1046L Chemistry with Qual. Anal. Lab	2
+* CHM 2210 Organic Chemistry I.....	3
CHM 2210L Organic Chemistry I Lab	2
+ Approved Physics	4

TOTAL DEGREE HOURS60

PRE-ORNAMENTAL HORTICULTURE**(PLANT-AA)**

Advisers for this program are located in the Mathematics Division - 2nd Floor Student Union West

PRIMARY ADVISER: Norris Harvey (ext. 2812)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in horticulture and related areas such as agronomy, plant pathology, plant physiology, and botany. The study of horticulture involves growing and improving plants for use in both production and visual settings. Horticulture studies are offered at FAMU and UF. Botany is offered at all state universities. It is important that students check with the pre-horticulture adviser and with catalogs from the state universities of interest. The program listed below is designed to transfer into the Ornamental Horticulture program in the College of Agriculture at Florida A & M University.

GENERAL EDUCATION COURSES	Cr. Hrs.
----------------------------------	-----------------

+* ENC 1101 English I	3
+* ENC 1102 English II	3
EUH 1000 or 1001 Western Civilization.....	3
PSY 2012 or SYG 2000 Psychology/Sociology	3
POS 2041 Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+* BSC 2010 Biology for Science Majors I.....	3
(Meets biology requirement for A.A.)	
BSC 2010L Biology for Science Maj. I Lab	1
+* BSC 2011 Biology for Science Majors II	3
BSC 2011L Biology for Science Maj. II Lab	1
+* MAC 1140 Pre-Calculus Algebra	3
+* MAC 1114 Trigonometry.....	3
(Meets math requirement for A.A.)	
+* CHM 1045 General Chemistry	3
(Meets physical science requirement for A.A.)	
CHM 1045L General Chemistry Lab	1
+ PHY 2053 College Physics I.....	3
+ PHY 2053L College Physics I Lab	1
ECO 2023 Economics, Micro	3
+ SPC 1600 Intro. to Public Speaking.....	3

ELECTIVES8
(STA 2023 Statistics is recommended)

TOTAL DEGREE HOURS60

PRE-PHARMACY (PHARM-AA)

Advisers for the program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Vicky Ellis (ext. 2856)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in pharmacy. Students are expected to complete the A.A. degree at a community college or university before applying for admission to the particular college of pharmacy. In addition to the courses listed below, all colleges of pharmacy require students to have completed the two semester sequence of organic chemistry with lab (CHM 2210/CHM2210L and CHM2211/CHM2211L) prior admission to the college of pharmacy. Three universities in Florida offer degrees in pharmacy: FAMU, UF, and Nova Southeastern University (private). The older B.S. in pharmacy has been phased out and these universities now offer the Pharm.D. degree, exclusively. Pharmacy programs are highly competitive. Most schools have 110-120 applicant slots, but receive in excess of 500 applications, a number that is increasing yearly. Applicants to pharmacy school are expected to have a minimum GPA of 3.2; however, a higher GPA is necessary for an applicant to be competitive. Those pharmacy schools requiring the PCAT (Pharmacy College Aptitude Test) generally consider a competitive score to be the 85th percentile or better. It is very important to stay in close contact with the academic adviser to plan the curriculum and to address other factors affecting admission.

The University of Florida's School of Pharmacy requires BSC 2085-2086 (with labs) and SPC 1600 in addition to the following courses as pre-admission requirements.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+* ENC 1101	English I3
+* ENC 1102	English II3
EUH 1000 or 1001	Western Civilization3
PSY 2012 or SYG 2000	Psychology/Sociology3
POS 2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I3
+*Humanities II3
+*Humanities III3

MAJOR COURSES

+* BSC 2010	Biology for Science Majors I3
	(Meets biology requirement for A.A.)	
BSC 2010L	Biology for Science Maj. I Lab1
+* BSC 2011	Biology for Science Majors II3
BSC 2011L	Biology for Science Maj. II Lab1
+* MAC 1140	Pre-Calculus Algebra3
+* MAC 2311	Calculus I 43
	(Meets math requirement for A.A.)	
+* CHM 1045	General Chemistry3
	(Meets physical science requirement for A.A.)	
CHM 1045L	General Chemistry Lab1
+* CHM 1046	Chemistry with Qual. Analysis3
CHM 1046L	Chemistry with Qual. Anal. Lab2
+* PHY 2053	College Physics I3
PHY 2053L	College Physics I Lab1
+* PHY 2054	College Physics II3
PHY 2054L	College Physics II Lab1
+* Approved Organic Chemistry	4

TOTAL DEGREE HOURS60

PRE-PHILOSOPHY**(PHIL-AA)**

Advisers for the program are located in the Social Sciences Building

PRIMARY ADVISER: Tara VanNette (ext. 2830)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in philosophy as an instructor, writer, or director of a humanities program in a hospital, library or museum. Students seeking a career in philosophy should plan on pursuing a graduate degree. An undergraduate degree in philosophy is also an excellent background for professional training in law, journalism and theology.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+* ENC 1101	English I3
+* ENC 1102	English II3
+* Approved mathematics (MAC, MGF, STA)	6
EUH 1000	Western Civilization I3
PSY 2012 or SYG 2000	Psychology/Sociology3
POS 2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology3
Physical Science3
+Humanities I3
+*Humanities II3
+*Humanities III3

ELECTIVES24

RECOMMENDED ELECTIVES

+* PHI 2600	Ethics3
	(Meets Area II Humanities requirement for A.A.)	
+* PHH 2060	Intro. to Classical Philosophy3
	(Meets Area II Humanities requirement for A.A.)	
+* PHI 2002	Intro. to Mod/Cont. Philosophy3
	(Meets Area II Humanities requirement for A.A.)	
+* PHI 2635	Biomedical Ethics3
	(Meets Area II Humanities requirement for A.A.)	
EUH 1001	Western Civilization II3

TOTAL DEGREE HOURS60

PRE-PHYSICAL EDUCATION (PE-AA)

Advisers for this program are located in the Wellness Building

PRIMARY ADVISERS: Gregg Wolfe (ext. 3830), Jay Powell (ext. 3235), Mike Kandler (ext. 3897), Susan Painter (ext. 3202), Roonie Scovel (ext. 3277)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in teaching physical education in grades K - 12 or other related fields such as sports business specialization, fitness management specialization, coaching specialization, and athletic training specialization. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend. Education majors who meet the CLAST alternative for graduation must successfully complete one of the following options for admission to a state-approved teacher preparation program: 1) general knowledge portion of the Florida Teacher Certification Examination, 2) the CLAST exam, or 3) the PRAXIS I. The State of Florida requires a thorough background check by the Florida Department of Law Enforcement prior to students entering the classroom for observations. The background check for students doing observations in the Bay County system will be initiated by GCCC. Student doing observations in other school systems must go to the district in which they will do their observations and comply with the requirements of that system. The students will be required to pay a fee for the cost of the background check.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	MGF	1106	Math for Liberal Arts I	3
+*	MGF	1107	Math for Liberal Arts II	3
	EUH	1000 or 1001	Western Civilization	3
	PSY	2012	Psychology	3
	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

Physical Science	3
+Humanities I	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

EDF	1005	Introduction to Education	3	
EDG	2701	Teaching Diverse Populations	3	
EME	2040	Technology for Teachers	3	
+	BSC	2085	Anatomy and Physiology I	3
(Meets biology requirement for A.A.)					
	BSC	2085L	Anatomy and Physiology Lab	1
	HLP	1081	Wellness	2
	PET	2622	Care & Prevention of Athletic Injuries	or	
+	BSC	2086	Anatomy and Physiology II	3
	BSC	2086L	Anatomy and Physiology Lab	1
	PEN or PEM	Activity Classes	2	

ELECTIVES6-7

(Students should coordinate with their adviser to determine which electives will transfer to the four year institution of their choice. Also, students should fulfill the foreign language requirements, if necessary.)

TOTAL DEGREE HOURS60**PRE-PHYSICAL THERAPY****(PT-AA)**

Advisers for the program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Fledia Ellis (ext. 6020)

PROGRAM GOAL: This program is designed to prepare students for upper division studies in physical therapy. In Florida, the physical therapy programs are five years in length and lead to M.S. degrees in physical therapy: The UF, FAMU, UCF, UNF, and FIU offer degrees in physical therapy. All schools require that students successfully complete the courses listed below. The programs are highly competitive, so students are advised to maintain a minimum GPA of 3.0, although a higher GPA is needed to meet minimum standards at some of the schools. Students must also complete volunteer time under the supervision of a registered physical therapist. Some schools also require their applicants to take the Allied Health Professions Admissions Test. Check with the program adviser for more details. Graduates from schools of physical therapy are in great demand to manage rehabilitative programs for people suffering from a variety of illnesses and injuries.

GENERAL EDUCATION COURSES **Cr. Hrs.**

*	ENC	1101	English I	3
+*	ENC	1102	English II	3
	EUH	1000 or 1001	Western Civilization	3
	PSY	2012	Psychology	3
	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+*	BSC	2010	Biology for Science Majors I	3
(Meets biology requirement for A.A.)					
	BSC	2010L	Biology for Science Maj. I Lab	1
+*	BSC	2011	Biology for Science Majors II	3
	BSC	2011L	Biology for Science Maj. II Lab	1
+*	MAC	1114	Trigonometry	3
+*	STA	2023	Statistics	3
(Meets math requirement for A.A.)					
+*	CHM	1045	General Chemistry	3
(Meets physical science requirement for A.A.)					
	CHM	1045L	General Chemistry Lab	1
+*	CHM	1046	Chemistry with Qual. Analysis	3
	CHM	1046L	Chemistry with Qual. Anal. Lab	2
+*	PHY	2053	College Physics I	3
	PHY	2053L	College Physics I Lab	1
+*	PHY	2054	College Physics II	3
	PHY	2054L	College Physics II Lab	1
	DEP	2004	Dev. Psychology	3
	Approved	Anatomy and Physiology	2	

TOTAL DEGREE HOURS60

PRE-PHYSICS**(PHYS-AA)**

Advisers for this program are located in Natural Sciences Office Building

PRIMARY ADVISER: Clifford Harris (2865)

PROGRAM GOAL: This program is designed to prepare students entering the university as a physics major. All state public universities offer a B.S. degree in physics. Florida State University also offers a degree in radiation physics, and the University of Florida offers a B.S. degree in Astronomy (which requires the same pre-physics program at Gulf Coast Community College). Most university physics programs require a foreign language for which a country speaking that language is also involved in physics research. Students may choose among the following: French, German, Japanese, and Russian. It is strongly recommended that students be familiar with the admissions requirements for the university they plan to attend.

GENERAL EDUCATION COURSES	Cr. Hrs.
----------------------------------	-----------------

+* ENC 1101 English I	3
+* ENC 1102 English II	3
EUH 1000 or 1001 Western Civilization.....	3
PSY 2012 or SYG 2000 Psychology/Sociology.....	3
POS 2041 Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+* MAC 2311 Calculus I	4
+* MAC 2312 Calculus II	4
(Meets math requirement for A.A.)	
+* MAC 2313 Calculus III.....	4
+* CHM 1045 General Chemistry	3
(Meets physical science requirement for A.A.)	
CHM 1045L General Chemistry Lab.....	1
+* CHM 1046 Chemistry with Qual. Analysis.....	3
CHM 1046L Chemistry with Qual. Anal. Lab.....	2
+* PHY 2048 University Physics I.....	4
PHY 2048L University Physics I Lab.....	1
+* PHY 2049 University Physics II.....	4
PHY 2049L University Physics II Lab.....	1
+* Approved mathematics elective.....	2
(usually MAP 2302, Differential Equations)	

TOTAL DEGREE HOURS60

PRE-POLITICAL SCIENCE**(POLSC-AA)**

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISERS: Terry Jack (ext. 2833), Elizabeth Trentanelli (ext. 2831)

PROGRAM GOAL: The purpose of this program is to prepare students for political science programs at a college or university. Such a degree can lead to a career in education, government administration, international relations, law, mass communication, and policy institutes. Political Science is not a limited access program at most Florida universities. However, students are encouraged to be familiar with the admissions requirement at the university they plan to attend.

GENERAL EDUCATION COURSES	Cr. Hrs.
----------------------------------	-----------------

+* ENC 1101 English I	3
+* ENC 1102 English II	3
+* Approved mathematics (MAC, MGF, STA)	6
EUH 1000 or EUH 1001	
Western Civilization I or II.....	3
PSY 2012 Psychology or SYG 2000 Sociology.....	3
POS 2041 Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

CPO 2002 Comparative Government or	
INR 2002 International Relations or	
POS 2112 State and Local Government.....	6

ELECTIVES18

TOTAL DEGREE HOURS60

PRE-PSYCHOLOGY**(PSYCH-AA)**

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISER: Saundra Ciccarelli (ext. 2836), Lisa Fosbender (ext. 2834), Wes Keene (ext. 2825)

PROGRAM GOAL: This program is designed to prepare students for completion of an Associate of Arts degree leading to a bachelor's degree in psychology. The field of psychology concerns the study of behavior and mental processes. This broad focus makes psychology a relevant course of study for any student intending to develop a career in the social and behavioral sciences, not just in psychology. Possible careers that would benefit from completion of a degree in psychology are education, management, medicine, law, counseling, social work, and other human services careers. Psychology is a limited access program at most Florida universities. For example, Florida State University requires an approved A.A. degree, a minimum GPA of 2.6 or better in all attempted courses, and completion with a "C" or better of an introductory statistics course. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II.....	3
+*	MAC	1105	College Algebra	3
+*	STA	2023	Elementary Statistics	3
	EUH	1000 or 1001	Western Civilization.....	3
	PSY	2012	General Psychology.....	3
	POS	2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 38 for the potential courses unless otherwise specified.

+Biological Science	3
Physical Science.....	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

DEP	2000	Psy. of Childhood and Youth or	
DEP	2004	Developmental Psychology	3

ELECTIVES21**RECOMMENDED ELECTIVE**

CLP	1001	Human Relations	3
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TOTAL DEGREE HOURS60

NOTE: Florida State University requires one foreign language through the first semester of the second year (e.g., Second-Year Spanish I) which will also fulfill the Area II Humanities requirement. If you had two years of a single foreign language in high school, you may be able to begin the second year, first semester foreign language. See your foreign language instructor for details and permission. Florida State University also requires SPC 1600, Introduction to Public Speaking. FSU requires psychology students to take STA 2122. If you have taken the required six hours of mathematics for the AA at Gulf Coast and have not taken this course, FSU will give you upper level credit for the course when you complete it.

PRE-RADIOLOGIC SCIENCE**(RADSC-AA)**

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISERS: DeeAnn VanDerSchaaf (ext. 3318), Keegan Williams (ext. 5846)

PROGRAM GOAL: This curriculum is designed to prepare students to enter a baccalaureate degree program in radiologic science at a university.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	MAC	1105	College Algebra.....	3
+*	MAC	1114	Plane Trigonometry.....	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
	EUH	1000 or 1001	Western Civilization.....	3
	POS	2041	Amer. Nat. Govt.....	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II	3
+*Humanities III.....	3

MAJOR COURSES

	CGS	1570	Microcomputer Applications	3
+	BSC	2010	Biology for Science Majors I.....	3
			(Meets biology requirement for A.A.)	
	BSC	2010L	Biology for Science Majors I Lab	1
+	BSC	2085	Anatomy and Physiology I	3
	BSC	2085L	Anatomy and Physiology I Lab.....	1
+	BSC	2086	Anatomy and Physiology II	3
	BSC	2086L	Anatomy and Physiology II Lab.....	1
+	PHY	2053	College Physics I.....	3
			(Meets physical science requirement for A.A.)	
	PHY	2053L	College Physics I Lab	1
+	PHY	2054	College Physics II	3
	PHY	2054L	College Physics II Lab	1

ELECTIVE

Foreign Language or Electives	7
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TOTAL DEGREE HOURS60

PRE-RECREATION**(RECRE-AA)**

Advisers for this program are located in the Wellness Building

PRIMARY ADVISERS: Gregg Wolfe (ext. 3830), Mike Kandler (ext. 3897), Susan Painter (ext. 3202), Roonie Scovel (ext. 3277), Jay Powell (ext. 3235)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in leisure services. The four year universities and colleges offer a variety of leisure services programs including resort and commercial recreation, corporate and industrial recreation, fitness management, municipal and county recreation, therapeutic recreation, and teacher certification. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I	3
+* ENC 1102	English II	3
+* MGF 1106	Math for Liberal Arts I.....	3
+* MGF 1107	Math for Liberal Arts II.....	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012	Psychology	3
POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

LEISURE SERVICES MANAGEMENT EMPHASIS**MAJOR COURSES**

DEP 2004	Developmental Psychology.....	3
CGS 1570	Microcomputer Applications	3
MAN 2021	Principles of Management	3
MAR 2011	Marketing	3
ECO 2013	Principles of Economics, Macro.....	3
SPC 1600	Introduction to Public Speaking	3

ELECTIVES6

(Students should coordinate with their adviser to determine which electives will transfer to the four year institution of their choice. Also, students should fulfill the foreign language requirement, if necessary.)

RECREATION PROGRAM EMPHASIS**MAJOR COURSES**

DEP 2004	Developmental Psychology	3
SYG 2000	Principles of Sociology	3
CGS 1570	Microcomputer Applications	3
MAR 2011	Principles of Marketing.....	3
ENC 2210	Technical Writing.....	3

ELECTIVES9

NATURAL RESOURCES EMPHASIS

CGS 1570	Microcomputer Applications	3
DEP 2004	Developmental Psychology	3
MAR 2011	Marketing	3
ECO 2013	Principles of Economics, Macro.....	3

THERAPEUTIC RECREATION EMPHASIS

DEP 2004	Developmental Psychology.....	3
+ BSC 2085	Anatomy and Physiology I.....	3
	(Meets Biology requirement for A.A.)	
+ BSC 2085L	Anatomy and Physiology I Lab	1

TOTAL DEGREE HOURS60

PRE-RELIGION**(RELIG-AA)**

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISER: Jennifer Hamilton (ext. 5850)

PROGRAM GOAL: The purpose of this program is to prepare students for careers in religious service or scholarship. Most students majoring in religious studies complete their training in seminaries or graduate schools with religion or theology programs of study. Students are encouraged to be familiar with the admissions requirements at the university or seminary they plan to attend. Students are strongly encouraged to complete two years of foreign language courses at Gulf Coast Community College in preparation for later studies.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+* ENC 1101	English I	3
+* ENC 1102	English II	3
+* Approved mathematics (MAC, MGF, STA)		6
EUH 1000	Western Civilization I	3
PSY 2012	General Psychology	3
POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
Physical Science	3
+Humanities I	3
+*Humanities II	3
+*Humanities III	3

ELECTIVES24**RECOMMENDED ELECTIVES**

ANT 2410	Anthropology	3
EUH 1001	Western Civilization II	3
SYG 2000	Sociology	3
+* REL 2121	Religion in American Life	3
	(Meets Area II Humanities requirement for AA)	
+* REL 2300	Religions of the World	3
	(Meets Area II Humanities requirement for AA)	

TOTAL DEGREE HOURS60**PRE-RESPIRATORY CARE (THERAPY)****(RET-AA)**

Advisers for this program are located in HP 226 and the Health Sciences Division in the Technology Building

PRIMARY ADVISERS: Brad Killion (ext. 3837), Katrina Beiler (ext. 5835)

PROGRAM GOAL: To prepare students to enter a baccalaureate cardiopulmonary science degree program at a university.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+* ENC 1101	English I	3
+* ENC 1102	English II	3
POS 2041	Amer. Nat. Govt.	3
EUH 1000 or 1001	Western Civilization	3
PSY 2012 or SYG 2000	Psychology/Sociology	3
+* MAC 1105	College Algebra	3
+* STA 2023	Statistics	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+ BSC 2085	Anatomy and Physiology I	3
	(Meets biology requirement for A.A.)	
BSC 2085L	Anatomy and Physiology I Lab	1
+ BSC 2086	Anatomy and Physiology II	3
BSC 2086L	Anatomy and Physiology II Lab	1
+ MAC 1140	Pre-Calculus Algebra	3
+ MAC 1114	Plane Trigonometry	3
+ PHY 2053	College Physics I	3
	(Meets physical science requirement for A.A.)	
PHY 2053L	College Physics I Lab	1
+ BSC 2010	Biology for Science Majors	3
BSC 2010L	Biology for Science Majors Lab	1
+ MCB 2004	Microbiology	3
MCB 2004L	Microbiology Lab	1
+ CHM 1045	General Chemistry	3
CHM 1045L	General Chemistry Lab	1

TOTAL DEGREE HOURS60

PRE-SCIENCE EDUCATION

Advisers for this program are located in Natural Sciences Office Building

PRIMARY ADVISER: Jamie Webb (ext. 2858)

PROGRAM GOAL: These programs are designed to prepare students for upper division studies in one of several fields in science education. The completion of the four year program in science education will lead to Florida certification in high school science. Education majors who meet the CLAST alternative for graduation must successfully complete one of the following options for admission to a state-approved teacher preparation program: 1) general knowledge portion of the Florida Teacher Certification Examination, 2) the CLAS examination, or 3) the PRAXIS I. It is strongly recommended that students be familiar with the admissions requirements of the university they plan to attend and the particular requirements for the individual programs within the education departments.

All pre-education majors should be aware that State of Florida teacher certification requires a thorough background check by the Florida Department of Law Enforcement prior to students entering the classroom for observations. The background check for students doing observations in the Bay County system will be initiated by GCCC. Student doing observations in other school systems must go to the district in which they will do their observations and comply with the requirements of that system. The students will be required to pay a fee for the cost of the background check.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I3
+*	ENC	1102	English II3
	EUH	1000 or 1001	Western Civilization3
	PSY	2012	Psychology3
	POS	2041	Amer. Nat. Govt.3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

	+Humanities I3
	+*Humanities II3
	+*Humanities III3

MAJOR COURSES

	EDF	1005	Introduction to Education3
	EDG	2701	Teaching Diverse Populations3
	EME	2040	Technology for Teachers3
+*	MAC	1140	Pre-Calculus Algebra3
+*	MAC	1114	Trigonometry3
			(Meets math requirement for A.A.)	
+	SPC	1600	Public Speaking3

BIOLOGY COMPONENT (SCBED-AA)

+*	BSC	2010	Biology for Science Majors I3
			(Meets biology requirement for A.A.)	
	BSC	2010L	Biology for Science Maj. I Lab1
+*	BSC	2011	Biology for Science Majors II3
	BSC	2011L	Biology for Science Maj. II Lab1
		Elective1 or 2	
			Students must select one of the following two-semester sequences (Meets physical science requirement.)8 or 9
+*	CHM	1045	General Chemistry3
	CHM	1045L	General Chemistry Lab1
+*	CHM	1046	Chemistry with Qual. Analysis3
	CHM	1046L	Chemistry with Qual. Anal. Lab2
		or		
+*	PHY	2053	College Physics I3
	PHY	2053L	College Physics I Lab1
+*	PHY	2054	College Physics II3
	PHY	2054L	College Physics II Lab1

CHEMISTRY COMPONENT (SCCED-AA)

+*	CHM	1045	General Chemistry3
			(Meets physical science requirement for A.A.)	
	CHM	1045L	General Chemistry Lab1
+*	CHM	1046	Chemistry with Qual. Analysis3
	CHM	1046L	Chemistry with Qual. Anal. Lab2
		Elective3	
			Students must select one of the following two-semester sequences8
+*	BSC	2010	Biology for Science Majors I3
	BSC	2010L	Biology of Science Majors I Lab1
+*	BSC	2011	Biology for Science Majors II3
	BSC	2011L	Biology of Science Majors II Lab1
		or		
+*	PHY	2053	College Physics I3
	PHY	2053L	College Physics I Lab1
+*	PHY	2054	College Physics II3
	PHY	2054L	College Physics II Lab1
			(If students do not take the BSC 2010 sequence above, then they must take BSC 1005 or approved biology to meet the biology requirement for the A.A.)	

PHYSICS COMPONENT (SCPED-AA)

+*	PHY	2053	College Physics I3
	PHY	2053L	College Physics I Lab1
+*	PHY	2054	College Physics II3
	PHY	2054L	College Physics II Lab1
		Elective1 or 2	
			Students must select one of the following two-semester sequences:8 or 9
+*	BSC	2010	Biology for Science Majors I3
	BSC	2010L	Biology for Science Majors I Lab1
+*	BSC	2011	Biology for Science Majors II3
	BSC	2011L	Biology for Science Majors II Lab1
		or		
+*	CHM	1045	General Chemistry3
	CHM	1045L	General Chemistry Lab1
+*	CHM	1046	Chemistry with Qual. Analysis3
	CHM	1046L	Chemistry with Qual. Anal. Lab2
			(If students do not take the BSC 2010 sequence above, then they must take BSC 1005 or approved biology to meet the biology requirement for the A.A.)	

EARTH/SPACE COMPONENT (SCEED-AA)

OCE 1001	Oceanography	3
	(Meets physical science requirement for A.A.)	
GLY 1010	Geology	3
GLY 1010L	Geology Lab.....	1
Science Elective	2 or 3
Students must select one of the following two-semester sequences		
		8 or 9

+*	BSC 2010	Biology for Science Majors I.....	3
	BSC 2010L	Biology for Science Majors I Lab	1
+*	BSC 2011	Biology for Science Majors II	3
	BSC 2011L	Biology for Science Majors II Lab	1
or			
+*	CHM 1045	General Chemistry	3
	CHM 1045L	General Chemistry Lab	1
+*	CHM 1046	Chemistry with Qual. Analysis	3
	CHM 1046L	Chemistry with Qual. Anal. Lab.....	2
or			
+*	PHY 2053	College Physics I.....	3
	PHY 2053L	College Physics I Lab	1
+*	PHY 2054	College Physics II	3
	PHY 2054L	College Physics II Lab	1

(If students do not take the BSC 2010 sequence above, then they must take BSC 1005 or approved biology to meet the biology requirement for the A.A.)

MIDDLE GRADES COMPONENT (SCMED-AA)**See Pre-Middle School Science Education****TOTAL DEGREE HOURS60****PRE-SOCIAL STUDIES EDUCATION (SOCST-AA)**

Advisers for this program are located in the Social Sciences Building
PRIMARY ADVISERS: Patrick Brennan (ext. 2828), Terry Jack (ext. 2833), John Phillips (ext. 2827)

PROGRAM GOAL: The purpose of this program is to prepare students for a teaching career in middle school or high school. The four year degree will lead to Florida certification for grades 6-12. Social studies education at Florida universities is a limited access program. Students are encouraged to become familiar with the admissions requirements at the university they plan to attend. Education majors who meet the CLAST alternative for graduation must successfully complete one of the following options for admission to a state-approved teacher preparation program: 1) General Knowledge portion of the Florida Teacher Certification Examination, 2) the CLAST examination, or 3) the PRAXIS 1. The state of Florida requires a thorough background check by the Florida Department of Law Enforcement prior to students entering the classroom for observations. The background check for students conducting observations in the Bay County system will be initiated by GCCC. Students doing observations in other school systems must go to the district in which they will do their observations and comply with the requirements for that system. The students will be required to pay a fee for the cost of the background check.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC 1101	English I	3
+*	ENC 1102	English II	3
+*	Approved mathematics (MAC, MGF, STA).....		6
	EUH 1000/1001	Western Civilization I or II.....	3
	PSY 2012/SYG 2000	Psychology or Sociology	3
	POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biological Science Elective	3
Physical Science Elective.....	3
+Humanities I	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

EDF 1005	Introduction to Education	3
EME 2040	Technology for Teachers.....	3
EDG 2701	Teaching Diverse Populations.	3

ELECTIVES15**RECOMMENDED ELECTIVES**

AMH 2010	AMH 2020	U.S. History I or II.....	3
+ ECO 2013	ECO 2023	Macro/Micro Economics	3
EUH 1000	EUH 1001	Western Civ I or II.....	3
PSY 2012	SYG 2000	Psychology or Sociology	3
GEO 1000	Geography	3	

TOTAL DEGREE HOURS60

PRE-SOCIAL WORK**(SOCWK-AA)**

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISER: Ron Penton, Sr. (ext. 4817)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in the helping and or counseling and mental health care professions. A title of Generalist Social Worker can be earned with the Bachelor's of Social Work (BSW) degree and can be completed at the FSU Panama City Campus. In addition to completion of the BSW, a Master's Degree (MSW) can be obtained at the FSU-PC campus and can help prepare students for state licensure at the Licensed Clinical Social Workers (LCSW) level. Both the bachelor's and master's degrees will require internships at one of the local mental health agencies in addition to course work. It is highly recommended that students become familiar with the admissions requirements at the university or college they plan to attend.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	Approved mathematics (MAC, MGF, STA)			6
	EUH	1000 or 1001	Western Civilization	3
	SYG	2000	Principles of Sociology	3
	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
Physical Science	3
+Humanities I	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

ECO	2013	Economics, Macro or	
ECO	2023	Economics, Micro	3
PSY	2012	Psychology	3

ELECTIVES18**RECOMMENDED ELECTIVES**

SYG	2010	Social Problems	3
SOW	2020	Introduction to Social Work	3
SYG	2430	Marriage and Family Living	3
CJL	2210	Criminal Law	3
CCJ	1010	Introduction to Criminal Justice	3
CCJ	1020	Introduction to Criminology	3
CCJ	2500	Juvenile Justice	3
DEP	2000	Child Psychology	3
CLP	1001	Human Relations	3
DEP	2004	Developmental Psychology	3
ECO	2013	Economics, Micro	3
ECO	2023	Economics, Macro	3

TOTAL DEGREE HOURS60

Beginning in the Fall 2009 semester, FSU will require all Social Work students to have a minimum grade of "B" in SYG 2000, PSY 2012, POS 2041, BSC 1005, and ECO 2013/2023 for entry into the Social Work program. FSU also requires CGS 1570 for entry into the program.

PRE-SOCIOLOGY (SOCIO-AA)

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISER: Ron Penton Sr. (ext. 4817)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in the broad discipline of sociology. The discipline of sociology primarily concerns itself with patterns of group and organizational behavior; social interaction; changes in the character, size, distribution, and population of society; the structure and operation of organization; social phenomena having to do with human health and disease; and the complex interrelationship of the individuals as well as society. Sociological practitioners work everywhere from teaching, counseling, and marketing to public health, social work, community planning, industry, consumer safety, and employee relations. It is highly recommended that students become familiar with the admissions requirements at the university or college they plan to attend.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	Approved mathematics (MAC, MGF, STA)			6
	EUH	1000 or 1001	Western Civilization	3
	SYG	2000	Principles of Sociology	3
	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology	3
Physical Science	3
+Humanities I	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

SYG	2010	Social Problems	3
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ELECTIVES21**RECOMMENDED ELECTIVES**

SOW	2020	Introduction to Social Work	3
SYG	2430	Marriage and Family Living	3
CCJ	1010	Intro to Criminology	3
CCJ	1020	Intro to Criminal Justice	3
CCJ	2100	Criminal Law	3
CCJ	2500	Juvenile Justice	3
PSY	2012	Psychology	3
DEP	2000	Child Psychology	3
DEP	2004	Developmental Psychology	3
CLP	1001	Human Relations	3
ECO	2013	Economics, Micro	3
ECO	2023	Economics, Macro	3

TOTAL DEGREE HOURS60

**PRE-SPECIAL EDUCATION
(CASE-AA)**

Advisers for this program are located in the Social Sciences Building
PRIMARY ADVISERS: Saundra Ciccarelli (ext. 2836), John Phillips (2827)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in teaching children and youth who are mentally handicapped, learning disabled, or emotionally handicapped. Special education is a limited access program at most Florida universities. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend. Education majors who meet the CLAST alternative for graduation must successfully complete one of the following options for admission to a state-approved teacher preparation program: 1) General Knowledge portion of the Florida Teacher Certification Examination, 2) the CLAST examination, or 3) the PRAXIS 1. The state of Florida requires a thorough background check by the Florida Department of Law Enforcement prior to students entering the classroom for observations. The background check for students conducting observations in the Bay County system will be initiated by GCCC. Students doing observations in other school systems must go to the district in which they will do their observations and comply with the requirements for that system. The students will be required to pay a fee for the cost of the background check.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I	3
+* ENC 1102	English II	3
+* Approved mathematics		6
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012	General Psychology	3
POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biological Science Elective	3
Physical Science Elective	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

EDF 1005	Introduction to Education.	3
EDG 2701	Teaching Diverse Populations.	3
EME 2040	Technology for Teachers.....	3

ELECTIVES 15**RECOMMENDED ELECTIVES**

+* MAC 1105	College Algebra	3
AMH 2010/2020	American History.....	3
+ SPC 1600	Public Speaking	3
Physical Science (PSC, PHY, CHM).....		3
Science Lab		1

TOTAL DEGREE HOURS60**PRE-SPORTS MEDICINE/ATHLETIC TRAINER
(SMAT-AA)**

PRIMARY ADVISER: Gregg Wolfe (ext. 3830). Advisers for this program are located in the Wellness Building

PROGRAM GOAL: This program prepares students for entering upper-division studies in sports medicine and athletic training. The completion of the four year program will prepare students for working with injury prevention and recognition, immediate care, rehabilitation, health care management, and professional development in a sports medicine environment. Students pursuing the athletic training option are required to pass The National Athletic Trainers' Association Board of Certification (N TABOC).

The Florida State University's College of Human Sciences offers a degree in Nutrition, Food, and Exercise Services. There are four areas of emphasis from which to choose: exercise physiology, fitness, pre physical therapy, and sports medicine (athletic training).

The University of Florida's College of Health and Human Performance offers a degree in Exercise and Sports Sciences (ESS). Specializations include Fitness-/Wellness, Sports Management, Athletic Training, preparation of physical education teachers and coaches, and exercise physiology.

Students interested in using this program to gain admission to medical school should consult the pre-medical adviser for help in determining the appropriate sequence of courses. It is strongly recommended that students be familiar with the admission requirements of the university they plan to attend.

GENERAL EDUCATION COURSES Cr. Hrs.

+* ENC 1101	English I	3
+* ENC 1102	English II	3
EUH 1000 or 1001	Western Civilization.....	3
PSY 2012	General Psychology	3
POS 2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

MAJOR COURSES

+* BSC 2010	Biology for Science Majors I.....	3
	(Meets biology requirement for A.A.)	
BSC 2010L	Bio for Science Majors I Lab.....	1
+* BSC 2085	Anatomy and Physiology I	3
BSC 2085L	Anatomy and Physiology I Lab	1
+* BSC 2086	Anatomy and Physiology II	3
BSC 2086L	Anatomy and Physiology II Lab.....	1
+* CHM 1045	General Chemistry (or higher level).....	3
+* CHM 1045L	General Chemistry Lab	1
+ PHY 2053	College Physics I.....	3
+ PHY 2053L	College Physics I Lab	1
HUN 1201	Principles of Nutrition.....	3
+* MAC 1114	Plane Trigonometry.....	3
+* MAC 1140	Precalculus Algebra.....	3
+ STA 2023	Statistics	3
	(Meets math requirement for A.A.)	

RECOMMENDED ELECTIVES

PET 2622	Care & Prevention of Sports Injuries	3
PEM or PEN	Activity Class	1

TOTAL DEGREE HOURS60

PRE-THEATRE (THEAT-AA)

Advisers for this program are located in the Amelia G. Tapper Center for the Arts

PRIMARY ADVISER: Rosemarie O’Bourke (ext. 3887)

PROGRAM GOAL: The purpose of this program is to prepare students for a career in theatre arts. Theatre is a limited access program at most universities. Students are encouraged to be familiar with the admissions requirements at the university they plan to attend.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101	English I.....3
+*	ENC 1102	English II.....3
+*	MGF 1106	Math for Liberal Arts I.....3
+*	MGF 1107	Math for Liberal Arts II.....3
	EUH 1000 or 1001	Western Civilization.....3
	PSY 2012 or SYG 2000	Psychology/Sociology.....3
	POS 2041	Amer. Nat. Govt.....3
+	THE 2000	Understanding Theatre.....3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....3
Physical Science.....3
+*Humanities II.....3
+*Humanities III.....3

MAJOR COURSES

	THE 2305	Script Analysis.....3
	TPP 2110	Acting I.....3
+	TPP 2111	Acting II.....3
	TPA 2200	Stagecraft.....3
	TPP 2250	Introduction to Musical Theatre.....3
	TPP 1700	Voice Techniques.....3
	TPP 1500	Movement Techniques for the Theatre.....3
	TPA 1290	Technical Lab.....1
	THE 1925	Play Production.....1 each

APPROVED ELECTIVES

Students should select from the following:

+	TPA 2000	Theatre Design Basics.....3
+	TPP 2300	Directing I.....3
	MVV 1012	Applied Musical Theatre Voice Prep.....2
+	MVV 1312	Applied Musical Theatre Voice (Freshman Level).....2
+	MVV 2322	Applied Musical Theatre Voice (Sophomore Level).....2
	DAA 2000	Dance Techniques for Theatre.....1

TOTAL DEGREE HOURS60

PRE-VETERINARY MEDICINE

(VET-AA)

Advisers for this program are located in the Natural Sciences Office Building

PRIMARY ADVISER: Dennis Poole (ext. 747-3226)

PROGRAM GOAL: This program is designed for students seeking admission to a program of veterinary medicine. The College of Veterinary Medicine at the University of Florida requires 80 semester hours of college-level course work before entering. However, most successful applicants have completed a bachelor’s degree. Most veterinary medicine programs require applicants to have taken the Graduate Record Examination (GRE). Grades of “C” or better are required on all pre-professional courses; however, most successful applicants have a GPA in excess of 3.5. Academic performance, approved work experience, and professional potential are all considered by selection committees as they review applicants for veterinary medicine. Pre-vet students are urged to review the entrance requirements for the veterinary program of their choice. Students are strongly urged to see the pre-vet adviser for assistance in determining appropriate work experience, course selections, and residency requirements.

GENERAL EDUCATION COURSES

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101	English I.....3
+*	ENC 1102	English II.....3
	EUH 1000 or 1001	Western Civilization.....3
	PSY 2012 or SYG 2000	Psychology/Sociology.....3
	POS 2041	Amer. Nat. Govt.....3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Humanities I.....3
+*Humanities II.....3
+*Humanities III.....3

MAJOR COURSES

+*	MAC 1114	Trigonometry.....3
+*	MAC 2311	Calculus I 4 (Meets math requirement for A.A.)
+*	BSC 2010	Biology for Science Majors I.....3 (Meets biology requirement for A.A.)
	BSC 2010L	Biology for Science Maj. I Lab.....1
+*	BSC 2011	Biology for Science Majors II.....3
	BSC 2011L	Biology for Science Maj. II Lab.....1
+*	CHM 1045	General Chemistry.....3 (Meets physical science requirement for A.A.)
	CHM 1045L	General Chemistry Lab.....1
+*	CHM 1046	Chemistry with Qual. Analysis.....3
	CHM 1046L	Chemistry with Qual. Anal. Lab.....2
+*	CHM 2210	Organic Chemistry I.....3
	CHM 2210L	Organic Chemistry I Lab.....2
+*	CHM 2211	Organic Chemistry II.....4
	CHM 2211L	Organic Chemistry II Lab.....1

ELECTIVES2

TOTAL DEGREE HOURS60

PRE-WOMEN'S STUDIES**(WOMEN-AA)**

Advisers for this program are located in the Social Sciences Building

PRIMARY ADVISER: Jennifer Hamilton (ext. 5850)

PROGRAM GOAL: The purpose of this program is to prepare students for careers in a diversity of fields: law, public policy, communications, academia, business, management, health industry. This program prepares students for the future in the best tradition of the liberal arts by emphasizing critical thinking skills. If a student is interested in pursuing a career in academia through women's studies, foreign language study at Gulf Coast is strongly encouraged.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I.....	3
+*	ENC	1102	English II	3
+*	Approved mathematics (MAC, MGF, STA)			6
	EUH	1000	Western Civilization	3
	PSY	2012	General Psychology.....	3
	POS	2041	Amer. Nat. Govt.	3

For the following courses, students have several options to meet the needed requirement. See page 35 for the potential courses.

+Biology.....	3
Physical Science.....	3
+Humanities I.....	3
+*Humanities II	3
+*Humanities III	3

ELECTIVES 24

RECOMMENDED ELECTIVES

+*	PHI	2600	Ethics	3
	(Meets Area II Humanities requirement for AA)			
+*	LIT	2040	World Drama	3
	(Meets Area III Humanities requirement for AA)			
+	SPC	1600	Intro to Public Speaking.....	3
	DEP	2004	Developmental Psychology.....	3
	EVR	1001	Environmental Science.....	3
	ANT	2410	Anthropology.....	3
	EUH	1001	Western Civilization	3
	WST	2010	Intro to Women's Studies	3
	SYG	2000	Sociology	3
	LIT	2380	Women in Literature.....	3
	(Meets Area III Humanities requirement for AA)			

TOTAL DEGREE HOURS **60**

WORKFORCE EDUCATION PROGRAMS

Students seeking an Associate in Science or an Associate in Applied Science degree must meet the oral communication requirement. Students should consult with their advisers to make certain both requirements are met prior to graduation.

Associate in Science Degree Programs

The college offers numerous programs for students who are interested in preparing for a career that requires study beyond the high school level but does not require a four-year degree.

When you decide to follow an Associate in Science (A.S.) degree program, you are not necessarily preparing yourself for transfer to a state university. You should understand that your decision will result in your earning a degree which should lead to a productive career. If later you decide to attend a university, you may be required to do additional work at the freshman or sophomore level to meet the general education requirements.

Gulf Coast Community College offers a number of highly specialized two-year programs designed to provide the student with an opportunity for preparation to enter a specialized field of employment or an opportunity for the employed student to acquire additional proficiency in the respective area of study.

The Associate in Science degree requires a minimum of 60 college credit hours. Each Associate in Science degree program consists of a major that includes a core group of courses known as the area of specialization. To earn an Associate in Science degree, you must complete a minimum of 30 college-level credit hours in your major and at least 15 college-level credit hours in general education.

Four Associate in Science degree programs presently have statewide articulation agreements which provide for the articulation of Associate in Science degrees to baccalaureate degrees. The four programs are Business Administration and Management, Electronics Engineering Technology, and Nursing (Associate Degree) R.N.

Most programs listed below are offered both in the day and evening and their primary objectives are preparation for immediate employment, further study, self-improvement, or advancement on the job.

Associate in Science Degrees:

- Building Construction Technology
- Business Administration and Management
- Computer Programming and Analysis
- Dental Hygiene
- Electronics Engineering Technology
- Emergency Medical Services
- Fire Science Technology
- Legal Assisting/Paralegal
- Nursing, Associate Degree
- Physical Therapist Assistant

Associate in Applied Science Degree Programs

Associate in Applied Science programs are designed to prepare students for entry into employment requiring specialized skills. When you decide to follow an Associate in Applied Science (A.A.S.) degree program, you are not preparing yourself for transfer to a state university. You should understand that your decision would result in your earning a degree, which should lead to a productive career. If you later decide to attend a university, you may be required to do additional work at the freshman or sophomore level. You are encouraged to discuss career plans and seek advising assistance from the department identified for each program.

Associate in Applied Science Degrees:

- Accounting Technology
- Business Administration & Management
(Options: Business Administration, Banking Specialization, Marketing Management, and Real Estate Management)
- Civil Engineering Technology
- Computer Engineering Technology
- Computer Integrated Manufacturing Technology
- Crime Scene Technology
- Criminal Justice Technology
- Culinary Management
- Digital Media/Multimedia Technology
- Drafting and Design Technology
- Early Childhood Education
- E-Business Technology
- Hospitality Management
- Instructional Services Technology
- Internet Services Technology
- Music Production Technology
- Office Administration
- Radiography
- Respiratory Care (Therapy)
- Sonography, Diagnostic Medical

Technical Certificate Programs

The Technical Certificate program prepares students for immediate entry into a career in the workforce. Technical Certificate programs require prescribed courses and a minimum of 12 college credits. Gulf Coast Community College offers Certificate programs in the areas listed below. Each program is designed to provide the student with an opportunity to prepare to enter a specialized field of employment or for the employed student to acquire additional proficiency.

The graduation grade point average (GPA) Associate of Science technical certificate programs that require 15 hours or less for graduation will be calculated from only those courses required for program completion.

Applied Technical Diploma:

- Emergency Medical Technician

College Credit Certificate:

- Audio Technology
- AutoCAD Foundations Technology
- Crime Scene Technician
- Digital Media Production

Technical Certificates:

- Accounting Applications
- Business Data Processing
- Child Development Associate
- Office Management
- Paramedic

Advanced Technical Certificate:

- Magnetic Resonance Imaging
- Massage Therapy
- Registered Nursing First Assistant
- Sonography, Diagnostic Medical

Vocational Credit Certificate Programs

These vocational programs include vocational credit courses (non-college credit). Program lengths vary depending upon the complexity of the individual program. The training is focused on preparation for immediate job entry. Students enrolling in PSAV programs are required to take the

TABE test and score at designated levels to receive a certificate. PSAV courses at Gulf Coast Community College differ from college credit courses in that they are valued in vocational credit. One vocational credit is equal to 30 contact hours in the classroom. Competencies gained upon successful completion of these training programs may result in advanced placement or specific credits towards an Associate in Science degree. Students interested in these programs should contact appropriate division chairs for additional information.

Postsecondary Adult Vocational Certificates:

- Certified Nursing Assistant
- Correctional Office
- Correctional Probation Office
- Dental Assisting
- Electrical Apprenticeship
- Firefighting
- Law Enforcement Office
- Law Enforcement Auxiliary Office
- Maritime Basic Operation
- Practical Nurse
- Private Security Officer
- Surgical Technology

Graduation Procedures for A.S., A.A.S., P.S.A.V., Diploma, and Certification Programs

Students who intend to graduate with an A.S., A.A.S., P.S.A.V. certificate, applied technical diploma, technical certificate, or advanced technical certificate must receive a program evaluation before applying for graduation. Program evaluation forms can be obtained from the program manager and must be submitted to the Office of Admissions and Records prior to the published graduation application deadline (see college calendar for dates).

Students receiving a technical certificate or PSAV certificate who would like to participate in the spring graduation ceremony must submit the \$20 fee prior to the published graduation application deadline.

Cooperative Education Program

The Cooperative Education Program integrates periods of paid or unpaid employment in the student's major field of interest with periods of academic study. A number of agencies and business enterprises cooperate with Gulf Coast Community College in this plan and offer the student on-the-job career training compatible with the student's major. The program is designed to enhance the student's academic and career education with on-the-job business and/or industrial experience.

The Cooperative Education Program will accept only Gulf Coast Community College students. The program will involve real life occupational experience to meet the particular needs student. Necessary forms should be filed as early as possible (preferably the semester prior to desired placement) with the co-op office, and students are accepted after a personal interview with the coordinator. Both Associate in Science and Associate in Arts degree-seeking students may apply for the program; however, a maximum of six semester hours may apply toward meeting A.A. degree requirements. Placement of the student is based on various abilities and the availability of an appropriate training site. Final acceptance and/or continuation in any position is the decision of the employer and the cooperative education coordinator.

In order to continue as a participant in the program, students must maintain at least a 2.0 GPA throughout the program and maintain acceptable productivity standards with the cooperative employer. A student who does not meet this criteria may still request entry or continuance in the program. Such petitions must be approved by the director of student services.

The Cooperative Education Program will be conducted under the guidance and supervision of a college coordinator who will be responsible for the structure of the programs; maintaining effective liaison among the student, the college, and the participating firm; and evaluating the student's progress.

Workforce Development Programs

Workforce Development plays an integral part in Gulf Coast Community College's efforts to create and maintain a skilled workforce. The combined services of the Workforce Center and the Workforce Training Center provide the college with a unique opportunity to enhance and contribute to the economic development of the community as well as increasing enrollment and financial assistance for Gulf Coast Community College.

The Workforce Development Program represents a collaborative effort among Gulf Coast Community College, the local Workforce Board, the State of Florida, the business community, WIA, and community-based organizations. The two-fold operation is based in part on a one-stop concept which provides information related to a wide array of job training, education, and employment services. In addition, it provides direct training services for high demand, high wage occupations. Eligible participants receive a variety of supportive services including general counseling, career counseling, and financial assistance for tuition, books, materials, and supplies.

Workforce Center. The Workforce Center provides universal access to a variety of employment services and training opportunities. Workforce Center services include on-line work registration, WIA certification, job search assistance, career counseling, job referrals, veterans assistance, Job Corps information, resume writing workshops, employability skills, basic computer skills workshops, labor market information, local, state, and national job listings, and referrals to training providers. A representative is available on the Gulf Coast Community College main campus to provide job placement services. In addition to job-seeker services, a wide array of services are available to assist employers with all of their workforce needs. The Workforce Center is a service of Gulf Coast Community College and is the initial point of contact for all services related to Workforce Development. The Workforce Center is located at 625 Hwy. 231, Panama City, Florida. The hours of operation are Monday-Friday, 8:00 a.m. – 5:00 p.m.

Workforce Training Center. "Opening Doors to a Better Future" is the motto that the Workforce Training Center strives to achieve. The main objective of the Workforce Training Center is to aid students who are economically disadvantaged or dislocated from employment positions. To this end, staff assist students with enrollment and retention activities in training programs offered by Gulf Coast Community College. The Workforce Training Center provides assistance for students enrolled in training programs which are considered high skill/high wage. Programs sponsored are designated by the state on the Targeted Occupational List. Students may apply directly to the Workforce Training Center or they may receive a referral through the Workforce Center. Classroom training programs are geared to help students gain employment in high-wage, high-demand occupations such as corrections, and the health science fields. The Workforce Training Center's service delivery area includes Bay, Gulf, and Franklin counties.

The main office of the Workforce Training Center, located in the Workforce Development Building (formerly known as the Florida Highway Patrol Building) may be reached by calling (850) 872-3853. A satellite office, located at the Gulf/Franklin Center may be reached by calling (850) 227-9670. Office hours are Monday-Thursday, 9:00 a.m. to 5:00 p.m., EST, Friday, 8:00 a.m. to 4:00 p.m., EST.

Gulf Coast Workforce Development Board

Gulf Coast Community College serves as the fiscal agent for the Gulf Coast Workforce Board. The Workforce Florida Act of 1996 has become one of the most important and far-reaching pieces of legislation in the history of the State of Florida. For the first time in the state's history, the welfare and workforce development systems represent an integrated and coordinated effort between the public and private sectors. The early implementation of the Workforce Investment Act of 1998 by the State of Florida furthered the work begun under the Workforce Florida Act. The Board, consisting of 41 volunteer members, provides oversight for the selection of service providers and the provision of services to clients: job seekers, employers, and service providers alike. The Board, whose oversight authority covers Bay, Gulf, and Franklin counties, assumed its responsibility on July 1, 1996, and continues to enhance the effectiveness and efficiency of the region's workforce development system.

**ACCOUNTING TECHNOLOGY
(ACTG-AAS)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Tom Hoskins (ext. 2844), Lee Anderson (ext. 6015), James Veal (ext. 2846)

PROGRAM GOAL: The purpose of this program is to prepare students for immediate employment in the field of accounting. Students who graduate from this program would typically work as bookkeepers or accounting technicians.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I.....	3
+*	ENC	1102	English II.....	3
			Humanities	3
+	BSC	1005	General Biological Science.....	3
	PSY	2012 or SYG 2000	Psychology/Sociology.....	3

MAJOR COURSES

	GEB	1011	Introduction to Business	3
	BUL	2241	Business Law	3
+#	QMB	1001	College Business Math.....	3
*	ACG	2001	Financial Accounting I.....	3
+*	ACG	2011	Financial Accounting II.....	3
	OST	1101	Keyboarding & Doc. Processing I	3
	CGS	1570	Microcomputer Applications	3
#	MNA	1100	Human Relations.....	3
+	ACG	2071	Managerial Accounting	3
+#	OST	2335	Business Communications	3
#+	CTS	1261	Excel	3
#	TAX	1000	Principles of Taxation I.....	3
#+	TAX	1010	Principles of Taxation II.....	3
	ACG	2450	Basic Computer Augmented Acct	3
	ACG	2500	Intro to Nonprofit/Govt Acct	3

ELECTIVES4

TOTAL DEGREE HOURS64

**ACCOUNTING APPLICATIONS
CERTIFICATE (ACTG-CT)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Tom Hoskins (ext. 2844), Lee Anderson (ext. 6015), James Veal (ext. 2846)

PROGRAM GOAL: The purpose of this program is to provide students with an opportunity to enter the accounting field.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I.....	3
+#	QMB	1001	College Bus. Math.....	3

MAJOR COURSES

	OST	1101	Keyboarding & Doc. Processing I.....	3
*	ACG	2001	Financial Accounting I.....	3
#	TAX	1000	Principles of Taxation I.....	3
	CGS	1570	Microcomputer Applications.....	3
+*	ACG	2011	Financial Accounting II.....	3
#+	CTS	1261	Excel	3
+	ACG	2071	Managerial Accounting	3
#	ACG	2450	Basic Computer Augmented Acct	3

TOTAL DEGREE HOURS30

**AUDIO TECHNOLOGY COLLEGE CREDIT CERTIFICATE
(AT-CCC)**

Advisers for this program are located in the Amelia Tapper Center for the Arts

PRIMARY ADVISER: Rusty Garner (ext. 2888)

PROGRAM GOAL: This purpose of this program is to prepare students for employment in the music and entertainment industry as technicians/specialists in music recording, audio hardware and software utilization, digital audio production, editing, and mastering. The program also provides supplemental training for persons previously or currently employed in music, entertainment or related occupations. Graduates of this program can potentially obtain employment as recording technicians/engineers, sound technicians in live or studio positions, audio editors/designers in various music-related fields. These could include broadcast media, motion picture trades and other multimedia-based areas. All courses in this program can be used in pursuit of the college's Music Production Technology Associate of Science degree.

CHOOSE 15 HRS. FROM THE FOLLOWING Cr. Hrs.

	CGS	1520	Multimedia for the Web	3
	DIG	2205	Basic Video Editing	3
+	MUS	2250	Intro to Music Technology.....	3
	DIG	2251	Intro to Digital Audio.....	3
	DIG	2284	Advanced Digital Video & Sound	3
+	MUM	2600	Sound Recording I.....	3
+	MUM	2600L	Sound Recording I Lab	2
+	MUM	2601	Sound Recording II.....	3
+	MUM	2604	Multi-Track Mixdown (Post/Prod).....	3
			Other approved college credit	2

TOTAL CERTIFICATE HOURS 15

**AUTOCAD FOUNDATIONS
TECHNOLOGY COLLEGE CREDIT
CERTIFICATE
(ATCD-CCC)**

Advisers for this program are located in the Technology Building

PRIMARY ADVISERS: Jim Vandervest (ext. 5886)

PROGRAM GOAL: The purpose of this program is to provide students with the necessary knowledge and skills to assist architects and engineers in preparing and detailing construction drawings and contract documents. Computer aided drafting techniques using AutoCAD™ and Civil 3D™ are emphasized.

MAJOR COURSES Cr. Hrs.

	ETD 1320	AutoCAD.....	3
	ETD 2350	Advanced AutoCAD	3
	EGS 1110C	Engineering Drawing	3
#	BCT 1040	Blueprint Reading for Bldg Trades.....	3
	ETD 2949	Cooperative Ed- Drafting.....	3

TOTAL DEGREE HOURS15

NOTE: Coursework may be applied to the A.A.S. degree in the Drafting and Design Technology Program.

**BUILDING CONSTRUCTION
TECHNOLOGY (BUILD-AS)**

Advisers for this program are located in the Technology Building

PRIMARY ADVISER: James Vandervest (ext. 5886)

PROGRAM GOAL: The purpose of this program is to prepare students for careers in the construction industry. The focus of the program is both commercial and residential construction. Students completing the program typically are employed as supervisors, job foremen, or office support staff, performing such duties as purchasing or estimating. Students with previous building experience may seek to obtain either a county or state contractor's license. The primary goal of the program is to prepare students for employment after graduation. However, some students elect to transfer to an upper division school to seek a baccalaureate degree in building construction once they have completed the general education requirements of an A.A. degree.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English Composition I.....3
+*	ENC	2210	Tech. Report Writing.....3
+*	MAC	1105	College Algebra3
+	MAC	1114	Plane Trigonometry.....3
			Social Sciences Elective.3
			Humanities Electives3

MAJOR COURSES

	BCN	1230	Materials and Methods3
	EGS	1110C	Engineering Drawing.....3
+	TAR	1120	Architectural Drafting1
	TAR	1120L	Architectural Drafting Lab.....3
+	ETG	2502	Statics3
+	ETG	2530	Strength of Materials.....3
#	BCT	1040	Blueprint Reading3
#	BCT	2770	Construction Estimating.....3
#	BCT	2715	Construction Management.....3
+	SUR	2101	Surveying3
	SUR	2101L	Surveying Lab.....1
	ETC	2213	Engineering Properties of Soils3
	ETC	2213L	Eng. Properties of Soils Lab.....1
#	ETC	2450	Concrete Design3
#	ETC	2450L	Concrete Design Lab.....1
	BUL	2241	Business Law.....3
+#	ETD	1320	AutoCAD or
+#	ETD	2395	CAD for Architecture.....3
#	CET	1460	Computer Appl for Tech.....3

Subject specific cooperative education may be substituted with permission of adviser

TOTAL DEGREE HOURS.....64

**BUSINESS ADMINISTRATION
& MANAGEMENT (BUS-AS)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Richard Stewart (ext. 3839), Lee Anderson (ext. 6015), Rhonda Barker (ext. 2841), Adria Peaden (ext. 2842), Tom Hoskins (ext. 2844), Jerome Tidwell (ext. 2845), James Veal (ext. 2846), Jerry Williams (ext. 2848)

PROGRAM GOAL: Associate in Science to Bachelors in Science articulated program that may transfer to the following universities: FAMU, FAU, FGCU, FIU, UNF, UWF.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I.....3
+*	ENC	1102	English II.....3
+*	MAC	2233	Calculus for Bus/Soc Sc.....3
+			Humanities3
			College Level Math.....3
			PSY 2012 or SYG 2000 Psychology/Sociology3

MAJOR COURSES

+*	QMB	2100	Business & Economic Statistics.....3
+*	ACG	2001 and 2011,	Financial Acct 6
+*	ACG	2071	Managerial Accounting I.....3
	CGS	1570	Microcomputer Applications3

PROFESSIONAL CORE COURSES.....31

Includes a maximum of 12 hours in "business-label" courses (MAN, MAR, ACG, GEB, BUL).

TOTAL DEGREE HOURS.....64

**BUSINESS ADMINISTRATION
& MANAGEMENT (BUS-AAS)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Richard Stewart (ext. 3839), Lee Anderson (ext. 6015), Rhonda Barker (ext. 2841), Adria Peaden (ext. 2842), Tom Hoskins (ext. 2844), Jerome Tidwell (ext. 2845), James Veal (ext. 2846), Jerry Williams (ext. 2848)

PROGRAM GOAL: The purpose of this program is to prepare students for immediate employment in the field of business administration and management by providing training for both first-time job seekers and experienced employees who wish to advance in their careers.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I.....	3
+*	ENC	1102	English II.....	3
+	BSC	1005	General Biological Science.....	3
			Humanities	3
			PSY 2012 or SYG 2000 Psychology/Sociology.....	3

MAJOR COURSES

	GEB	1011	Introduction to Business	3
+#	QMB	1001	College Business Math.....	3
	CGS	1570	Microcomputer Applications.....	3
+	OST	1856	Word Processing w/MS Word.....	3
*	ACG	2001	Financial Accounting I.....	3
+*	ACG	2011	Financial Accounting II.....	3
	BUL	2241	Business Law	3
#	MNA	1100	Human Relations.....	3
	ECO	2013 or 2023	Economics Macro, Micro.....	3

Business Administration Option

+	OST	1102	Keyboarding & Doc. Processing II.....	3
+	MAR	2011	Marketing.....	3
	MAN	2021	Prin. of Management	3
+#	OST	2335	Business Communications.....	3
	TAX	1000	Principles of Taxation I	3
+	ACG	2071	Managerial Accounting	3
#	CTS	1261	Excel.....	3

ELECTIVES1

Banking Specialization Option

(Select 21 credits for Banking Option)

#	BAN	1004	Prin. of Bank Operations.....	3
#	BAN	1114	Deposit Operations	2
#	BAN	1156	Letters of Credit.....	2
#	BAN	1210	Analyzing Financial Statements.....	3
#	BAN	1240	Consumer Lending	3
#	BAN	1500	Economics for Bankers	3
#	BAN	1531	Intro. to Supervision	3
+#	BAN	2231	Commercial Lending.....	3
#	BAN	2253	Mortgage Lending	2
#	BAN	2254	Mortgage Loan Documentation	2
#	BAN	2400	Trust Business.....	3
#	BAN	2403	Trust Investments.....	3
+#	BAN	2405	Trust Operations	3
#	BAN	2413	Securities Processing	3
#	BAN	2501	Money and Banking	3
#	BAN	2511	Marketing for Bankers.....	3
#	BAN	2532	Supervisory Training	3
#	BAN	2744	Bank Management.....	3
#	BAN	2800	Law and Banking Principles	2
#	BAN	2801	Law and Banking Applications.....	3
#	BAN	1251	Real Estate Finance	3

ELECTIVES..... 1

Marketing Management Option

+#	MKA	2511	Prin. of Advertising.....	3
+	MAR	2011	Marketing.....	3
+#	MKA	2041	Retail Merchandising or GEB 2949 Cooperative Education.....	3
+#	OST	2335	Business Communications.....	3
	MAN	2021	Prin. of Management or MKA 2042 Retail Management.....	3
+	SPC	1600	Intro to Public Speaking.....	3

ELECTIVES..... 4

Real Estate Management Option

#	REE	1040	Real Estate Prin. Prac. and Law	4
#	REE	2180	FREAB Licensed Residential Appraisal Course	5
#	BAN	1251	Real Estate Finance	3
+#	MAR	2011	Marketing.....	3
#	MKA	2511	Principles of Advertising	3

ELECTIVES..... 4

TOTAL DEGREE HOURS..... 64

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

**BUSINESS DATA PROCESSING
CERTIFICATE (DP-CT)**

Advisers for this program are located in the James R. Asbell
Business Building

PRIMARY ADVISERS: Jerome Tidwell (ext. 2845), Tom Hoskins (ext. 2844), Jerry Williams (ext. 2848), Adria Peaden (ext. 2842)

PROGRAM GOAL: The purpose of this program is to provide students with an opportunity to enter the field of information technology as entry level computer operators.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I.....	3
+#	QMB	1001	College Business Math or	
+*	MAT	1033	Intermediate Algebra.....	3

MAJOR COURSES

	OST	1101	Keyboarding & Doc. Processing I.....	3
	GEB	1011	Introduction to Business.....	3
*	ACG	2001	Financial Accounting I.....	3
	CGS	1570	Microcomputer Applications.....	3
	CGS	1000	Intro. to Data Processing.....	3
	COP	1332	Intro to Visual Basic.....	3
#	MNA	1100	Human Relations.....	3
#	CTS	1261	Excel.....	3

ELECTIVES3

TOTAL DEGREE HOURS33

**CERTIFIED NURSING ASSISTANT
(CNA-VC)**

Advisers for this program are located at the Gulf/Franklin Center in
Port St. Joe

PRIMARY ADVISERS: Sharon Milner (ext. 5521), Debbie Brzuska (ext. 5515), Ruthie Rhodes (ext. 5510)

PROGRAM GOAL: This certificate program is designed to provide the education and skill level necessary to qualify for the state Certified Nursing Assistant exam. The two courses for this training (165 clock hours) are available only at the Gulf Franklin Center in Port St. Joe, Florida. The core lecture classes are offered as hybrid (distance education).

Admission Requirements:

- Apply to Gulf Coast Community College.
- Provide high school and college transcripts.
- Submit an application to the CNA program at the Gulf Franklin campus.
- Submit active, satisfactory scores on the TABE examination or equivalent CPT scores. TABE tests are given at the GFC and the main campus sites.

After Conditional Acceptance:

- Satisfactory fingerprint/criminal background check
- Copy of current Certification in CPR for Health Care Providers
- Completion of physical examination (with satisfactory results), including copy of immunization form.

MAJOR COURSES

*=	HCP	0001	Health Careers Core.....	3v
*=	HCP	0120C	Basic Nursing Care.....	2.5v

TOTAL VOCATIONAL HOURS.....5.5v

After completion of the CNA program, students have options of applying for admittance, and if accepted, carrying forward credit from the two CNA courses into the Practical Nurse Certificate (PN) program.

**CIVIL ENGINEERING TECHNOLOGY
(CIVL-AAS)**
Advisers for this program are located in the Technology Building
PRIMARY ADVISER: Jim Vandervest (ext. 5886)

PROGRAM GOAL: The Civil Engineering Technology program provides students with the skills and knowledge required to enter the field of civil engineering as a technologist or a technician. The focus of this program is in the areas of structural analysis, site development and surveying. Primary emphasis is placed on structural design and analysis of steel, concrete and timber structures with certification by the American Concrete Institute (ACI) as a Concrete Field Testing Technician – Grade I. In addition, students use topographic surveying equipment and global positioning system (GPS) satellite receivers to define property boundaries, highway rights of way, parking lots, retention ponds, residential developments and elevations. Further emphasis is placed on site investigation, soil foundation design, soil properties, stress, settlement, compaction, and stabilization of soils. Students also become proficient in computer aided design with AutoCAD™.

GENERAL EDUCATION COURSES Cr. Hrs

+*	ENC	1101	English I	3
+*	ENC	2210	Technical Writing	3
+	MAC	1105	College Algebra	3
			PSY 2012/SGY 2000 Psychology/Sociology	3
			Humanities Elective	3

MAJOR COURSES

	EGS	1001	Intro. to Engineering	1
+	MAC	1114	Plane Trigonometry	3
	EGS	1110C	Engineering Drawing	3
	BCN	1230	Materials and Methods	3
	CGS	1570	Microcomputer Applications	3
+	ETD	1320	AutoCAD	3
+	ETG	2502	Statics	3
+	ETG	2530	Strength of Materials	3
#	BCT	1040	Blueprint Reading	3
	BCT	2770	Constructing Estimating	3

General Option

General Education Courses	15
Major Courses	28

+	MAC	1140	Pre-Calculus Algebra	3
+	PHY	2053	College Physics	3
	PHY	2053L	College Physics Lab	1
+	CHM	1040	Fundamentals of Chemistry	3
+#	EET	1015C	AC & DC Circuits I	4
#	ETI	1411	Manufacturing Processes I	3
#	ETI	1420	Manufacturing Processes II	3

TOTAL DEGREE HOURS63

Site Development Option

General Education Courses	15
Major Courses	28

#	ETC	2450	Concrete Design	3
#	ETC	2450L	Concrete Design Lab	1
+	SUR	2101	Surveying and Measurements	3
	SUR	2101L	Surveying/Measurements Lab	1
	ETC	2213	Eng. Prop. of Soils	3
	ETC	2213L	Eng. Prop. of Soils Lab	1
+	CGN	2327L	Civil Eng Graphics Lab	1
#	SUR	2533C	Introduction to GPS	3
	TAR	1120	Architectural Drafting	1
	TAR	1120L	Architectural Drafting Lab	3

TOTAL DEGREE HOURS63

**COMPUTER ENGINEERING
TECHNOLOGY (CE-AAS)****Advisers for this program are located in the Technology Building****PRIMARY ADVISER:** Wendy Payne (ext. 3350)

In this program, students gain broad-based knowledge by integrating technical coursework with general education in preparation for a variety of technology career positions. Computer technicians are hands-on, make-it-happen professionals trained to use specialized test equipment, system documentation, networking equipment, and PC hardware and software. Graduates build, install, test, evaluate and maintain electronic systems, computer systems, software systems, telecommunication systems and computer networks. Students are prepared to pursue positions such as technical field service, computer installation and support, software engineering technician, manufacturing, technical sales, wide area and local area network installation and network administration. Computer and networking elements of this program are based upon industry standard CompTIA certification training (A+, Network+, Security+) providing the student with a well rounded vendor-neutral educational experience. A strong emphasis is placed on working collaboratively in a team environment, effective communications and cultivating good customer service skills.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English Composition I.....	3
	EUH	1000	Western Civilization I or	
	EUH	1001	Western Civilization II.....	3
+*	MAC	1105	College Algebra I.....	3
+			Humanities Elective.....	3
			PSY 2012/SYG 2000 Psychology/Sociology.....	3

MAJOR COURSES**Computer & Electronics Core Classes**

	CGS	1103	IT Project Management.....	3
	CET	1175	Customer Support Fundamentals.....	3
+	CET	1114C	Digital and Computer Circuits.....	4
+#	EET	1015C	AC & DC Circuits I.....	4
	CGS	1570	Microcomputer Applications.....	3
	COP	1332	Introduction to Visual Basic.....	3
+#	EST	2542C	Programmable Logic Controllers.....	4
+#	CET	2485	Networking Essentials + (Network +).....	3
+#	CET	2173C	Microcomputer Systems (A+ Hdwr).....	4
+#	CET	1514	Desktop Operating Sys (A+ Software).....	3
+#	CET	1610C	Router Technology.....	4
+#	CET	2722C	Windows 2003 Servers.....	4
+#	CET	1660	Comp & Network Security (Security +).....	3
	ETG	2949	Computer Engineering Co-op.....	3
			Approved Elective.....	1

TOTAL DEGREE HOURS.....64

Please refer to the degree plan outlined below to determine what classes are typically offered in the fall and spring. This degree plan reflects a student attending classes full-time, however, it is possible to earn this degree while attending GCCC on a part-time basis.

Semester 1 (Fall – August)

ENC	1101	English Composition I.....	3
CET	2173C	Microcomputer Systems.....	4
EET	1015C	AC & DC Circuits I.....	4
CET	1114C	Digital and Computer Circuits.....	4
CGS	1570	Microcomputer Applications.....	3
			18

Semester 2 (Spring – January)

CET	2542	Programmable Logic Controllers.....	4
MAC	1105	College Algebra.....	3
CET	2485C	Networking Essentials + (Network +).....	3
COP	1332	Visual Basic.....	3
CET	1514	Desktop Operating Systems (A+ Software).....	3
			16

Semester 3 (Fall – August)

Elective		PSY2012 or SYG 2000.....	3
		Approved Elective.....	3
EUH	1000	Western Civilization I or	
EUH	1001	Western Civilization II.....	3
CET	1660	Computer and Network Security.....	3
CET	1175	Customer Support Fundamentals.....	3
			15

Semester 4 (Spring – January)

CET	1610C	Router Technology.....	4
CET	2722C	Windows 2003 Servers.....	4
CGS	1103	IT Project Management.....	3
		Computer Engineering Co-op.....	3
		Approved Elective.....	1
			15

TOTAL DEGREE HOURS.....64

COMPUTER PROGRAMMING AND ANALYSIS (COMP-AAS)

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISERS: Jerome Tidwell (ext. 2845), Rhonda Barker (ext. 2841), Adria Peaden (ext. 2842), Tom Hoskins (ext. 2844), Jerry Williams (ext. 2848)

PROGRAM GOAL: The purpose of this program is to prepare students for immediate employment in the field of information technology. Students who graduate from this program would typically work as entry level programmers or as application specialists.

GENERAL EDUCATION COURSES Cr. Hrs

+*	ENC	1101	English I.....	3
+*	ENC	1102	English II.....	3
			Humanities	3
+	BSC	1005	General Biological Science.....	3

MAJOR COURSES

	GEB	1011	Introduction to Business	3
*	ACG	2001	Financial Accounting I.....	3
+*	ACG	2011	Financial Accounting II.....	3
	CGS	1570	Microcomputer Applications.....	3
	CGS	1000	Intro. to Data Processing.....	3
#	MNA	1100	Human Relations.....	3
+#	OST	2335	Business Communications.....	3
	COP	1332	Visual Basic.....	3
	QMB	1001	College Business Math OR	
	MAT	1033	Intermediate Algebra.....	3

Programming Option

+	COP	2120	COBOL Programming.....	3
	COP	2224	Intro to C++ Programming.....	3
	COP	2250	Java Programming.....	3
+	CIS	2321	Systems Analysis Design.....	3
+#	COP	2121	Advanced COBOL OR	
	COP	2333	Advanced Visual Basic.....	3

Electives6

Small Business Applications Option

3#	CET	2485	Networking Essentials Plus.....	3
+#	CTS	1261	Excel.....	3
+	CGS	1544	DataBase Mgt w/MS Access.....	3
+	OST	1856	Word Proc. w/MS Word.....	3
	ACG	2450	Basic Computer Augmented Acct.....	3

Electives6

TOTAL DEGREE HOURS63

COMPUTER INTEGRATED MANUFACTURING TECHNOLOGY (CIM-AAS)

Advisers for this program are located in the Technology Building

PRIMARY ADVISER: Dean Eavey (ext. 4868)

PROGRAM GOAL: This program specializes in computer integrated manufacturing automation with emphasis on computer-controlled systems for manufacturing, simulation, and theme park industries. Graduates work as systems integrators, robotics technicians, industrial programmers, process control engineers, field service engineers, industrial sales, and as industrial maintenance technician. The program includes courses in electronic fundamentals, computer programming, industrial computers, robotics, process control, manufacturing, and fluid power contr 1.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English Composition I.....	3
+	ENC	1102	English Composition II.....	3
+*	MAC	1105	College Algebra I.....	3
+			Humanities Elective.....	3
			PSY 2012/SYG 2000 Psychology/Sociology.....	3

MAJOR COURSES**Computer & Electronics Classes**

+	EET	1015C	AC & DC Circuits I	4
+#	CET	1114C	Digital and Computer Circuits	4
+#	EET	1141C	Electronic Devices and Circuits I	4
	CGS	1570	Microcomputer Applications	3
	COP	1332	Introduction to Visual Basic.....	3
+#	EST	2542C	Programmable Logic Controllers.....	4
+#	CET	2485	Networking Essentials Plus.....	3

Computer Integrated Manufacturing Technology Classes

+#	EET	2280	Data Acquisition & Control Sys.....	4
+#	EST	2535C	Process Control/Instrumentation	4
+#	EST	2700C	Electro-Hydraulics//Pneumatics.....	3
+#	EST	2511C	Motor & Motion Control	4
+#	EST	2603C	Robotics	4
+#	EST	2650C	Industrial Networking.....	3
			Approved Technical Elective	2

TOTAL DEGREE HOURS64

Please refer to the degree plan outlined below to determine what classes are typically offered in the fall and spring. This degree plan reflects a student attending classes full-time, however, it is possible to earn this degree while attending GCCC on a part-time basis.

Semester 1 (Fall – August)

ENC	1101	English Composition I.....	3
MAC	1105	College Algebra.....	3
EET	1015C	AC & DC Circuits I.....	4
CET	1114C	Digital and Computer Circuits.....	4
CGS	1570	Microcomputer Applications.....	3

Semester 2 (Spring – January)

ENC	1102	English Composition II or	
ENC	2210	Technical Writing.....	3
EET	2141C	Electronic Devices	4
EST	2542C	Programmable Logic Controllers	4
CET	2485C	Networking Essentials + (Network +).....	3
COP	1332	Introduction to Visual Basic	3
			17

Semester 3 (Fall – August)

Elective		Social Sciences PSY2012 or SYG 2000	3
Elective		Humanities (see Catalog for listing)	3
EET	2280	Data Acquisition & Control Systems	4
EST	2700C	Hydraulics and Pneumatics Control	3
EST	2511C	Motor and Motion Control.....	4
			17

Semester 4 (Spring – January)

EST	2603C	Robotics.....	4
EST	2535C	Process Control and Instrumentation.....	4
EST	2650C	Industrial Networking	3
		Approved Technical Elective	2
			14

Total Degree Hours64

CRIMINAL JUSTICE TRAINING ACADEMY CORRECTIONAL OFFICER CERTIFICATION - VOCATIONAL CERTIFICATE (COROF - VC)
Advisers for this program are located in the Public Safety Division at the North Bay Center in Southport and at the Gulf Franklin Center in Port St. Joe

PRIMARY ADVISERS: Lorne Brooks (ext. 5604), Sharon Burdeshaw (ext. 5511), Beth Wall (ext. 5612)

PROGRAM GOAL: The purpose of this program is to prepare students for employment as correctional officers. The program includes courses mandated for certification as a correctional officer. Students who graduate from this program would typically work as correctional officers within a county or state correctional facility. Upon completion of this program, students are eligible to take the state certification correctional officer examination. (NOTE: Must be 19 years of age by date of employment).

PROGRAM ADMISSIONS REQUIREMENTS

This is a restricted entry program based upon special admission requirements established by the Florida Department of Law Enforcement, the Criminal Justice Training Academy, and the Department of Education. Uniforms are required in this Academy structured program. Class size is limited. Students should obtain an academy application package from the Criminal Justice Training Academy well in advance of program start date. Admission requirements include the following:

- Citizen of the United States.
- High School diploma or GED (transcript required).
- Not discharged from Armed Forces under dishonorable conditions.
- Good moral character and NOT have been convicted of a felony or any misdemeanor involving lying or perjury.
- Physical examination by licensed physician, nurse practitioner or physician's assistant attesting capability of performing essential functions of the officer position
- Submit to and pass background investigation.
- Passing score on Florida Basic Abilities Test.

All courses in this program must be completed for certificate. A grade of 80% or higher is required to pass each course. Academy classes have specific attendance policies that may differ from the general GCCC attendance policy. For specifics, contact the program manager or the academy recruit manual.

MAJOR COURSES **Cr. Hrs.**

ALL OF THE FOLLOWING COURSES ARE REQUIRED FOR CERTIFICATION

=	CJD	0770	C.O. Legal I	1.5v
=	CJD	0771	C.O. Legal II	1.0v
=	CJD	0772	C.O. Communications	1.5v
=	CJD	0773	C.O. Interpersonal Skills I.....	2.0v
=	CJK	0050C	CMS Defensive Tactics	3.0v
=	CJK	0040C	CMS Firearms.....	3.0v
=	CJD	0752	C.O. Facility Operations.....	2.0v
=	CJD	0750	C.O. Interpersonal Skills II.....	1.5v
=	CJD	0741	Emergency Prep. in Corr. Inst	1.0v
=	CJK	0031C	CMS First Aid for Criminal Justice Officers.....	1.5v
=	CJD	0939	C.O. Capstone.....	0.5v

TOTAL CERTIFICATE HOURS18.5v

After completing the correctional officer training and passing the state examination, students may continue their education by completing the Associate of Applied Science degree in Criminal Justice Technology.

CRIMINAL JUSTICE TRAINING ACADEMY

CRIME SCENE TECHNOLOGY

A.A.S. DEGREE (CST-AAS)

Advisers for this program are located in the Public Safety Division at the North Bay Center in Southport

PRIMARY ADVISER: Steve Brumm (ext. 5603)

PROGRAM GOAL: The purpose of this program is to prepare students for employment and advancement as practitioners of crime scene technology. Individuals who want to go on to become forensic scientists may select the math and science electives to help meet the entry requirements for other colleges and universities. Graduates would typically work with local, county and state law enforcement agencies but could also use these skills in the private investigations field. There are specific entry requirements for this program that are explained on the specific certificate pages of this catalog

ADMISSIONS REQUIREMENTS:

Admissions requirement include the following:

- Citizen of United States.
- High School diploma or GED (transcript required).
- Not discharged from the armed forces under dishonorable conditions.
- Good moral character, not have been convicted of any felony or a misdemeanor involving false swearing or perjury.
- Submit to and pass a background investigation to include a fingerprint check

GENERAL EDUCATION REQUIREMENTS

+*	ENC	1101	English I.....	3
+*	ENC	1102	English II (or)	
+*	ENC	2210	Technical Writing.....	3
	POS	2041	Amer Nat Gov.....	3
			Math Elective (#QMB 1001 or higher).....	3
+*			Humanities Elective.....	3
	PSY	2012/SYG 2000	Psychology/Sociology.....	3

MAJOR COURSES

#	Crime Scene Technology Certificat	28
*	Computer Usage Elective.....	3

ELECTIVES (Approved by Adviser).....15

RECOMMENDED ELECTIVES

	CCJ	1010	Introduction to Criminology	3
	CCJ	1020	Introduction to Criminal Justice.....	3
	CJL	2100	Criminal Law.....	3
	CJL	2130	Evidence	3
	# FFP	1610	Fire Cause and Arson Detection.....	3
	# FFP	2401	Hazardous Materials I.....	3
	# FFP	2402	Hazardous Materials II	3
+*	BSC	1005	General Biological Science.....	3
+*	BSC	1005L	General Biological Science Lab	1
+*	BSC	2085	Human Anatomy and Physiology I.....	3
+*	BSC	2085L	Human Anatomy and Physiology I Lab ..	1
+*	CHM	1032	General,Organic,Biochemistry	3
	CHM	1032L	General, Organic, Biochemistry Lab	1
	STA	2023	Statistics.....	3
+*	PHY	1023	Survey of General Physics	3

TOTAL PROGRAM CREDIT HOURS.....64

**CRIMINAL JUSTICE TRAINING ACADEMY
CRIME SCENE TECHNICIAN
COLLEGE CREDIT CERTIFICATE
(CST-CCC)**

Advisers for this program are located in the Public Safety Division at the North Bay Center in Southport

PRIMARY ADVISER: Steve Brumm (ext. 5603)

PROGRAM GOAL: The purpose of this program is to prepare individuals to work as an entry level crime scene technician. Students would typically find employment in a local, county, or state law enforcement agency.

PROGRAM ADMISSIONS REQUIREMENTS

This is a restricted entry program based upon special requirements needed to work for a Law Enforcement Agency.

- Citizen of United States.
- High school diploma or GED (transcript required).
- Not discharged from Armed Forces under dishonorable conditions.
- Good moral character and NOT have been convicted of a felony, or any misdemeanor involving lying or perjury.
- Submit to and pass background investigation to include a fingerprint check.

All courses must be satisfactorily completed to receive the certificate.

MAJOR COURSES **Cr. Hrs.**

ALL OF THE FOLLOWING COURSES ARE REQUIRED FOR CERTIFICATION

#	CJT	1110	Intro to Crime Scene Tech	3
+#	CJT	1111	Advanced Crime Scene Tech.....	3
#	CJT	1220	Crime Scene Photography I	3
+#	CJT	1221	Crime Scene Photography II.....	3
#	CJT	2112	Crime Scene Safety	2
#	CJT	2113	Courtroom Presentation of Scientific Evidenc	3
#	CJT	2141	Intro to Forensic Science.....	3
#	CJT	2240	Fingerprint Classification	3
+#	CJT	2241	Latent Fingerprint Development.....	3
+#	CJT	2260	Biological Evidence	2

TOTAL CERTIFICATE HOURS28

**CRIMINAL JUSTICE TRAINING ACADEMY
CRIMINAL JUSTICE TECHNOLOGY
A.A.S. DEGREE (CJT-AAS)**

Advisers for this program are located in the Public Safety Division at the North Bay Center in Southport and at the Gulf Franklin Center in Port St. Joe

PRIMARY ADVISERS: John Ammons (ext. 5613), Steve Brumm (ext.5603), Lorne Brooks (ext.5604), Sharon Burdeshaw (ext. 5511), Beth Wall (ext. 5612)

PROGRAM GOAL: The purpose of this program is to prepare students for employment and advancement as practitioners in law enforcement and corrections. This program awards credit for successful completion of Florida Basic Standards and for passing the State Officer Certification Examination. Students who graduate from this program would typically work as municipal, county or state law enforcement officers, or county or state correctional officers. The Basic Standards programs have particular admissions and graduation requirements that are explained on their specific pages. (NOTE: Must be 19 years of age by date of employment).

ADMISSIONS REQUIREMENTS

Admission requirements include the following:

- Citizen of United States.
- High School diploma or GED (transcript required).
- Not discharged from Armed Forces under dishonorable conditions.
- Good moral character and NOT have been convicted of a felony, or any misdemeanor involving lying or perjury.
- Physical examination by licensed physician, nurse practitioner or physician's assistant attesting capability of performing essential functions of the officer position
- Submit to and pass background investigation.
- Passing score on Florida Basic Abilities Test.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*ENC	1101	English I	3
+*ENC	1102	English II or	
+*ENC	2210	Technical Writing.....	3
POS	2041	Amer. Nat. Gov.....	3
+*Math Elective (QMB 1001 or higher)			3
+*Humanities Elective			3
PSY 2012/SYG 2000 Psychology or Sociology.....			3

TOTAL GENERAL EDUCATION HOURS18

Correctional Officer Option

CORE/ELECTIVE COURSES **Cr. Hrs.**

COBS (with passing SOCE) 12	
Computer Usage Elective.....	3
Approved Management/Supervision Elective	9
CJD, CJT,CCJ or other approved Electives.....	22

TOTAL CORE/ELECTIVE HOURS.....46

Law Enforcement Option

CORE/ELECTIVE COURSES **Cr. Hrs.**

LEBS (with passing SOCE).....	15
Computer Usage Elective.....	3
CJD, CJT, or CCJ Electives	28

TOTAL CORE/ELECTIVE HOURS.....46**Crime Scene Technology Option**

#Crime Scene Technology Certificat	28
Computer Usage Elective.....	3
*Electives (Approved by Adviser).....	15

TOTAL CORE/ELECTIVE HOURS.....46**TOTAL PROGRAM CREDIT HOURS.....64**

COBS and LEBS refer to State of Florida Correctional and Law Enforcement Officer certifications training programs. SOCE refers to the State Officer Certification Examination related to those programs. All other training programs will be evaluated by designated Adviser on an individual basis.

**CRIMINAL JUSTICE TRAINING ACADEMY
LAW ENFORCEMENT AUXILIARY
OFFICER CERTIFICATE (LEAUX-VC)**

Advisers for this program are located in the Public Safety Division at the Gulf/Franklin Center in Port St. Joe.

PRIMARY ADVISER: Sharon Burdeshaw (ext. 5511)

PROGRAM GOAL: The purpose of this program is to prepare students for volunteer work as auxiliary law enforcement officers. The program includes courses mandated for certification as an auxiliary law enforcement officer. Students who graduate from this program would typically work as auxiliary officers with municipal, county, or state law enforcement agencies. A certificate in "Prerequisite Auxiliary Law Enforcement Officer" will be awarded upon the completion of CJD 0001, CJD 2254 or CJK 0031C. Students wishing to become auxiliary law enforcement officers then have the option of completing training at the Academy or with the law enforcement agency of their choice. (NOTE: Must be 19 years of age by date of employment).

ADMISSIONS REQUIREMENTS

Admission requirements include the following:

- Citizen of United States.
- High School diploma or GED (transcript required).
- Not discharged from Armed Forces under dishonorable conditions.
- Good moral character and NOT have been convicted of a felony, or any misdemeanor involving lying or perjury.
- Physical examination by licensed physician, nurse practitioner or physician's assistant attesting capability of performing essential functions of the officer position
- Submit to and pass background investigation.
- Passing score on Florida Basic Abilities Test, within 2 years of course start date.

All courses in this program must be completed for certificate. A grade of 80% or higher is required to pass each course. Academy classes have specific attendance policies that may differ from the general GCCC attendance policy. For specifics, contact the program manager or the academy recruit manual.

MAJOR COURSES	Cr. Hrs.
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= CJD 0001 L.E. Auxiliary Office	2.0v
¹ = CJK 0031C CMS First Aid for Criminal Justice Officers.....	1.5v
¹ = CJK 0421 Dart-Firing Stun Gun.....	0.2v

ELECTIVES

¹ = CJK 0020C LE CMS Vehicle Operations	0.5v
¹ = CJK 0040C CMS Criminal Justice Firearms	3.0v
¹ = CJK 0050C CMS Criminal Justice Defensive Tactics.....	3.0v

TOTAL CERTIFICATE HOURS10.2v

¹May be used toward part of the Law Enforcement Academy or Correctional Officer Academy.

Completion of the major courses constitutes a certificate in "Prerequisite Auxiliary Law Enforcement Officer." Completion of major courses plus electives constitutes a certificate in "Auxiliary Law Enforcement Office."

**CRIMINAL JUSTICE TRAINING ACADEMY
LAW ENFORCEMENT OFFICER CERTIFICATION
VOCATIONAL CERTIFICATE (LEOF-VC)**
Advisers for this program are located in the Public Safety Division
at the North Bay Center in Southport

PRIMARY ADVISER: John Ammons (ext. 5613)

PROGRAM GOAL: The purpose of this program is to prepare students for employment as a law enforcement officer. This program includes courses mandated for law enforcement certification with the state of Florida. Students who graduate from this program would typically work as municipal, county, or state law enforcement officers. Courses within this program can also be used toward certification as a law enforcement officer. (NOTE: Must be 19 years of age by date of employment).

ADMISSIONS REQUIREMENTS

Admission requirements include the following:

- Citizen of United States.
- High School diploma or GED (transcript required).
- Not discharged from Armed Forces under dishonorable conditions.
- Good moral character and NOT have been convicted of a felony, or any misdemeanor involving lying or perjury.
- Physical examination by licensed physician, nurse practitioner or physician's assistant attesting capability of performing essential functions of the officer position
- Submit to and pass background investigation.
- Passing score on Florida Basic Abilities Test.

All courses in this program must be completed for certificate. A grade of 80% or higher is required to pass each course. Academy classes have specific attendance policies that may differ from the general GCCC attendance policy. For specifics, contact the program manager or the academy recruit manual.

MAJOR COURSES

Cr. Hrs.

=	CJK	0006	L.E. CMS Intro & the Law.....	2.0v
+=	CJK	0010	L.E. CMS Human Issues.....	1.5v
=	CJK	0015	L.E. CMS Communications	2.5v
+=	CJK	0020C	L.E. CMS Vehicle Operations	1.5v
+=	CJK	0031C	CMS First Aid for CJ Officer	1.5v
=	CJK	0040C	CMS Firearms.....	3.0v
=	CJK	0050C	CMS Defensive Tactics	3.0v
+=	CJK	0060	L.E. CMS Patrol Operations	2.0v
+=	CJK	0070	L.E. CMS Investigations	2.0v
+=	CJK	0075	L.E. CMS Investigation of Offenses	1.5v
+=	CJK	0080	L.E. CMS Traffic Stop	2.0v
+=	CJK	0085	L.E. CMS Traffic Crash Investigations.....	1.0v
+=	CJK	0090	L.E. CMS Tactical Apps.....	2.0v
=	CJK	0421	Dart-Firing Stun Gun.....	0.2v

TOTAL CERTIFICATE HOURS25.7v

**CULINARY MANAGEMENT
(CHEF-AAS)**

Advisers for this program are located in the Rosenwald Classroom Building

PRIMARY ADVISERS: Paul Ashman (ext. 5852), Billy Redd (ext. 3349), Richard Stewart (ext. 3839)

PROGRAM GOAL: This program seeks candidates who are individually motivated and committed to a career in the food service profession. This program is accredited by the American Culinary Federation Foundation - Accrediting Commission. (ACFFAC)

ADMISSION REQUIREMENTS

The following requirements must be completed:

- A. Application to the college.
- B. Letter of application explaining why you wish to enter the food service industry. It is important to detail background and experience and to state why Gulf Coast Community College was selected.
- C. Make an appointment for personal interview with the program director. Out-of-state students may delay this interview but must complete the interview prior to start of classes.

RETENTION REQUIREMENTS

- A. A student must maintain a grade of "C" in each of the culinary courses in order to continue in the program. An overall "C" average is required for program completion.

GENERAL EDUCATION COURSES

Cr. Hrs.

+*	ENC	1101	English I.....	3
+	BSC	1005	General Biological Science.....	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
+			Humanities	6

MAJOR COURSES:

#	FOS	2201	Food Service San. and Safety.....	2
#	FSS	1202C	Basic Food Preparation.....	3
#	FSS	1063C	Food Specialties -Baking.....	3
#	FSS	1002	Introduction to Hospitality OR GEB 1011 Introduction to Business OR Culinary Elective ..	3
+#	HFT	2840C	Dining Room Operations	3
+#	FSS	2224L	Advanced Food Preparation	3
#	FSS	1105	Food Purchasing	2
+#	FSS	2380	Practicum I - Restaurant.....	3
+#	FSS	2381	Practicum II - Kitchen.....	3
#	FSS	1942	Culinary Externship	1
#	HUN	1001	Survey of Nutrition	2
+#	FSS	1248L	Food Spec. -Garde Manger I.....	3
+#	FSS	2240L	Food Spec -World Cuisines.....	3
+#	HFT	2264C	Banquet & Convention Mgmt.....	3
#	FSS	2382L	Practical Exam	1
+#	FSS	2065L	Food Spec. -Pastry	2
#	HFT	1860	Beverage Mgmt	3
+#	QMB	1001	College Bus. Math.....	3
#	FSS	2243C	Meat Fabrication.....	3

TOTAL DEGREE HOURS64

**DENTAL ASSISTING CERTIFICATE
(DENTA-VC)**

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISERS: Laurie Womble (ext. 5842) and Tamsi Casey (ext. 5802)

PROGRAM GOAL: The purpose of this program is to provide students with the educational background and clinical competencies necessary in the field of dental assisting. The program is accredited by the Commission on Accreditation of the American Dental Association. After successful completion of the program, graduates are eligible to take the Dental Assisting National Board Examination (DANB) for certification. This certificate program is available through the following options:

TRADITIONAL ON-CAMPUS INSTRUCTION:

The program can be completed in three semesters as a full-time student, or longer as a part-time student.

NON-TRADITIONAL DENTAL OUTREACH:

Dental Education Alternate Learning (DEAL) - Through this unique, individualized approach, the entire certificate program is available via video tape, web classes, and instructional guides. Students may enroll in one or more courses and attend designated evenings or Saturday classes.

NOTE: Students may complete the program by combining both approaches to course enrollment.

To apply for this program of study, students should obtain a program application packet from the Division of Health Sciences or the Internet web page containing a current listing of admission and course requirements.

ADMISSIONS:**Provisional Admission Requirements:**

- A. Application to Gulf Coast Community College.
- B. Application to dental assisting program which includes:
 1. Application form.
 2. TABE Test Scores (Successful completion of TABE is required for graduation.).
 3. Transcripts - High school and college. Students must have all college transfer credits evaluated by the Office of Admissions and Records. It is the student's responsibility to see that this is done.
- C. High School diploma or GED.

Requirements after Provisional Acceptance

- A. Report of Vaccination History to include:
 - Hepatitis B vaccine series or signed waiver
 - PPD Mantoux/TB Test: annually (May require chest radiograph if previously positive PPD Mantoux/TB test)
 - MMR
 - Tetanus (every 10 years)
- A. Copy of current Cardiopulmonary Resuscitation (CPR) certificate.
- B. HIV Saliva test required for clinical rotation at military sites.

MAJOR COURSES

=*	DEA	0020C	Pre-Clinical Procedures	6v
=*#	DEA	0132	Dental Nutrition	1v
*#	DEA	0134	Introductory Pharmacology/ Dental Office Emergencies.....	2v
*#	DEA	0135	Introduction to Microbiology	1v
=+*	DEA	0800L	Clinical Practice I.....	1.5v
=+*	DEA	0801	Clinical Practice II.....	2v
=+*	DEA	0801L	Clinical Practice II Lab	6v
=+*	DEA	0850L	Clinical Practice III	6.5v
=*	DES	0502	Dental Practice Management.....	1v
=*	DES	0840	Dental Health Education	1v
*#	DES	1000	Dental Anatomy.....	2
*#	DES	1010	Head and Neck Anatomy	2
*#	DES	1100C	Dental Materials.....	3
*#	DES	1200	Radiology I	2
*#	DES	1200L	Radiology Lab I.....	1
+*#	DES	1201	Radiology II.....	1
+*#	DES	1201L	Radiology II Lab.....	1
*#	DES	1320	Basic Comm. and Human Rel.....	1
*#	DES	1400	Anatomy and Physiology	2
*	DES	1830	Expanded Functions	1
+*#	DES	1830L	Expanded Functions Lab	1
*#	DEH	1400	Oral Pathology	2

TOTAL CREDIT HOURS.....19

TOTAL VOCATIONAL HOURS.....28

TOTAL CERTIFICATE HOURS47

DENTAL HYGIENE**(DENTH-AS)**

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISERS: Kim Guilford (ext. 3244), Theresa Stephens (ext. 2819)

PROGRAM GOAL: The dental hygiene program is designed to assist students in developing and mastering basic clinical competencies and theoretical concepts of dental hygiene practice. Graduates will receive an A.S. degree in Dental Hygiene and will be eligible to apply for the national and state board examinations in any state. The dental hygiene program is accredited by the American Dental Association Commission on Accreditation. Students are encouraged to complete as many of the general education courses as possible, especially the science courses, prior to seeking admission into the program. Because of limited enrollment, students are encouraged to apply in the fall for the next year's class.

To apply for this program of study, students should obtain a program application packet from the Division of Health Sciences or Internet web page containing a *current* listing of admission and course requirements.

ADMISSIONS:**Provisional Admission Requirements:**

- A. Application to Gulf Coast Community College.
- B. Application to dental hygiene program (must be completed by March 15th) which includes:
 1. Application form.
 2. Computerized Placement Test Scores (CPT) with a minimum score of 72 on the algebra portion or achieve a grade of "C" or better in MAT0024 or higher level algebra course.
 3. Official transcripts from high school and previous college work submitted to Office of Admissions and Records and evaluated by that office
- C. Completion of prerequisite courses with a minimum grade of "C"
 1. BSC 2085 Anatomy & Physiology I
 2. BSC 2085L Anatomy & Physiology I Lab
 3. ENC 1101 English
 4. HUN 1201 Nutrition.

Applicants are selected for admission to this program by an Admissions Committee based on an objective point system computed from admission criteria.

Requirements After Provisional Acceptance:

- A. Report of Vaccination History to include:
 - Hepatitis B vaccine series
 - PPD Mantoux/TB test: annually (May require chest radiograph if previously positive PPD Mantoux/TB test)
 - MMR
 - Tetanus (every 10 years)
- B. Copy of current Cardiopulmonary Resuscitation (CPR) Certificate.
- C. HIV Saliva Test is required at the end of the fall semester of the sophomore year in preparation for clinical rotations at Eglin, Tyndall Air Force Base, or Hurlburt Field (Air Force Requirement).

GENERAL EDUCATION COURSES**Cr. Hrs.**

+*	ENC	1101	English I.....	3
+*			Approved College Math.....	3
+*			Humanities Elective.....	3
*	HUN	1201	Principles of Nutrition.....	3

*	SYG	2000	Sociology.....	3
+*	BSC	2085	Anatomy and Physiology I.....	3
+*	BSC	2085L	Anatomy and Physiology I Lab.....	1
+*	BSC	2086	Anatomy and Physiology II.....	3
+*	BSC	2086L	Anatomy and Physiology II Lab.....	1
+*	MCB	2004	Microbiology.....	3
+*	MCB	2004L	Microbiology Lab.....	1
*	CHM	1032	Gen, Organic, Biochemistry.....	3
+*	SPC	1600	Intro. to Public Speaking.....	3

MAJOR COURSES

*#	DES	1000	Dental Anatomy.....	2
*#	DES	1010	Head and Neck Anatomy.....	2
*#	DES	1100C	Dental Materials.....	3
*#	DES	1200	Radiology I.....	2
*#	DES	1200L	Radiology I Lab.....	1
+*#	DES	1201	Radiology II.....	1
+*#	DES	1201L	Radiology II lab.....	1
+*#	DES	1830	Expanded Functions.....	1
+*#	DES	1830L	Expanded Functions Lab.....	1
*#	DEH	1002	Fundamentals of Dental Hygiene.....	3
*#	DEH	1002L	Pre-Clinical Procedures.....	3
+*#	DEH	1130	Oral Histology and Embryology.....	2
*#	DEH	1400	Oral Pathology.....	2
+*#	DEH	1800	Dental Hygiene I.....	2
+*#	DEH	1800L	Dental Hygiene Clinical I.....	5
+*#	DEH	1802C	Dental Hygiene Clinical II.....	3
*#	DEH	2300	Pharmacology.....	2
+*#	DEH	2602	Periodontics I.....	2
+*#	DEH	2702	Dental Public Health.....	2
+*#	DEH	2702L	Dental Public Health Lab.....	1
+*#	DEH	2804	Dental Hygiene III.....	2
+*#	DEH	2804L	Dental Hygiene Clinical III.....	5
+*#	DEH	2806	Dental Hygiene IV.....	2
+*#	DEH	2806L	Dental Hygiene Clinical IV.....	5

TOTAL DEGREE HOURS.....88

**DIGITAL MEDIA/MULTIMEDIA
TECHNOLOGY
(DIG-AAS)**

Advisers for this program are located in the Technology building

PRIMARY ADVISER Wendy Payne (ext. 3876)

PROGRAM GOAL: The purpose of this program is to prepare students for initial employment as a digital media/multimedia programmer, digital media/multimedia project manager, Web designer, Web developer, Web production artist, digital audio/video technician, digital media/multimedia producer, graphic animator, instructional designer, or interface designer, or to provide supplemental training for persons previously or currently employed in these or related occupations. Graduates of this certificate program could potentially obtain positions as graphic artist technicians, animation/gaming/simulation technicians/developers, digital video production technicians, or Web design technicians.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I.....	3
	PSY	2012	General Psychology.....	3
	ARH	2000	Understanding Visual Arts	
or	MUL	2010	Understanding Music	3
	MAT	1033	Intermediate Algebra	
or	QMB	1011	Business Mathematics	3
	EUH	1000	Western Civilization I or	
	EUH	1001	Western Civilization II.....	3

MAJOR COURSES

	DIG	2000	Introduction to Digital Media.....	3
+	MMC	2100	Writing for Mass Communication	3
#	ETI	1637	Intro to Technology Innovation.....	3
	GEB	1136	Foundations in e-Business.....	3
	ART	2600	Computer Imaging I	3
	CGS	1570	Microcomputer Applications.....	3
#	GRA	2156	Comp Graphics for Dig Designers I	3
#	DIG	2280	Digital Video and Sound	3
+	DIG	2302	3D Modeling and Animation	3
#	DIG	2100	Web Design I	3
	DIG	2949	Digital Media Coop Education	3
+	DIG	2580	Digital Media Portfolio	1

ELECTIVES15
(Choose any five of the following courses)

Graphic Design Technology

	ART	2601	Computer Imaging II.....	3
#	GRA	1100	Principles of Graphic Design	3
+	GRA	2121	Desktop Publishing.....	3
#	GRA	2151	Drawing Techniques for Digital Illustration.....	3
+	GRA	2157	Computer Graphics for Digital Designers II.....	3

Animation Gaming and Simulation

#	DIG	1710	Introduction to Game Development.....	3
+	DIG	2430	Storyboarding & Conceptualizing for Game Development.....	3
+	DIG	2040	Survey of Game Development.....	3
#	DIG	2300	2D Animation	3
#	EST	2542C	Programmable Logic Controllers.....	3
	ETD	1320	AutoCAD.....	3
#	EST	1603C	Projects in Robotics.....	3

Digital Video Production

#	DIG	2251	Introduction to Digital Audio.....	3
#	DIG	2205	Basic Video Editing.....	3
+	DIG	2410	Basic Scripting for Video	3
+	DIG	2284	Advanced Digital Video & Sound.....	3

Web Design

+	DIG	2101	Web Design II.....	3
	CGS	2069	Starting a Business on the Internet.....	3
	COP	2840	Internet Programming	3
	CGS	1520	Multimedia for the Web	3
	CGS	2069	Internet Marketing.....	3
	GEB	2173	e-Business Law and Ethics.....	3
	CEN	2313	Database Management Systems.....	3
+	COP	2842	Dev Websites using PHP w/MySQL	3

TOTAL DEGREE HOURS64

Please refer to the degree plan outlined below to determine what classes are typically offered in the fall and spring. This degree plan reflects a student attending classes full-time, however, it is possible to earn this degree while attending GCCC on a part-time basis.

Semester 1 (Fall – August)

ENC	1101	English Composition I.....	3
DIG	2000	Introduction to Digital Media.....	3
DIG	2100	Web Design I.....	3
CGS	1570	Microcomputer Applications	3
		Digital Media Elective.....	3
			15

Semester 2 (Spring – January)

GRA	2156	Computer Graphics for Digital Designers I..	3
ART	2600	Computer Imaging I.....	3
DIG	2250	Digital Video & Sound	3
ETI	1637	Intro to Technology Innovations	3
		Digital Media Elective.....	3
			15

Semester 3 (Fall – August)

MAT	1033	Intermediate Algebra or	
QMB	1001	College Business Mathematics.....	3
MMC	2100	Writing for Mass Communication.....	3
GET	1136	Foundations in e-Business	3
DIG	2302	3D Modeling & Animation.....	3
		Digital Media Elective.....	3
			15

Semester 4 (Spring – January)

EUH	1000	Western Civilization I or	
EUH	1001	Western Civilization II.....	3
ARH	2000	Understanding Visual Arts or	
MUL	2010	Understanding Music.....	3
		Digital Media Elective.....	3
		Digital Media Elective.....	3
DIG	2949	Digital Media Co-op	3
DIG	2580	Digital Media Portfolio	1
			16

Summer A or B

PSY	2012	General Psychology	3
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Total Degree Hours64

**DIGITAL MEDIA/MULTIMEDIA
PRODUCTION COLLEGE CREDIT
CERTIFICATE (DIG-CCC)**

Advisers for this program are located in the Technology building

PRIMARY ADVISER: Wendy Payne (ext. 3876)

PROGRAM GOAL: The purpose of this program is to prepare students for initial employment as a digital media/multimedia production technician, digital media/multimedia developer, or to provide supplemental training for persons previously or currently employed in these or related occupations. Graduates of this certificate program could potentially obtain entry positions as graphic artist technician, animation/gaming/simulation technician, digital video production technician, or Web design technician. All courses in this program can be used in pursuit of the college's Digital Media Associate of Applied Science degree.

COMBINATION of FIVE CLASSES Cr. Hrs.

Graphic Design Technology

#	GRA 1100	Principles of Graphic Design3
+#	GRA 2121	Desktop Publishing3
#	GRA 2151	Drawing Techniques for Digital Illustration3
#	GRA 2156	Computer Graphics for Digital Designers I3
+#	GRA 2157	Computer Graphics for Digital Designers II3

Animation Gaming and Simulation

#	DIG 1710	Intro to Game Development3
+#	DIG 2040	Survey of Game Development3
+#	DIG 2430	Storyboarding & Conceptualizing for Game Development3
#	DIG 2300	2D Animation3
+#	DIG 2302	3D Modeling and Animation3

Digital Video Production

#	DIG 2251	Introduction to Digital Audio3
#	DIG 2205	Basic Video Editing3
#	DIG 2280	Digital Video and Sound3
+#	DIG 2410	Basic Scripting for Video3
+#	DIG 2284	Advanced Digital Video and Sound3

Web Design

#	DIG 2100	Web Design I3
+#	DIG 2101	Web Design II3

Important Notes: It is strongly recommended that you have classes from at least two of the areas above. Each candidate for graduation of this program must submit a digital portfolio to the adviser listed above. Specific criteria for the portfolio are available from this adv ser.

TOTAL CERTIFICATE HOURS15

**DRAFTING AND DESIGN
TECHNOLOGY (DRFT-AAS)**

Advisers for this program are located in the Technology Building

PRIMARY ADVISERS: James Vandervest (ext. 5886)

PROGRAM GOAL: The purpose of this program is to prepare students for careers as drafters/designers in either architecture or industrial mechanical occupations. The program features the use of both board drawing and computer assisted drafting featuring the latest release of AutoCAD. All advanced design classes use the computer to produce the designs and working drawings. The primary goal of the program is to prepare students for employment after graduation, but many students elect to transfer to schools of architecture or engineering technology after completing the general education requirements of an A.A. degree.

GENERAL EDUCATION COURSES Cr. Hrs.

+#	ENC 1101	English I3
+#	ENC 2210	Technical Writing3
+	MAC 1105	College Algebra3
+	MAC 1114	Plane Trigonometry3
+		Humanities Elective3
	PSY 2012/SYG 2000	Psychology/Sociology3

MAJOR COURSES

	EGS 1110C	Engineering Drawing3
+	EGS 1130C	Descriptive Geometry3
	CGS 1570	Microcomputer Applications3
+#	ETD 1802C	Technical Illustration3
+	ETG 2502	Statics3
+	ETG 2530	Strength of Materials3
+	ETD 1320	Auto CAD3
+		Elective1

Major Courses

Industrial Option

#	ETD 2357	Auto Desk Inventor or3
+	ETD 2350	Advanced AutoCAD3
+#	ETD 2461	Mech. Systems Drafting1
+#	ETD 2461L	Mech. Systems Drafting Lab3
+#	ETD 2465	Jig and Fixture Design1
+#	ETD 2465L	Jig and Fixture Design Lab3
+#	ETD 2730	Industrial Drafting1
+#	ETD 2730L	Industrial Drafting Lab3
#	ETI 1411	Manufacturing Proc. I3
#	ETI 1420	Manufacturing Proc. II3
	EGS 1001	Intro. to Engineering1

Major Courses

Architectural Option

+	TAR 1120	Architectural Drafting1
+	TAR 1120L	Architectural Drafting Lab3
+#	TAR 2122	Residential Design1
+#	TAR 2122L	Residential Design Lab3
+	TAR 2154	Commercial Architecture1
+	TAR 2154L	Commercial Design Lab3
	BCN 1230	Materials and Methods3
+	ETD 2350	Advanced AutoCAD3
+	ETD 2395	CAD for Architecture3
		Elective1

TOTAL DEGREE HOURS62

**e-BUSINESS TECHNOLOGY
(EBT-AAS)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISER: Jerry Williams (ext. 2848)

This program is for individuals who desire to build a successful e-Business or develop and e-Business within their organizations. Students in e-Business develop a breadth of knowledge related to developing an e-business, including business-to-business (B2B) and business to customer (B2C) initiatives, and understanding the key e-business technologies.

Students are also introduced to a variety of topics including assessing technical infrastructure requirements, understanding the impact of evolving legal and regulatory issues, strategies for obtaining funding, management, marketing, and selling.

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I.....	3
+*	ENC	1102	English Composition II.....	3
+	BSC	1005	General Biological Science.....	3
	PSY	2012/SYG	2000 Psy/Soc.....	3
			Humanities.....	3

MAJOR COURSES

	GEB	1011	Introduction to Business.....	3
+#	QMB	1001	College Business Math.....	3
#	ACG	2001	Financial Accounting I.....	3
	CGS	1570	Microcomputer Applications.....	3
	COP	2250	JAVA Programming.....	3
#	GEB	1136	Foundations in e-Business.....	3
+#	CGS	2069	Internet Marketing.....	3
#	GEB	2138	e-Business Law and Ethics.....	3
+#	CGS	1843	Starting a Business on the Internet.....	3
+#	GEB	2139	e-Business Management.....	3
#	CGS	2820	HTML WEB Page Design.....	3
+#	CGS	2821	Advanced Web Page Design.....	3
+#	CGS	1871	Intro to Multimedia for the Web.....	3
+#	COP	2840	Internet Programming.....	3

ELECTIVES (Choose two of the following)

	ART	2600	Computer Imaging I.....	3
+#	CIS	1354	Intro to Network Security.....	3
+#	CGS	1103	Project Management.....	3
+#	CET	2485	Networking Essentials Plus.....	3

TOTAL DEGREE HOURS.....63

**EARLY CHILDHOOD
EDUCATION (CHLD-AAS)**

Advisers for this program are located in the Student Union West Building

PRIMARY ADVISER: Lynn Wallace (ext. 4821)

PROGRAM GOAL: The purpose of this program is to prepare students for careers as day care teachers, pre-kindergarten teachers, directors of day care centers, and as elementary school teacher's aides. The program is designed to teach the principles of child growth and development through a variety of classroom and laboratory experiences. Emphasis is given to observing and interpreting child behavior, as well as developing techniques for working with children. Students gain practical experience in planning and directing activities for children through practicums in local day care centers.

All Child Development Associate majors should be aware that the State of Florida requires a thorough background check by the Florida Department of Law Enforcement prior to the student entering the classroom for observations. The background check for students doing observations in the Bay County system will be initiated by GCCC. Students doing observations in other school systems must go to the district in which they will do their observations and comply with the requirements of that system. The students will be required to pay a fee for the cost of the background check.

Prior to graduation, students must successfully complete MAT0024 with a "C" or higher or must qualify for college-level mathematics (MAT1033).

GENERAL EDUCATION COURSES **Cr. Hrs.**

+*	ENC	1101	English I.....	3
	PSY	2012	Psychology.....	3
			+Humanities I or II.....	3
			Natural Science (Biological/Physical)....	3
	EUH	1000/EUH	1001 Western Civilization I/II.....	3

MAJOR COURSES

#	CHD	2220	Child Development.....	3
#	CHD	1430	Observing and Rec. Child Behavior...3	
#	CHD	1432	Learning Activities for Young Children.....	4
+#	CHD	1320	Curriculum and Guidance for Young Children.....	3
+#	CHD	1440	Early Childhood Teaching Prac.....	3
#	CHD	2450	Teacher Aide Practicum I.....	3
#	CHD	2710C	Children with Exceptionalities.....	3
	CHD	2949	Cooperative Education.....	3
#	CHD	2810C	Nutrition, Health, and Safety for Young Children.....	4
#	CHD	2803	Early Care and Education Administrative Overview.....	3
#	CHD	1382	Activities for School-Age Children...3	
#	CHD	1110	Infant Growth and Development.....	3
#	CHD	1339	Movement Activities.....	2
	CLP	1001	Human Relations.....	3
	SYG	2430	Marriage and Family Living.....	3

ELECTIVES.....2

TOTAL DEGREE HOURS.....63

ELECTRICAL APPRENTICESHIP**(APREL-VC)**

Advisers for this program are located in the Technology Building

PRIMARY ADVISER: Wendy Payne (ext. 3876) or Gary Bechler**PROGRAM GOAL:** The purpose of this program is to prepare individuals to become journeymen electricians.**MAJOR COURSES**

=	BCA 0350	Electrical Apprenticeship 1.....	3v
=	BCA0358	Electrical Internship 1.....	21v
=	BCA 0351	Electrical Apprenticeship 2.....	3v
=	BCA 0359	Electrical Internship 2.....	21v
=	BCA 0360	Electrical Internship Summer 1.....	18v
=	BCA 0352	Electrical Apprenticeship 3.....	3v
=	BCA 0361	Electrical Internship 3.....	21v
=	BCA 0353	Electrical Apprenticeship 4.....	3 v
=	BCA 0362	Electrical Internship 4.....	21v
=	BCA 0363	Electrical Internship Summer 2.....	18v
=	BCA 0354	Electrical Apprenticeship 5.....	3v
=	BCA 0364	Electrical Internship 5.....	21v
=	BCA 0355	Electrical Apprenticeship 6.....	3v
=	BCA 0365	Electrical Internship 6.....	21v
=	BCA 0366	Electrical Internship Summer 3.....	18v
=	BCA 0356	Electrical Apprenticeship 7.....	3v
=	BCA 0367	Electrical Internship 7.....	21v
=	BCA 0357	Electrical Apprenticeship 8.....	3v
=	BCA 0368	Electrical Internship 8.....	21v
=	BCA 0369	Electrical Internship Summer 4.....	18v
=	BCA 0340	Electrical Apprenticeship 9.....	3v
=	BCA 0345	Electrical Internship 9.....	21v
=	BCA 0341	Electrical Apprenticeship 10.....	3v
=	BCA 0346	Electrical Internship 10.....	21v
=	BCA 0347	Electrical Internship Summer 5.....	18v

TOTAL VOCATIONAL HOURS..... 330 v**ELECTRONICS ENGINEERING****TECHNOLOGY (ELEC-AS)**

Advisers for this program are located in the Technology Building

PRIMARY ADVISERS: Dean Eavey (ext. 4868)**PROGRAM GOAL:** This program prepares a student for various electronics careers working in the areas of electronics circuits prototyping, audio and video systems, communications, fiber optics, medical electronics, computers and networking, instrumentation, technical sales, etc. Technicians design, build modify, install, troubleshoot, calibrate, and maintain electronic systems.**GENERAL EDUCATION COURSES** **Cr. Hrs.**

+	*	ENC	1101	English Composition I.....	3
		ENC	1102	English Composition II.....	3
		MAC	1105	College Algebra.....	3
		MAC	1114	Plane Trigonometry.....	3
+				Humanities Elective.....	3
				PSY 2012/SYG 2000 Psy/Soc.....	3

MAJOR COURSES**Computer & Electronics Core Classes**

+	#	ETI	1637	Intro to Technology Innovation.....	3
+		EET	1015C	AC & DC Circuits I.....	4
+		CET	1114C	Digital & Computer Circuits.....	4
+		EET	1141C	Electronic Devices.....	4
#		CGS	1570	Microcomputer Applications.....	3
+	#	COP	1332	Visual Basic.....	3
+	#	EST	2542C	Programmable Logic Controllers.....	4
+	#	CET	2485	Networking Essentials Plus.....	3

Electronics Engineering Technology

+		EET	1025C	AC & DC Circuits II.....	4
+		EET	2142C	Electronic Circuits.....	4
+		CET	2123C	Microprocessor Fundamentals.....	4
+		MAC	2311	Calculus with Analytic Geometry.....	3
+		PHY	2053	College Physics I.....	3
+		PHY	2053L	College Physics I Lab.....	1
				Approved Technical Elective.....	3

TOTAL DEGREE HOURS.....68**SEMESTER 1 (Fall - August)**

ENC	1101	English Composition I.....	3
MAC	1105	College Algebra.....	3
EET	1015C	AC & DC Circuits I.....	4
CET	1114C	Digital & Computer Circuits.....	4
CGS	1570	Microcomputer Applications.....	3

17

SEMESTER 2 (Spring - January)

PSY	2012 or SYG 2000.....	3	
EET	2141C	Electronic Devices.....	4
EST	2542C	Programmable Logic Controllers.....	4
CET	2485C	Networking Essentials +.....	3
COP	1332	Visual Basic.....	3

17

SEMESTER 3 (Fall - August)

Humanities Elective 3

ENC	1102	English Composition II.....	3
MAC	1114	Plane Trigonometry.....	3
EET	1025C	AC & DC Circuits II.....	4
CET	2123C	Microprocessor Fundamentals.....	4
			17

SEMESTER 4 (Spring – January)

ETI	1637	Intro to Technology Innovation.....	3
EET	2142C	Electronic Circuits	4
MAC	2311	Calculus with Analytic Geometry	3
PHY	2053	College Physics I	3
PHY	2053L	College Physics Lab.....	1
Approved Technical Electives.....			3
			17

EMERGENCY MEDICAL SERVICES

Advisers for this program are located in the Health Sciences Division in the Technology Building

INITIAL CONTACT: Craig Wise (ext. 3311)

PRIMARY ADVISER: Dan Finley (ext. 3315), Scott Williams (ext. 6103)

PROGRAM GOAL: Upon completion of the program, all graduates will have demonstrated the necessary knowledge, technical skill, and professional attitude and behavior to implement safe, effective and appropriate care in their roles as entry-level Emergency Medical Technician-Basics (EMT-B) or Paramedics.

INTRODUCTION: The Emergency Medical Services program is accredited by the Committee on Accreditation of Educational Programs for EMS Professionals (COAEMSP) and by the Florida Department of Health. Graduates of either the emergency medical technician (EMT) or paramedic portions of the program are eligible to apply for the state and/or the national board examinations.

The Emergency Medical Technician (EMT):

This is the beginning level in the emergency medical services (EMS) career ladder. EMTs are trained in basic life support measures including patient assessment, cardiopulmonary resuscitation (CPR), automated external defibrillation (AED), oxygen therapy, shock prevention, bandaging, splinting, spinal immobilization, and vehicle extrication. The EMT course can be completed in one semester. Application deadlines are June 1 for the fall EMT class and November 1 for the spring EMT class. Application deadlines are March 1 for the summer EMT class, June 1 for the fall EMT class, and November 1 for the spring EMT class.

The Paramedic:

This is the higher level of the EMS career ladder. Paramedics are licensed EMTs who are then trained in advanced life support measures including venipuncture, intravenous therapy, endotracheal intubation, medication administration, arrhythmia interpretation, cardioversion, and defibrillation. The Paramedic course is a three-semester program. The Paramedic course is offered once a year beginning with the fall semester and concluding after the first summer term. Application deadline is June 1.

Application process for EMT and Paramedic Program:

- A. Complete application to Gulf Coast Community College
- B. Submit high school transcripts or GED to the Office of Admissions and Records.
- C. Submit all previous college transcripts for evaluation as required by the Office of Admissions and Records.
- D. Students must be eighteen years of age or older.
- E. Submit completed EMS program application to the Health Sciences Division.
- F. Submit acceptable Computerized Placement Test (CPT) scores. Students may contact the Testing Office for dates, times, and locations of placement test.
- G. Signed statement indicating freedom from:
 1. Addiction to alcohol or any narcotic or controlled substance.
 2. Any physical or mental defect or disease that might impair the ability to function as an EMT.
- H. Proof of valid Florida driver's license.

Requirements for EMT and Paramedic after conditional acceptance:

1. Satisfactory fingerprint / criminal background check
2. Copy of current certification in CPR for Health Care Providers
3. Completion of physical examination (with satisfactory results), including copy of immunization form.
4. Purchase uniform and specific equipment

Additional Requirements for Paramedic Applicants

Applicants must hold a current Florida EMT license or be eligible for the Florida licensure examination by virtue of holding current National Registry certification or current EMT certification from another state. Within 45 days of entering the first semester of the Paramedic program, students holding EMT certification from another state must score a minimum of 80 percent on the Florida EMT board examination.

B. Florida certified EMTs must have completed the state board examination with a minimum score of 80 percent. Students failing to achieve an 80 percent on the state board examination may challenge the GCCC EMT program final examination and score a minimum of 80 percent.

C. Applicants must have maintained a minimum grade of "B" in the EMT training program. Students failing to achieve this average may challenge the GCCC EMT program final examination and score a minimum of 80 percent.

D. Proof of current American Heart Association Health Care Provider Basic Life Support certification or American Red Cross CPR for the Professional Rescuer.

E. Three letters of recommendation.

F. Interview with program coordinator and/or medical director. A minimum grade of "C" is required in all coursework.

Student Selection Process: The requirements listed above are minimum requirements; however, satisfaction of minimum requirements does not automatically guarantee admission. Admission to the program is a selective process. Paramedic program applicants with six months or more of emergency medical experience are given preference for selection. The Admissions Committee will review and notify students

Curriculum: The EMT program may be completed by certificate. The Paramedic program may be completed by either certificate or Associate in Science degree in Emergency Medical Services.

**EMERGENCY MEDICAL TECHNICIAN
APPLIED TECHNICAL DIPLOMA (EMT-ATD)**

The core curriculum consists of a combination of lecture, clinical, and skill laboratory hours.

+#	EMS	1119	Emergency Medical Tech.	5
+#	EMS	1335	Emergency Vehicle Operator	1
+#	EMS	1401	Emergency Medical Tech. Lab.....	4
+#	EMS	1555	Basic Trauma Life Support	1
Total EMT Certificate Hours				11

PARAMEDIC CERTIFICATE (PARAM-CT)

The core curriculum consists of a combination of lecture, clinical, and skill laboratory hours.

+#	OST	1257	Medical Terminology	2
+#	RET	1934	Advanced Cardiac Life Support.....	1
+#	EMS	2010	Essentials of Human Structure And Function	3
+#	EMS	2231	Paramedic I	5
+#	EMS	2232	Paramedic II.....	5
+#	EMS	2233	Paramedic III	1
+#	EMS	2340C	Basic Vehicle Rescue & Extrication.	1
+#	EMS	2425	Paramedic Internship	4
+#	EMS	2435	Paramedic I Lab.....	5
+#	EMS	2436	Paramedic II Lab	5
+#	EMS	2439	Advanced Clinical Internship.....	5
+#	EMS	2526	Twelve-Lead Electrocardiogram (EKG) Interpretation	1
+#	EMS	2553	Pediatric Advanced Life Support.....	1
+#	EMS	2558	Stroke Management.....	1
+#	EMS	2931	Emergency Response to Terrorism.....	1
+#	EMS	2934	Advanced Medical Life Support	1
Total Paramedic Certificate Hours				42

EMERGENCY MEDICAL SERVICES (EMS-AS)

Students interested in completing the Associate of Science degree in Emergency Medical Services must complete all of the coursework for the EMT and Paramedic programs in addition to the following 18 hours of general education courses and NUR 1142, Introduction to Pharmacology.

GENERAL EDUCATION COURSES Cr. Hrs.

	PSY	2012	Psychology.....	3
	SYG	2000	Sociology.....	3
+*	ENC	1101	English I.....	3
+*	ENC	1102	English II.....	3
			Biology Elective	3
+*			Humanities Elective.....	3

Additional Course:

	NUR	1142	Introduction to Pharmacology.....	2
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MAJOR COURSES

+*#	EMS	1119	Emergency Medical Tech.....	5
+*#	EMS	1335	Emergency Vehicle Operator	1
+*#	EMS	1401	Emergency Medical Tech Lab.....	4
+*#	EMS	1555	Basic Trauma Life Support	1
+*#	EMS	2010	Essentials of Human Structure and Function.....	3
+*#	EMS	2231	Paramedic I.....	5
+*#	EMS	2232	Paramedic II.....	5
+*#	EMS	2233	Paramedic III	1
+*#	EMS	2340C	Basic Vehicle Rescue and Extrication.....	1
+*#	EMS	2425	Paramedic Internship.....	4
+*#	EMS	2435	Paramedic I Lab.....	5
+*#	EMS	2436	Paramedic II Lab	5
+*#	EMS	2526	Twelve Lead EKG Intrep	1
+*#	EMS	2553	Pediatric Advanced Life Support.....	1
+*#	EMS	2558	Stroke Management.....	1
+*#	EMS	2931	Selected Topics: Emergency Response to Terrorism.....	1
+*#	EMS	2934	Advanced Medical Life Support.....	1
+*#	EMS	2439	Advanced Clinical Internship.....	5
			or	
+*#	EMS	1310	EMS Management.....	1
			and	
+*#	EMS	1761	Assistant Teaching in EMS	4
+*#	OST	1257	Medical Terminology	2
+*#	RET	1934	Advanced Cardiac Life Support.....	1

TOTAL DEGREE HOURS.....73

Refresher Courses

+	EMS	1381C	Emergency Medical Technician Refresher.....	2
+	EMS	2391C	Paramedic Refresher.....	3

Both Refresher courses are offered by Distance Education as well as in the classroom.

FIRE SCIENCE TECHNOLOGY

(FIRE-AS)

Advisers for this program are located in the Public Safety Division at the North Bay Center in Southport

PRIMARY ADVISER: Ray Jackson (ext. 5606)

PROGRAM GOAL: The purpose of this program is to prepare graduates for advancement in the fire service. Completion of the company officer courses leads to Fire Officer Certification; completion of the inspection courses leads to Fire Inspector Certification

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I	3
+*	ENC	1102	English II or	
³ +	ENC	2210	Technical Writing	3
+	MAC	1105	College Algebra	3
	PSY	2012 or SYG 2000	Psy/Sociology	3
+	SPC	1600	Intro. to Public Speaking.....	3
			Humanities Elective.....	3

MAJOR COURSES

³ #	CET	1460	Comp. Applications for Tech. or	
³ #	CGS	1570	Microcomputer Applications.....	3
#	MNA	1100	Human Rel. in Management.....	3
³ #	FFP	1610	Fire Cause and Arson Detection.....	3
¹ #	FFP	2810	Firefighting Strat. and Tactics I.....	3
¹ #	FFP	2811	Firefighting Strat. and Tactics II.....	3
³ #	FFP	2700	Fire Department Administration	3
¹ #	FFP	2740	Fire Science Instr. Techniques.....	3
^{1,2} +	FFP	1505	Fire Prevention Practices.....	3
^{1,2} #	FFP	1540	Fire Protection Systems/Devices	3
^{1,2} #	FFP	2120	Building Construction	3
			Technical Electives Inspection and/or Tactics Courses.....	12

TOTAL DEGREE HOURS60

Inspection Courses

² #	FFP	1510	Building and Fire Codes.....	3
² #	FFP	2521	Blueprint Read. and Plans Exam	3

Tactics Courses

#	FFP	1302	Fire Apparatus Operations	3
#	FFP	1301	Firestream Hydraulics	3
¹ #	FFP	2401	Hazardous Materials I	3
¹ #	FFP	2402	Hazardous Materials II.....	3
#	FFP	2212	Confined Space Rescue.....	3
#	FFP	2214	Confined Space Rescue, Tech	3
¹ +	FFP	2720	Company Officer.....	3

Technical Electives

			Any FFP Fire Science Course	
#	EMS	1119	Emergency Medical Technician.....	5
#	EMS	1401	Emergency Med. Tech. Lab.....	4
#	EMS	1335	Emergency Vehicle Operator I	1
³ #	FFP	2111	Fire Chemistry	3
³ #	FFP	1741	Fire Service Course Design.....	3
³ #	FFP	2670	Ethical & Legal Issues of the Fire Service.....	3
³ #	FFP	2706	Public Information Officer.....	3
³ #	FFP	2793	Fire & Life Safety Educator I.....	3

¹ = Fire Officer I
² = Fire Inspector
³ = Fire Officer I

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
 + Prerequisites required. See course descriptions in catalog.

= PSAV course.
 * Minimum grade of "C" required.

FIREFIGHTING (FIRE-VC)

Advisers for this program are located in the Public Safety Division at the North Bay Center in Southport

PRIMARY ADVISER: Ray Jackson (ext. 5606) or Mark Broxton (ext. 5605)

PROGRAM GOAL: The purpose of this program is to prepare students for Florida State Firefighter Certification

Prospective students may be required to take the TABE test; score of 10th grade level is required. Application packet to the Florida State Fire College will consist of the following:

1. Application for certification as a firefighter .
2. Medical examination form.
3. Personal Inquiry Waiver.
4. Training Affidavit
5. Fingerprint Card.
6. High school diploma or GED (transcript required).
7. Driver's license or Birth Certificate

In addition to GCCC tuition and books, the following fees are required to be registered with the Florida State Fire College:

1. GCCC Fingerprint Fee: \$80
2. Fire College Application Fee: \$30

Academy classes have specific attendance policies that may differ from the general GCCC attendance policy. For specifics, contact the program manager or the academy recruit manual.

MAJOR COURSES

=	FFP	0010	Firefighter 1	7.5
=	FFP	0020	Firefighter 2	7.5
#	CJD	2254	First Responder to Medical Emergencies	3 crs.
			or	
=	CJK	0031C	CMS First Aid for Criminal Justice Officers o	
	EMS	1119	Emergency Medical Tech.....	5
			or	
	EMS	2231	Paramedic I	5
TOTAL CERTIFICATE HOURS				3crs./15v

FLORIDA CHILD CARE PROFESSIONAL CREDENTIAL (FCCPC)

(This credentialing program was formerly known as the Child Development Associate-CDA-CT.)

Advisors for this program are located in the Student Union West Building.

PRIMARY ADVISER: Lynn Wallace (ext. 4821)

PROGRAM GOAL: This credential provides students with the professional skills and training for teachers of children from birth to 5 in child care facilities and pre-kindergarten programs across the state of Florida. The Florida Department of Children and Families authorizes and oversees all FCCPC programs.

This credential can be earned by students who completes the ten (10) credit hours of the program and who can document at least 480 hours of direct supervision of children in the birth to 5 age range, with a minimum of 80 hours of supervision (of the 480-hour total) having been conducted during the student's enrollment in this credential program.

ALL FCCPC students should be aware that the State of Florida requires a thorough background check by the Florida Department of Law Enforcement (FDLE) prior to the student entering the classroom for observation. The background check for students doing observations in Bay County will be initiated by GCCC. Students doing observations in other school systems must go to the district in which they will complete observations and comply with the requirements of that system. The student will be required to pay a fee for the cost of the background check.

			Cr. Hrs.
#	CHD2220	Child Development	3
#	CHD1320	Curriculum and Guidance for Young Children	3
#	CHD1440	Early Childhood Teaching Prac.....	3
#	CHD2131	FCCPC Credential	1
TOTAL CREDENTIAL HOURS			10

HOSPITALITY MANAGEMENT

(HOSP-AAS)

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISER: Richard Stewart (ext. 3839)

PROGRAM GOAL: The purpose of this program is to prepare students for immediate employment in an entry level hospitality industry.

GENERAL EDUCATION COURSES Cr. Hrs

+*	ENC	1101	English I.....	3
+#	BSC	1005	General Biological Science.....	3
+	SPC	1600	Intro. to Pub. Speaking	3
	PSY	2012 or SYG 2000	Psychology/Sociology	3
			Humanities	3

MAJOR COURSES

	CGS	1570	Microcomputer Applications	3
+#	QMB	1001	College Business Math.....	3
#	HFT	1000	Intro. to Hotel/Restaurant Mgmt.....	3
#	HFT	1300	Executive Housekeeping.....	3
#	FOS	2201	Sanitation and Safety.....	2
#	FSS	1002	Intro. to Hospitality	3
#	HFT	2840C	Dining Room Operations.....	3
#	HFT	1410	Front Office Procedure	3
	BUL	2241	Business Law.....	3
#	HFT	1210	Hospitality Supervision.....	2
	HFT	2949	Hospitality Coop Ed.....	3
#	HFT	2313	Facilities Management	3
#	HFT	2223	Training in the Hospitality Ind.	3
#	ACG	2001	Financial Accounting I.....	3
#	HFT	2264C	Banquet and Convention Mgt.....	3

ELECTIVES

Elective Hours6

TOTAL DEGREE HOURS64

INTERNET SERVICES TECHNOLOGY

(INT-AAS)

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISER: Jerry Williams (ext. 2848)

The Internet Services Technology program provides a basic foundation in the field of web site design and programming for employment in commercial, industrial,, and government institutions. Web Services personnel work in a variety of positions including designing and daily maintenance of web sites and configuring, administering, and managing web sites. Graduates are prepared for entry-level positions as Web Technicians, Administrators, Web Site Developers, and Web Masters. Students will be able to develop applications in a variety of environments using the leading Web development languages, applications, and standards.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	ENC	1101	English I.....	3
+*	ENC	1102	English Composition II.....	3
+	BSC	1005	General Biological Science.....	3
	PSY	2012/SYG 2000	Psy/Soc	3
			Humanities	3

MAJOR COURSES

	GEB	1011	Introduction to Business	3
+#	QMB	1001	College Business Math.....	3
	CGS	1570	Micocomputer Applications	3
+	CGS	1544	Access Database Management	3
#	GEB	1136	Foundations in e-Business	3
#	GEB	2138	e-Business Law & Ethics	3
	COP	2250	JAVA Programming.....	3
+#	COP	2840	Internet Programming	3
	ART	2600	Computer Imaging I.....	3
#	CGS	2820	HTML Web Page Design.....	3
+#	CGS	2821	Advanced Web Page Design.....	3
+#	CGS	1871	Intro to Multimedia for Web.....	3
+#	CGS	2874	Advanced Multimedia for Web.....	3

ELECTIVES (Choose three of the following)

+#	CGS	2825	Web Site Management	3
+#	CIS	1354	Intro to Network Security.....	3
+#	CGS	1103	Project Management	3
+#	COP	2823	ASP/Script Language Program.....	3
+#	CET	2485	Networking Essentials Plus.....	3
+#	GEB	2139	e-Business Management.....	3

TOTAL DEGREE HOURS63

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

**LEGAL ASSISTING/PARALEGAL
(LEGAL-AAS)**

Advisers for this program are located in the Technology Building

PRIMARY ADVISERS: Rhonda Barker (ext. 2841), Richard Stewart (ext. 3839)

PROGRAM GOAL: The purpose of this program is to prepare students to work as legal assistants and/or paralegals, i.e., to serve as assistants to attorneys and to perform many complex tasks under the supervision of attorneys. The legal assistant's responsibilities may include the following: conducting legal and factual research; interviewing clients and witnesses; reviewing and organizing case material for settlement negotiations or trial; drafting legal documents and forms; summarizing depositions, interrogatories, and testimony; and functioning as a member of a legal team. Students who graduate from this program would typically work in law firms, government agencies, financial institutions, corporations, law courts, insurance agencies, banks, department stores, credit departments, real estate offices, and health care facilities. Completion of the legal assisting program leads to an Associate in Science degree.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101	English I3
+*	ENC 1102	English II.....3
+	BSC 1005	General Biological Science.....3
	PSY 2012	Psychology OR
	SYG 2000	Sociology.....3
		Humanities3

MAJOR COURSES

#	PLA 1423	Contract Law.....3
#	PLA 2433	Corporations, Partnerships, & Agency Law.....3
	CJL 2100	Criminal Law3
	PLA 2308	Criminal Procedure3
	CJL 2130	Evidence3
	PLA 2800	Family Law3
	PLA 2600	Wills, Trusts, and Probate3
	PLA 2610	Real Property Law I.....3
	PLA 2190	Legal Reasoning.....3
	PLA 1203	Civil Practice and Procedure I3
+#	PLA 2223	Civil Practice and Procedure II or CCJ 1020 Introduction to Criminal Justice3
+	PLA 1104	Legal Writing and Research I3
+#	PLA 2114	Legal Writing and Research II or ENC 2210 Technical Writing.....3
	PLA 2949	Coop or Elective.....3
	CGS 1570	Microcomputer Applications3
	QMB 1001	College Business Math OR
	MAT 1033	Intermediate Algebra.....3

ELECTIVE1

TOTAL DEGREE HOURS.....64

NOTE: Courses beginning with prefix PL are offered at NIGHT ONLY and are taught at GCCC's Panama City Campus.

FALL SEMESTER SCHEDULE:

PLA 1104 Legal Writing and Research I
PLA 1203 Civil Practice & Procedure I
PLA 1423 Contract Law
PLA 2190 Legal Reasoning
PLA 2308 Criminal Procedure
PLA 2600 Wills, Trusts, and Probate
CJL 2100 Criminal Law
CJL 2130 Evidence

SPRING SEMESTER SCHEDULE:

PLA 2114 Legal Writing and Research II or
ENC 2210 Technical Writing
PLA 2223 Civil Practice & Procedure II or
CCJ 1020 Introduction to Criminal Justice
PLA 2433 Corporations, Partnerships, Agency
PLA 2308 Criminal Procedure
PLA 2610 Real Property Law I
PLA 2800 Family Law
CJL 2100 Criminal Law
CJL 2130 Evidence

SUMMER A&B SEMESTER SCHEDULE:

No PLA classes are offered in the summer. We suggest students take General Education classes.

**MAGNETIC RESONANCE IMAGING
(RADT-ATC)**

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISERS: DeeAnn VanDerSchaaf (ext. 3318), Keegan Williams (ext. 5846)

PROGRAM GOAL: This advanced technical certificate curriculum is offered to candidates currently certified by the American Registry of Radiologic Technologists in the fields of radiography, radiation therapy, or in nuclear medicine technology certified by Nuclear Medicine Technology Certification Board (NMTCB) and to graduate radiography students who are eligible for certification. Graduate students must pass the American Registry of Radiologic Technologists within four weeks of beginning the certificate program. The program provides didactic classroom and clinical rotations. The clinical portion of the program consists of orientation to the clinical aspects of magnetic resonance imaging, demonstration of the use of the equipment, and an opportunity to participate under close supervision in actual MRI procedures. Although the program is offered as a distance education class, clinical rotations will be scheduled during the day and evening. Following successful completion of the prescribed courses of study and clinical practice, the candidate may apply for certification in magnetic resonance imaging offered by the American Registry of Radiologic Technologists.

To apply for this program of study, students should obtain a program application packet from the Division of Health Sciences containing a current listing of admission and course requirements.

Admission Requirements:

1. Apply for admission to Gulf Coast Community College.
2. Submit program application form, including technical standards form.
3. Submit official high school transcript or copy of GED scores to the Office of Admissions and Records.
4. Submit official college transcripts and have evaluation completed by the Office of Admissions and Records.
5. Schedule visit to the Radiography Department for an advisement session with a member of the program faculty.

The program begins twice each year and has a duration of two semesters. Applications are accepted continuously until the class is filled.

After conditional acceptance:

- A. Satisfactory fingerprint / criminal background check.
- B. Copy of current certification in CPR.
- C. Completion of physical examination (with satisfactory results).
- D. Immunization records to include Hepatitis series and TB skin test.
- E. Copies of licensure / certification cards.

CERTIFICATE COURSES Cr. Hrs.

All courses must be completed with a "C" or better.

##	RTE	2575	Introduction to MRI.....	3
##	RTE	2576	MRI Physics.....	3
##	RTE	2577L	Clinical MRI Education I	3
##	RTE	2578L	Clinical MRI Education II	3
##	RTE	2760	MRI Sectional Anatomy & Pathology I.....	3
##	RTE	2771	MRI Sectional Anatomy & Pathology II.....	3

TOTAL CERTIFICATE HOURS18

**NURSING, ASSOCIATE DEGREE
(RN-AS)**

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISERS: Christine Bottkol (ext. 3317), Michele Azzati (ext. 5843), Randall Chitwood (ext. 5836), Donna Fowler (ext. 5841), Michele Kern (ext. 5838), Parry Knauss (ext. 5830), Sharon Kotan (ext. 3360), Martha Ruder (ext. 5817)

PROGRAM GOAL: The purpose of the associate degree nursing program is to prepare students for eligibility to apply for the Registered Nurse National Council Licensure Examination.

The nursing program is fully approved by the Florida State Board of Nursing and accredited by the National League of Nursing and the Accrediting Commission. Institutional membership is maintained in the NLN Council of Associate Degree Programs and the Organization of Associate Degree Nursing.

Upon successful completion of the prescribed course of study, students receive an Associate in Science Degree in Nursing which enables them to apply for the National Council Licensure Examination (NCLEX-RN). Upon successful completion of this examination, the Registered Nurse (R.N.) License is received.

This program will articulate into a baccalaureate degree program in nursing at all universities in the State University System.

Before beginning this program of study, students should obtain a program application packet from the Division of Health Sciences containing a *current* listing of admission and course requirements.

APPLICATION PROCESS:

(The items below are listed only as a general guide. Students should obtain a current application packet for the complete listing of entry requirements.)

1. Application to Gulf Coast Community College must be completed prior to applying for the associate degree nursing program.
2. Submit the completed nursing program application to Health Sciences Division.
3. Submit all previous school transcripts (including high school/GED and all previous colleges) to the Office of Admission and Records for evaluation.
4. Submit proof, as outlined in the application packet, of college level competency in reading, English, and algebra.
5. Successfully complete, with a "C" or higher, BSC 2085 and BSC 2085L (Anatomy and Physiology I lecture and Lab).
6. Successfully complete the nursing school entrance exam. (Registration process, study information, and minimum scores are contained in the nursing application packet).
7. Schedule appointment with assigned nursing faculty Adviser.

It should be understood that admission to the nursing program is a selective process. The satisfaction of minimum requirements does not automatically guarantee admission. When space is limited, preference may be given to students within the community college's assigned district.

Deadline for Selection: All entry requirements, as outlined in the program application packet, must be completed by the appropriate deadlines for the two start dates each year. The deadline for the fall start date is the last working day of February and the deadline for the spring start date is the last working day of September.

Requirements after Conditional Acceptance:

- A. Satisfactory fingerprint / criminal background check.
- B. Copy of Valid CPR certification. Either the American Heart

Association Health Care Provider Life Support Course or the American Red Cross CPR for the Professional Rescuer is acceptable.

- C. Completion of physical examination (with satisfactory results), including copy of immunization form.

Refer to Nursing Student Handbook for retention, dismissal, and readmission policies.

Transfer Credit: Academic courses taken at other colleges are transferable provided credit and laboratory hours correspond with those required at GCCC. CLEP credits are acceptable for transfer according to college policy. The possibility of transferring nursing courses can be determined only after a review of the individual's transcript and course outlines. Advanced placement students are admitted on a space-available basis.

GENERAL EDUCATION COURSES Cr. Hrs.

+*	BSC	2085	Anatomy and Physiology I	3
*	BSC	2085L	Anatomy & Physiology I Lab	1
+*	BSC	2086	Anatomy & Physiology II	3
*	BSC	2086L	Anatomy & Physiology II Lab	1
*	HUN	1201	Principles of Nutrition	3
*	DEP	2004	Developmental Psychology	3
*	SYG	2000	Sociology	3
+*	ENC	1101	English I	3
*	PSY	2012	General Psychology	3
+*	MCB	2004	Microbiology	3
*	MCB	2004L	Microbiology Lab	1
+	Humanities I, II, or III Elective			3

MAJOR COURSES

+*#	NUR	1022C	Foundations of Nursing Practice	3
+*#	NUR	1210C	Nursing Care, Adult I	4
+*#	NUR	1212C	Nursing Care, Adult II	5
+*#	NUR	1260C	Gerontological Nursing	5
+*#	NUR	1142	Introduction to Pharmacology	2
+*#	NUR	2420C	Maternal-Infant Nursing	4
+*#	NUR	2310C	Nursing Care of the Child	4
+*#	NUR	2520C	Psychiatric-Mental Health Nurs	4
+*#	NUR	2241C	Nursing Care, Adult III	8
+*#	NUR	2945C	Practicum	3

TOTAL DEGREE HOURS72

PERIOPERATIVE NURSING

PRIMARY ADVISER: Libby McNaron (ext. 3551)

Courses:

#*NUR 2293	Periop Nursing Theory	3 credits
#*NUR 2949	Clinical Periop Nursing Co-op	3 credits

Goal:

This course is designed to introduce the nursing student or registered nurse to Perioperative Nursing with a focus on the Intraoperative component.

This course includes an introduction to the Patient's Perioperative Experience, Roles and Responsibilities of the Registered Nurse; Principles and Practice of Sterile Technique; Sterilization and Disinfection; Operating Room Hazards; and an Introduction to Surgical Technique.

Course Enrollment:

Students may register anytime and exit at anytime once the course objectives are completed. Course completion must be achieved within one semester. A second course is available through cooperative education for "hands on" experience in the operating room – NUR 2949. This course is

offered in cooperation with clinical affiliates. Upon satisfactory completion (70%; C or better) of both courses a Certificate in Perioperative Nursing will be awarded.

Minimum Requirements:

NUR 2293 offers advanced training in the area of surgical nursing for any second through fourth term current nursing student or as an open enrollment class to any licensed registered nurse. This course is a requirement for local hospitals for employment in the surgical area.

REGISTERED NURSING FIRST ASSISTANT

Advanced Technical Certificate

Primary Adviser: Libby McNaron (ext. 3551)

Courses:

#*NUR2790	RNFA Theory	3 credits
#*NUR2790L	RNFA Lab / Clinical Co-op	6 credits
Total Certificate Credits		9 credits

Goal:

The purpose of this program is to prepare the registered perioperative nurse in the specialized expanded area of practice as a first assistant in surgery.

Application Process:

1. Apply for admission to Gulf Coast Community College.
2. Submit the RNFA program application.
3. Submit official transcripts from all previous colleges to the Office of Admissions and Records for evaluation.
4. Have two letters of reference mailed to the program director.
5. Complete the interview process. See the application packet for further information.

NUR2790 Admission Requirements:

To enter the program the student must

1. Meet and complete all general admission requirements for GCCC.
2. Provide proof of active licensure in good standing to practice as a Registered Nurse in the state in which the clinical internship will be undertaken.
3. Verification of certification as follow
 - a. CNOR or CNOR eligible or Board certified or board eligible as an advanced practice nurse (APN). If no experience or competency in intraoperative patient care, student must undergo an assessment regarding clinical skills and knowledge. If deficient, faculty shall develop a plan to remediate identified deficiencies using courses NUR2293 and NUR 49.
 - b. Proof of current CPR (BCLS); ACLS is preferred.
 - c. 2 letters of recommendation attesting to the years of experience as an RN and knowledge, judgment, and skills specific to surgical patient care.
 - d. Call Primary Adviser for further information on the course.

Completion Requirements:

Students must earn a grade of "C" or higher in each course. See the RNFA student handbook for further information regarding graduation, retention, dismissal, readmission, and transfer credit policies.

LPN/ADN ARTICULATION

PRIMARY ADVISER: Donna Wheeler (ext. 5840)

PROGRAM GOAL: This program is designed to facilitate the transition from the role of licensed practical nurse to registered nurse. LPN applicants may earn up to 17 credits of nursing based on competency testing results.

Enrollment for this program is limited. Admission to Gulf Coast Community College and the satisfaction of minimum requirements do not automatically guarantee admission.

Before beginning this program of study, students should obtain a program application packet from the Division of Health Sciences containing a cur-

rent listing of admission requirements.

Application Process: Complete application process as noted in the PN articulation to Associate Degree nursing packet.

Minimum Requirements for Admission to LPN-ADN Articulation:

Prior to entering NUR 1005C Nursing Transition, students must follow the checklist for students seeking LPN transition admission as outlined in the LPN articulation packet.

Requirements for completion of additional cognate courses will be determined based on placement of applicant within the nursing sequence.

A. Satisfactory completion of NUR 1005C LPN-ADN Transition.

B. Excelsior College Mobility Exam official results must be available to the nursing department before the applicant can enroll in NUR 1005C.

Guidelines for awarding of credit once accepted into the program are as follows:

Excelsior College Mobility Exam and Number:

Fundamentals of Nursing (403)

GCCC Credit: NUR 1022C

Minimum Required for Credit: Grade of "C"

Maximum Semester Hrs. Credit: 3

Adult Nursing (554)

GCCC Credit: NUR 1210C, NUR 1212C

Minimum Required for Credit: Grade of "C"

Maximum Semester Hrs. Credit: 9

Foundations of Gerontology (407)

GCCC Credit: NUR 1260C

Minimum Required for Credit: Grade of "C"

Maximum Semester Hrs. Credit: 5

C. Official transcripts must be sent to the Office of Admissions and Records. A current copy of the applicant's nursing license must be on file in the Health Sciences Division.

D. Copy of Valid CPR certification. Either the American Heart Association Health Care Provider Life Support Course or the American Red Cross CPR for the Professional Rescuer is acceptable.

E. Current education certificates in the Health Sciences file for HIV/AIDS, Domestic Violence, Medical Errors, Infection Control, IV Therapy, and HIPAA.

Scheduling Options:

- The Traditional scheduling option allows the student to merge into the third semester of an existing weekday RN class. Once selected, this option will allow students to complete the RN program in two semesters. Students may be selected to enter the Traditional option during either fall or spring semesters.

The Weekend scheduling option selects one class of students per year with a February deadline; classes start with the fall semester and conclude with the spring semester. Classes meet Friday afternoons with 12 hour Saturday clinicals.

Additional Information:

- Retention and Dismissal Requirements - Refer to Nursing Student Handbook.
- Readmission Requirements - Refer to Nursing Student Handbook.
- Transfer Credits - Refer to associate degree nursing designated curriculum.

- Graduation Requirements – Refer to associate degree nursing.
- Course Curriculum – Refer to associate degree nursing.

Upon conditional acceptance into the nursing program, students must also submit:

A. Satisfactory fingerprint / criminal background check.

B. Medical examination with satisfactory results and copy of complete immunization record, including Hepatitis B immunization or signed waiver, and PPD or medical denial of symptoms.

**OFFICE ADMINISTRATION
(OFFS-AAS)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISER: Rhonda Barker (ext. 2841),

PROGRAM GOAL: This program prepares individuals to assist management by expediting and facilitating the maintenance and production of correspondence and record telecommunicating; maintaining office budget; planning; preparing correspondence and resolutions; filing and maintaining documents; and assisting in the administration of policy.

GENERAL EDUCATION COURSES		Cr. Hrs
+*	ENC 1101	English I.....3
+*	ENC 1102	English II.....3
+		Humanities.....3
+	BSC 1005	General Biological Science.....3
	PSY 2012 or SYG 2000	Psychology/Sociology.....3

MAJOR COURSES

+	OST 1102	Keybrdg. & Doc. Processing II.....3 (offered spring semester only)
+#	QMB 1001	College Business Math.....3
	CGS 1570	Microcomputer Applications.....3
+#	CTS 1261	Excel.....3
+#	OST 2335	Business Communications.....3
+#	OST 1061	Intro. to Office Management.....3 (offered fall semester only)
	ACG 2001	Financial Accounting I.....3
+#	OST 1355	Records Management.....3 (offered fall semester only)
+	OST 1856	Word Process. w/MS Word.....3 (offered fall semester only)
+#	OST 2811	Desktop Publishing/MS Pub.....3 (offered spring semester only)

Choose one of the following options:

Office Management Option

	OST 1101	Keybrdg. & Doc. Processing I.....3
+#	OST 2601	Machine Transcription.....3 (offered fall semester only)
#	MNA 1100	Human Relations.....3
	MAN 2021	Principles of Management or
	GEB 1011	Intro to Business.....3
	Elective Hours6

Medical Office Administration Option

#	OST 1257	Medical Terminology.....2
+#	OST 1611	Medical Machine Transcription.....3
+#	OST 1461	Computer Medical Office Mgt.....3
#	MNA 1100	Human Relations.....3
	MAN 2021	Principles of Management or
	GEB 1011	Intro to Business.....3
	Elective Hours4

Office Software Applications Option

#	CET 1580	FrontPage.....3
#	CET 2485	Networking Essentials Plus.....3
	COP 2250	Java Programming.....3
+	CGS 1544	Database Mgt Using Access.....3
	ACG 2450	Basic Computer Augmented Acct.....3
	Elective Hours3

TOTAL DEGREE HOURS.....63

**OFFICE MANAGEMENT TECHNICAL
CERTIFICATE (CLERK-CT)**

Advisers for this program are located in the James R. Asbell Business Building

PRIMARY ADVISER: Rhonda Barker (ext. 2841),

PROGRAM GOAL: The purpose of this program is to provide current technologies in office management. Students who graduate from this program would typically work in an entry level position. Students who would like to continue their formal education may continue toward an Associate of Science degree in Office Administration.

+*	ENC 1101	English I.....3
+#	QMB 1001	College Business Math.....3

MAJOR COURSES

+	OST 1102	Keybrdg. & Doc. Processing II.....3
	CGS 1570	Microcomputer Applications.....3
+*	OST 2335	Business Communications.....3
#	OST 1061	Intro. to Office Management.....3
+#	OST 1355	Records Management.....3
	Electives Hours3

Choose one of the following:

	GEB 1011	Introduction to Business.....3
	MAN 2021	Principles of Management.....3
	MNA 1100	Human Relations.....3

TOTAL DEGREE HOURS.....27

PHYSICAL THERAPIST ASSISTANT (PTA-AS)

Advisers for this program are located in the Wellness Building

PRIMARY ADVISERS: Holly Gunning (3312), Kelli Walsingham (ext. 6180)

PROGRAM GOAL: Upon successful completion of the prescribed course of study, students will receive an Associate in Science degree. Graduates are eligible to take the Physical Therapist Assistant licensing examination. Graduates wishing to be employed in Florida are required, under Chapter 486, Florida State Physical Therapy Practice Act, to be licensed.

The Physical Therapist Assistant program is an intensive, full-time program that is designed to be completed in two years. Once selected into the program the courses must be taken sequentially and are offered only once per year. The program is accredited by the American Physical Therapy Association Commission on Accreditation in Physical Therapy Education.

Before beginning this program of study, students should obtain a program application packet from the Division of Health Sciences, containing a current listing of admission and course requirements.

Application Process:

- A. Admission to Gulf Coast Community College must be granted prior to applying to the Physical Therapist Assistant program.
- B. Scores from the Computerized Placement Test or the equivalent course (see application packet) must be submitted showing the following minimum scores: English, 83; Reading Comprehension, 83; Algebra (not arithmetic), 72 or achieve a grade of "C" or better in MAT 0024 or higher level math course. Completion of a higher level algebra course will also satisfy this requirement. The tests are administered by the testing center at Gulf Coast Community College.
- C. Official transcripts from high school and other colleges attended must be submitted to the Office of Admissions and Records. Transfer credit for non-physical therapist assistant courses must be evaluated by the Office of Admissions and Records. A minimum GPA of "C" or 2.0 is required. Preference is given to those students with a math/science background and a GPA of 2.8 or better.
- D. A completed health sciences application must be submitted, including technical standards and prerequisites. The satisfaction of minimum requirements does not automatically guarantee admission. Admission is competitive among eligible applicants. Final selections will be made by the Admissions Committee based on an objective point system computed from the admissions criteria.
- E. One class per year will be admitted in the fall semester. Application deadline for the fall class is May 5. If the class is not filled, the application deadline may be extended.
- F. Students not admitted for the year in which they applied must reapply if they wish to be considered for entry in a subsequent year (no waiting list).
- G. Program Policies: Specific program policies can be found in the Student Handbook for Physical Therapist Assistant Students.

Requirements after Conditional Acceptance:

- Satisfactory fingerprint / criminal background check
- Completion of physical examination (with satisfactory results), including copy of immunization form.

GENERAL EDUCATION COURSES

Cr. Hrs.

+*	ENC	1101	English I	3
+*	ENC	1102	English II	3
+*	BSC	2085	Anatomy and Physiology I	3
*	BSC	2085L	Anatomy and Physiology I Lab	1
+*	BSC	2086	Anatomy and Physiology II	3
*	BSC	2086L	Anatomy and Physiology II Lab	1
*	PSY	2012	Psychology	3
+			Humanities Elective	3

MAJOR COURSES

*#	OST	1257	Medical Terminology	2
+*#	PHT	1000	Intro. to Physical Therapy	3
+*#	PHT	1102	Applied Anatomy for PTAs	1
+*#	PHT	1200	Basic Skills in Patient Care	2
+*#	PHT	1200L	Basic Skills in Patient Care Lab	2
+*#	PHT	1124	Functional Human Motion	3
+*#	PHT	1124L	Functional Human Motion Lab	2
+*#	PHT	1131	Assessment, Measure, Document	1
+*#	PHT	1131L	Assessment, Measurement and Documentation Lab	2
+*#	PHT	1220	Intro. to Therapeutic Exercise	2
+*#	PHT	1220L	Therapeutic Exercise Lab	2
+*#	PHT	2224	Therapeutic Interventions I: Medical/Surgical Disabilities	2
+*#	PHT	2224L	Therapeutic Interventions I Lab	1
+*#	PHT	2211	Therapeutic Modalities	2
+*#	PHT	2211L	Therapeutic Modalities Lab	2
+*#	PHT	2225	Therapeutic Interventions II: Orthopedic Disabilities	3
+*#	PHT	2225L	Therapeutic Interventions II Lab	2
+*#	PHT	2226	Therapeutic Interventions III: Neurological Disabilities	3
+*#	PHT	2226L	Therapeutic Interventions III Lab	2
+*#	PHT	2801	PTA Clinical Practice I	3
+*#	PHT	2810	PTA Clinical Practice II	5
*#	PHT	2820	PTA Clinical Practice III	5
+*#	PHT	2931	Seminar	2

TOTAL DEGREE HOURS..... 74

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
 + Prerequisites required. See course descriptions in catalog.

= PSAV course.
 * Minimum grade of "C" required.

**MASSAGE THERAPY
(MT-ATC)**

Advisers for this program are located in the Wellness Building

PRIMARY ADVISERS: Holly Gunning (3312), Kelli Walsingham (ext. 6180)

PROGRAM GOAL: The advanced technical certificate (ATC) in massage therapy is a 10-credit certificate program for graduates of the Physical Therapist Assistant program. The program is dedicated to advancing the science and art of soft tissue mobilization in an effort to enhance the quality of therapeutic treatment and promoting patient wellness. The purpose of offering the program to our graduates is to increase their knowledge and performance of manual skills and to improve their qualification for a job in physical therapy. Successful graduates of this curriculum are eligible to take the national certification examination through the National Certification Board for Therapeutic Massage and Bodywork, and upon satisfactory achievement, become licensed Massage Therapists

MAJOR COURSES		Cr. Hrs.
+#	PHT 2203	Manual Techniques I..... 3
+#	PHT 2203L	Manual Techniques I Lab 2
+#	PHT 2204	Manual Techniques II 3
+#	PHT 2204L	Manual Techniques II Lab..... 2
TOTAL CERTIFICATE HOURS		10

**MUSIC PRODUCTION TECHNOLOGY
(MPT-AS)**

Advisers for this program are located in the Amelia Tapper Center for the Arts

PRIMARY ADVISERS: Rusty Garner (ext. 2888)

PROGRAM GOAL: This purpose of this program is to prepare students for employment in the music and entertainment industry as technicians/specialists in music recording, audio hardware and software utilization, digital audio production, editing, and mastering. The program also provides supplemental training for personal previously or currently employed in music, entertainment or related occupations. Graduates of this program can potentially obtain employment as recording technicians/engineers, sound technicians in live or studio positions, audio editors/designers in various music-related fields. These could include broadcast media, motion picture trades and other multimedia-based areas.

GENERAL EDUCATION COURSES		Cr. Hrs.
+#	ENC 1101	English I..... 3
	PSY 2012	Psychology 3
+	MUL 2110	Survey of Music Literature 3
	EUH 1000	Western Civilization I or
	EUH 1001	Western Civilization II 3
		Humanities 3
		College Level Mathematics 3

MAJOR COURSES		Cr. Hrs.
+#	MUM 1620	Audio & Acoustics Fund..... 3
+	MUM 2600	Sound Recording I..... 3
+#	MUM 2600L	Sound Recording I Lab 2
+	MUM 2601	Sound Recording II 3
+	MUM 2604	Multi-Track Mixdown (Post/Prod) 3
	MUM 2720	The Business of Music 3
+#	MUS 2250	Intro to Music Technology 3
	MUT 1111	Music Theory I 3
+	MUT 1112	Music Theory II..... 3
*	MUT 1241	Ear-Training & Sightsinging I..... 2
+#	MUT 1242	Ear-Training & Sightsinging II 2
	MVK 1111	Class Piano I..... 2
	MVK 1112	Class Piano II..... 2
	MV_ ---	Applied Music (2 semesters)..... 4
	MUN ---	Performance Ensemble..... 1

ELECTIVES		Cr. Hrs.
+	MUT 2116	Music Theory III 3
+	MUT 2117	Music Theory IV 3
+	MUT 2246	Ear-Training & Sightsinging III..... 2
+	MUT 2247	Ear-Training & Sightsinging IV..... 2
#	DIG 2000	Intro to Digital Media..... 3
#	DIG 2251	Intro to Digital Audio 3
#	DIG 2205	Basic Video Editing..... 3
+#	DIG 2284	Advanced Digital Video & Sound 3
	CGS 1520	Multimedia for the Web 3
		Other approved college credit elective 1

TOTAL DEGREE HOURS..... 64

**PRACTICAL NURSE CERTIFICATE
(PN-VC)**

Advisers for this program are located at the Gulf/Franklin Center

PRIMARY ADVISER: Sharon Milner (ext. 5521), Debbie Brzuska (ext. 5515), Ruthie Rhodes (ext. 5510)

PROGRAM GOAL: This program is designed to help the student qualify to obtain licensure in the State of Florida. The program consists of 1,350 hours of study. Upon completion of the program, the student will be eligible to take the NCLEX-PN (National Council Licensure Examination for Practical Nurses). The first two courses of this program qualify students to take the Certified Nursing Assistant examination. This program is available only at the Gulf/Franklin Center in Port St. Joe, Florida.

In this program the practical nurse student is prepared to give patient care under the supervision of a registered nurse or physician. The student will be exposed to skills and have knowledge necessary to give safe and effective care to patients in a variety of settings.

APPLICATION PROCESS:

- Apply to Gulf Coast Community College Office of Admissions and Records.
- Submit an application to the Practical Nurse program at the Gulf/Franklin Center.
- Submit official high school and any college transcripts to Office of Admissions and Records.
- Submit active, satisfactory scores on the TABE examination or equivalent CPT scores. TABE tests are given at the Gulf/Franklin Center and the main campus. Successful completion of TABE is required for graduation.
- CNAs must submit a copy of certification to the Gulf/Franklin Center.

After meeting the above criteria, the applicant should contact the Gulf/Franklin Center to schedule an appointment with the Assistant Nursing Coordinator for advising and review of the application folder for completeness.

Applications must be completed and submitted by the last working day in April for the summer class. Due to the selection process, meeting minimum requirements does not automatically guarantee admission.

It is the responsibility of the student to maintain communication with the program adviser to ensure that the application folder is complete and up to date with current admission requirements.

Selection of Students: During the first week in May, the selection committee will review all completed applications and make selections for the class. Students are selected based on admission index criteria. Those residing within the service area will be given additional consideration. Applicants will be notified by mail of selection status.

Requirements After Conditional Acceptance:

- Satisfactory fingerprint/criminal background check
- Copy of current Certification in CPR for healthcare providers
- Completion of physical examination (with satisfactory results), including copy of immunization form.

Applications are available from the Gulf/Franklin Center, Port St. Joe, and from the Health Sciences Division in the Technology Building, Room 219, Panama City Campus.

PROGRAM CURRICULUM:

=+*	HCP	0001	Health Careers Core **	3.0 v
=+*	HCP	0120C	Basic Nursing Care **	2.5 v
=+*	PRN	0000C	Fundamentals of Nursing Care	9.0 v
=+*	PRN	0022	Structure and Function	2.0 v
=+*	HSC	0530	Medical Terminology	0.5 v
=+*	MTB	0372	Applied Math	1.0 v
=+*	PRN	0030	Introduction to Pharmacology & Medications Admin	1.5 v
=+*	PRN	0020	Life Span	0.5 v
=+*	PRN	0110C	Pediatric Nursing	3.0 v
=+*	PRN	0400	Mental Health Concepts	0.5 v
=+*	PRN	0440	Community Health Concepts	0.5 v
=+*	PRN	0381C	Medical Surgical Nursing I	7.0 v
=+*	PRN	0383C	Medical Surgical Nursing II	10.0 v
=+*	PRN	0100C	Maternal/Newborn Nursing	4.0 v

TOTAL CERTIFICATE CREDITS.....45v

**Vocational credit is awarded to the student if completed prior to entering the program. If accepted, the student will not have to repeat these courses. Upon completion of these courses in the program, the student is eligible to sit for the state Certified Nursing Assistant examination.

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

**PRIVATE SECURITY OFFICER
(PSO-VC)**

Advisers for this program are located in the Public Safety Division at the North Bay Center in Southport

PRIMARY ADVISER: Steve Brumm (ext. 5603)

PROGRAM GOAL: This program is designed to meet the course work requirements of the Department of Agriculture for class D license "Unarmed Security Guard" and class G license "Armed Security Guard."

MAJOR COURSES

SCY	0501	Unarmed Security Guard.....	1.5v
SCY	0503C	Armed Security Guard	1.0v

TOTAL CERTIFICATE CREDITS..... 2.5v

**RADIOGRAPHY
(RADT-AAS)**

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISERS: DeeAnn VanDerSchaaf (ext. 3318), Keegan Williams (ext. 5846)

PROGRAM GOAL: The purpose of this program is to prepare students to become registered radiographers, following successful completion of the prescribed courses of study and clinical practice. Graduates who pass the American Registry of Radiologic Technologist's examination will be eligible to work as radiographers in various health care facilities such as hospitals, doctors' offices and sports medicine clinics. The duration of the program is approximately 24 months. Courses must be completed in the prescribed sequence. In addition to general education requirements, students will learn to safely perform diagnostic radiographic examinations.

To apply for this program of study, students should obtain a program application packet from the Division of Health Sciences, containing a current listing of admission and course requirements.

Admission Requirements:

Application to Radiography program which includes:

1. Apply for admission to Gulf Coast Community College.
2. Submit program application form, including Duties and Responsibilities form.
3. Demonstrate college level competency in Reading, English, and Algebra with active scores in those areas on the Computerized Placement Test (CPT) OR complete college level English and Math courses with a grade of "C" or better.
4. Submit official high school transcript or copy of GED scores to the Office of Admissions and Records.
5. Submit official college transcript and have evaluation completed by the Office of Admissions and Records.
6. Schedule a visit to the Radiography Department for an advisement session with a member of the program faculty.

The program begins in the fall semester each year. The deadline for submission of the completed application package is May 15. The program employs a selective admission process whereby applicants are chosen based on a composite admissions score. Applicants who meet all minimum requirements for admission are evaluated for their preparedness to enter the program. Four areas are considered:

1. Number of general education courses successfully completed.
2. Grade Point Average in general education courses.
3. Computerized placement test scores.
4. Letters of recommendation.

Program policies regarding retention, dismissal, and readmission of students are found in the Handbook for Radiography Students.

Requirements after conditional acceptance:

1. Satisfactory fingerprint / criminal background check
2. Copy of current CPR certification. Either the American Heart Association Health Care Provider Life Support Course or the American Red Cross CPR for the Professional Rescuer is acceptable.
3. Completion of physical examination with satisfactory results.
4. Copy of Immunization records to include Hepatitis B series or signed waiver and TB skin test.

GENERAL EDUCATION COURSES**Cr. Hrs.**

All courses must be completed with a "C" or better.

+	ENC	1101	English I	3
+	MAC	1105	College Algebra.....	3
+	BSC	2085	Anatomy and Physiology I.....	3
+	BSC	2085L	Anatomy and Physiology I Lab.....	1
+	BSC	2086	Anatomy and Physiology. II	3
+	BSC	2086L	Anatomy and Physiology II Lab.....	1
+	PSY	2012	Psychology or	
+	SYG	2000	Principles of Sociology	3
+	CGS	1570	Microcomputer Applications	3
+			Humanities	3

MAJOR COURSES

+	+	RTE	1000C	Intro. to Diagnostic Imaging.....	3
+	+	RTE	1613	Diagnostic Imaging Physics	3
+	+	RTE	1503C	Radiographic Procedures/ Positioning I	3
+	+	RTE	1804	Clinical Education I	2
+	+	RTE	1418C	Prin. of Radiographic Exposure I..	3
+	+	RTE	1513C	Radiographic Procedures/ Positioning II	3
+	+	RTE	1814	Clinical Education II	4
+	+	RTE	1457	Prin. of Radiographic Exposure II.	3
+	+	RTE	1523C	Radiographic Procedures/ Positioning III.....	2
+	+	RTE	1824	Clinical Education III.....	4
+	+	RTE	2385	Radiobiology.....	3
+	+	RTE	2762	Sectional Anatomy & Pathology.....	3
+	+	RTE	2834	Clinical Education IV	4
+	+	RTE	2473C	Radiographic Quality Assurance ...	3
+	+	RTE	2563	Advanced Medical Imaging.....	3
+	+	RTE	2844	Clinical Education V	4
+	+	RTE	2854	Clinical Education VI	2
+	+	RTE	2061	Radiography Seminar	2

TOTAL DEGREE HOURS..... 77**RESPIRATORY CARE (THERAPY)
(RT-AAS)****Advisers for this program are located in HP 226 and the Health Sciences Division in the Technology Building**

PRIMARY ADVISERS: Craig Wise (ext. 3311), Brad Killion (ext. 3837), Katrina Beiler (ext. 5835)

PROGRAM GOAL: The purpose of this program is to prepare students to become advanced level respiratory therapists by obtaining the Registered Respiratory Therapist (RRT) credential. Program graduates will be eligible for licensure required for the practice of respiratory therapy in any state nationally. Respiratory therapists are employed in hospitals, rehabilitation facilities, sleep disorders clinics, pulmonary function labs, hyperbaric chambers, skilled nursing facilities, and home health agencies.

This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation from the Committee on Accreditation for Respiratory Care (CoARC).

Students interested in learning more about the Respiratory Therapy Program should obtain a program application packet from the Division of Health Sciences containing a current listing of admission and course requirements.

ADMISSION PROCESS:

1. Apply for admission to GCCC and request official transcripts from previous high school, GED, colleges, and universities attended.
2. Take the Computerized Placement Test (CPT) for Reading, Arithmetic, Algebra, and English if required (check with adviser). College level placement will give preference for acceptance in to the program, but may not be required in all areas tested.
3. Complete the Health Science Application for the Respiratory Therapy Program.
4. Schedule an interview with a primary adviser or submit a written statement detailing your interest in becoming a Respiratory Therapist.

Requirements after Provisional Acceptance and before Classes Begin:

1. Satisfactory fingerprint / criminal background check
2. Copy of current certification in CPR for Healthcare Providers
3. Completions of HIV/AIDS Course.
4. Completion of physical examination (with satisfactory results), including copy of immunization form.

Selection: The program begins once each year. Selection is made within three weeks of completion of respiratory care application. Students are admitted on a space available basis.

Preference: Applicants having completed any of the following courses with a "C" or better will have selection preference: BSC 2085, BSC 2085L, BSC 2086, BSC 2086L, and OST 1257.

GENERAL EDUCATION COURSES**Cr. Hrs.**

+	BSC	2085	Anatomy and Physiology I.....	3
+	BSC	2085L	Anatomy and Physiology I Lab.....	1
+	BSC	2086	Anatomy and Physiology II.....	3
+	BSC	2086L	Anatomy and Physiology II Lab	1
	PSY	2012	Psychology or	
	SYG	2000	Sociology	3
+	ENC	1101	English I	3
	CHM	1032	Gen, Organic, Biochemistry or higher chemistry	3
+			Humanities Elective.....	3

MAJOR COURSES

#	OST	1257	Medical Terminology	2
*#	RET	1004	Introduction to Science I.....	1
*#	RET	1483	Pulmonary Assessment I.....	2
*#	RET	1485	Pulmonary Physiology.....	2
*#	RET	1024C	Respiratory Care I.....	6
*#	RET	1295	Clinical Respiratory Medicine I	1
*#	RET	1005	Respiratory Microbiology	1
*#	RET	1350	Pulmonary Pharmacology I	1
*#	RET	1264C	Respiratory Care II.....	9
Specialization Topics Electives (4 courses).....				4
*#	RET	1930, 1931, 1932, 1933, 1934, 1935, 1936		
*#	RET	2878C	Respiratory Care III	5
*#	RET	2280C	Respiratory Care IV	7
*#	RET	2616	Management.....	1
*#	RET	2297	Pulmonary Assessment II	1
*#	RET	2534C	Respiratory Care V	5
*#	RET	2234	Critical Thinking in Resp. Care.....	1
*#	RET	2292	Clinical Respiratory Medicine II.....	1
*#	RET	2007	Pulmonary Pharmacology II.....	3
ELECTIVES				3
TOTAL DEGREE HOURS.....				76

SONOGRAPHY, DIAGNOSTIC MEDICAL (DMST-AAS)

Advisers for this program are located in the Health Sciences Division in the Technology Building

PRIMARY ADVISERS: DeeAnn VanDerSchaaf (ext. 3318), Vicki By-num (ext. 3591)

PROGRAM GOAL: The program is designed to prepare the student for employment as a General Sonographer. The sonographer is skilled by academic & clinical training to perform ultrasound examinations under the supervision of a qualified physician. Students with an Associates degree in any allied health care field are given advanced placement in the program. All other students may enter by completing the prerequisite courses. Students are encouraged to complete as many of the general education courses as possible prior to entering the Sonography program.

The program curriculum includes all courses required for Applied Science Degree or Certificate Track. A minimum grade of C must be achieved in all courses identified in the program curriculum, including courses required for admission. The program begins in the spring semester each year. The duration of the program is 14-16 months for the certificate track (45 credit hours) or 24 months for the Associates Degree in Applied Science (72 credit hours).

CURRICULUM CHANGES ARE BEING MADE IN THIS PROGRAM – SEE SONOGRAPHY ADVISER PRIOR TO REGISTERING FOR GENERAL EDUCATION CLASSES.

The Sonography program has a selective admission, limited enrollment program. Admission to Gulf Coast Community College does not imply acceptance into the Sonography Program.

After being accepted in the Sonography Program, the courses in the curriculum are progressive in nature, with one course building on the preceding course. Because of this progressive relationship, all courses in a term must be completed with a grade of C or better in order to continue to the next term. If a student achieves less than a C or withdraws from any course that is required for the Associate in Applied Science Degree, the student will not be allowed to continue in the program. The student may re-apply to the program. The application deadline for each class is October 15th.

Application process:

1. Application to Gulf Coast Community College.
2. Submit high school transcripts and college transcripts to the Office of Admissions and Records and have a transcript evaluation prior to the application deadline.
3. Submit a Sonography program application including the technical standards form and a letter of intent. The application package is available from the Health Sciences Division.
4. For the A.A.S. degree, submit active Computerized Placement Test (CPT) with minimum scores for placement into college level reading and English, satisfactory arithmetic and algebra scores OR complete college level English and math courses with a grade of "C" or better. Acceptable CPT scores are noted in the application package.
5. For the advanced technical certificate, submit associate degree documentation or successfully complete with a "C" or higher, the following prerequisites: BSC 2085 and BSC 2085L (Anatomy and Physiology I lecture and lab); PHY 1007 Intro to Physics or approved physics course, MAT 1033 or higher level course; and English 1101.
6. Schedule a visit with Program Director of the Medical Imaging Programs - Radiography, DeeAnn VanDerSchaaf, 913-3318, for advisement.

Requirements after conditional acceptance:

1. Satisfactory fingerprint / criminal background check
2. Copy of Current CPR certification for Health Care Provide .
3. Completion of physical examination (with satisfactory results),

including copy of immunization form.

GENERAL EDUCATION COURSES		Cr. Hrs.
+*	ENC 1101 English I	3
+*	BSC 2085 Anatomy and Physiology I	3
+*	BSC 2085L Anatomy and Physiology I Lab	1
	PSY 2012 Psychology or SYG 2000 Sociology	3
+*	Humanities I, II, or III	3
Other major courses:		
+	MAT 1033 Intermediate Algebra	3
Or higher math		
	PHY 1007 or Approved Physics	3
	OST 1257 Medical Terminology	2
HOURS	27

DIAGNOSTIC MEDICAL SONOGRAPHY (DMS-ATC)

		Cr. Hrs.
+#	SON 1000C Introduction to Sonography	2
+#	SON 1052C Sono Anatomy & Physiology	3
+#	SON 1100C Prin/Prot of Sono Imaging	4
+#	SON 1111 Abdominal Sonography I	3
+#	SON 1112 Abdominal Sonography II	3
+#	SON 1121 OB/GYN Sonography I	3
+#	SON 1122 OB/GYN Sonography II	3
+#	SON 1144 Superficial Structure	1
+#	SON 1170 Sonography Circulatory System	3
+#	SON 1211 Medical Sonography Physics	3
+#	SON 1804 Clinical Education I	3
+#	SON 1814 Clinical Education II	3
+#	SON 1824 Clinical Education III	4
	SON 2113 Sono Cross Sectional Anatomy	2
+#	SON 2171C Intro to Vascular Sonography	4
	SON 2175 Vascular Sonography	3
	SON 2834 Clinical Ed IV	4
TOTAL CERTIFICATE HOURS	51
TOTAL DEGREE HOURS	72

SURGICAL TECHNOLOGY VOCATIONAL CERTIFICATE (SURG-VC)

Advisers for this program are located in HP 307 and the Health Sciences Division in the Technology Building.

PRIMARY ADVISER: Craig Wise (ext. 3311), Libby McNaron (ext. 3551)

PROGRAM GOALS: The purpose of this program is to educate students in the specialty of surgical technology and promote knowledge based critical thinking in the safe practice of surgical technology. Upon completion of all graduation requirements, graduates of this program will receive a vocational certificate in surgical technology. Successful completion of the program will allow graduates to apply to take the national certifying examination provided all the eligibility requirements currently established are met.

To apply for this program of study, students should obtain a program application packet from the Division of health Sciences containing a current listing of admission and course requirements.

GENERAL EDUCATION COURSES Cr. Hrs.

All courses must be completed with a "C" or better.

+	BSC 1005	General Biological Science	
or	EMS 2010	Essentials of Human Structure and Function	3
#	OST 1257	Medical Terminology	2

INTRODUCTORY COURSES

=*	HSC 0005	Orientation to Health Sciences	1.5 v
=+*	HSC 0005L	Orientation to Health Sciences Lab	0.5v

MAJOR COURSES

+*=	STS 0003	Intro to Surgical Technology	3 v
+*=	STS 0003L	Intro to Surgical Tech. Lab	2 v
*=	STS 0803	Pharmacology & Anesthesia	1.5 v
*=	STS 0803L	P'col & Anesthesia Lab	0.5 v
*=	STS 0804	Basic Microbiology	2 v
+*=	STS 0120	Surgical Specialties I	1 v
+*=	STS 0120L	Surgical Specialties I Lab	0.5 v
+*=	STS 0121	Surgical Specialties II	1 v
+*=	STS 0121L	Surgical Specialties II Lab	0.5 v
+*=	STS 0122	Surgical Specialties III	1 v
+*=	STS 0122L	Surgical Specialties III Lab	0.5 v
+*=	STS 0155	Surgical Tech & Procedures	3.5 v
+*=	STS 0155L	Surg Tech & Procedures Lab	4.5 v
+*=	STS 0255L	Surgical Procedures Clinical I	6 v
+*=	STS 0256L	Surgical Procedures Clinical II	6 v
+*=	STS 0257L	Surg Proc Clinical III	6.5 v

TOTAL VOCATIONAL HOURS.....5crs/42v

APPLICATION PROCESS:

- A. Apply for admission to Gulf Coast Community College.
- B. Submit the Surgical Technology program application forms to the Division of Health Sciences.
- C. Take TABE or CPT examination as required in the Surgical Technology selection package.
- D. Submit official high school or GED transcripts to the Office of Admissions and Records.
- E. Submit official transcripts from all previous colleges to the Office of Admissions and Records for evaluation.
- F. Have three letters of reference mailed to the program director.

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of "C" required.

G. Complete transcript analysis with course instructor (previous training in anatomy/physiology and medical terminology may be substituted for BSC 1005, EMS 2010, and OST 1257).

H. Complete the interview process. See application packet for further information.

Minimum Requirements for Admission: Listed below are the specific requirements for admission to this program. It should be understood, however, that the minimum requirements are given and that admission to this program is a selective process. The satisfaction of minimum requirements does not automatically guarantee admission. When space is limited, preference may be given to students within the community college's assigned district.

1. Complete the application process as outlined in the selection package.
2. Proof of high school graduation or equivalent filed in the Office of Admissions and Records.
3. Conference with surgical technology adviser.
4. Submit proof of age – 18 years or older on or before the first clinical class start date of the class year.
5. Prerequisites: Satisfactory completion with a grade of "C" or higher in BSC 1005, General Biology and OST 1257, Medical Terminology. (NOTE: BSC 2085 and BSC 2086, Anatomy and Physiology I and II or EMS 2010, Essentials of Human Structure and Function, may be substituted for the general biology requirements). Preference will be given to students who have completed the recommended prerequisites or are currently enrolled with a satisfactory grade.

Requirements Upon conditional acceptance:

1. Satisfactory fingerprint / criminal background check.
2. Copy of current Certification in CPR by the American Heart Association or Red Cross Health Care Provider.
3. Completion of physical examination (with satisfactory results), including copy of immunization form.
4. Drug screen or other requirements as required by clinical sites.
5. Complete Introductory Classes HSC 0005 and HSC 0005L.

The Accelerated Alternate Delivery Bridge Program in Surgical Technology was developed to assist non-certified, currently practicing surgical technologists obtain the educational background they need to be eligible to sit for the Liaison Council on Certification for the Surgical Technologist (LCC-ST) National Certification Examination.

Surgical technologists interested in this program must fit into one of two groups:

1. On-the-job trained surgical technologists who completed training before March 1, 2000, or
2. Formally trained surgical technologists who completed their education from a non-Commission on Accreditation of the Allied Health Education Programs (CAAHEP) accredited program in surgical technology.

The Accelerated Alternate Delivery Bridge Program in Surgical Technology is a 5 college credit/42 vocational credit program. Up to 27 ½ of those vocational credits in lab skills and clinical experience may be granted by documented work experience in the field with a written validation of competency/examination. There is no charge for those courses. The remaining thirteen (13) vocational credits and the 5 college credits representing 10 courses must be successfully completed. Students must complete at least 12 hours at GCCC as required by the State of Florida.

Of those courses, 3 courses can be challenged by examination: HSC 0005, Orientation to Health Sciences; STS 0003, Introduction to Surgical Technology; and STS 0155, Surgical Techniques and Procedures. To challenge, one must register for the course and complete the pre-assessment examination for that course. The pre-assessment examination for each course must be completed with a minimal 70% score or "C" to successfully challenge

the course. In the event of a score less than 70%, all of the course assignments, examinations, and final examination (not the same examination) must be successfully completed as outlined in the course syllabus.

Graduation and Retention Requirements: For the Surgical Technology Program, students must earn a grade of "C" or higher in each course. See surgical technology student handbook for further information regarding graduation, retention, dismissal, readmission, and transfer credit policies.

EDUCATOR PREPARATION INSTITUTE

(EPI-XX)

Advisers for this program are located in the Professional Development Building

PRIMARY ADVISERS: Susan Butler (ext. 3394), Patricia Schenck (ext. 3577)

PROGRAM GOAL: This program is designed for individuals interested in becoming certified teachers in the state of Florida and prepares individuals for potential employment as teachers within K-12 schools. Program candidates must already hold a bachelor’s degree, in any area, from a regionally accredited college or university. All program applicants must submit to, and pass, a Level-2 background check. The Educator Preparation Institute (EPI) offers a state-approved pathway to teaching certification which a ds students seeking a five-year professional teaching certificate. The EPI is offered within a 6- or 8-month timeline, as a mixture of on-line and face-to-face traditional classroom sessions. EPI candidates typically meet one Saturday a month and are required to complete two field exp riences within K-12 public schools to prepare for careers in teaching.

APPLICATION PROCESS:

(The items below are listed only as a general guide. Prospective students should obtain a current application packet for the complete listing of entry requirements.)

1. Complete the online admission application at <http://teach.gulfcoast.edu> and click “Submit.” Wait for acknowledgement of receipt from the EPI recruiting office .
2. Receive notification of acceptance into the EPI-AP program. Attend new student orientation.
3. Apply for general admission to the college. Call or visit the college Admissions Office to obtain an Application for Admission and to receive information on the college admissions process. (850) 872-3892 or 1-800-311-3685, Ext. 3892. Applications are also available online at www.gulfcoast.edu.
4. Provide an official transcript to the EPI that documents completion of a bachelor’s degree from a regionally accredited educational institution with an overall GPA of 2.5 or higher.
5. Document a satisfactory Level 2 fingerprint/criminal background check.
6. Submit a passing score on all portions of the General Knowledge Florida Teacher Certification Exam.
7. Submit a “Statement of Status of Eligibility” from the Florida Dept. of Education, showing the applicant is eligible to teach in a K-12 subject area. (EPI counselors can advise you how to obtain this Statement of Status of Eligibility).

Cr. Hrs.

#	EPI 0001	Classroom Management	3
#	EPI 0002	Instructional Strategies	3
#	EPI 0003	Teaching & Technology	3
#	EPI 0004	The Teaching & Learning Process.....	3
#	EPI 0010	Foundations of Research-Based Practices in Reading	3
#	EPI 0020	The Teaching Profession.....	2
#+	EPI 0940	The Teaching Profession/Field Exp.....	1
#	EPI 0030	Diversity in the Classroom	2
#+	EPI 0945	Diversity in the Classroom/Field Exp	1

TOTAL CERTIFICATE HOURS 21

For additional information and program availability dates, visit www.gulfcoast.edu.

TRANSFER CREDIT: Classes in the program are categorized as “institutional credit” and count only toward EPI certification.

Classes and credits are not transferable other than to approved EPI programs within the state of Florida.

Applies only to A.S. degree, A.A.S. degree, and certificate programs.
+ Prerequisites required. See course descriptions in catalog.

= PSAV course.
* Minimum grade of “C” required.

ADULT BASIC EDUCATION AND GED PREPARATION PROGRAM

The Passport Program - Designed to prepare students for achievement of the GED and/or to improve basic academic skills for job entry and retention. Open to individuals 18 years of age and older who do not possess a standard high school diploma or GED or who are functioning below the ninth grade level. Orientations are held weekly. Day, evening, and weekend hours, as well as an online course of study, are available. All services are free of charge. Call 850-872-3849 for more information.

The ESOL Program – Designed to provide English language learning opportunities for adults with limited English proficiency. Classes utilize various instructional approaches and are taught at six levels. Call 850-769-1771, ext 3396 for more information.

CONTINUING EDUCATION PROGRAMS

MISSION: Recognizing that learning is a perpetual process, Continuing Education exists to collaborate with university parallel, career studies, adult basic education programs, and student development services to ensure a continuum of vital learning experiences to meet citizens' non-degree/non-career studies, pre-licensing, and continuing education needs for regulated professions, employee and career training needs, community building opportunities, and personal development.

PROGRAMS: Designed to meet non-degree needs, Continuing Education programs may be comprised of credit and noncredit courses, scheduled on or off campus, and offered through a variety of delivery systems, including but not limited to the following: lectures, town meetings, forums, seminars, workshops, clinics, conferences, on-line instruction, and self-paced, open-entry/open-exit formats. Courses are organized as follows:

BUSINESS AND INDUSTRY TRAINING PROGRAMS

Business and industry training programs address license preparation, pre-licensing, and continuing education needs of:

- Certified public accountant
- Computer and other technology users
- Construction industry contractors
- Electrical contractors
- Front-line managers/supervisors
- Insurance agents
- Manufacturing and industrial professionals
- Office systems personnel
- Pest control operators
- Professional engineers
- Small business owners/managers

Soft skills training programs are available for a variety of needs including customer service, teamwork, communication, and many more. Call 850-872-3818 for more information. Additionally, Business and Industry professionals can customize training programs to meet the needs of individual companies and organizations.

REGULATED HEALTH PROFESSIONS TRAINING PROGRAMS

Regulated health professions training programs address continuing education needs of:

- Certified addiction professional
- Clinical laboratory personnel
- Clinical social workers
- Dental hygienists

- Dentists
- Emergency medical technicians
- Marriage and family therapist
- Mental health counselors
- Nursing home administrators
- Nurses (CNA, LPN, RN,ARNP)
- Occupational therapists/OTA
- Paramedics
- Physical therapists/PTAs
- Radiologic technologists
- Respiratory therapists

In addition to the above professions for which Gulf Coast Community College maintains providership status, the following members of the health profession frequently enroll in courses: acupuncturists, dieticians, electrolysis technicians, funeral directors and embalmers, fitness trainers, educators, hearing aid specialist, massage therapists, medical records personnel, opticians, pharmacists, public health workers, and speech/language therapists, pathologists, and audiologists.

REGULATED PUBLIC SAFETY TRAINING PROGRAMS

Regulated public safety professions training programs address continuing education needs of:

- Corrections officer
- Firefighter
- Law enforcement officer
- Juvenile justice officer
- Parole and probations officer
- Security guards

EDUCATION PROGRAMS AND PARTNERS

Education programs and partners address continuing education needs of:

- Child care workers
- Teacher aides
- Teachers

COMMUNITY SERVICES PROGRAMS

Community service programs address the promotion of democratic ideals, community building, and enrichment of quality of life. The following programs currently reflect the college's commitment to community development and learning for a lifetime; they are:

- Citizen Leadership Institute
- Education Encore (an educational enrichment program for adults)

COURSE ANNOUNCEMENTS

As appropriate to non-degree/certificate intent, credit courses in GCCC approved listings may be offered through Continuing Education. Non-credit courses are approved and offered on an on-going basis. Credit and non-credit courses offered by Continuing Education are announced in brochures, fliers, newspaper advertisements, online, and through direct mail.

REQUESTS FOR OFFERINGS

Requests for Continuing Education offerings are encouraged by the college. Consideration for such offerings is based upon the level of instruction, the number of people interested, and the availability of qualified personnel for instruction. A minimum number of participants usually is required to initiate an offering. Activities are frequently scheduled off campus at sites and times convenient to particular groups and tailored to meet unique needs.

UPPER-DIVISION/GRADUATE EDUCATION

Although Gulf Coast Community College is not officially responsible for upper-division and graduate education, it cooperates with the branch campus operated in Panama City by the Board of Regents and Florida State University and, as appropriate, with other university providers of continuing education.

CONTACT

Persons interested in Continuing Education Programs may contact the Office of Continuing Education at 850-872 3823 for further information.

COURSE DESCRIPTIONS

ACCOUNTING

ACG 2001 3 hrs., 3 crs.

Principles of Financial Accounting I

An introduction to financial accounting. A sole proprietorship will be assumed. The complete accounting cycle will be studied as it relates to a service business and a merchandising business. Additional topics include financial reporting and analysis, specialized journals, internal control, short-term liquid assets, and inventories.

ACG 2011 3 hrs., 3 crs.

Principles of Financial Accounting II

Prerequisite: Minimum grade of "C" in ACG 2001 or consent of instructor.

A continuation of the introduction to financial accounting. Topics will include a study of short term liquid assets, long term assets, and current liabilities. Partnership and corporate accounting will also be introduced. Additional topics will include the statement of cash flows, financial statement analysis, and investments in stocks and bonds.

ACG 2071 3 hrs., 3 crs.

Introduction to Managerial Accounting

Prerequisite: ACG 2001.

Accounting for planning, organization, and cost control.

ACG 2450 3 hrs., 3 crs.

Basic Computer Augmented Accounting \$12.00 lab fee

Prerequisite: ACG 2001.

The accounting applications of electronic data processing, including the preparation, interpretation and use of computer information in financial decision-making. This course is transferable, but may not be substituted.

ACG 2500 3 hrs., 3 crs.

Introduction to Nonprofit and Government Accounting

Prerequisite: ACG 2011.

Accounting theory as applied to municipal and government problems with emphasis on budgeting, encumbrances, funds, and bond issues. This course is transferable, but may not be substituted.

TAX 1000 3 hrs., 3 crs.

Principles of Taxation I \$12.00 lab fee

A survey of federal income taxation with primary emphasis on the taxation of individuals.

TAX 1010 3 hrs., 3 crs.

Principles of Taxation II \$12.00 lab fee

Concepts and methods of determining income of estates, trusts, partnerships, and corporations for tax purposes; interpretation of internal revenue code, related regulations, and tax form preparation.

ANTHROPOLOGY

ANT 2410 3 hrs., 3 crs.

Introduction to Anthropology

This course is an introduction to the field of anthropology. Focusing on archaeology, the multimedia approach to the subject addresses the study of culture and cultural variation in both the ancient and modern world.

ART

ARH 2000 3 hrs., 3 crs.

Understanding Visual Arts

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."

(Meets Area I Humanities Requirement).

A study of visual expression as presented through different media. Lectures, slides, and studio activities will introduce the student to the problems

and materials of the artists.

ARH 2050 3 hrs., 3 crs.

Art History Criticism I

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." (Meets Area I Humanities Requirement.)

From Prehistoric to Renaissance.

ARH 2051 3 hrs., 3 crs.

Art History Criticism II

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."

(Meets Area I Humanities Requirement.)

From Renaissance to Twentieth Century.

ART 1100C 6 hrs., 3 crs.

Crafts Design I \$70.00 lab fee

Development of basic techniques using a wide range of materials, such as metals, fibers, fiber dye, enamels, and stained glass. Emphasis is placed on creative use of the techniques.

ART 1101C 6 hrs., 3 crs.

Crafts Design II \$70.00 lab fee

Prerequisite: ART 1100C.

Enhanced development of the materials explored in ART 1100C. Emphasis is placed on the creative use of the techniques.

ART 1201C

6 hrs., 3 crs.

Design I

\$70.00 lab fee

Prerequisite or Corequisite: ARH 2000.

A beginning study of the elements of design as found in two dimensional composition. The first six weeks are devoted to color theory and related exercises.

ART 1203C 6 hrs., 3 crs.

Design II \$70.00 lab fee

Prerequisite or Corequisite: ARH 2000.

Prerequisite: ART 1201C or consent of instructor.

A beginning study of the elements of design as found in three dimensional composition.

ART 1300C 6 hrs., 3 crs.

Drawing I \$40.00 lab fee

Basic problems in freehand drawing designed to develop skill and understanding of visual communication through the use of line.

ART 1301C 6 hrs., 3 crs.

Drawing II \$40.00 lab fee

Prerequisite: ART 1300C or consent of instructor.

A continuation of basic problems in freehand drawing designed to develop skill and understanding. This course is designed to challenge the student with more advanced drawing projects which foster creativity, disciplined skill, and experimental approaches.

ART 1500C 6 hrs., 3 crs.

Painting I \$50.00 lab fee

Introduction to and involvement with painting media. Emphasis is placed on developing compositions which foster an understanding of some of the materials, skills, and directions possible in painting. Basic techniques and historical relationships will be related to in a format which also attempts to foster painting as a medium of expression.

ART 1501C 6 hrs., 3 crs.
Painting II \$50.00 lab fee
Prerequisite: ART 1500C or consent of instructor.
Continuation of painting skill development, emphasizing composition and theme involvement.

ART 1750C 6 hrs., 3 crs.
Ceramics I \$75.00 lab fee
Basic concepts of ceramic design. Experience in process of forming, decorating, glazing, and firing pottery.

ART 1751C 6 hrs., 3 crs.
Ceramics II \$75.00 lab fee
Prerequisite: ART 1750C.
A continuation of skill development in ceramic production. Emphasis is on wheel throwing, hand building, preparation, and firing of pottery and kiln loading. Individual projects are developed.

ART 1950 1 hr., 1 cr.
Portfolio Preparation for Visual Arts I
Prerequisite: ART 1201C or ART 1300C.
Preparation and presentation of a professional portfolio of work for a prospective employer, college admissions office, or juried competition.

ART 1951 1 hr., 1 cr.
Portfolio Preparation for Visual Arts II
Prerequisite: ART 1950.
A continuation of portfolio preparation development. This course will assist students in developing and assembling portfolio presentation of their work. The portfolio can be used in relating to prospective employers, college admissions offices, or juried competitions.

ART 2600 3 hrs., 3 crs.
Computer Imaging I \$15.00 lab fee
Explores the creative uses involved in and issues surrounding computer-generated imagery. (Computer Literacy and Windows recommended.)

ART 2601 3 hrs., 3 crs.
Computer Imaging II \$15.00 lab fee
Prerequisite: ART 2600.
Builds on the skills learned in ART 2600. The student will use the computer and its applications as a creative tool in the process of making art. Students will explore advanced issues and uses involved in computer-generated imagery. This course will be a combination of hands-on, practical computer experience using the IBM compatible computer and various software programs, and a theoretical examination of the issues affecting computer imagery.

ART 2771C 6 hrs., 3 crs.
Applied Ceramics \$75.00 lab fee
Prerequisite: ART 1751C or consent of instructor.
The purpose of this class is to prepare students for self-directed studio work. Students will investigate choices in materials to express a personal concept, and work developing technical skills. This class is intended to build on basic information from prior ceramics classes.

BANKING/FINANCIAL SERVICES

#BAN 1004 3 hrs., 3 crs.
Principles of Bank Operations
Fundamentals of bank functions. The descriptive orientation is international.

#BAN 1114 2 hrs., 2 crs.
Deposit Operations
Overview of the U.S. payments system, banking law and regulation, and

current industry practices. Examines bank deposit-taking activities, considers how banks manage deposited funds, and explores the interbank EFT systems.

#BAN 1156 2 hrs., 2 crs.
Letters of Credit
This course provides a hands-on approach to learning about the development, use, and operation of letters of credit and related international trade documents. It includes a detailed examination of most documents used in international trade activities today.

#BAN 1210 3 hrs., 3 crs.
Analyzing Financial Statements
A study of characteristics of financial statements and financial statement analysis.

#BAN 1240 3 hrs., 3 crs.
Consumer Lending
Topics to be covered include consumer credit, credit risks, application, analyzing financial data, collection, compliance, and marketing consumer loans.

#BAN 1251 3 hrs., 3 crs.
Real Estate Finance
This course provides instruction to construction lending and other areas of commercial real estate finance with particular emphasis on managing credit risk. Real estate law, appraisal and investment analyses are also covered. Covers principles of finance related to Condominiums; Multifamily Rental Property; Retail Property; Office, Warehouse, and Lodging Property.

#BAN 1500 3 hrs., 3 crs.
Economics for Bankers
An introduction to the fundamental principles of economics, basic economic theory, and examples of the application of economics to banking. Emphasis is placed on topics of importance to bankers.

#BAN 1531 3 hrs., 3 crs.
Introduction to Supervision
Provides skills for new or potential supervisors to become better managers by emphasizing broad perspectives and by combining fresh insights with the interpersonal relations required of today's successful managers.

#BAN 2231 3 hrs., 3 crs.
Commercial Lending
Prerequisite: BAN 1004.
Provides knowledge and skills to be an effective commercial lender, including the technical side of lending and the human relations skills all successful leaders need.

#BAN 2253 2 hrs., 2 crs.
Introduction to Mortgage Lending
This course covers construction and permanent financing for residential property, real estate law, documentation, mortgage loan servicing, the secondary mortgage market, the role of government in mortgage lending, and residential real estate as an investment.

#BAN 2254 2 hrs., 2 crs.
Mortgage Loan Documentation
This course is designed for use in residential mortgage loan processing training, and is tailored specifically to the basic training needs of loan processing offices that are subsidiaries of commercial banks. Compliance with regulatory requirements is emphasized throughout.

#BAN 2400	3 hrs., 3 crs.
Trust Business	
An overview of the trust department, including how it fits into the bank's overall operations, the services it provides, and generally how those services are delivered.	
#BAN 2403	3 hrs., 3 crs.
Trust Investments	
Theory and practice of trust department investment services.	
#BAN 2405	3 hrs., 3 crs.
Trust Operations	
Prerequisite: BAN 2161.	
Covers basic trust terminology and concepts and ideas of trust functions within the securities industry.	
#BAN 2413	3 hrs., 3 crs.
Securities Processing	
Provides understanding of the securities industry and its application to the banking environment.	
#BAN 2501	3 hrs., 3 crs.
Money and Banking	
Practical aspects of money and banking with emphasis on the basic monetary theory needed to apply knowledge to a particular job. Emphasis is placed on economic stabilization, types of spending, the role of gold, limitation of central bank control, government fiscal policy, balance of payments, and foreign exchange, showing their repercussions on the banking industry in affecting yield curves and the structuring of portfolios.	
#BAN 2511	3 hrs., 3 crs.
Marketing for Bankers	
The basics of public relations, both internal and external. An overview of the essentials of bank public relations and marketing.	
#BAN 2532	3 hrs., 3 crs.
Supervisory Training	
Teaches managerial skills and concepts to current supervisors by integrating sound managerial concepts with practical experience. A modular format allows for flexibility so either basic or advanced skills can be enhanced.	
#BAN 2744	3 hrs., 3 crs.
Bank Management	
Introduction to modern management theory, practices, and applications.	
#BAN 2800	2 hrs., 2 crs.
Law and Banking Principles	
This course is a banker's guide to law and legal issues, with special emphasis on the Uniform Commercial Code.	
#BAN 2801	3 hrs., 3 crs.
Law and Banking Applications	
An introduction to laws pertaining to secured transactions, letters of credit, and the bank collection process.	

BIOLOGY

BSC 1005	3 hrs., 3 crs.
General Biological Science	
Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." Satisfactory completion of ENC 0002 or appropriate placement score is recommended. Cannot be used to satisfy degree requirements by students who already have credit in BSC 2010 or BSC 2011.	

A basic general education course designed to give the student an understanding of the major biological concepts of organisms, their life, anatomy, reproduction, and development.

BSC 1005L	2 hrs., 1 cr.
General Biological Science Lab	
\$35.00 lab fee	
Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."	
Recommended for students with the requirement of a science laboratory in their pre-program. Laboratory activities include the use of the microscope, cell and tissue study, chemical aspects of cells and digestion, the study of human organ systems with the dissection of the fetal pig, and genetics.	

BSC 2010	3 hrs., 3 crs.
Biology for Science Majors I	
Prerequisites: CHM 1040 or equivalent and satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." Corequisite: BSC 2010L. College-level placement in English and reading recommended prior to taking this course.	
First of two courses designed to provide depth in the biological sciences for students majoring in the life sciences. Course covers scientific methods, the chemical and cellular basis of life, bioenergetics, cellular reproduction, and molecular and organismal genetics.	

BSC 2010L	3 hrs., 1 cr.
Biology for Science Majors I Laboratory	
\$35.00 lab fee	
Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." Corequisite: BSC 2010.	
A laboratory course to be taken concurrently with BSC 2010. Laboratory experiences will relate to the chemical and physical aspects of life, cellular processes, photosynthesis and cellular respiration, mitosis and meiosis, and genetics.	

BSC 2011	3 hrs., 3 crs.
Biology for Science Majors II	
Prerequisites: BSC 2010. Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." Corequisite: BSC 2011L.	
The second sequence course for students majoring in the life sciences. Concentration is on diversity of life. Topics covered include plant and animal tissues, principles of ecology, population genetics, and evolution.	

BSC 2011L	3 hrs., 1 cr.
Biology for Science Majors II Laboratory	
\$35.00 lab fee	
Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." Corequisite: BSC 2011.	
A laboratory course to be taken concurrently with BSC 2011. Laboratory experiences will include structure and function of plants and animals, ecological principles, and evolution. Activities include field trips, experiments in physiology, and dissections.	

BSC 2085	3 hrs., 3 crs.
Human Anatomy and Physiology I	
Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."	
Corequisite: BSC 2085L or consent of Natural Sciences division chair. A study of chemistry, cells, tissue, the integument, the skeletal system, the muscular system, the cardiovascular system, and the respiratory system. Structure and function taught concurrently. This course is not intended for biology majors. Satisfactory completion of BSC 1005 or high school	

biology during the last 5 years is strongly recommended.

BSC 2085L 2 hrs., 1 cr.
Human Anatomy and Physiology I Laboratory
\$35.00 lab fee

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." Corequisite: BSC 2085.

Laboratory experiences related to lecture material, including microscope usage, membrane physiology, cell structure, and survey of tissues. Using appropriate dissection and histology slides the skeletal, muscular, cardiovascular, and respiratory systems will be studied.

BSC 2086 3 hrs., 3 crs.
Human Anatomy and Physiology II

Prerequisites: Completion of BSC 2085 and BSC 2085L with a "C" or better. A study of the lymphatic system, fluid balance, the nervous system and special senses, the digestive system, the urinary system, the endocrine system, and the reproductive system. Structure and function taught concurrently. This course is not intended for biology majors.

BSC 2086L 2 hrs., 1 cr.
Human Anatomy and Physiology II Laboratory
\$35.00 lab fee

Prerequisites: Satisfactory completion of BSC 2085L or one semester of a college-level biology laboratory course and satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."

Corequisite: BSC 2086.

A laboratory course to be taken concurrently with BSC 2086. Laboratory experiences will relate to the lecture material and will include histology studies and appropriate dissections to study the lymphatic, nervous, digestive, urinary, endocrine, and reproductive systems.

BSC 2311 3 hrs., 3 crs.
Introduction to Marine Biology

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." Satisfactory completion of high school biology and chemistry during the last five years is strongly recommended.

An introduction to the features of the world ocean and the major groups of living marine organisms that inhabit it. Physical, chemical, and biological interrelationships are emphasized. This course is not intended for biology majors, nor will it serve as a requirement for marine biology majors.

BSC 2931 1 hr., 1 cr.
Special Topics

This course centers around topics of current interest or of special interest to students or instructors. Topics or focus may vary from semester to semester. (This course does not satisfy the biological sciences requirement for the A.A. degree. Transfer of credit is the prerogative of the receiving institution.)

BSC 2932 2 hrs., 2 crs.
Special Topics

This course centers around topics of current interest or of special interest to students or instructors. Topics or focus may vary from semester to semester. (This course does not satisfy the biological sciences requirement for the A.A. degree. Transfer of credit is the prerogative of the receiving institution.)

BSC 2933 3hrs, 3crs.
Special Topics

This course centers around topics of current interest or of special interest to students or instructors. Topics or focus may vary from semester to semester. (This course does not satisfy the biological sciences requirement

for the A.A. degree. Transfer of credit is the prerogative of the receiving institution.)

MCB 2004 3 hrs., 3 crs.
Microbiology

Prerequisites: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C," and 3 hrs. biology or 3 hrs. chemistry.

Corequisite: MCB 2004L. College-level placement in English and reading recommended prior to taking this course.

The study of bacteria, molds, yeast, and other microorganisms. Emphasis is on distribution, spread, culturing, identification, classification, and the role of these microorganisms in human diseases. This course is not intended for biology majors.

MCB 2004L 3 hrs., 1 cr.
Microbiology Laboratory \$35.00 lab fee

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."

Corequisite: MCB 2004.

Microbiology lab covers the study of bacterial techniques. Students learn how to culture and stain bacteria as well as perform metabolic tests to aid in bacterial identification. The effects of antibiotics and disinfectants on microbial growth are also tested.

BUILDING CONSTRUCTION

BCN 1230 3 hrs., 3 crs.
Materials and Methods

A study of materials and methods used in commercial or private dwelling construction. Includes the use of wood, steel, and concrete in all phases of construction and a study of the fabrication of component units and their assembly at the construction site.

#BCN 2742 3 hrs., 3 crs.
Contractor's License Preparation

Prerequisite: Permission of instructor.

A study designed to prepare students for the Building Contractors' Examination, state and federal laws, safety codes, building codes, construction methods and technology, and practical field knowledge leading to A, B, and C licenses. Course can be used for general knowledge of construction field.

#BCT 1040 3 hrs., 3 crs.
Blueprint Reading for Building Trades

Fundamentals of blueprint reading in light construction for use by the building trades. Includes current standards, design characteristics, structural relationships, and the use of building materials.

#BCT 2610 3 hrs., 3 crs.
Codes for Electrical Exam

A course covering the latest revisions of the national code and local codes intended to aid the experienced worker in preparing for journeyman and master examination.

#BCT 2715 3 hrs., 3 crs.
Construction Management

A survey of the problems encountered in building construction involving personnel; contracts; federal, state, and local laws involving taxes, unemployment compensation, safety, liens, property deeds, easements, and licensing.

BCT 2770 3 hrs., 3 crs.

Construction Estimating

The basic principles and current practices employed in estimating building costs. The student learns to prepare material lists and to take off quantities of materials and labor hours from working drawings and specific tions. Project cost estimates are prepared.

BUILDING CONSTRUCTION APPRENTICESHIPS

=BCA 0340 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 9

Prerequisite: BCA 0357.

This is the 1st course, in the 5th year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians. This course is a continuation of the Electrical Apprenticeship 8 course.

=BCA 0341 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 10

Prerequisite: BCA 0340.

This is the 2nd course, in the 5th year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians. This course is a continuation of the Electrical Apprenticeship 9 course.

=BCA 0345 640 contact hrs., 21 vocational crs.

Electrical Internship 9

Prerequisite: BCA 0350.

This is the year 5, semester 1, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experie ce for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0346 640 contact hrs., 21 vocational crs.

Electrical Internship 10

Prerequisite: BCA 0350.

This is the year 5, semester 2, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experie ce for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0347 540 contact hrs., 18 vocational crs.

Electrical Internship Summer 5

Prerequisite: BCA 0350.

This is the year 5, summer, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experie ce for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0350 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 1

This is the 1st course, in the 1st year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians. This course is a continuation of the Electrical Apprenticeship 1 course.

=BCA 0351 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 2

Prerequisite: BCA 0350.

This is the 2nd course, in the 1st year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-

men Electricians. This course is a continuation of the Electrical Apprenticeship 1 course.

=BCA 0352 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 3

This is the 1st course, in the 2nd year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians.

=BCA 0353 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 4

Prerequisite: BCA 0352.

This is the 2nd course, in the 2nd year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians. This course is a continuation of the Electrical Apprenticeship 3 course.

=BCA 0354 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 5

Prerequisite: BCA 0353.

This is the 1st course, in the 3rd year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians. This course is a continuation of the Electrical Apprenticeship 4 course.

=BCA 0355 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 6

Prerequisite: BCA 0354.

This is the 2nd course, in the 3rd year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians. This course is a continuation of the Electrical Apprenticeship 5 course.

=BCA 0356 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship 7

Prerequisite: BCA 0355.

This is the 1st course, in the 4th year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians. This course is a continuation of the Electrical Apprenticeship 6 course.

=BCA 0357 90 contact hrs., 3 vocational crs.

Electrical Apprenticeship

Prerequisite: BCA 0356.

This is the 2nd course, in the 4th year, of the 5-year Electrical Apprenticeship Program that is designed to prepare individuals to become Journey-men Electricians. This course is a continuation of the Electrical Apprenticeship 7 course.

=BCA 0358 640 contact hrs., 21 vocational crs.

Electrical Internship 1

Prerequisite: BCA 0350

This is the year 1, semester 1, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experie ce for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0359 640 contact hrs., 21 vocational crs.

Electrical Internship 2

Prerequisite: BCA 0350.

This is the year 1, semester 2, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experie ce for the Electrical Apprenticeship program. Field activities are coordinated

with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0360 540 contact hrs., 18 vocational crs.

Electrical Internship Summer 1

Prerequisite: BCA 0351.

This is the year 1, summer, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0361 640 contact hrs., 21 vocational crs.

Electrical Internship 3

Prerequisite: BCA 0350.

This is the year 1, semester 1, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0362 640 contact hrs., 21 vocational crs.

Electrical Internship 4

Prerequisite: BCA 0350.

This is the year 2, semester 2, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0363 540 contact hrs., 18 vocational crs.

Electrical Internship Summer 2

Prerequisite: BCA 0350.

This is the year 2, summer, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0364 640 contact hrs., 21 vocational crs.

Electrical Internship 5

Prerequisite: BCA 0350.

This is the year 3, semester 1, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0365 640 contact hrs., 21 vocational crs.

Electrical Internship 6

Prerequisite: BCA 0350.

This is the year 3, semester 2, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0366 540 contact hrs., 18 vocational crs.

Electrical Internship Summer 3

Prerequisite: BCA 0350.

This is the year 3, summer, coordinated work experience program that

reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0367 640 contact hrs., 21 vocational crs.

Electrical Internship 7

Prerequisite: BCA 0350.

This is the year 4, semester 1, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0368 640 contact hrs., 21 vocational crs.

Electrical Internship 8

Prerequisite: BCA 0350.

This is the year 4, semester 2, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

=BCA 0369 540 contact hrs., 18 vocational crs.

Electrical Internship Summer 4

Prerequisite: BCA 0350.

This is the year 4, summer, coordinated work experience program that reinforces the educational and professional growth of students through parallel involvement in classroom instruction and field experience for the Electrical Apprenticeship program. Field activities are coordinated with classroom activities to provide student the opportunity to apply their knowledge and gain hands-on skills.

BUSINESS ADMINISTRATION

BUL 2241 3 hrs., 3 crs.

Business Law

A survey course of the legal setting in which business operates. Emphasis on public and regulatory law and on social, political, and ethical aspects of legal issues in business. Areas covered include administrative law, antitrust law, contracts, torts, employment law, and related topics. (Check with your adviser about university transfer requirement.)

GEB 1011 3 hrs., 3 crs.

Introduction to Business

An introductory course providing an opportunity to survey the fields of business covering topics such as the nature of business, types of business organization and ownership, physical aspects, business procedures, inter-relationships between phases of business.

#GEB 1136 3 hrs., 3 crs.

Foundations in e-Business \$12.00 lab fee

This course is designed to introduce students to the multi-faceted aspects of electronic business operations. This course provides a framework for students to use in the analysis and formulation of electronic business solutions. Electronic business is an area that impacts many different disciplines of study, such as accounting, business law, information systems, marketing, and management.

#GEB 2138 3 hrs., 3 crs.

E-Business Law and Ethics

This course focuses on legal and ethical issues involved in forming and operating web-based companies.

#GEB 2139 3 hrs., 3 crs.

E-Business Management

Prerequisite: GEB 1136

This course includes the applications, principles, and concepts of business transactions that take place via electronic communication networks. Specific emphasis will be placed on the process of buying and selling goods and services, and the information over computer networks.

HFT 1700 3 hrs., 3 crs.

Culinary and Travel Elements for Business

Introduction to travel, world cuisines and beverages, business etiquette, and dining etiquette.

CHEMISTRY

CHM 1032 3 hrs., 3 crs.

General, Organic, Biochemistry

This course covers fundamental topics in general and organic chemistry and selected topics in biochemistry.

CHM 1032L 2 hrs., 1 cr.

General, Organic, Biochemistry Laboratory \$35.00 lab fee

Prerequisite or Corequisite: CHM 1032 or CHM 1040.

This course involves a series of "at home" activities using a kit supplied by the college and additional chemicals and materials commonly found in the home. Laboratory reports will be communicated via the Internet. Topics in physical and chemical properties, colloids, and solutions, electrolytes, pH and buffers, properties of organic compounds, and characteristics of amino acids, proteins, carbohydrates, and lipids will be addressed.

CHM 1040 3 hrs., 3 crs.

Fundamentals of Chemistry

Prerequisite: Satisfactory mathematics placement on the College-Level Placement Test or completion of MAT 1033 with a minimum grade of "C." This course covers the fundamentals of chemistry with emphasis on descriptive chemistry. It includes topics in equations, stoichiometry, the Periodic Table, gas laws, nuclear chemistry, acids-bases, pH, and selected topics in carbon chemistry. (This course does not meet the chemistry requirement for science majors.)

CHM 1040L 2 hrs., 1 cr.

Fundamentals of Chemistry Laboratory \$35.00 lab fee

This course introduces students to safety in the laboratory, fundamental chemistry laboratory processes, procedures, techniques, and equipment appropriate for the beginning student. It explores basic chemical and physical properties and changes, types of chemical reactions, behavior of gases, stoichiometric application, simple equilibria, and fundamentals of quantitative analysis.

CHM 1045 3 hrs., 3 crs.

General Chemistry

Prerequisites: CHM 1040 or consent of the instructor; College-level reading placement; MAC 1105. Corequisites: CHM 1045L and MAC 1140.

Topics covered are chemical calculations, inorganic nomenclature, chemical reactions, thermochemistry, gases, atomic structure, configurations, periodicity, oxidation-reduction, and chemical bonding, including MO and VSEPR theory.

CHM 1045L 3 hrs., 1 cr.

General Chemistry Laboratory \$30.00 lab fee

Corequisite: CHM 1045.

This course explores chemical and physical properties of substances, types of chemical reactions, energy changes, chemical separations, and quantitative analysis procedures. Designed to accompany the lecture, this laboratory enhances the student's understanding of the lecture topics and teaches

basic chemical laboratory techniques.

CHM 1046 3 hrs., 3 crs.

General Chemistry and Qualitative Analysis

Prerequisites: MAC 1140 and CHM 1045 or the equivalent.

Corequisite: CHM 1046L.

Topics include solids, liquids, gases, colligative properties, kinetics, gaseous equilibria, nuclear chemistry, weak electrolyte equilibria, solubility equilibria, entropy, free energy, and electrochemistry.

CHM 1046L 6 hrs., 2 crs.

General Chemistry and Qualitative Analysis

Laboratory \$30.00 lab fee

Corequisite: CHM 1046.

The first half of this course emphasizes quantitative analysis techniques to expand the student's knowledge of oxidation-reduction, gravimetric analysis, colligative properties, reaction rates, electrochemistry, chemical equilibrium and electrolytes. The second half of this course focuses on the chemical and physical techniques to identify unknown substances. Designed to accompany the lecture, this laboratory enhances the student's understanding of the lecture topics and teaches basic chemical laboratory techniques.

CHM 2210 3 hrs., 3 crs.

Organic Chemistry I

Prerequisite: CHM 1046.

Corequisite: CHM 2210L.

A course in reactions, preparations, nomenclature, stereochemistry, conjugation, resonance, nucleophilic aliphatic substitutions, and elimination in alkanes, alkenes, alkynes, alkyl halides, alcohols, ethers, and cyclics; with an extensive introduction to organic synthesis.

CHM 2210L 4 hrs., 2 crs.

Organic Chemistry I Laboratory \$50.00 lab fee

Corequisite: CHM 2210.

An accompanying course to Organic Chemistry I. Designed to accompany the lecture. This laboratory enhances the student's understanding of lecture topics and teaches basic organic laboratory techniques.

CHM 2211 4 hrs., 4 crs.

Organic Chemistry II

Prerequisite: CHM 2210. Corequisite: CHM 2211L

A course covering the reactions, preparations, nomenclature, stereochemistry, conjugation, and resonance in aromatic and carbonyl compounds, amines, heterocyclics, phenols, and their derivatives; including organic synthesis and a comprehensive in-depth study of organic spectroscopy.

CHM 2211L 3 hrs., 1 cr.

Organic Chemistry II Laboratory \$50.00 lab fee

Corequisite: CHM 2211.

An accompanying course to Organic Chemistry II. Designed to accompany the lecture. This laboratory enhances the student's understanding of lecture topics and teaches basic organic laboratory techniques.

COMPUTER ELECTRONICS ENGINEERING

#CEN 2313 3 hrs., 3 crs.

Database Management Systems

Prerequisite: CET 1460

This course is an introduction to database management, database design, and SQL. The student will learn database concepts, design concepts, Entity Relationship (ER) Modeling, SQL, database optimization, data warehousing and data administration. This hands-on course will utilize current database technology such as Oracle and Microsoft SQL server.

- #CET 1114C 6 hrs., 4 crs.
Digital & Computer Circuits \$10.00 lab fee
Prerequisite or Corequisite: EET 1015C.
Integrated lecture and laboratory experiences in the study of digital integrated circuits, number systems, and Boolean Algebra. Included is the study of gates, counters, adders, registers, multivibrators, and arithmetic logic units.
- CET 1175 3hrs., 3 crs.
Customer Support Fundamentals \$12.00 lab fee
Prerequisite: CGS 1570
This course focuses on key information for user support professionals, including decision making, communicating successfully with a client, determining the client's specific needs, and writing for the end user. The course reflects the latest in support industry trends, especially the use of Web and email-based support. Students will review and discuss details of real-life scenarios of working professionals and issues in the workplace.
- #CET 1514 3 hrs., 3crs.
Desktop Operating Systems (A+ Software)
This course provides a broad survey of common, current operating systems. The student develops a strong foundation learning the history, types, and functions of operating systems used on personal computers. Multiple operating systems are introduced in a vendor neutral format including Windows, Linux, NetWare, and the Mac OS. The course discusses how operating systems interface with input, output, and storage devices.
- #CET 1600C 4 hrs., 3 crs.
Network Fundamentals \$50.00 lab fee
This course is designed to prepare students to apply and understand the basics of networking hardware. The course covers the OSI model and industry standards, network topologies, IP addressing, and basic network design.
- #CET 1610C 6 hrs., 4 crs.
Router Technology \$50.00 lab fee
Prerequisite: CET 1600C or CET 2485
This course is designed to provide students with classroom and laboratory experience in current and emerging networking technology. Instruction includes networking, network terminology and protocols, network standards, local area networks (LANs), wide area networks (WANs), Open System Interconnection (OSI) models, Transmission Control Protocol /Internet Protocol (TCP/IP) Addressing Protocol, dynamic routing, routing, and the network administrator's function. Students will successfully implement beginning router configurations, demonstrate an understanding of routed and routing protocols and the fundamentals of LAN switching.
- #CET 1660 3 hrs., 3 crs.
Computer and Network Security Essentials
Prerequisite: CET 1460C or CGS 1570 or permission of instructor.
This course introduces students to the terminology and concepts associated with network security. Topics addressed include Operating Systems Security – Computers and Networks, Viruses, Worms and Malicious Software, Authentication, Encryption and Account-Based Security, File, Directory and Shared Resource Security, Firewalls and Border Security, Physical and Network Topology Security, Wireless Security, Web, Remote Access and VPN Security, E-mail Security, and Security Management Strategy.
- #CET 2123C 6 hrs., 4 crs.
Microprocessor Fundamentals \$10.00 lab fee
Prerequisite: CET 1114C.
Integrated lecture and laboratory experiences designed for the study of all aspects of microprocessor systems, including MPU architecture, bus concepts, memory schemes, input-output, assembly language programming, test instruments, and troubleshooting.
- #CET 2173C 6 hrs., 4 crs.
Microcomputer Systems (A+ Hardware) \$10.00 lab fee
Prerequisite: CET 2123C.
A hardware course providing hands-on experience in specifying, assembling, testing, and using a microcomputer to send, receive, and control data. Includes architecture, input-output interfacing, DMA, interrupts, memory management, assembly language and basic programming, and local area networking.
- #CET 2177 3 hrs., 3 crs.
Computer Hardware Essentials \$8.00 lab fee
This course provides the student with the basic knowledge and skills necessary for further study of computers and networking.
- #CET 2363 3 hrs., 3 crs.
Advanced Visual Basic \$8.00 lab fee
Prerequisite: CET 1362 or COP 1332.
The student will develop and write extensive applications programs using Visual Basic 6.0.
- #CET 2364 3 hrs., 3 crs.
C++ Programming \$8.00 lab fee
An introduction to the C programming language, including input/output, pointers, functions, arrays, and file operations. (Students should be familiar with program development.)
- #CET 2368 3 hrs., 3 crs.
Advanced C++ \$8.00 lab fee
Prerequisite: CET 2364.
An advanced course for C programmers. Introduces the creation of classes and data encapsulation. Derivation and polymorphism will be covered to make use of C++ as an object-oriented programming language.
- #CET 2485 3 hrs., 3 crs.
Networking Essentials Plus (Network +)
This course serves as a general introduction for students to acquire a foundation in current network technologies for local area networks, wide area networks, and the Internet.
- #CET 2526 3 hrs., 3 crs.
LINUX \$8.00 lab fee
A course for LAN or Web system administrators who need to learn supervisory tasks for the LINUX/UNIX operating system. Red Hat LINUX is used for training.
- #CET 2587 3 hrs., 3 crs.
Web Database Applications \$8.00 lab fee
Prerequisite: CET 1362.
This course covers the installation, use, and management of client server databases such as Microsoft Access, and Microsoft SQL relational databases.
- #CET 2615C 4 hrs., 3 crs.
Advanced Router Technology \$50.00 lab fee
Prerequisite: CET 1610C.
This course is designed to prepare a student to apply and understand the advanced principles and applications of networking hardware. The course covers advanced router configurations, Local-Area Networking (LAN) switching, network management, and advanced network design. This is the third of a four-part series to prepare students for the Cisco Certified Networking Associate examination.
- #CET 2620C 4 hrs., 3 crs.
Project Based Learning \$50.00 lab fee
Prerequisite: CET 2615C.
Designed to prepare a student to apply and understand the advanced principles, applications, and implementation of networking hardware. The

course covers advanced network design projects and advanced network management projects.

This is the fourth of a four-part series to prepare students for the Cisco Certified Networking Associate examination.

#CET 2722C 6 hrs., 4 crs.
Windows 2003 Servers \$8.00 lab fee
Prerequisites: CET 2173 and CET 2485

This hands-on course is designed to prepare you for the challenges as a system administrator professional. Lectures, projects and exercises reinforce skills as they are learned. Specific topic coverage includes: Introduction to Windows Server 2003, Managing Hardware Devices, Creating and Managing Users, Implementing and Managing Groups, Managing Access to Files, Managing Disk and Data Storage, Advanced File System Management, Implementing and Managing Printing, Implementing and Using Group Policies, Administering a Server, Monitoring Server Performance, Managing and Implementing Backups and Disaster Recovery, Administering Web Resources, and Security Basics for Windows Server 2003.

#CET 2724 4 hrs., 4 crs.
Server 2003 Network Infrastructure
Prerequisites: CET 2177 and CET 2485

This course provides students with the opportunity to develop the knowledge and skills that are required to implement, manage, and maintain a Microsoft Windows 2003 Infrastructure. It also helps students to prepare for the MCP exam 70-291, Implementing, Managing, and Maintaining a Microsoft Windows Server 2003 network Infrastructure.

#CET 2811 4 hrs., 4 crs.
Windows XP Professional \$8.00 lab fee

This course provides students with the opportunity to develop the knowledge and skills that are required to install, configure, and administer the Windows® XP Professional operating system. This course also helps students to prepare for the MCP Exam 70-270.

EET 1015C 6 hrs., 4 crs.
AC & DC Circuits I \$10.00 lab fee
Prerequisites: MTB 1321 or MAC 1105

This integrated lecture/lab course introduces basic electricity and electrical circuit concepts. Topics include calculation of current, voltage, resistance and power in series, parallel and combination circuits with direct current (DC) power sources. Strategies or troubleshooting electrical circuits are developed. The lab portion develops skills in using various electrical components to fabricate simple circuits, reading schematic diagrams, measuring circuit parameters, and troubleshooting circuit faults. The last portion of the course deals with the nature of alternating current (AC). The student uses basic testing equipment such as the digital multimeter, function generator and DC power source to measure voltages, currents and power. Computer simulation software is used to predict voltages and currents in various circuits and to verify results through hands-on experimentation

EET 1025C 6 hrs., 4 crs.
AC & DC Circuits II \$10.00 lab fee
Prerequisite: EET 1015C.

This AC/DC Circuits II course is the second course in the two course sequence of circuits and systems. The purpose of this course is to provide the student with the skills and knowledge necessary to analyze complex DC and AC circuits and associated applications. This course is a continuation of the concepts introduced in AC/DC Circuits I (EET 1015C). Application of advanced concepts to direct current and alternating current circuits, this course also prepares the student for the subsequent devices course EET 1041C Electronics Devices. Concepts and skills acquired in this course form the basis for all subsequent electronics courses.

#EET 1033 3 hrs., 3 crs.

Fundamentals of DC/AC Circuits

Prerequisite: MAT 0002 or permission of instructor.

This is an introductory course in basic electricity intended for the engineering technology programs. It consists of the concepts, laws, and definitions encountered in DC and AC electric circuits.

#EET 1141C 6 hrs., 4 crs.

Electronic Devices \$10.00 lab fee

Prerequisite or Corequisite: EET 1025C

Integrated lecture and laboratory experiences in the study of semi-conductor devices and their application in electronic circuits. Included is the study of the structure of matter, diodes, transistors, biasing, FETs, PNPn's, single stage amplifiers, and other devices.

#EET 2142C 6 hrs., 4 crs.

Electronic Circuits \$10.00 lab fee

Prerequisites: EET 1025C, EET 1141C.

Study of power supplies, oscillators, and amplifiers using discrete components and operational amplifiers. Design of these circuits, frequency response, stabilization, and feedback will be considered.

#EET 2183C 3 hrs., 2 crs.

Electronic Troubleshooting Techniques

Prerequisite or Corequisite: EET 2142C.

An advanced course combining troubleshooting, automated test equipment, and instrumentation. Fundamental concepts of troubleshooting from the system to component level. Includes analog and digital troubleshooting, ATE bus and hardware design, ATE software, instrumentation, and analyzers.

#EET 2280 6 hrs., 4 crs.

Data Acquisition & Control Systems \$20.00 lab fee

Prerequisite: EET 1141C

This course covers the hardware and software for data acquisition and control applications. Topics will include Sensors, Signal Conditioners, I/O Modules, Data loggers, Communications protocols, Alarming, etc. Software for Graphics interfacing such as National Instruments Lab View, Keithley Data Acquisitions Systems, and Omega Data Acquisitions Systems will be used to develop application projects.

#EET 2355C 6 hrs., 4 crs.

Digital Communications \$10.00 lab fee

Prerequisite: CET 1114C.

Prerequisite or Corequisite: EET 2142C.

Lecture/laboratory experiences in the study of electronic communications, including digital, microwave, fiber-optic, and laser communications. Study of coding, transmission, and decoding of pulse transmission systems, error detection, and troubleshooting techniques.

#EST 1603C 6 hrs., 3 crs.

Fundamentals of Robotics \$10.00 lab fee

This Introduction course in Robotics Technology is open to all students, using the Carnegie Mellon Robotics Academy Curriculum for the LEGO® MINDSTORMS® Carnegie Mellon University is the leading University in the country for Robotics. MINDSTORMS NXT Education is the next generation in educational robotics, enabling students to discover Science, Technology, Engineering and Mathematics in a fun, engaging, hands-on way. By combining the power of the LEGO building system with the LEGO MINDSTORMS Education technology, teams of students can design, build, program, and test robots. Students will develop programming skills using National Instruments software and programming in Visual Basic or C+ languages. Working together on guided and open-ended engineering projects, the team members develop creativity and problem-solving skills along with other important mathematics and science knowledge. Students also become more skilled in communication, organization and research, which helps prepare them for future success in higher levels

of education and in the workplace.

#EST 2511C 6 hrs., 4 crs.

Motor and Motion Control

Prerequisite: EST 2542C \$10.00 lab fee

This course provides experiences with electro-mechanical devices such as relays, timers, counters, proximity sensors, photo sensors, and solid state relays for control applications. Motors and motor control circuits using motor starters and variable frequency drives (VFDs) controlled by programmable logic controllers (PLCs) are developed for various control applications. Motion control is developed using Allen-Bradley SERCOS servo drives controlling X-Y Servo tables controlled by AB Control Logix and RSLOGIX 5000 software.

#EST 2535C 6 hrs., 4 crs.

Process Control and Instrumentation \$10.00 lab fee

Prerequisite: EST 2542C.

This course prepares the student for working in the area of process control automation. Lecture and lab assignments provide experience with sensors, level control, flow control, pressure control, temperature control, digital set point and with analog processing, and P.I.D. control. The Allen-Bradley PLC 1500 PLC processors will be used as the process controllers with a process control trainer to design, construct, interface, program, and troubleshoot control circuits and systems. The process software for the course will be the Allen-Bradley RSLOGIX 5/500 and RSVIEW32 Human Machine Interface.

#EST 2542C 6 hrs., 4 crs.

Programmable Logic Controllers \$10.00 lab fee

Prerequisite: CET 1114C.

This course covers the applications, servicing and troubleshooting of programmable logic controller circuits. The Allen-Bradley Micrologic 1500 PLC processor with RSLOGIX 5/500 software is applied to control applications involving rung programming, sequencers, timers, counters, data manipulations, instructions, math instructions, file-to-file moves, and communications using A/B Data Highway.

#EST 2606C 6 hrs., 4 crs.

Robotics \$10.00 lab fee

Prerequisite: EST 2542C.

Types of robots will be studied, such as servo point to point, non-servo pick and place, Cartesian, lead through teach, stepper control, pneumatic PLC control, etc. Robot programming, interfacing, and design of robotic workcells for industrial applications will be developed. A study of robot configurations, programming techniques for applications found in assembly, inspections, welding, painting, and in material handling applications. Lab experiences will be developed with the ADEPT SCARA robot, including a vision system for assembly applications.

#EST 2650C 4 hrs., 3 crs.

Industrial Networking \$10.00 lab fee

Prerequisite: EST 2452C.

This class covers network topologies, protocols, the Allen Bradley, Device Net, Control Net, and Ethernet using RSLOGIX500, RSLOGIX5000, and RSVIEW32 Human Machine Interface. Communication with Microsoft Excel will be used for data acquisition. Manufacturing concepts such as batch processing, supervisory control, just-in-time inventory control, and computer hierarchies will be discussed with lab simulation.

#EST 2700C 4 hrs., 3 crs.

Electro-Hydraulics and Pneumatics \$10.00 lab fee

Prerequisite: EST 2542C.

Hydraulic and pneumatic applications as found in industrial control applications. Content includes basic physical laws, properties of fluids, flow rate and velocity, pressure and force, hydraulic pumps, air compressors, fluid power symbols, pressure control valves, flow control valves, linear actuators, rotary

actuators, sequence circuit, rapid traverse and feed circuit, counterbalance circuit, accumulator circuits and applications, pressure reducing valves, unloading valves and circuits, regenerative circuits, deceleration and braking of hydraulic actuators, fluid filtration in hydraulic circuits, and troubleshooting hydraulic and pneumatic circuits.

#ETI 1637 3 hrs., 3 crs.

Introduction to Technology Innovation

This course teaches the process of technological change and innovation in organizations. Attention will be focused on practical and innovative ways of achieving the integration of people and technology in a variety of organizational settings. Creativity, innovation and diversity are explored. Reasoning and critical thinking skills will be emphasized. Throughout the course, fundamental topics are introduced and explored including six-sigma quality systems, industrial safety, professional ethics and written and oral presentations.

COMPUTER SCIENCE/DATA PROCESSING

CGS 1000 3 hrs., 3 crs.

Introduction to Data Processing

A study of the terminology and principles of mechanized and electronic data processing systems used in business and government.

#CGS 1103 3 hrs., 3 crs.

Project Management

\$12.00 lab fee

Prerequisite: CGS 1570

This course will allow the student to understand how to plan, organize, create presentation material, and manage projects using various software tools. Students will utilize software applications to plan a project; track tasks and organize the overall project; analyze cost, time, and resource effectiveness; and explore options for customizing project design material and effective implementation using software tools.

CGS 1544 3 hrs., 3 crs.

Database Management Using Microsoft Access

Prerequisite: CGS 1570. \$12.00 lab fee

Introduction to relational database design, construction, and implementation. Students will gain a working knowledge of how to design forms, reports, queries, and menus in Microsoft Access. Students will build several database management systems ranging from a simple address book to a fully functional business system.

CGS 1570 3 hrs., 3 crs.

Microcomputer Applications \$12.00 lab fee

An introduction to the operation and use of personal computers learning the use of the operating system and the use of software packages, including word processing, electronic spreadsheet, Internet, presentation software, graphics, databases, and telecommunications.

#CGS 1843 3 hrs., 3 crs.

Starting a Business on the Internet \$12.00 lab fee

Prerequisite: GEB 1136

Introduction to the necessary knowledge and skills required to develop and start a business on the Internet. Topics include an overview of Internet commerce, business basics, advertising, marketing, and security issues.

#CGS 1871 3 hrs., 3 crs.

Introduction to Multimedia for the Web

Prerequisite: CGS 1570

\$12.00 lab fee

This is a survey course designed to introduce the concepts of multimedia. Students will be exposed to different areas of multimedia that include text, images, audio, video and animation. Students will have the opportunity to learn how to manipulate text, capture images, produce audio and video, and simple animations. They will learn to combine the components into presentations.

#CGS 2069	3 hrs., 3 crs.	CIS 2321	3 hrs., 3 crs.
Internet Marketing	\$12.00 lab fee	Systems Analysis and Design	\$12.00 lab fee
Prerequisites: CGS 1570, GEB 1136		Prerequisite: Any programming language.	
This course will present the development of an Internet business strategy with a particular emphasis on the marketing functions of advertising, promotion, distribution, and project management. Current and experimental applications will be taught on the classroom computers.		An introduction to the preparation of a system solution to a data processing problem which includes documentation of inputs, outputs, data flow, and a general description of runs and logic; consideration of a gross schedule of events required from project approval through detailed design programming, testing, and the new system phase-in. Actual case studies will be emphasized.	
#CGS 2173	3 hrs., 3 crs.	#CNT 1401	3 hrs., 3 crs.
E-Business Systems and Web Design	\$12.00 lab fee	Introduction to Network Security	\$12.00 lab fee
Prerequisite: CGS 1570 or permission of instructor.		Prerequisite: GEB 1136	
Use and application of information system technology in the business environment, with emphasis on the fundamental e-Business models, technology concepts and systems used to enable and conduct electronic business. Concepts include the components of an e-Business system, the systems development process, the functions of the various types of communications networks, hardware, and software, including practical, hands-on projects creating and designing web pages to enhance e-Business analytical skills.		Introduction to network security. Topics covered include: legal issues and policies, managing risks, identifying types of attacks, information security best practices, e-commerce needs, intrusion detection and platform-specific implementations.	
#CGS 2820	3 hrs., 3 crs.	COP 1332	3 hrs., 3 crs.
HTML & XHTML Web Page Design	\$12.00 lab fee	Introduction to Visual Basic	\$12.00 lab fee
Introduces techniques that will help ensure students know how to create web pages and sites that are flexible, scalable, and ready to take full advantage of the World Wide Web. Students will learn how to use FPT, HTML, XHTML, and Dreamweaver. The student will also understand how web browsers and servers are used to display their web pages. This course requires research and project development.		An introduction to the standards and conventions of programming in a graphical environment. Emphasis will be placed on gaining an understanding of proper design and use of the graphical user interface (GUI) development tools available in Visual Basic. Similarities to and differences from traditional programming languages will be explored.	
#CGS 2821	3 hrs., 3 crs.	COP 2120	3 hrs., 3 crs.
Advanced Web Page Design	\$12.00 lab fee	COBOL Programming	\$12.00 lab fee
Prerequisites: CGS 1570, CGS 2820, CGS 1544, COP 2840.		Prerequisite: COP 1332 or consent of instructor.	
This course builds upon web design skills learned in CGS 2820. Topics include creating and managing a web server, shopping cart technology, database integration, automation technologies, client/server scripting, and server platform benefits and limitations. Students will use Microsoft FrontPage and Macromedia Dreamweaver web development tools to create dynamic web sites. Hands-on class project will include implementing and publishing an e-Commerce based intranet web site.		Instruction in the use of COBOL language and its applications to business electronic data processing problems, applications, and systems.	
#CGS 2825	3 hrs., 3 crs.	#COP 2121	3 hrs., 3 crs.
Web Site Management	\$12.00 lab fee	Advanced COBOL	\$12.00 lab fee
Prerequisites: CGS 1570, GEB 1136.		Prerequisite: COP 2120 or consent of instructor.	
This course is designed to familiarize individuals with current and emerging web site management methodologies and technologies. The course examines the various stages of development and decision making required to establish and maintain effective web sites. Topics include project and team management, strategic and tactical planning, web servers and hosting, user and task analysis, web content and design, prototyping, web publishing tools, evaluation procedures, production and implementation, and site maintenance. A running case study takes students through planning, idea generation, testing, implementation, and maintenance of web sites.		A more advanced study of COBOL programming, including structured techniques processing with multiple I/O files, sequential and indexed fields, multiple control breaks, indexing, and file updating	
#CGS 2874	3 hrs., 3 crs.	COP 2224	3 hrs., 3 crs.
Advanced Multimedia for the Web	\$12.00 lab fee	Introduction to C++ Programming	
Prerequisites: CGS 1570, CGS 2820, CGS 1871		This course helps students to develop problem-solving skills using programming languages. Students are introduced to fundamentals of C++ programming with an emphasis on primitive data types, control structures, looping structures, methods, and arrays. The student will also gain a basic understanding of the style of programming called object oriented programming.	
Continuation of CGS 1871. Topics include advanced uses of multimedia director including shockwave, animation and lingo. This course will cover the fundamentals of professional multimedia projects development. In-depth study and successful implementation of multimedia applications for cd-rom, kiosk, and web distribution. Emphasis on video and audio compressions, multi-platform implementations and applications authoring will also be covered. Hands-on projects will be required.		COP 2250	3 hrs., 3 crs.
		Introduction to Java Programming	\$12.00 lab fee
		This course helps students to develop problem-solving skills using programming languages. Students are introduced to fundamentals of Java programming with an emphasis on primitive data types, control structures, looping structures, methods and arrays. The student will also gain a basic understanding of the style of programming called object oriented programming.	
#CGS 2874	3 hrs., 3 crs.	#COP 2333	3 hrs., 3 crs.
Advanced Multimedia for the Web	\$12.00 lab fee	Advanced Visual Basic Programming	\$12.00 lab fee
Prerequisites: CGS 1570, CGS 2820, CGS 1871		A study of advanced programming concepts using the Microsoft Visual Basic.NET programming environment. This course will investigate objects by using classes and methods. External database sources will be used for both WinForm and WebForm based programs.	
Continuation of CGS 1871. Topics include advanced uses of multimedia director including shockwave, animation and lingo. This course will cover the fundamentals of professional multimedia projects development. In-depth study and successful implementation of multimedia applications for cd-rom, kiosk, and web distribution. Emphasis on video and audio compressions, multi-platform implementations and applications authoring will also be covered. Hands-on projects will be required.		#COP 2823	3 hrs., 3 crs.
		Advanced Web Page Publishing - Active Server Pages	\$12.00 lab fee

Prerequisites: CGS 1570, COP 2840.

Web pages that allow users to enter data and view data from remote databases are the basis for much of the commercial usefulness of the internet. In this course students learn the design and implementation of active server pages (asp) for web site data support. Visual Basic script is used on a web server to handle data returned from forms that reside on web pages. The data is processed and response forms are created and sent back to the user. This is a hands-on course requiring all students to implement code for the client-side and server-side of the web page.

#COP 2840 3 hrs., 3 crs.

Internet Programming \$12.00 lab fee

Prerequisites: CGS 1570, COP 2250.

This course builds expertise in Internet programming using JavaScript and Vbscript languages. Client-side and server-side scripting are included. Scripts will be used with HTML to add interactive capabilities to web sites.

* COP 2842 3 hrs., 3 crs.

Developing Web Sites using PHP with MySQL \$12.00 lab fee

Prerequisite: CEN 2313 Database Management Systems.

This course provides the students with the opportunity to learn how to create database-driven web sites using service-side scripting languages. Topics include introduction to PHP, working with data types and operators, building functions and control structures, manipulating strings, accessing files and directories, manipulating data in arrays and strings, working with databases and MySQL, manipulating MySQL databases with PHP, managing state information, and debugging and error handling.

CTS 1261 3 hrs., 3 crs.

Introduction to Spreadsheets Using Microsoft Excel

\$12.00 lab fee

Prerequisite: CGS 1570 or consent of instructor.

An introduction to electronic spreadsheets using Microsoft Excel software to include basic spreadsheet design, databases, charts, macros, integrating Excel with other applications, and advanced features

#ETI 2441 3 hrs., 3 crs.

Technology Project Management

This course will examine projects within the framework of a technology enhanced environment to include planning, organizing, managing and controlling projects. Techniques are appropriate for a full range of management approaches including large and small projects within industrial, commercial, academic, or non-profit organizations.

COOPERATIVE EDUCATION

Cooperative Education courses may be taken toward completion of most of the Associate in Arts and Associate in Science degree programs. A maximum of six credit hours may be used in meeting the A.A. degree requirements.

AMH	2949	History
ANT	2949	Anthropology
APA	2949	Accounting
ARC	2949	Architecture
ART	2949	Art
BCN	2949	Building Construction
CCJ	2949	Criminal Justice
CHD	2949	Child Care
CHM	2949	Chemistry
CIS	2949	Data Processing
DIG	2949	Digital Media
ECO	2949	Economics
EDG	2949	Education
EET	2949	Electronics

EMS	2949	Emergency Medical Services
ENC	2949	English
ETD	2949	Drafting
ETG	2949	Engineering
ETM	2949	Mechanical
FFP	2949	Fire Sciences
FOR	2949	Forestry
FSS	2949	Restaurant/Hospitality Management
GEB	2949	Business
HFT	2949	Hospitality
JOU	2949	Journalism
LIS	2949	Library Science
MAC	2949	Math
MET	2949	Meteorology
MNA	2949	Management
MVO	2949	Music
NUR	2949	Perioperative Nursing
OST	2949	Secretarial
PAD	2949	Public Administration
PCB	2949	Biology (Medical)
PEL	2949	Physical Education
PHA	2949	Pharmacy
PHI	2949	Philosophy
PHT	2949	Physical Therapy
PHY	2949	Physics
PLA	2949	Legal Assisting
POS	2949	Political Science
PSC	2949	Physical Science
PSY	2949	Psychology
PUR	2949	Public Relations
REE	2949	Real Estate
REL	2949	Religion
RTV	2949	Radio-TV Broadcasting
SOW	2949	Social Services
SPC	2949	Speech

Cooperative Education 3 crs.

Prerequisite: Minimum of 2.0 GPA, completion of cooperative education application, interview with the coordinator, availability of training slot. Minimum of 150 hours of supervised, practical work experience in an appropriate business, industry, government agency, or institution related to the co-op's major field of study. Requirements include weekly logs, mid-term and end-of-term assignments.

CRIMINAL JUSTICE TECHNOLOGY

=CJD 0001 60 contact hrs., 2 vocational crs.

Law Enforcement Auxiliary

Prerequisite: Approval by a recognized criminal justice agency or assessment center.

Designed to meet the minimum standards required for those accepted to serve as auxiliary police officers within a recognized law enforcement agency. Course consists of lectures, demonstrations, practice, and laboratory experience to satisfy objectives set forth by the Florida Criminal Justice Standards and Training Commission and includes FEMA certificate in IS 00700 and IS 00100 L.E. To complete requirements for certification, students must also successfully complete CJD 1704, CJD 1705, CJD 2723, and CJK 0031C.

=CJD 0741 26 contact hrs., 1 vocational cr.

Emergency Preparedness in Correctional Institutions

Designed to teach rationale, techniques, and principles of emergency preparedness. (Limited access; requires admission to the Academy or special permission of chair of public safety.)

=CJD 0750 50 contact hrs., 1.5 vocational crs.
 Correctional Officer Interpersonal Skills II
 Designed to teach rationale, techniques, and principles of supervision of incarcerated persons, with emphasis on interpersonal skills. (Limited access; requires admission to the Academy or special permission of chair of public safety.)

=CJD 0752 64 contact hrs., 2 vocational crs.
 Correctional Facility Operations
 Designed to teach rationale, techniques, and principles of the operation of a correctional facility. (Limited access; requires admission to the Academy or permission of the chair of public safety.)

=CJD 0770 46 contact hrs., 1.5 vocational crs.
 Correctional Officer Legal I
 Designed to teach rationale, techniques, and principles of the criminal justice system and the history of law and corrections. (Limited access; requires admission to the Academy or special permission of chair of public safety.)

=CJD 0771 22 contact hrs., 1 vocational cr.
 Correctional Officer Legal II
 Designed to teach rationale, techniques, and principles of constitutional and statutory law. (Limited access; requires admission to the Academy or permission of chair of public safety.)

=CJD 0772 42 contact hrs., 1.5 vocational crs.
 Correctional Officer Communications
 Designed to teach rationale, techniques, and principles of communicating within the criminal justice network. (Limited access; requires admission to the Academy or special permission of chair of public safety.)

=CJD 0773 62 contact hrs., 2 vocational crs.
 Correctional Officer Interpersonal Skills I
 Designed to teach rationale, techniques, and principles of community relations techniques and courtesy and how to deal with inmates with special problems. (Limited access; requires admission to the Academy or special permission of chair of public safety.)

=CJD 0939 16 contact hrs., .5 vocational crs.
 Correctional Officer Capstone
 Comprehensive review of subjects taught in Correctional Officer Basic Standards. (Limited access; requires admission to the Academy or special permission of chair of public safety.)

< Denotes career development courses that are part of the Florida Criminal Justice Standards and Training Advanced Course Series. Students must be affiliated with a criminal justice agency and have approval from the agency head or the academy director prior to enrolling.

<CJD 1320 45 contact hrs., 3 crs.
 Middle Management
 This course is part of the Criminal Justice Standards and Training Commission Advanced Training Program. It is designed to teach the criminal justice practitioner principles for Mid-level Management within their respective criminal justice organizations.

<CJD 1615 45 contact hrs., 3 crs.
 Radar Operation Training
 This course is the basic certification vehicle for law enforcement officers who operate radar equipment designed to determine vehicular speed.

<CJD 1681 45 contact hrs., 3 crs.
 Case Preparation and Courtroom Testimony
 Provides information necessary for effective criminal case preparation for court. Includes case file utilization, pre-trial discovery, depositions, plea bargaining, pre-trial conference, court testimony, and post-adjudication

responsibilities.

<CJD 2250 45 contact hrs., 3 crs.
 Investigative Interview
 Techniques, methods, principles, and legal aspects of conducting interviews and interrogations. Emphasis will be placed on documentation of interrogations, coping with deception, evidentiary uses of confessions, and admissions and lie detection techniques. Individual expertise developed through role playing and other practical exercises.

<CJD 2254 48 contact hrs., 3 crs.
 First Responder to Medical Emergencies
 \$13.00 lab fee
 Effective medical procedures and life-saving techniques for handling emergency illness or injuries for the officer first to arrive at the scene. (Limited access; requires admission to the Academy or special permission of chair of public safety.)

<CJD 2255 80 contact hrs., 5 crs.
 CMS Defensive Tactics Instructor Course
 \$12.00 lab fee
 Prerequisites: CJD 2501 General/CMS FDLE instructor certification. Training in the methodology of psychomotor skills development, subject control, and arrest techniques. Training topics include legal issues, use of force matrix, facility development and management, warm-up and flexibility exercises, performance testing, control techniques, impact weapons, emergency first aid, and use of tactical simulation equipment.

<CJD 2256 45 contact hrs., 3 crs.
 Use of Force Training
 A career skills training program. Participants will receive instruction in legal foundations and liability issues, police and administrative procedures, crisis prevention and intervention techniques, and defensive tactics.

<CJD 2310 80 contact hrs., 5 crs.
 Line Supervision
 Provides students with the knowledge and skills needed to function effectively as law enforcement supervisors. Major topics include interpersonal communications, principles of organization and management, human relations, planning and development, policy formulation, and budgeting.

<CJD 2330 45 contact hrs., 3 crs.
 Developing/Maintaining a Sound Organization
 General concepts and principles of organization and organizational structures.

<CJD 2332 45 contact hrs., 3 crs.
 Building and Maintaining a Sound Behavioral Climate
 Framework for integrating factors which affect the behavioral climate of an organization to include philosophy of management, agency mission, leadership styles, control system, environmental pressures, expectation of agency members, and policies and procedures.

<CJD 2468 45 contact hrs., 3 crs.
 Youthful Offender Program
 Provides increased knowledge and experience related to youthful offenders. Emphasis on recognition of behavioral patterns associated with youthful offenders and how to deal with them. General concepts, staff-inmate relationships, treatment, discipline strategies, abnormal behavior, and supervision will be covered.

<CJD 2470 45 contact hrs., 3 crs.
 Emergency Preparedness for Correctional Officers
 Focus on tactical operations planning, internal factors affecting emergency situations, and resolution of hostage and disturbance situations. Additional emphasis on the role of management, managerial styles, organizational

leadership, and elements of change.

<CJD 2471 45 contact hrs., 3 crs.

Discipline and Special Confinement Techniques

Designed to aid the correctional officer in effectively and properly performing the task requirements inherent in a confinement environment. The student will perform many of these tasks in practical exercises to demonstrate proficiency.

<CJD 2476 45 contact hrs., 3 crs.

Firefighting for Correctional Officer

Designed to provide officers with first-stage firefighting capabilities to reduce the dangers of death and injury in correctional settings. Emphasis on rescue techniques, the use of breathing equipment, the application of the fire extinguisher, and the secure evaluation of prisoners.

<CJD 2501 80 contact hrs., 5 crs.

CMS Instructor Techniques

Prerequisite: Three years of experience or special permission of chair of public safety.

A course designed to meet certification for law enforcement instructors as set forth by the Florida Criminal Justice Standards and Training Commission.

<CJD 2602 45 contact hrs., 3 crs.

Narcotics Identification and Investigation

Curricula developed by U.S. Drug Enforcement Administration for teaching law enforcement officers essential concepts and techniques in the area of drug and drug-related crimes.

<CJD 2603 45 contact hrs., 3 crs.

Sex Crimes Investigation

An overview of sex crimes investigation for the patrol officer and investigator with limited experience in this field. Provides an understanding of the problematic, legal, investigative, and evidentiary aspects of sex crimes.

<CJD 2604 45 contact hrs., 3 crs.

Injury and Death Investigation

Designed to teach the criminal justice practitioner goals, rationale, and principles for investigating injuries and deaths.

<CJD 2626 45 contact hrs., 3 crs.

Hostage Negotiation

Goals and rationale for criminal justice training in hostage and barricade subject intervention. Comparisons will be made among the different approaches to these situations, such as assault sniper fire and containing and negotiating. The complexity of the criminal justice role and the stress involved will be discussed.

CJD 2630 45 contact hrs., 3 crs.

CMS Firearms Instructor Course \$112.00 lab fee

Designed for law enforcement, corrections, and correctional probation officers to acquire the necessary skills to become firearms instructors. Emphasis on both technical and practical applications of the revolver, semi-automatic, riot shotgun, and rifle with emphasis on instructor techniques and methodology. The student must successfully pass a written exam with a minimum score of 80% and CJSTC handgun and shotgun course with an above average score (90% or better) and a practical in each respective area. Students are required to provide an approved duty weapon, a safe duty holster and at least two extra speed loaders or magazines. GCCC will provide riot shotguns and AR-15 rifles. The lab fee covers support materials, safety gear, and ammunition for .38 cal., .357 cal., 9 mm, .40 cal. shotgun, and rifle.

<#CJD 2632 45 contact hrs., 3 crs.

CMS Field Training Officer (F/O)

Introduction to all aspects of field training and evaluation

programs; leadership and supervision, communication and counseling techniques, legal and ethical issues, and human motivation.

<#CJD 2647 45 contact hrs., 3 crs.

Organized Crime for Law Enforcement

Specific techniques of recognition, classification, and effective investigation. Specific organized crimes include prostitution, gambling, arson, loan sharking, pornography, narcotics, and contract killing.

<CJD 2662 45 contact hrs., 3 crs.

Special Tactical Problems

An overview of special tactical problems for officers. Provides an understanding as well as working knowledge of special problems faced by law enforcement or corrections to include natural and man-made disorders.

<CJD 2663 45 contact hrs., 3 crs.

Advanced Report Writing and Review

Designed to provide focused review and practice of the basic elements necessary for effective writing in any situation or any type of report.

<CJD 2665 45 contact hrs., 3 crs.

Computer Applications in Criminal Justice

\$12.00 lab fee

Instruction in the use of computers in criminal justice operation. Introduction to pre-packaged software and the process used to modify to criminal justice usage.

<CJD 2669 45 contact hrs., 3 crs.

CMS Basic Law Enforcement Driving Instructor Course

\$45.00 lab fee

Prerequisites: CJD 2501, General/CMS

Principles for driver instructor. Topics include legal issues in driving instruction, facility development and management, the Basic Recruit curriculum, problems in driving instruction, and evaluation techniques.

<CJD 2672 45 contact hrs., 3 crs.

School Resource Officer

Instruction in juvenile law, counseling skills, development of a referral network, identification and ways to handle exceptional students and classroom instruction techniques. Participants will be exposed to current trends in school resource officer programs, law-related education ethics, and dealing with adolescent suicide.

<CJD 2677 45 contact hrs., 3 crs.

Drug Abuse Awareness and Education

Covers methodologies necessary to educate the community through various modes of presentation on current and critical issues relevant to drug abuse.

<CJD 2680 45 contact hrs., 3 crs.

Florida Criminal Law

Designed to teach the criminal justice practitioner goals, rationale, and principles for the Florida Criminal Law course of study.

<CJD 2691 45 contact hrs., 3 crs.

Officer Stress Awareness & Resolution

Designed to enhance the law enforcement and correctional officer's ability to deal with stressful situations. Results of stress and physiological/psychological methods of controlling stress are covered.

<CJD 2693 45 contact hrs., 3 crs.

Crisis Intervention

Provides patrol officers and investigators with a working knowledge of the dynamics of crisis situations and the ability to deal effectively with humans under extreme stress. Emphasis will be placed on situation assessment, recognition of major types of aberrant behavior, the ethnic and

cultural elements of behavior, and calming techniques.

<CJD 2696 45 contact hrs., 3 crs.

Community and Human Relations

Goals, rationale, and principles of community and human relations.

<#CJD 2697 45 contact hrs., 3 crs.

Domestic Intervention

Provides an enhanced awareness of domestic intervention symptoms and techniques, including information and case studies on specific domestic and social problems.

=+CJK0007 11 contact hrs., 0.4 vocational crs.

Introduction to Law Enforcement

Prerequisite: Admission to the Law Enforcement program and permission of Law Enforcement Program Coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should be able to understand the values and ethics required for criminal justice officers; understand the consequences of sexual harassment; and, be able to describe the criminal justice system. This is a limited access course. It requires admission to the Law Enforcement program.

=+CJK0008 69.0 contact hrs., 2.3 crs.

Legal

Prerequisite: Admission to the Law Enforcement program and permission of Law Enforcement Program Coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course, students should understand the Fourth Amendment related to search and seizure; know what constitutes a lawful arrest; understand the Fifth and Sixth Amendments related to the interrogation of suspects; determine when a crime has been committed and the elements necessary to make an arrest for that crime; understand the legal rules and concepts of evidence; know how to draft a probable cause affidavit; be able to articulate the legal justification for the use of force; understand civil and criminal liability related to an officer's performance of duties; understand an officer's duties and options in civil (non-criminal) incidents; and be familiar with the legal considerations when dealing with juveniles. This is a limited access course. It requires admission to the Law Enforcement program.

=+CJK0011 40 contact hrs., 1.3 vocational crs.

Human Issues

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should be able to respond to a crisis call, identify the crisis, recognize the legal responsibilities and options available to the officer, and provide the most appropriate intervention to complete the call; respond to a call involving an individual with a disability, recognize the signs and symptoms specific to the disability, and provide the most appropriate intervention; respond to a crisis call involving a suicidal individual, assess the risk of suicide, and provide the most appropriate intervention to help calm the situation; respond to a call involving an elderly individual, assess the crisis, and provide the most appropriate intervention; respond to a call involving a juvenile, assess the behavioral characteristics, and provide the most appropriate intervention; respond to a call involving substance abuse, apply officer safety concerns, identify the substance and paraphernalia at the scene, and provide the most appropriate intervention. This is a limited access course. It requires admission to the Law Enforcement program.

=+CJK0017 76 contact hrs., 2.5 vocational crs.

Communications

Prerequisite: Admission to the Law Enforcement program and permission of Law Enforcement Program Coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should be able to use radio equipment properly; identify elements of a crime; identify the communication audience; gather information at a crime scene; conduct basic interviews; identify root causes of miscommunication; organize information chronologically; organize information categorically; document information; take statements; classify reports appropriately; apply appropriate grammar mechanics; write reports; and complete arrest/probable cause affidavits. This is a limited access course and requires admission to the Law Enforcement program.

=CJK 0020C 48 contact hrs., 1.5 vocational crs.

Law Enforcement CMS Vehicle Operations

\$35.00 lab fee

Prerequisite: CJK 0005 or CJK 0006.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement basic recruit CMS certification program. This course is designed to prepare prospective officers to apply vehicle operations knowledge, principles and techniques to the police driving environment. This course includes classroom instruction and practical application on the driving range. This is a limited access course requiring admission to the Criminal Justice Training Academy Law Enforcement Program.

=CJK 0031C 40 contact hrs., 1.5 vocational crs.

CMS First Aid for Criminal Justice Officers

\$ 6.00 lab fee

Prerequisite: CJK 0005 or CJK 0006 (L.E. only).

This course is part of the Criminal Justice Standards and Training Commission's CMS Basic Recruit Certification Program. It is designed to prepare prospective officers to apply first aid knowledge and techniques to medical emergency situations. This course involves classroom lecture and hands-on practical demonstration. This is a limited access course requiring admission to the Criminal Justice Training Academy Law Enforcement Program or Correctional Officer Program.

=CJK 0040C 80 contact hrs., 2.7 vocational crs.

CMS Criminal Justice Firearms

This course is part of the Criminal Justice Standards and Training Commission's CMS basic recruit academy certification program. At the end of this course, students should be able to demonstrate safe weapon handling, weapons cleaning and maintenance, handgun drawing and holstering, weapon loading and unloading, basic shooting principles, proficiency on the CJSTC basic firearms courses of firing with a handgun during daylight, and nighttime, and a shotgun during daylight.

=+CJK0051C 80 contact hrs., 2.70 vocational crs.

CMS Criminal Justice Defensive Tactics \$12.00 lab fee

Prerequisite: Permission of program coordinator.

This course is part of the Criminal Justice Standards and Training Commission basic recruit certification program. This course is designed to better prepare prospective officers to control subjects and defend themselves using appropriate defensive tactics. At the end of this course, students should be able to make an accurate threat assessment of a situation, use force appropriate to the subject resistance and situational factors, demonstrate a prevailing attitude and the willingness and ability to fight when necessary, use integrated force options, escalate, de-escalate, or disengage in a situation as appropriate, perform defensive tactics techniques with proficiency. This is a limited access course and requires admission to the Law Enforcement Training program.

=+CJK0061 58 contact hrs., 1.0 vocational crs.

Prerequisite: Admission to Law Enforcement program and permission of the Law Enforcement program coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should understand Community Oriented Policing.

ing and how it is implemented as a problem-solving model; identify the SECURE problem-solving model and its application in real life situations; understand officer safety issues; identify and avoid fatal errors; identify and manage stress; maintain mental and physical fitness; respond to a call; approach a suspect; make an arrest; transport a prisoner and process the prisoner at a detention facility; understand how to direct traffic and how to enforce traffic citations; identify how to respond to alarms and conduct a building search; and search, inventory and impound vehicles. This is a limited access course and requires admission to the Law Enforcement program.

=+CJK0062 40 contact hrs., 1.3 vocational crs.

Patrol 2

Prerequisite: Admission to Law Enforcement program and permission of the Law Enforcement program coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should be able to complete and pass Unit 1, ICS-100 Introduction to the Incident Management System and Unit 2, IS-700 National Incident Management System (NIMS); identify the crowd control procedures to safely and effectively disperse or control a large group of people; identify issues affecting an office's ability to protect and enforce the law when dealing with criminal street gangs and extremist groups; understand local emergency response plans; law enforcement duty-to-act requirements and their role as first responders; be aware of hazardous material class, name or identification numbers; identify actions to take to isolate a HAZMAT incident and choose protective actions to take in accordance with the Emergency Response Guidebook (ERG); describe methamphetamine, methamphetamine users, and the paraphernalia and chemicals used to manufacture methamphetamine; respond to a bomb threat, assess the scene, search and evacuate a building or suspected bomb sight; identify weapons of mass destruction (WMD), and properly respond to a WMD incident. This is a limited access course and requires admission to the Law Enforcement program.

=CJK0071 56 contact hrs., 1.9 vocational crs.

Criminal Investigations

Prerequisite: Admission to Law Enforcement program and permission of the Law Enforcement program coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should be able to respond appropriately to a crime against a person or property, victim, witness, and suspect; conduct a preliminary investigation of crimes against persons and crimes against property offenses; conduct a follow-up investigation to establish a suspect's identity and/or ascertain facts of the case; give testimony in different types of court proceedings. This is a limited access course and requires admission to the Law Enforcement program.

=+CJD0076 24 contact hrs., 0.8 vocational crs.

Crime Scene Investigations

Prerequisite: Admission to Law Enforcement program and permission of the Law Enforcement program coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should be able to respond to a crime scene; protect and survey a crime scene; process a crime scene; dust for latent prints; and document a crime scene by sketching. This is a limited access course. It requires admission to the Law Enforcement program.

=+CJK0081 48 contact hrs., 1.6 vocational crs.

Traffic Stops

Prerequisite: Admission to Law Enforcement program and permission of the Law Enforcement program coordinator.

This course is part of the Criminal Justice Standards and Training Com-

mission Law Enforcement Basic Recruit certification program. By the end of this course students should be able to safely pull over a vehicle; identify and articulate the stop/violation; obtain necessary information from the driver/passenger; safely complete the stop; safely effect an arrest; follow NHTSA guidelines in conducting a DUI stop; and accurately complete the required documentation.

=+CJK0086 32 contact hrs., 1.1 vocational crs.

Traffic Crash Investigations

Prerequisite: Admission to Law Enforcement program and permission of the Law Enforcement program coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should know the terms associated with traffic crash investigations; safely respond to a traffic crash scene; assess the scene of the crash; provide emergency assistance to injured persons, if necessary; obtain pertinent information to investigate the crash; document the crash on the Florida Crash Report Form; return the scene to normal as quickly as possible and take appropriate enforcement action.

=CJK 0095 20 contact hrs., 1 vocational cr. Criminal

Justice Special Topics

Comprehensive review of subjects taught in Basic Standards. (Limited access; requires admission to the Academy or special permission of chair of public safety.)

=+CJK0096 60 contact hrs., 2.0 vocational crs.

Criminal Justice Officer Physical Fitness Training

Prerequisite: Admission to Law Enforcement program and permission of the Law Enforcement program coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students should be able to improve their scores on the final fitness evaluation; and adopt a foundation for lifelong fitness. This is a limited access course. It requires admission to the Law Enforcement program.

=+CJK0422 8 contact hrs., 0.3 vocational crs.

Dart Firing Stun Gun

Prerequisite: Admission to Law Enforcement program and permission of the Law Enforcement program coordinator.

This course is part of the Criminal Justice Standards and Training Commission Law Enforcement Basic Recruit certification program. By the end of this course students be able to identify the use of a dart-firing stun gun (DFSG) in accordance with F.S. §943.1717; identify and articulate CJSTC DFSG considerations and their impact on officers in Florida; identify and articulate the possible effects that a DFSG has on the human body; properly and safely operate a DFSG; articulate (verbally and in reports) the justification for tactical options chosen while participating in DFSG simulated scenarios including the use of verbal skills to de-escalate a situation, and avoid the use of a DFSG. This is a limited access course. It requires admission to the Law Enforcement program.

#CJT 1110 3 hrs., 3 crs.

Introduction to Crime Scene Technology

This course will provide an introduction to various methods of crime scene investigation and the scientific principles that govern them. Emphasis will be on the Locard Exchange Principle and sequential evidence processing.

#CJT 1111 3 hrs., 3 crs.

Advanced Crime Scene Technology

Prerequisite: CJT 1110.

This course covers advanced principles, theories, and applications in crime scene technology. An overview of specialized collection procedures of weapons, traffic crash evidence, arson, gunshot residue, blood spatter, and recovery of buried bodies and surface skeletons are included.

#CJT 1220

Crime Scene Photography I 3 hrs., 3 crs.

This course includes basic photographic skills including camera operation and exposure control. It is a hands-on course that will build basic proficiency in documenting a crime scene. Each student should have access to a digital camera and software to process the pictures.

#CJT 1221

Advanced Crime Scene Photography 3 hrs., 3 crs.

Prerequisite: CJT 1220

This course includes basic photographic skills including camera operation and exposure control. It is a hands-on course that will build basic proficiency in documenting a crime scene. Each student should have access to a digital camera and software to process the pictures.

#CJT 2112

Crime Scene Safety 2 hrs., 2 crs.

The student will be exposed to the major issues of concern regarding safety at the crime scene. Emphasis will be placed on chemical and biological exposure. Protective procedures and equipment will be emphasized.

#CJT 2113 3 hrs., 3 crs.

Courtroom Presentation of Scientific Evidence

This course covers preparation of evidence and presentation of evidence in a court of law. Heavy emphasis will be placed on the legal aspects of crime scene investigation. The student will prepare visual aids relating to scientific testimony and participate in mock trial exercises.

#CJT 2141 3 hrs., 3 crs.

Introduction to Forensic Science

This course will expose the student to the capabilities of a full service crime lab. It will also cover chain of custody and evidence submission.

#CJT 2240 3 hrs., 3 crs.

Fingerprint Classification

This course teaches the student how to classify, file, and identify inked fingerprints and compare them to unknown fingerprints

#CJT 2241 3 hrs., 3 crs.

Latent Print Development

Prerequisite: CJT 2112.

This course covers the techniques involved in detection, enhancement, and recovery of latent fingerprints from physical evidence. Chemical and mechanical methods will be taught for use on varying surfaces.

#CJT 2260 2 hrs., 2 crs.

Biological Evidence

Prerequisite: CJT 2112.

This course exposes the student to the forensic value, collection, handling, preservation, testing, and documentation of biological evidence. It also addresses safety issues in handling biological evidence.

=SCY 0501 40 contact hrs., 1.5 vocational crs.

Unarmed Security Guard

This course is designed to prepare students to apply for class "D" private security officer license. Topics include: regulatory compliance, first aid and CPR, emergency procedures, ethics, and entrepreneurship. Topics of instruction cover both Course A and Course B of Department of Agriculture and Consumer Services requirements for application and renewal of license.

=SCY 0503C 28 contact hrs., 1.0 vocational crs.

Armed Security Guard \$50.00 lab fee

This course is designed to meet or exceed the Florida Department of State requirements for obtaining a Class "G" armed security officer license. This course provides practical experience and qualification in firearms as

well as a review of Florida state law. Upon successful completion of this course, students are eligible for application to the Florida Department of State for licensure as an armed security officer.

CRIMINOLOGY

CCJ 1010 3 hrs., 3 crs.

Introduction to Criminology

This course examines crime and criminals with a particular emphasis on what actions society can or should take regarding crime and criminals. Explains why and how crime occurs and how this knowledge can guide governmental and legislative policy development. Factors that contribute to crime, the social reactions to crime, and the policies presently in place to combine crime will be examined. The focus will be on crime theories and perspectives.

CCJ 1020 3 hrs., 3 crs.

Introduction to Criminal Justice

This course provides students with a basic understanding of how the American criminal justice system functions. The American criminal justice system includes law enforcement agencies (police, sheriff, state law enforcement agents, FBI, CIA, DEA, ATF), the courts, and the corrections agencies (prisons and jails.)

CCJ 1191 3 hrs., 3 crs.

Human Behavior in Criminal Justice

A consideration of human behavior and how it relates to the duties and responsibilities of the criminal justice practitioner.

CCJ 2500 3 hrs., 3 crs.

Juvenile Justice

This course examines the public policy issues pertaining to juvenile delinquency and dependency. The parens patriae doctrine is examined in theory and in practice as the fundamental philosophical basis for evolution of the contemporary American juvenile justice system. Major topics explored include causes of delinquency, societal responses, and trends indicative of future directions in juvenile justice.

CJC 2162 3 hrs., 3 crs.

Probation and Parole

This course focuses on the patterns and problems in sentencing offenders; the social investigation, treatment and counseling of offenders, including behavior modification; the release and processing of offenders, and efforts to reintegrate offenders into society.

CJL2100 3 hrs., 3 crs.

Criminal Law

A study of substantive criminal law from the Model Penal Code, explaining the specific elements of major crimes, principles of criminal law, principles of criminal liability, defenses to criminal liability, uncompleted crimes, and parties to crimes.

CJL 2130 3 hrs., 3 crs.

Evidence

This course provides an analysis and examination of the Federal Rules of Evidence (FRE). The FRE govern the admissibility of evidence at trial. Course material will cover examination of witnesses and trial procedures, testimonial evidence, documentary evidence, circumstantial evidence, opinion evidence, the best evidence rule, hearsay evidence and exceptions, presumptions, and judicial notice.

CULINARY MANAGEMENT

#FOS 2201 2 hrs., 2 crs.

Food Service Sanitation and Safety

\$9.00 lab fee

Designed to develop an understanding of the basic principles of sanitation and safety in order to maintain a safe and healthy environment for the consumer in the food industry. Includes the laws and regulations related to safety, fire, and sanitation and adherence to them in the food service operation.

#FSS 1002

3 hrs., 3 crs.

Introduction to Hospitality

History of various cuisines and contributions of leading culinarians as well as a background of the food service industry. Study of various types of food service establishments and organizational structures within each type. Future trends of the food service industry.

#FSS 1063C

7 hrs., 3 crs.

Food Specialties: Baking

\$12.00 lab fee

Prerequisite: Math placement test or minimum grade of "C" in MAT 0024.

Corequisite: FOS 2201.

Fundamentals of baking which involve preparation of yeast rolls, breads, pies, cakes, cookies, tarts, doughnuts, holiday specialties, and tortes.

Proper use and care for equipment, sanitation and hygienic work habits, and conformation with health laws.

#FSS 1105

2 hrs., 2 crs.

Food Purchasing

Principles of menu planning for various types of facilities and service as well as menu layout, selection and development, and pricing structures.

Principles and practices concerned with the purchase and receipt of food, supplies, and equipment for various food service operations.

#FSS 1202C

7 hrs., 3 crs.

Basic Food Preparation \$12.00 lab fee

Corequisite: FOS 2201, FSS 2243C.

Familiarization with tools, equipment, and organization of classical kitchen. Study of basic food recipes. Special emphasis is given to the study of ingredients, cooking theories, terminology, equipment, technology, weights and measures, formulas, conversions, and procedures.

#FSS 1248L 4 hrs., 3 crs.

Food Specialties: Garde Manger I \$ 21.00 lab fee

Prerequisites: FSS 1202C, FOS 2201, FSS 1063C,

FSS 2243C, test into ENC 1101.

Stresses basic garde manger principles as well as a thorough understanding of the functions and duties of the department as it relates and integrates into other kitchen operations. Specific focus on specialty work including ice carving, buffet decorations, artistic centerpieces, and understanding of equipment and area planning.

#FSS 1942 1 hr., 1 cr.

Culinary Externship

Prerequisites: FSS 1202C, FOS 2201, FSS 1063C, FSS 1002.

Coordinated work-study reinforcing the educational and professional growth of the student through parallel involvement in classroom studies and field experience.

#FSS 2065L 4 hrs., 2 crs.

Food Specialties: Pastry Specialization \$12.00 lab fee

Prerequisites: Math placement test or minimum grade of "C" in MAT 0024, FSS 1063C

Specialization in advanced procedures of pastries and desserts. An emphasis on decorative work and display pieces. A clear understanding of cake decoration, sugar cooking, pastillage, Pâté-a-Choux provided.

#FSS 2224L 8 hrs., 3 crs.

Advanced Food Preparation \$12.00 lab fee

Prerequisites: FSS 1202C, FSS 1063C, FSS 2243C FOS 2201.

Corequisite: HFT 2840C.

Meal and service planning, including preparation of a complete menu for a service dining room to include appetizers, soup, salad, entrees, and vegetables. Production coordinated with dining room staff. Students will rotate and work the classical stations in the kitchen.

#FSS 2240L 7 hrs., 3 crs.

Food Specialties: Cuisines of the World

\$12.00 lab fee

Prerequisites: FSS 1202C, FSS 1063C, FSS 2243C, FOS 2201.

Corequisite: HFT 2264C.

Study and preparation of popular international cuisines. History studied along with actual preparation of many international recipes. Includes buffet and banquet kitchen procedures.

#FSS 2243C 4 hrs., 3 crs.

Meat Fabrication \$12.00 lab fee

Corequisite: FSS 1202C.

Student learns to fabricate the popular primal and sub-primal cuts of meat and poultry through lecture, demonstration, and hands-on experience.

#FSS 2380 12 hrs., 3 crs.

Culinary Management Practicum I – Restaurant

Management \$12.00 lab fee

Prerequisites: FSS 1202C, FOS 2201, FSS 1063C

FSS 2243C Through extensive hands-on experience, students will acquire the skills necessary to plan and prepare various meals utilizing cost control methods.

#FSS 2381 15 hrs., 3 crs.

Culinary Management Practicum II - Kitchen

Management \$12.00 lab fee

Prerequisites: FSS 1202C, FOS 2201, FSS 1063C

FSS 2243C.

Through extensive hands-on experience, students will acquire the skills necessary to plan and prepare various meals utilizing cost control methods.

#FSS 2382L 55 hrs., 1 cr.

Practical Exam

Techniques and knowledge required for a career as a professional chef.

Provides knowledge needed to demonstrate artistic and creative abilities in various culinary shows, recipe contests, and exhibitions.

#HUN 1001 2 hrs., 2 crs.

Survey of Nutrition

Relates nutrition to the hospitality industry by way of menu planning, studying nutritional deficiencies diseases, retention of nutrients, and the basic principles for today's society.

DANCE

DAA 1100 2 hrs., 1 cr.

Beginning Modern Dance

An introduction to the fundamentals of modern dance techniques, including the creative use of design, balance, movement and rhythm.

DAA 1200 2 hrs., 1 cr.

Beginning Ballet

Beginning study, exercises, techniques, and terminology of ballet as an art form.

DAA 1500 2 hrs., 1 cr.

Beginning Jazz Dance

A study of the basic movements of jazz dance, including basic dance routines in the modern jazz and musical theatre styles.

DAA 1520 2 hrs., 1 cr.

Beginning Tap

Practical study of the fundamentals of tap dance as an art form, including technique, terminology, rhythm, styles, and history.

DAA 1680 2 hrs., 1 cr.

Dance Ensemble

By audition or permission of instructor only.

A course designed to prepare GCCC Dance Ensemble dance routines and to rehearse these routines for performance and competition. (May be repeated up to 3 times for credit.)

DAA 2540 2 hrs., 1 cr.

Dance Techniques for the Theatre

A practical study of the fundamental dance forms used in the theatre. The course is structured for the pre-theatre major but is open to all students. Basic ballet, jazz, and tap techniques and vocabularies are taught with an emphasis on dance technique, performance, and auditioning techniques.

DENTAL ASSISTING/DENTAL HYGIENE

=DEA 0020C 182 contact hrs., 6 vocational crs.

Pre-Clinical Procedure \$36.00 lab fee

A comprehensive course designed to acquaint the student with assisting at chair side in the treatment of dental patients. Among the areas included are patient management techniques, taking and recording medical and dental histories, vital signs, performing and assisting with clinical examinations and charting, assisting with local anesthesia, and operative procedures. Emphasis is placed on infection control and maintaining dental equipment and sterilizers.

=DEA 0132 32 contact hrs., 1 vocational cr.

Dental Nutrition

This course is designed to integrate nutrition into the diagnosis, care, and treatment of dental patients and to show the relationship between dental disease and lifestyles, eating habits, and oral health. It instills in the student an overall awareness of nutrition in dental health and provides practical means of assessing dental patient's diet and lifestyle as well as their impact on dental health through the nutritional process.

#DEA 0134 32 hrs., 2 vocational crs.

Introductory Pharmacology/Office Emergencies

The pharmacology section is designed to familiarize the student with basic concepts and considerations regarding pharmacology and pharmaceutical preparations used in dentistry and by patients presenting for dental treatment. Chemical and physical properties, action, doses, methods of administration, therapeutic usage, side effects, indications and contraindications for pharmaceutical preparations used in dentistry will be covered. Possible interactions with medications used by patients presenting for dental treatment will be considered. Dental office emergencies deal with the relationship of the patient's medical history and total health status to comprehensive dental care. Emphasis is placed on prevention of medical emergencies through a comprehensive assessment of all patients before treatment. Predisposing factors, recognition of the signs and symptoms of emergencies, as well as the recommended treatment modalities are covered in detail along with a discussion of the auxiliary's role in assisting with office emergencies.

#DEA 0135 16 hrs., 1 vocational cr.

Introduction to Microbiology

This course is intended to familiarize the student with the role of microorganisms in health and disease. Organisms of concern to the dental

practitioner/ auxiliary will receive particular attention.

=DEA 0800L 48 contact hrs., 1.5 vocational crs.

Clinical Practice I \$22.00 lab fee

Corequisite: DEA 0020C.

An introduction to basic clinical assisting skills. Students will assist with introducing the patient to the clinic and operating policies, establishing records, taking vital signs, charting, planning appointments, assisting with or performing certain dental services, performing bookkeeping entries, and dismissing patients.

=DEA 0801 58 contact hrs., 2 vocational crs.

Clinical Practice II

Prerequisite: DEA 0800L.

Corequisite: DEA 0801L.

A series of specialty lectures and seminars designed to provide an overview of each of the dental specialty practices. The lecture series will be accompanied by the laboratory/clinical component of this course whereby students will be assigned to the specialty offices and other available clinical sites.

=DEA 0801L 198 contact hrs., 6 vocational crs.

Clinical Practice II Lab \$36.00 lab fee

Prerequisite: DEA 0800L.

Corequisite: DEA 0801.

A clinical experience designed to provide each student with additional dental assisting skills. The student will progress to an intermediate skill level, apply knowledge in multiple dental assisting functions and develop proficiency in the advanced functions.

=DEA 0850L 192 contact hrs., 6.5 vocational crs.

Clinical Practice III

Prerequisites: DEA 0801 and DEA 0801L.

Clinical practice is designed as an internship in a private practice of dentistry. Arrangements are made with each dentist taking part in the program to enable the student to obtain experience in all aspects of dental office procedures. Each student will be assigned to two offices for a period of three weeks in each office. The purpose of the internship is to advance the student's experience in private practice settings. Opportunities will be provided for appointment scheduling and confirmation, recall systems, telephone procedures, reception and dismissal of patients, bookkeeping, charting, records, operative procedures, care of dental equipment, and laboratory procedures.

#DEH1002 3 hrs., 3 crs.

Fundamentals of Dental Hygiene

Corequisite: DEH 1002L.

An introduction to the philosophy of dental hygiene, fundamental theories, principles, and procedures utilized to perform basic dental hygiene techniques.

#DEH 1002L 9 hrs., 3 crs.

Pre-Clinical Procedures \$425.00 lab fee

Corequisite: DEH 1002.

Fundamental skills needed to perform basic dental hygiene procedures.

#DEH 1130 2 hrs., 2 crs.

Oral Histology and Embryology

Prerequisites: DES 1010, DES 1000.

A study of histologic and embryonic development with emphasis on the face and oral cavity. Comprehensive course content includes instruction in early facial and tooth development.

#DEH 1400 2 hrs., 2 crs.

Oral Pathology

Study of general and oral pathological diseases with emphasis on those related to the oral cavity. Students will apply pathological principles to

the clinical practice of dental hygiene and dental assisting. Recognition of normal and abnormal conditions of the oral cavity and surrounding tissues will be cultivated through case presentations and slide series.

#DEH 1800 2 hrs., 2 crs.

Dental Hygiene I

Prerequisite: DEH 1003. Corequisite: DEH 1800L.

Emphasis is on preventive oral hygiene techniques and procedures. Treatment planning for patients with special needs will be an important component of this study. Asepsis standards in current practice is a crucial element in this course.

#DEH 1800L 15 hrs., 5 crs.

Dental Hygiene Clinical I \$475.00 lab fee

Prerequisite: DEH 1003. Corequisite: DEH 1800.

Clinical experiences designed to incorporate the basic principles and concepts of current preventive dental hygiene services. Clinical application and refinement of pre-clinical instrumentation skills and procedures with emphasis on entry-level dental hygiene services. Medical/dental health surveys, data collection, patient assessment, vital signs, treatment planning, appointment control, preventive oral prophylactic procedures, oral hygiene education, asepsis standards, and optimum oral maintenance therapy are clinical competencies cultivated through supervised practice. An introduction to the clinical management of dental/medical emergencies.

#DEH 1802C 5 hrs., 3 crs.

Dental Hygiene II \$250.00 lab fee

Prerequisites: DEH 1800, DEH 1800L.

Didactic and clinical/laboratory instruction with an emphasis on periodontal instrumentation. Clinical practice coordinated with didactic instruction to develop essential skills in advanced techniques of scaling, root planing, gingival curettage, and periodontal treatment planing.

#DEH 2300 2 hrs., 2 crs.

Pharmacology

Prerequisite: DEH 1003.

A review of basic pharmacology and study of more advanced concepts of pharmacology with emphasis on drugs related to the practice of dental hygiene. Antibiotics, drugs for anesthesia, and patient education are emphasized.

#DEH 2602 2 hrs., 2 crs.

Periodontics I

Prerequisite: DEH 1802C.

Didactic and clinical information relative to periodontology. Anatomy and physiology of the periodontium, its diseased states, systemic involvement, therapeutic objectives, and techniques and preventive measures.

#DEH 2702 2 hrs., 2 crs.

Dental Public Health

Prerequisite: DEH 1802C.

Assessment, planning, implementation, and evaluation of community oral health programs and their needs. Educational aspects of dental health will also be a primary objective. Epidemiological surveys and fundamental concepts in biostatistics will be taught.

#DEH 2702L 2 hrs., 1 crs.

Dental Public Health Lab \$8.00 lab fee

Prerequisite: DEH 2702.

Planning and development of a community dental health project using the assessment, planning, implementation, and evaluation techniques studied in the corresponding lecture course. Formative and summative evaluations of the project will be presented in research paper format.

#DEH 2804 2 hrs., 2 crs.

Dental Hygiene III

Prerequisite: DEH 1802C. Corequisite: DEH 2804L.

Clinical theory coordinated with clinical practice of dental hygiene health care delivery. Emphasizes modification of treatment and the management of patients with specialized needs.

#DEH 2804L 15 hrs., 5 crs.

Dental Hygiene Clinical III \$60.00 lab fee

Prerequisite: DEH 1802C. Corequisite: DEH 2804.

Designed to advance the skills of the dental hygiene student from a basic skill level to an intermediate skill level with emphasis on total patient care. Instruction and clinical experience is directed toward the treatment of the periodontally involved patient, patients with physical and mental handicaps, and the medically compromised patient. Clinical evaluations are designed to measure cognitive, psychomotor, and affective behavior.

#DEH 2806 2 hrs., 2 crs.

Dental Hygiene IV

Prerequisite: DEH 2804. Corequisite: DEH 2806L.

Clinical theory coordinated with the clinical application of advanced level dental health care delivery. Reinforces exist-level knowledge and skills essential to practice dental hygiene care in accordance with the Florida State Dental Practice Statutes. Professional ethics, history, and future trends in dental hygiene care will be explored. The legal aspects of dental hygiene practice will be analyzed in detail. Students will develop a professional personal resume.

#DEH 2806L 15 hrs., 5 crs.

Dental Hygiene Clinical IV \$60.00 lab fee

Prerequisite: DEH 2804. Corequisite: DEH 2806.

Clinical application of advanced dental health care delivery. Develops clinical proficiency and expertise in the exit-level tasks essential for the practice of preventive dental hygiene care in accordance with the Florida State Dental Practice Act. Mastery of advanced clinical skills and efficient time utilization reinforces the student's confident, competence, and ability to self evaluate.

#DEH 2900 9 hrs., 3 crs.

Dental Hygiene Competency Review \$46.00 lab fee

Prerequisite: Permission of program coordinator.

This course is designed to enable students who are re-entering the program to improve their clinical competencies and maintain pace in regular program courses or to remediate those students who have completed the program but need competency review to pass licensure examinations. Content will be designed to meet specific needs of the student.

=DES 0502 32 hrs., 1 vocational cr.

Dental Practice Management

A study of the various practice management procedures which include communication with patients, reception procedures, telephone techniques, appointment book control, purchasing and maintaining inventory of supplies, filling systems, written communications, clinical and financial records, bookkeeping methods, banking procedures, and tax records. Job interviews, resumes, and a budget workup will be included, along with information on legal and ethical aspects of dentistry, State Dental Practice Act, professional organizations, and employment opportunities.

=DES 0840 32 hrs., 1 vocational cr.

Dental Health Education

This course is designed to familiarize the dental auxiliary with the factors involved in the dental disease process and to assist the student in developing a comprehensive approach to preventive dentistry. Topics included are steps in a preventive program, educational principles, adult learners, patient motivation and involvement in personal oral hygiene, and the influence of lifestyles and nutritional effects. Emphasis is placed on current disease control techniques and auxiliary plaque control measures

with special concern given to products available on the market for dental care. Dental appliances care and fluoride treatments are also included. The student will gain practical experience by developing and presenting dental health information in local elementary schools and the clinical setting during National Dental Health Month.

#DES 1000 2 hrs., 2 crs.

Dental Anatomy

Comprehensive instruction in macroscopic anatomy of the human dentition. Includes the function and eruption of both deciduous and permanent dentitions.

#DES 1010 2 hrs., 2 crs.

Head and Neck Anatomy

A detailed study of the skeletal, muscular, circulatory, and nervous systems of the head and neck. Special emphasis is placed on structures associated with oral cavity. Teeth are studied in relationship to the structures that support them.

#DES 1100C 4 hrs., 3 crs.

Dental Materials \$32.00 lab fee

A study of the properties, manipulation, and care of materials used in the prevention and treatment of oral disease. Study of physical, mechanical, chemical, and biological characteristics of materials. Includes clinical application of dental materials and the relationship to the oral environment.

#DES 1200 2 hrs., 2 crs.

Radiology I

Corequisite: DES 1200L.

Study of principles of radiology, theory and operation of X-ray equipment, darkroom procedures, film storage, and hazards and precautions involved in dental radiology.

#DES 1200L 3 hrs., 1 cr.

Radiology Lab I

\$42.00 lab fee

Corequisite: DES 1200.

Applying principles of radiology, theory and operation of x-ray equipment, darkroom procedures, film storage, and the hazards and precautions involved in dental radiology.

#DES 1201 1 hr., 1 cr.

Radiology II

Prerequisite: DES 1200.

Radiology interpretation of the oral structures, surveys, and advanced techniques in extraoral radiology. Information will be presented on quality control, radiologic physics, and health physics.

#DES 1201L 3 hrs., 1 cr.

Radiology II Lab \$24.00 lab fee

Prerequisite: DES 1200.

Laboratory assignments scheduled concomitant with lecture materials.

#DES 1203C 1 hr., 1 cr.

Dental Radiology \$12.00 lab fee

Prerequisite: Dental hygienist, dental assistant, radiologic technician, 18 years or older, with 3 months of experience in dental office.

Basic principles and procedures in the theory and practice of dental radiology with emphasis on radiation safety, exposing, processing, and mounting both intraoral and extraoral radiographs. Designed to meet the educational requirements of the Florida State Board of Dentistry Rule 21G-9.11 for certification of auxiliaries in dental radiology.

#DES 1320 1 hr., 1 cr.

Basic Communications and Human Relations

Emphasis on effective oral and written communication with patients as well as co-workers and how that relationship affects both parties. Designed to stimulate group participation and individual growth. Professional-

ism and ethics related to dental assisting will be reviewed.

#DES 1400 2 hrs., 2 crs.

Anatomy and Physiology

A study of the development of the human body along with a survey of the structure, growth, and function of the body organ system.

#DES 1830 1 hr., 1 cr.

Expanded Functions

Prerequisites: DEH 1003 or DEA 0020C or currently employed in a dental practice with two years experience and permission of program faculty. This course is designed to provide instruction and gain proficiency in the expanded duties legally allowable in the State of Florida. Each student will demonstrate clinical competency by completing established quotas for each intraoral task. This is the most advanced clinical course within the dental program and requires a high level of clinical experience, hands-on dexterity, knowledge of intraoral anatomy, knowledge of equipment and handpieces, and the ability to work independently and make sound clinical decisions. Upon completion, students are issued a certificate listing the expanded functions that are accomplished at an acceptable level.

#DES 1830L 3 hrs., 1 cr.

Expanded Functions Lab \$38.00 lab fee

Prerequisites: DEH 1003 or DEA 0020C or currently employed in a dental practice with two years experience and permission of program faculty. This course is designed to provide the laboratory instruction and practice that will accompany the lecture series presented in DES 1830. The expanded functions that are legally allowable in the State of Florida will be demonstrated in an established sequence of tasks. Students will be given opportunities to practice on manikins and live patients in order to develop an acceptable skill level that will increase clinical competency and proficiency in each task. To receive certification in the task, each student will demonstrate clinical competency by completing established quotas for each intraoral task.

DIGITAL MEDIA TECHNOLOGY

#COP 2842 3 hrs., 3 crs.

Developing Web Sites using PHP/MySQL

\$12.00 lab fee

Prerequisite: CEN 2313

This course provides the students with the opportunity to learn how to create database-driven web sites using service-side scripting languages. Topics include introduction to PHP, working with data types and operators, building functions and control structures, manipulating strings, accessing files and directories, manipulating data in arrays and strings, working with databases and MySQL, manipulating MySQL databases with PHP, managing state information, and debugging and error handling.

#DIG 1710 3 hrs., 3 crs.

Introduction to Game Development \$12.00 lab fee

Participants in this course will have an opportunity to explore the skills and techniques associated with the electronic/digital game development process, including content creation strategies and production techniques. This course is intended for individuals interested in the game.

DIG 2000 3 hrs., 3 crs.

Introduction to Digital Media

Participants in this course will have an opportunity to explore the skills and techniques associated with the electronic/digital game development process, including content creation strategies and production techniques. This course is intended for individuals interested in the game.

#DIG 2040 3 hrs., 3 crs.

Survey of Game Development

\$18.00 lab fee

Prerequisite: DIG 1710.

Participants in this course will have an opportunity to explore the skills

and techniques associated with game development fundamentals. Experiences include a survey of game development, game design, creating game art objects, game scripting, and game documentation.

#DIG 2100 3 hrs., 3crs.
Web Design I \$18.00 lab fee

Participants in this course will have an opportunity to explore an introduction to professional tools, techniques and methods used in Web design and publishing. Through the use of current industry production software, students will create and edit electronic pages, layouts and Websites.

#DIG 2101 3 hrs., 3crs.
Web Design II \$18.00 lab fee
Prerequisite: DIG 2100.

Participants in this course will have an opportunity to explore advanced conceptual, aesthetic, and production design issues for interactive Websites design and creation. Current industry production software will be used to develop electronic pages and paths that contain interaction, animation, sound, and video.

#DIG 2205 3 hrs., 3crs.
Basic Video Editing \$16.00 lab fee

Participants in this course will have an opportunity to explore basic working concepts of the art of editing through the use of linear and non-linear video editing systems. Topics to be covered include: capturing both digital and analog video, organizing a new project, storing video clips, explaining the browser, viewer, canvas and timeline. Students will experience hands on instruction in the use of the above elements, which will result in the ability to log and capture, edit with straight cuts and simple effects, and output the final product to tape. Students will also be exposed to some of the more advanced features of an editing program including special effects, composing, text and titling.

#DIG 2251 3 hrs., 3crs.
Introduction to Digital Audio \$18.00 lab fee

Participants in this course will have an opportunity to explore the skills and techniques associated with digital audio production. Students will explore current technologies and practices used for field recording, use of digital audio workstations, and digital audio editing.

#DIG 2280 3 hrs., 3 crs.
Digital Video and Sound \$22.00 lab fee

Participants in this course will have an opportunity to explore basic working concepts of the art of editing through the use of desktop video production and editing software as well as a non-linear video editing system. Topics to be covered include: capturing both digital and analog audio and video, organizing a new project, storing digital audio and video clips, managing multiple audio and video inputs, and navigating canvas and timeline. Students will experience hands on instruction in the use of the above elements, which will result in the ability to capture, edit, and output the final product to a rendered digital compression format and DVD. Students will also be exposed to advanced features of a digital video editing program.

#DIG 2284 3 hrs., 3crs.
Advanced Digital Video & Sound \$22.00 lab fee
Prerequisite: DIG2280.

Participants in this course will have an opportunity to explore advanced concepts and skills for planning and production of digital video segments and projects of extended length. Through a series of projects, students develop an awareness of advanced digital editing techniques. The encouragement of increasing levels of storytelling, pacing, timing, and an overall higher visual aesthetic will be emphasized. Students will work in teams to design, plan, and create a video segment within an array of genres: documentary, staged interview, fiction, animation, and more.

#DIG 2300 3 hrs., 3crs.
2D Animation \$22.00 lab fee

Participants in this course will have an opportunity to explore the skills and techniques associated 2D Animation. This is an introductory course in creating two-dimensional digital animation. The software Adobe After Effects, or an equivalent substitution such as Flash, FlashMX, or Fireworks will be used. Students will explore the historical and cultural precursors to digital animation, making links between early cinema, experimental film, and our contemporary electronic milieu.

#DIG 2302 3 hrs., 3crs.
3D Modeling and Animation \$25.00 lab fee

Participants in this course will have an opportunity to explore the skills and techniques associated 3D modeling and Animation. This is an introductory course in creating three-dimensional digital animation. The software 3D Studio-Max, or an appropriate substitution will be used. Students will explore the concepts of light, shadow, foreshortening, nurbs, polygons, textures, keyframes, and rendering processes as they relate to digital animation and 3D modeling.

#DIG 2410 3 hrs., 3crs.
Basic Scripting for Video & Digital Media
Prerequisite: Satisfactory reading and English scores on the College-Level Entry Placement Test.

Participants in this course will have an opportunity to explore basic concepts of writing for visual media. This exploration will include, but not be limited to, a taxonomy of visual presentations, the stages of script development for visual media, development of creative concepts, differentiating fictional from non-fictional narratives, writing for multiple digital formats, and writing for online digital media.

#DIG 2430 3 hrs., 3crs.
Storyboarding and Conceptualizing for Game Development \$18.00 lab fee
Prerequisite: DIG 1710.

Participants in this course will have an opportunity to explore the skills and techniques associated with storyboarding and game creation. This is an introductory course in the conceptualization as it relates to game development. Students will explore the concepts of game layout charts, storyboarding, level layouts, environment illustrations, character designs, model sheets and graphic user interface as they relate to game development. Basic skills in software such as GameMaker or 3D Studio-Max, or an appropriate substitution will be introduced.

#DIG 2580 1 hr., 1cr.
Digital Media Portfolio
Prerequisite: Permission of adviser to enroll.

Participants in this course will have an opportunity to explore the skills and techniques associated with digital media portfolio creation. Students will explore current tactics and practices used to display best works and showcase projects completed throughout their digital media program. Students will research Web sites, analyze intended audiences, construct a resume, write a digital artist's statement, and create a prototype digital portfolio for self-promotion. This is a capstone course intended to be taken the last semester of study.

#GRA 1100 3 hrs., 3crs.
Principles of Graphic Design \$12.00 lab fee
Students attending this course will be exposed to a hands-on introduction to the principles and techniques of graphic design for print and digital media covering print and digital production; resolution and size considerations; vector vs. raster formats; color theory and layout principles; typography; file formats, output, and management. Upon completion, students should be able to creatively produce graphic designs.

#GRA 2121 3 hrs., 3crs.
Introduction to Desktop Publishing \$18.00 lab fee
Prerequisite: GRA 1100.

Students in this course will focus on the skills and practice related to desktop publishing processes and procedures. Experiences will include an exposure to the uses of Adobe InDesign (or an equivalent desktop publishing software application) for document layout and design. Students will have the opportunity to learn how to integrate text, graphics, and photographs to create a variety of professional quality finished documents for practical and business use.

#GRA 2151 3 hrs., 3crs.

Drawing Techniques for Digital Illustration \$18.00 lab fee

This course provides students with experiences in illustration and digital art techniques and the application of vector graphics in the field of graphic design. The content includes, but is not limited to: identification and investigation of Adobe Illustrator and/or Corel Draw consisting of lines and curves defined by mathematical objects called vectors. Identification and application of general methods for critical, aesthetic, and technical judgments relating to the uses of computer-generated illustrations for print, web, and multimedia designs. Also included is the history of graphic design and the application of computers to the graphic world.

#GRA 2156 3 hrs., 3crs.

Computer Graphics for Digital Designers I \$25.00 lab fee

Participants in this course will have an opportunity to explore the basic functions of Adobe Photoshop to create dynamic digital art in the field of Graphic Design. The course begins with the identification and investigation of the Principles and Elements of Design, moves to exploration of the role Photoshop and photo-editing plays in the graphic industry, and concludes with student design and completion of a comprehensive project.

#GRA 2157 3 hrs., 3crs.

Computer Graphics for Digital Designers II \$25.00 lab fee

Prerequisite: GRA 2156.

Participants in this course will have an opportunity to explore the advanced functions of Adobe Photoshop to create dynamic digital art in the field of Graphic Design.

DESIGN DRAFTING-ARCHITECTURE/INDUSTRIAL

EGS 1110C 6 hrs., 3 crs.

Engineering Drawing \$25.00 lab fee

Student must provide own drafting instruments.

A basic course in graphical expression. This course focuses on using 3-D visualization projects to solve problems and uses traditional drafting practices. Areas covered will be orthographic projections, geometric constructions, isometric drawings, sectioning, dimensioning, and auxiliary views.

EGS 1130C 6 hrs., 3 crs.

Descriptive Geometry \$25.00 lab fee

Prerequisite: EGS 1110C or previous drafting experience. Students must furnish own drafting instruments.

This course focuses on the graphical solution of relationships between point, lines, planes, and solids in space with emphasis on advanced geometric constructions, auxiliary views, surface intersections, and developments.

ETD 1320 3 hrs., 3 crs.

AutoCAD \$25.00 lab fee

Prerequisite: EGS 1110C or drafting experience.

A beginning course in AutoCAD. Content includes drawing to scale, editing, plotting a drawing, the use of library symbols and files management.

#ETD 1325 1 hr., 1 cr

AutoCAD, Level I \$10.00 lab fee

Basic knowledge and skills necessary to successfully operate a microcomputer system using a Computer Aided Drafting and Design application

program. Topics include CADD System Hardware, MS-DOS Operating System, installing AutoCAD, operating AutoCAD, using draw and edit menus.

#ETD 1326 1 hr., 1 cr.

AutoCAD, Level II \$10.00 lab fee

Prerequisite: ETD 1325.

Review of AutoCAD, Level I, drawing graphic entities, advanced editing commands, dimensioning commands, advanced plotting commands.

#ETD 1327 1 hr., 1 cr.

AutoCAD, Level III \$10.00 lab fee

Prerequisite: ETD 1326.

Review of AutoCAD Levels I and II, grouping entities into blocks, drawing enhancements, attributes, and data extraction.

#ETD 1802C 6 hrs., 3 crs.

Technical Illustration \$25.00 lab fee

Prerequisite: EGS 1110C.

A study of pictorial drafting styles and techniques, including isometric, diametric, trimetric, oblique, perspective, and shading.

ETD 2350 3 hrs., 3 crs.

Advanced AutoCAD \$25.00 lab fee

Prerequisite: ETD 1320.

An advanced course in AutoCAD. Includes external references, drawing environments and viewports, utility commands, special features, 3D modeling, rendering, customizing AutoCAD menus, and AutoLISP.

#ETD 2357C 6 hrs., 3 crs.

AutoDesk Inventor \$25.00 lab fee

Prerequisite: EGS 1110C or previous drafting experience.

This course forms a solid foundation in the basics of using AutoDesk Inventor (a Parametric Solid Modeling Mechanical Design software package).

#ETD 2395 6 hrs., 3 crs.

CAD for Architecture \$25.00 lab fee

Prerequisites: TAR 1120 or equivalent.

The student will use Architectural CAD software to complete a 3-D design and set of working drawings. This will consist of a Floor Plan, 4 Elevations, Structural Section, Floor and Roof Framing Plan, and a Presentation Drawing.

#ETD 2461 1 hr., 1 cr.

Mechanical Systems Drafting

Prerequisite: EGS 1110C. Corequisite: ETD 2461L.

Industrial drafting with emphasis on piping, welding, and design of gearing and cams.

#ETD 2461L 6 hrs., 3 crs.

Mechanical Systems Drafting Lab \$25.00 lab fee

Prerequisite: EGS 1110C. Corequisite: ETD 2461.

Investigation and implementation of ETD 2461 lecture content with emphasis on drafting solutions using both manual and computer methods.

#ETD 2465 1 hr., 1 cr.

Jig and Fixture Design

Prerequisite: EGS 1110C. Corequisite: ETD 2465L.

Emphasis on jig and fixture design, casting design, materials selection, and computer-aided design solutions.

#ETD 2465L 6 hrs., 3 crs.

Jig and Fixture Design Lab \$25.00 lab fee

Prerequisite: EGS 1110C. Corequisite: ETD 2465.

Investigation and implementation of ETD 2465 lecture content with

emphasis on drafting solutions using computer-aided design drafting equipment and software.

#ETD 2730 1 hr., 1 cr.

Industrial Drafting

Prerequisite: EGS 1110C. Corequisite: ETD 2730L.

The course will focus on concepts and practices of geometric dimensioning and tolerancing using practical examples and SME videos. All drawings will be done using AutoCAD. Emphasizes industrial drafting conventions and practices, including tolerancing, dimensions, surface control, threads, and assemblies, using ANSI standards.

#ETD 2730L 6 hrs., 3 crs.

Industrial Drafting Lab \$25.00 lab fee

Prerequisite: EGS 1110C. Corequisite: ETD 2730.

Investigation and implementation of lecture content with emphasis on drafting solutions.

TAR 1120 1 hr., 1 cr.

Architectural Drafting

Prerequisite: EGS 1110C. Corequisite: TAR 1120L.

Review of fundamentals of drafting concepts and application to architectural design. Understanding of basic architectural concepts is made by using residential plans to develop details, symbols, and an understanding of sound architectural design.

TAR 1120L 6 hrs., 3 crs.

Architectural Drafting Lab \$25.00 lab fee

Prerequisite: EGS 1110C. Corequisite: TAR 1120.

Investigation and implementation of lecture content with emphasis on drafting solutions.

#TAR 2122 1 hr., 1 cr.

Residential Architectural Design

Prerequisite: TAR 1120. Corequisite: TAR 2122L.

A continuation of Architectural Drafting with emphasis on light construction principles. The student will design a multi-level residence and develop all details, presentation drawings, and a scale model.

#TAR 2122L 6 hrs., 3 crs.

Residential Design Lab \$25.00 lab fee

Prerequisite: TAR 1120. Corequisite: TAR 2122.

Investigation and implementation of TAR 2122 lecture content with emphasis on drafting solutions using computer-aided design system.

TAR 2154 1 hr., 1 cr.

Commercial Architectural Design

Prerequisite: TAR 1120. Corequisite: TAR 2154L.

A continuation of Architectural Drafting with emphasis on structural and mechanical systems design. Students will design a commercial building of their choice, making a complete set of details and presentation drawings. Emphasis will be placed on using computer-aided design and equipment software.

TAR 2154L 6 hrs., 3 crs.

Commercial Design Lab \$25.00 lab fee

Prerequisite: TAR 1120. Corequisite: TAR 2154.

Investigation and implementation of TAR 2154 lecture content with emphasis on drafting solutions using computer-aided design system.

EARLY CHILDHOOD EDUCATION/INSTRUCTIONAL SERVICES TECHNOLOGY

#CHD 1110 4 hrs., 3 crs.

(2 hrs. lecture, 2 hrs. lab)

Infant Growth and Development for Child Care Workers/Teachers

Designed to teach the normal sequence of physical, cognitive, social, and emotional development of the child from birth to two years of age. Emphasis is given to planning day care programs and facilities for infants and toddlers. Provides opportunity for participation in infant child development program.

#CHD 1320 3 hrs., 3 crs.

Curriculum and Guidance for Young Children

Prerequisites: CHD 1432, CHD 2220.

Corequisite: CHD 1440.

A study of principles and practices of programs for pre-schoolers, current research in early childhood education, role of the child care worker, techniques of using language, art, science, music, social studies, math, and physical activities with young children.

#CHD 1339 2 hrs., 2 crs.

Movement Activities

A course designed to develop abilities to select and direct musical and large muscle activities for pre-school age child care groups.

#CHD 1382 4 hrs., 3 crs.

(2 hrs. lecture, 2 hrs. lab)

Activities for School Age Children

Principles of curriculum to meet the needs of the school age child in day care. Subjects include physical, social, emotional, and cognitive development, as well as activities in art, science, woodworking, literature, puppetry, and drama.

#CHD 1430 4 hrs., 3 crs.

(2 hrs. lecture, 2 hrs. lab)

Observing and Recording Child Behavior

Corequisite: CHD 2220.

A course designed to teach the principles of observing and interpreting child behavior. Emphasis is given to normal patterns of behavior as well as genetic and environmental factors that influence child behavior.

#CHD 1432 4 hrs., 4 crs.

Learning Activities for Young Children

This course emphasizes selection and direction of learning activities in the areas of art, literature, mathematics, science, and social studies. Areas of study include selection and presentation of books, storytelling, puppetry, and appropriate learning activities.

#CHD 1440 5 hrs., 3 crs.

(1 hr. lecture, 4 hrs. lab)

Early Childhood Teaching Practicum

Prerequisites: CHD 1320, CHD 1432, CHD 2220. Corequisite: CHD 1320.

This course provides opportunity for supervised participation in an approved child care center.

#CHD 2220 3 hrs., 3 crs.

Child Development

Emphasis on the social, emotional, physical, and cognitive growth and development of the child from conception through adolescence, as well as techniques for fostering healthy development in these vital areas.

#CHD 2450 4 hrs., 3 crs.

Teacher Aide Practicum I

Provides the student with experience as a teaching aid in an early childhood classroom. Emphasis on interpersonal abilities and on skills that complement the work of the regular classroom teacher.

#CHD 2710C 4 hrs., 3 crs.

(2 hrs. lecture, 2 hrs. lab)

Children with Exceptionalities

Designed to acquaint students with the characteristics of children with a

variety of exceptionalities as well as techniques that are appropriate to use with these children. Lab hours arranged to provide opportunities to observe and work with children in diverse programs that serve children with exceptionalities.

#CHD 2810C 4 hrs., 4 crs.

(2 hrs. lecture, 2 hrs. lab)

Nutrition, Health, and Safety for Young Children

This course includes the role of vitamins, minerals, fats, carbohydrates, and protein in the child's diet. Emphasis is given to planning nourishing meals that children find attractive and appetizing. Includes instruction in dealing with children's emergencies and for certification in CPR and first aid.

#CHD 2803 3 hrs., 3 crs.

Early Care and Education Administrative Overview (Director Credentials)

This course is intended to meet the educational requirement for the Foundational Level Child Care and Education Administrator Credential, as defined by the State of Florida.

This course provides specific information and opportunities for skill development that enable the child care administrator to develop a broad perspective and knowledge base for problem solving, planning, implementing, and evaluating a quality child care and education program.

#CHD 2131 1 hr., 1 cr.

CDA Credential

This course is designed to provide students seeking the Florida CDA Equivalency with observations and documentation of their work with children.

ECONOMICS

ECO 2013 3 hrs., 3 crs.

Principles of Economics, Macro

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."

The course deals with the basic tools of analytical macroeconomics applied to the vital problems of our dynamic economy, national income, business fluctuations, unemployment and inflation, the problems of economic growth, government fiscal and monetary policy, money and banking, gold and foreign trade, and the challenge of alternative economic systems.

ECO 2023 3 hrs., 3 crs.

Principles of Economics, Micro

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."

This course deals with the theory of price determination, resource allocation, and income distribution. In this course, attention is on the classic theories of economics as they are interpreted in contemporary analysis.

EDUCATION

EDF 1005 3 hrs., 3 crs.

Introduction to Education

This course requires 15 hours of classroom observations in addition to the class time. This course is designed to familiarize the student with the teaching profession and the educational process. Specific State of Florida Department of Education programs, policies, certification requirements, and curriculum frameworks will be discussed. Other states' programs will also be analyzed. Much of this course focuses on how to design lesson plans and how to teach from such plans (scope and sequence). Coupled with the observation experiences, students will gain an understanding of

the "peaks and valleys" of the education profession. A background check is required before students complete the K-12 classroom observations required by this course.

EDG 2701 3 hrs., 3 crs.

Teaching Diverse Populations

This course requires 15 hours of classroom observations in addition to the class time. This course concentrates upon the historical background of the current multi-educational movement. In addition, it examines what teachers can do to make their multicultural classrooms more effective learning communities. Pre-educators and educators alike will discuss the issues about diversity that directly deal with and affect schools in the American education system. Students in this course will work in open forums to discuss and research issues of educational and societal diversity primarily pertaining to K-12 schools. When exiting this course, students will acquire a comprehensive understanding that schools are microcosms of the contemporary society that encompasses them. A background check is required before students can complete the K-12 classroom observations required by this course.

EME 2040 3 hrs., 3 crs.

Technology for Teachers

This course will provide participants with hands-on experiences of integrating technology into classroom activities. Students will see examples of applications of educational technology in classroom settings and learn to apply such technology during individual, group, and laboratory exercises. The primary focus of this course is the utilization of the personal computer; however, students should not approach this course with the idea that it is an introduction to computers course. This course primarily trains pre-educators or professional educators in how to utilize technology in "teaching" settings.

EDUCATOR PREPARATION INSTITUTE

EPI 0001 3 hrs., 3 crs.

Classroom Management

Participants in this course will be provided opportunities and experiences supporting successful methodologies for classroom management. Topics include establishing rules and consequences, setting classroom procedures, conducting parent-teacher conferences, and planning the first day of school. In this course, students will write and submit a classroom management plan.

EPI 0002 3 hrs., 3 crs.

Instructional Strategies

This class focuses on planning for instruction. Participants will explore diverse instructional strategies, utilize Bloom's Taxonomy to prepare lessons, write learning outcomes, and create a unit plan. Additionally, participants will create traditional and alternative assessment instruments to document student learning.

EPI 0003 3 hrs., 3 crs.

Teaching and Technology

Participants in this course will be provided structured opportunities to employ technology as an integral part of the teaching and learning process. Instruction is provided in commonly used software suites, effective integration strategies, educational software evaluation, and the use of Internet resources in the classroom.

EPI 0004 3 hrs., 3 crs.

The Teaching and Learning Process

Participants in this course will form a foundation in various learning theories as applied in the instructional process. Topics will include theories of psychosocial and cognitive development, behavioral learning theory, information-processing theory, social cognitive theory, and the constructivist learning theory. Students will apply concepts by creating a problem-

based learning lesson plan.

EPI 0010 3 hrs., 3 crs.

Foundations of Research-Based Practices in Reading

This course is designed to help teachers improve reading instruction for students in grades K-12 by delivering current, relevant, scientifically based and classroom-based information on teaching reading. Course topics insure that all participants have the opportunity to demonstrate Competency 2 in reading. Topics include how children learn to read, factors effecting reading, quality reading instruction, vocabulary, comprehension, assessment, differentiated instruction, and the importance of reflection.

EPI 0020 2 hrs., 2 crs.

The Teaching Profession

This course teaches the foundation for becoming a productive member of the teaching profession. Topics will include history and philosophy of education, school governance, school finance, school law, ethics, purpose of schools, and continuing professional development.

EPI 0030 2 hrs., 2 crs.

Diversity in the Classroom

Participants in this course will be provided opportunities to gain an appreciation for the variety of backgrounds and cultures that may be found in a typical classroom. Additional foundational theory and structured experiences will address how social class, religion, language, gender differences, culture and ethnicity, physical differences, and prejudices have an effect on how a student learns.

EPI 0940 1 hr., 1 cr.

The Teaching Profession: Field Experience

Prerequisite: EPI 0002.

Participants in this course will be directly observed for performance of competencies associated with highly effective teaching as described by the Florida Educator Accomplished Practices. The field experience consists of a total of 15 hours of performances and observations that must be completed in a K-12 public or charter school. A cleared background check and a notarized student affidavit are required before students can register for this class.

EPI 0945 1 hr., 1 cr.

Diversity in the Classroom: Field Experience

Participants in this course will be directly observed for performance of competencies associated with highly effective teaching as designated within the EPI 0030: Diversity in the Classroom. The field experience consists of a total of 15 hours of performances and observations. These hours must be completed in a public or charter school. A cleared background check and a notarized student affidavit are required before students can register for this class.

EMERGENCY MEDICAL SERVICES

#EMS 1119 5 hrs., 5 crs.

Emergency Medical Technician

Corequisite: EMS 1401.

The initial study of emergency medical services designed to enable the student to become proficient in the emergency care of the sick and injured. Completion of course leads to eligibility for licensure examination as an Emergency Medical Technician-Basic (EMT-B).

#EMS 1310 1 hr., 1 cr.

Emergency Medical Services Management

Designed for persons who supervise emergency medical services personnel. Emphasis is placed on goal setting, organizational structure, budgeting, communications, performance evaluation, and stress management.

#EMS 1335 1 hr., 1 cr.

Emergency Vehicle Operator I \$10.00 lab fee

Designed to meet Florida Health Department requirements that all emergency vehicle operators employed by EMS providers must have completed an ambulance driving program. The course combines lecture with a driving laboratory. (Students who are not active duty military must show proof of a valid Florida Driver's License.)

#EMS 1381C 2 hrs., 2 crs.

Emergency Medical Technician Refresher

\$26.00 lab fee

Designed for the EMT seeking renewal of state license or national certificate. A review of didactic material and clinical skills relevant to EMT knowledge objectives and clinical practice. Meets and exceeds requirements for state relicensure and national EMT recertification.

#EMS 1401 8 hrs., 4 crs.

Emergency Medical Technician Lab \$64.00 lab fee

Corequisite: EMS 1119.

Integrated experience including laboratory practice with manikins and simulated situations, clinical experience in the area hospitals, and field experience with the ambulance service.

#EMS 1555 16 hrs., 1 cr.

Basic Trauma Life Support \$18.00 lab fee

Prerequisite: EMT certificate or permission of the instructor.

This course is designed for the EMS student, teaching the fundamentals of managing traumatic injuries at the basic and advanced levels in accordance with the National Basic Trauma Life Support Committee. The recognition and treatment of specific traumatic injuries such as pneumothorax, closed head injury, hemothorax, compensated and decompensated shock, fractures, uncontrolled bleeding, and internal injuries of the abdomen and thorax. Emphasis is on rapid assessment, management, and transport with discussion on mechanism of injury and kinematics of trauma.

#EMS 1761 4 hrs., 4 crs.

Assistant Teaching in Emergency Medical Services

Prerequisites: EMT license and permission of the instructor.

Emphasis is placed on lesson plan development, classroom management, awareness of EMS regulatory agency requirements for course content, and effective methods of instruction in cognitive material and psychomotor skills. The student participates in cognitive and psychomotor instruction under the supervision of EMS faculty.

#EMS 2010 3 hrs., 3 crs.

Essentials of Human Structure and Function

Designed for the EMS student, this course presents basic information on the structure and function of the human body. Applies principles of anatomy and physiology to demonstrate interaction of body systems as they maintain homeostasis. Emphasis will be placed on the nervous system, cardiovascular, and respiratory systems.

#EMS 2231 5 hrs., 5 crs.

Paramedic I

Prerequisites: EMS 1119, EMS 1401.

Corequisite: EMS 2435.

The introduction of advanced life support skills of definitive airway management and intravenous therapy. Also includes sections on foundations, airway, patient assessment, and trauma.

#EMS 2232 5 hrs., 5 crs.

Paramedic II

Prerequisites: EMS 2231, EMS 2435.

Corequisite: EMS 2436.

A continuation of EMS 2231 with emphasis on cardiology and advanced cardiac life support. Also includes sections on medicine, special patients, assessment-based management and operations.

#EMS 2233 1 hr., 1 cr.

Paramedic III

Prerequisite: EMS 2232, EMS 2436.

Corequisite: EMS 2425.

Culmination of paramedic program in which previous education and training are reviewed and applied to simulated situations. Completion of course leads to eligibility for paramedic licensure examination.

#EMS 2340C 1 hr., 1 cr.

Basic Vehicle Rescue and Extrication

Designed for the EMT student, teaching the fundamentals of gaining access to and disentanglement of victims of vehicular crashes. Emphasis is placed on victim and rescuer safety. Actual use of available rescue tools is included. Packaging of patients to protect against possible spinal injuries is demonstrated and assessed. The course takes place with a mock scene and "junk" cars are used for experience with rescue tools. (Students who are not active duty military must show proof of a valid Florida Driver's License.)

#EMS 2391C 4 hrs., 3 crs.

Paramedic Refresher

A review of didactic material and clinical skills relevant to paramedic knowledge objectives and clinical practice. Meets and exceeds requirement for relicensure and national recertification.

#EMS 2425 16 hrs., 4 crs.

Paramedic Internship \$29.00 lab fee

\$42.60 National Registry Skills Examination fee

Designed to enable the paramedic student to become a functional paramedic. Students are assigned to a preceptor with an area emergency medical service for six weeks of intensive field training. (Administration of the National Registry Skills Examination is included with the final examination.)

#EMS 2435 10 hrs., 5 crs.

Paramedic I Lab \$70.00 lab fee

Corequisite: EMS 2231.

Integrated experience including laboratory practice of advanced skills, clinical experience in area hospitals, and field experience with the ambulance service.

#EMS 2436 12 hrs., 5 crs.

Paramedic II Lab \$24.00 lab fee

Corequisite: EMS 2232.

Integrated experience including laboratory practice of advanced cardiac life support skills, clinical experience in area hospitals and field experience with the ambulance service.

#EMS 2439 20 hrs., 5 crs.

Advanced Clinical Internship \$17.00 lab fee

Prerequisites: Florida EMT license and permission of instructor.

Supervised rotations in a variety of clinical settings designed to develop increased clinical proficiency, decision-making skills, and knowledge of pathophysiology of illness and injury.

#EMS 2526 16 hrs., 1 cr.

Twelve-Lead Electrocardiogram

(EKG) Interpretation \$24.00 lab fee

Prerequisite: EMT certificate or permission of the instructor.

This course is designed for the EMS student, teaching the fundamentals of twelve-lead electrocardiogram (EKG) interpretation. Emphasis is placed on scenario-based and case-based learning that reinforces the concept that 12-lead EKG technology is the best tool for visualization of the surfaces of the heart, identification of sites of ischemia, injury and infarction, as well as various intricate conduction abnormalities.

#EMS 2553 16 hrs., 1 cr.

Pediatric Advanced Life Support \$8.00 lab fee

Prerequisite: EMT certificate or permission of the instructor.

This course is designed for the EMS student, teaching the fundamentals of recognizing infants and children that are at risk for cardiopulmonary arrest, including the strategies that are needed to prevent cardiopulmonary arrest in infants and children and the cognitive and psychomotor skills needed to resuscitate and stabilize infants and children in respiratory failure, shock, or cardiopulmonary arrest.

#EMS 2558 16 hrs., 1 cr.

Stroke Management

Prerequisite: EMT certificate or permission of instructor.

This course is designed for the EMS student, teaching the recognition of the early signs and management of stroke and other related neurovascular emergencies. Other content includes stroke prevention, risk factors and medical interventions. This course incorporates lecture with scenario-based and case-based learning that reinforces the current concepts of stroke care.

#EMS 2931 16 hrs., 1 cr.

Emergency Response to Terrorism \$63.00 lab fee

Prerequisite: EMT certificate or permission of the instructor.

This course is designed for the EMS student, teaching the fundamentals of safely recognizing and managing a terrorist attack on a civilian population. Emphasis is placed on the recognition and safe response to terrorist attacks including chemical, biological, radiological, and explosive agents. Includes proper use of personal protective equipment (PPE), ambulatory and incapacitated decontamination, and coordination with other public service agencies through the use of unified command structure.

#EMS 2934 16 hrs., 1 cr.

Special Topics: Advanced Medical Life Support

Prerequisite: EMT certificate or permission of instructor.

This course is designed for the EMS student, providing the EMS student with a better understanding of the pathophysiology of disease processes. This course incorporates lecture with scenario-based and case-based learning that reinforces current concepts of emergency care for shock, chest pain, altered mental status and respiratory emergencies.

ENGINEERING TECHNOLOGY

CGN 2327L 3 hrs., 1 cr.

Civil Engineering Graphics Lab

Prerequisite: EGN 2123 or ETD 1320C or approval of the instructor.

The objective of this course is to provide students with the knowledge and hands-on experience to successfully create, edit, dimension, and plot civil and environmental engineering projects such as drawing maps, cuts and fills, road cross sections, soil absorption fields, sewage disposal, highway maps, dams, bridges and trusses, using Autodesk Land Desktop™ and Civil 3D™ software.

EGN 2123 2 hrs., 2 crs.

Computer Graphics for Engineers \$25.00 lab fee

Corequisite: MAC 2311

Apply the knowledge of mathematics, science and computing to understand the fundamentals of engineering graphics, draw geometric constructions, solve descriptive geometry problems, and produce graphical calculus and apply it to analyze empirical data. Produce two and three-dimensional drawings and design a product. Participate effectively in a multidisciplinary engineering project as part of a professional team. Apply computers using several software applications including: AutoCAD™ for producing computerized drawing, dimensioning and tolerances; Excel™ for spreadsheet and manipulation of data; and Maple (Mathcad™) for graphical calculus.

EGN 2212 3 hrs., 3 crs.
Engineering Statistics and Computation \$25.00 lab fee
Prerequisite: EGS 1001 and MAC 2311.
Identify and solve engineering problems including formulation, algorithm development and programming, measurement and computational error assessment and the application of statistical and numerical modeling tools necessary for engineering practice using Mathcad™ and Excel™.

EGS 1001 1 hr., 1 cr.
Introduction to Engineering
An introduction to engineering and technology as a profession with emphasis on the spectrum of work opportunities and career fields. The student is introduced to engineering work habits, responsibilities, communication requirements, problem solving techniques, and technical calculations.

ETC 2213 3 hrs., 3 crs.
Engineering Properties of Soils
Corequisite: ETC 2213L.
A study of the origin, composition, and characteristics of soils. Includes a study of the types and structure, classification and properties stress, settlement, compaction, and stabilization of soils, as well as construction site investigation, methods, and principles.

ETC 2213L 3 hrs., 1 cr.
Engineering Properties of Soils Lab \$25.00 lab fee
Corequisite: ETC 2213.
A lab devoted to the study of the engineering and mechanical properties of soils. Includes moisture content determination, specific gravity, sieve and hydrometer analysis, Atterburg limits, compaction, and Proctor testing. Emphasizes ASTM standard laboratory procedures.

#ETC 2450 3 hrs., 3 crs.
Concrete Design
Corequisite: ETC 2450L.
A study of the properties of concrete, its design and control, reinforcement, admixtures, forming, and placing. Includes concrete technology as it applies to prestress precasting and casting in place in the design of columns, beams, slabs, and other structures.

#ETC 2450L 3 hrs., 1 cr.
Concrete Design Laboratory \$25.00 lab fee
Corequisite: ETC 2450.
A lab devoted to the study of the design of concrete mixes and the testing of concrete cylinders, beams, and structural shapes. Includes problems on reinforced concrete. Includes the requirements for the American Concrete Institute (ACI) Concrete Field Testing Technician Certification. Emph - sizes ASTM standard laboratory procedures.

ETG 2502 3 hrs., 3 crs.
Statics
Prerequisite: MAC 1114 or MTB 1322.
Basic principles of statics; resolution and composition of forces; equilibrium of forces; simple machines; trusses and frames; screws and threads; friction; centroids and center of gravity; moment of inertia, and radius of gyration. Includes scale model analysis and testing of bridge and truss-type structures.

ETG 2530 3 hrs., 3 crs.
Strength of Materials
Prerequisite: ETG 2502.
Stress and deformation; riveted and welded joints; thin-walled pressure vessels; torsion; shear and moment of beams; columns. Includes scale model analysis and testing of tower and column-type structures.

#ETI 1411 3 hrs., 3 crs.
Manufacturing Processes I
A study of methods and materials used in industrial production of nonchip producing processes, including casting, forging, welding, stamping, shearing, brake, powder, metallurgy, electrical discharge machining, high energy rate forming.

#ETI 1420 3 hrs., 3 crs.
Manufacturing Processes II
A study of methods, materials, and machines used in industrial production of chip producing processes, including turning, milling, grinding, drilling, reaming, boring, broaching, sawing.

SUR 2101 3 hrs., 3 crs.
Surveying and Measurements
Prerequisites: EGS 1110C, MTB 1322, or MAC 1114. Includes distance measurements; theory and practice of leveling; angles and bearings; principles and use of transits, theodolites, EDMs and laser equipment; curves; stadia; topographic surveying; property surveying, and construction surveying.

SUR 2101L 3 hrs., 1 cr.
Surveying and Measurements Laboratory \$10.00 lab fee
Corequisite: SUR 2101.
Laboratory and field assignments coordinated with SUR 2101.

#SUR 2533C 3 hrs., 3 crs.
Prerequisite: ETD 1320
Introduction to Global Positioning Systems
Provides students with the basic theory of Geographic Information System (GIS) and Global Positioning System (GPS) to solve practical engineering problems using the orbital Satellite Navigation System.

ENGLISH

Creative Writing

CRW 2001 3 hrs., 3 crs.
Creative Writing I
Prerequisite: ENC 1101 with a minimum grade of "C."
Techniques of and practice in writing the short story, essay, poem, drama, or novel.

CRW 2002 3 hrs., 3 crs.
Creative Writing II
Prerequisite: CRW 2001.
Techniques of and practice in writing the short story, essay, poem, drama, or novel.

CRW 2710 3 hrs., 3 crs.
Introduction to Screenwriting-Scriptwriting
Prerequisite: ENC 1101 with a grade of "C" or higher.
The study of the written forms of the screenplay and the script (stage play) and their relationship to the adapted forms in the visual media and on stage, and the practice of writing screenplays and stage plays. The dual nature of this course requires that students learn the principles of writing for visual media and writing for the stage but allows the student to focus the major written works composed during the semester in his preferred area.

College Preparatory English

The following are developmental courses not intended to satisfy any part of the college-level English requirements and not counted as part of the required hours for graduation. A minimum grade of "C" is required to

progress to the next course.

ENC 0002 4 hrs., 3 crs.

Basic English

A study of the elements of standard English grammar, mechanics, and usage.

Must be passed with minimum grade of "C." (A developmental course that does not satisfy General Education requirements in English or count toward required hours for graduation.)

ENC 0021 5 hrs., 4 crs.

Fundamentals of Composition

Prerequisite: ENC 0002 or satisfactory score on the Gulf Coast Community College placement test.

Writing from the paragraph to the essay; introduction to expressive, expository, and persuasive writing; introduction to research techniques; review of basic grammar, punctuation, spelling, sentence structure, and basic formatting. Must be passed with a minimum grade of "C." (A developmental course that does not satisfy General Education requirements in English or count toward required hours for graduation.)

College-Level English

The Associate of Arts degree requires that six credit hours of college-level English be completed with a minimum grade of "C." It is required that prerequisite English or reading courses for entry into college-level English be completed with a minimum grade of "C" or that students earn a passing score on the Florida College Entry-Level Placement Test in English and reading.

ENC 1101 3 hrs., 3 crs.

English Composition I

Prerequisite: Satisfactory English scores on the Florida College Entry-Level Placement Test or completion of ENC 0021 with a minimum grade of "C" and satisfactory reading scores on the Florida College Entry-Level Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." Minimum competency in word processing needed.

The rhetoric of the expository essay and the documented paper. Word processed and handwritten compositions based on reading of fiction and nonfiction. Oral component included. This course is a Gordon Rule Writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

ENC 1102 3 hrs., 3 crs.

English Composition II

Prerequisite: ENC 1101 with a minimum grade of "C."

Rhetoric of the expository essay, the argumentative essay, and the documented paper. Compositions based on readings of fiction and nonfiction. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

ENC 1930 3 hrs., 3 crs.

Introduction to Critical Thinking

Creative and critical thinking skills applied to current problems and issues in oral and written communication. Course emphasizes deliberation in classroom forums.

ENC 2210 3 hrs., 3 crs.

Technical Writing

Prerequisite: ENC 1101 with a minimum grade of "C."

Applies written and oral English skills to technical communication assignments, such as definitions, object or mechanism description, process descriptions, instructions, analyses, proposals, memoranda, feasibility, laboratory, and technology research reports and resumes. Emphasizes clarity, objectivity, simplicity, and readability by multiple audiences. This course is a Gordon Rule Writing course with requirements of approxi-

mately 6,000 words of writing and completion with a minimum grade of "C."

ENC 2301, 2302, 2303, 2324 1 hr., 1 cr. each

Supplementary Composition Skills

Prerequisite: CLEP credit for General Education English or ENC 1102 with a minimum grade of "C."

Expository and argumentative writing for students (a) who have earned CLEP credit for General Education English or Areas II or III Humanities but still need to fulfill the writing requirements of the institution or (b) who have completed ENC 1101 and ENC 1102 with a minimum grade of "C" and want to develop their writing skills. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

LIN 1670 3 hrs., 3 crs.

English Grammar and Style

Prerequisite: Satisfactory English score on the Florida College Entry-Level Placement Test or completion of ENC 0021 with a minimum grade of "C." Introduction to sentence structure, standard practices in grammar and punctuation, and effective stylistic techniques. Designed as a complement to composition courses.

LIS 1004 1 hr., 1 cr.

Introduction to Internet Research

Focus on methods of accessing information resources available through the Internet. Students will learn to design search strategies, retrieve, evaluate, and cite Internet resources. Delivery systems, such as World Wide Web, e-mail, discussion groups, FTP, and Telnet are covered.

FIREFIGHTING

Maritime

=FFP 0073 45 contact hrs., 1.5 vocational crs.

Basic Safety Course (STCW) \$297.00 lab fee

This course is a U.S. Coast Guard approved course that covers all of the four required courses for Standards of Training, Certification and Watch Keeping. This course teaches 1) basic principles and practices of fire prevention and firefighting aboard ship, 2) personal responsibility within the ship and society at large, 3) basic principles and practices to assist a layperson to utilize basic survival techniques on the water, and 4) first aid and CPR.

=FFP 0075 45 contact hrs., 1.5 vocational crs.

Tankerman/Barge-PIC (Person in Charge)

This course is a U.S. Coast Guard approved course that will cover the required knowledge, application skills associated with tank barge operations and to supervise the safe and pollution free transfer of dangerous liquids as required by CFR 13.12 (f). This is accomplished through classroom lectures and exercises emphasizing the "operational" aspects of cargo operations.

Firefighter Minimum Standards

=FFP0010

225 contact hours, 7.5 vocational crs.

Firefighter 1 \$84.00 lab fee

Corequisites: CJD 2254 or EMS 1119

This course introduces the student to the skills and techniques used in firefighting. Classroom instruction includes a variety of fire related topics. Practical exercises and scenarios are included to enhance classroom instruction and skill development. After completion, the student is eligible to test for Firefight 1 (Volunteer) certification or continue with Firefighter 2 training. Permission of the Fire Science coordinator is required.

=FFP0020 225 contact hours, 7.5 vocational crs.

Firefighter 2 \$50.00

Prerequisites: FFP0010

This is a continuation course after Firefighter 1 and prepares the student for employment as a Florida certified firefighter. This course builds upon the skills and knowledge attained in Firefighter 1 and prepares students for mastery of the basic competencies required. After course completion, the student is eligible to take the certification examination given by the Florida State Fire College (FSFC).

FIRE SCIENCE

#FFP 1301 3 hrs., 3 crs.

Fire Stream Hydraulics

A study of pertinent properties of water, distribution of pressures in dynamic and static systems, friction loss in hoses and pipes, and factors which influence it. Approximation methods for quick calculation are given, as well as the most technical computations. Effort is directed toward giving an understanding of how good fire streams are developed.

#FFP 1302 3 hrs., 3 crs.

Fire Apparatus Operation

Prerequisite: FFP 1301 or approval of instructor.

The curriculum covers the laws, rules, and driving techniques for emergency vehicles, as well as a review of fire service hydraulics. Fire ground evolutions and a driving course make up the practical part of the course. The evolution portion of the course includes the use of pre-connected lines, tandem pumping, drafting, relays, and master streams. The student should have a basic understanding of fire stream hydraulics prior to entering this course. Students must bring gloves and proper attire for water pumping exercises.

#FFP 1505 3 hrs., 3 crs.

Fire Prevention Practices

Prerequisite: Basic fire science knowledge.

Principles of prevention and investigation; fire hazards of various occupancies; fire codes; OSHA requirements for fire protection; surveying and mapping procedures; recognition of fire hazards; engineering a solution of the hazards; enforcement of the solution; public relations as affected by fire prevention and presentation of arson evidence.

#FFP 1510 3 hrs., 3 crs.

Building and Fire Codes

Comparison of national, state, and local building and fire code emphasizing local laws and ordinances pertaining to building construction and design.

#FFP 1540 3 hrs., 3 crs.

Fire Protection Systems and Devices

A study of fixed and portable systems for detecting, reporting, and extinguishing fires. Comparison is made between the value of detection and the value of automatic extinguishing systems. Study is made of the factors which influence the choice of one of several systems for a given occupancy and the value of each type system. Restoration after use and routine maintenance are stressed.

#FFP 1610 3 hrs., 3 crs.

Fire Cause and Arson Detection

Investigation of fires for determination of the source of ignition and first fuel, point of origin, direction and rate of spread, and whether the cause was accidental or illegal. Florida arson laws are studied along with procedures for ensuring the admissibility of any evidence found at the scene of the fires, including methods of questioning the witnesses, interviewing, interrogation, and case preparation with stress on recognition of cause and evidence.

#FFP 1741 3 hrs., 3 crs.

Fire Service Course Design

Prerequisites: Certified fire fighter and basic fire science knowledge

Emphasizes techniques that help a fire service instructor develop skills in curriculum development.

#FFP 2111 3 hrs., 3 crs.

Fire Chemistry

Prerequisite: Basic fire science or law enforcement knowledge

This course is designed to show the arson investigator the different forms of matter and energy, common substances, and how they relate to fires. The chemical formulas of flammable and combustible substances, their bondings and separations, as well as the different chemical reactions related to fire and oxidation are covered. Particular emphasis is placed on the specific substance used by arsonists to ignite and accelerate burnings. NOTE: Part of HazMat Tech, Fire Investigator I, Fire Inspector II, and Fire Officer II.

#FFP 2120 3 hrs., 3 crs.

Building Construction for the Fire Service

Prerequisite: Work experience as paid or volunteer firefighter.

The study of problems of building fires; structural fire elements; fire resistance; surface finishes; fire spread by windows, air conditioning, building elements, and nonstructural elements.

#FFP 2212 3 hrs., 3 crs.

Confined Space Rescue \$50.00 lab fee

Students will collect and understand data, recognize and evaluate hazards, and utilize equipment necessary to safely perform a confined space rescue; study appropriate measures to ensure compliance with OSHA, NIOSH, and other applicable standards and regulations associated with confined spaces.

#FFP 2214 3 hrs., 3 crs.

Confined Space Rescue, Technician Level

\$50.00 lab fee

Prerequisite: FFP 2212, FFP 2662, or a minimum of 24 hours of basic confined space rescue by an accredited agency. Corequisite: Participants must sign liability waiver. Students will collect and understand data, recognize and evaluate hazards, and utilize equipment necessary to safely perform a confined space rescue; study appropriate measures to ensure compliance with OSHA, NIOSH, and other applicable standards and regulations associated with confined spaces.

#FFP 2401 3 hrs., 3 crs.

Hazardous Materials I

Basic principles involved in the recognition of materials which are hazardous because of combustibility, toxicity, reactivity, or other properties. A study of pyrophoric metals, hypergolics and cryogenics, and insecticides. Emphasis placed on ways in which hazardous materials can be recognized in the field, and study made of sources of special information relating to safe handling of the materials and extinguishment of fires in which they are involved.

#FFP 2402 3 hrs., 3 crs.

Hazardous Materials II

Prerequisite: FFP 2401 or FFP 2500.

Further study of the chemical and physical properties of various forms of matter and their possible interaction relating to storage, transportation, and handling. Includes flammable liquids, combustible solids, oxidizing corrosives, and radioactive materials.

#FFP 2521 3 hrs., 3 crs.

Blueprint Reading and Plans Examination

Preparation course of study for exam in blueprint reading and plans.

#FFP 2670 3 hrs., 3 crs.
Ethical and Legal Issues for the Fire Service
Prerequisite: Basic fire science knowledge
A study of the entire spectrum of issues facing today's fire service leaders. Topics include: labor relations, human rights and diversity; conflicts of interest and frameworks for ethical decision making.

#FFP 2700 3 hrs., 3 crs.
Fire Department Administration, Management, and Supervision
Administrative, managerial, and supervisory principles that apply to the fire science. Intended for those seeking to participate in upper-level organizational activity such as budgeting, cost controls, goal-setting, manpower acquisition and distribution, and for those seeking to supervise fire company personnel with emphasis on leadership traits, training, planning, and company officer responsibilities.

#FFP 2706 3 hrs., 3 crs.
Public Information Officer
A study of what public relations is and how a fire department can utilize positive public relations to benefit the organization and the public. This course describes the functions of a public relations officer along with the responsibilities the position holds.

#FFP 2720 3 hrs., 3 crs.
Company Officer
Broad concepts of supervision and leadership; analysis of the kinds of effective leadership needed in the fire sciences; supervising in high stress conditions; use of case studies and individual goal-setting.

#FFP 2740 3 hrs., 3 crs.
Fire Science Instructor Techniques
Principles, procedures, and techniques of teaching with emphasis on methods of instruction, developing training outlines, use of visual aids, and testing procedures of fire science instructors.

#FFP 2793 3 hrs., 3 crs.
Fire & Life Safety Educator I
Prerequisite: Basic fire science knowledge
A study of the skills and knowledge needed to successfully perform as a Fire and Life Safety Educator as addressed in NFPA 1035. Topics include fire behavior, community assessment, injury prevention, and juvenile fire setting.

#FFP 2810 3 hrs., 3 crs.
Firefighting Strategy & Tactics I
A study of multiple company operations, logistics, strategy, use of mutual aid forces, and conflagration control. Intended for high-ranking officers who may be in command of major fires and other emergencies involving close coordination and maximum use of large amounts of manpower and equipment. Typical tactical situations and case histories will be given.

#FFP 2811 3 hrs., 3 crs.
Firefighting Tactics and Strategy II
Prerequisites: Certified fire fighter, basic fire science knowledge, and FFP 1810 or FFP 2810.
A study of action plans, command and control, safety, building dynamics, sprinkler operations, fire company operations, and various types of fires. An advanced study intended for higher ranking officers using state or locally provided scenarios.

FOREIGN LANGUAGES

See Spanish

To enter a state university, students must meet foreign language requirements in one of the following ways:

- A. Two credits (years) of one foreign language or, for some institutions, American sign language in high school
- B. 8-10 semester hours credit of one foreign language or, for some institutions, American sign language in college.
- C. Satisfactory score on the CLEP examination.
- D. Satisfactory score on the MAPS Latin examination
- E. Demonstrated competency by examination in a foreign language other than those examinations identified above or, for some institutions, in American sign language, with the standards and methods for determining competence to be identified by the admitting university.

Students who plan to transfer to a state university but do not meet the foreign language requirements should complete the requirement at the community college. Students who meet one of the two criteria below may be admitted to a state university as an exception to the foreign language admissions requirement but must take 8-10 credits of one foreign language at the university or community college prior to graduation:

- A. Students who earned an Associate in Arts degree before September 1, 1989.
- B. Students who enrolled before August 1, 1989, in a program leading to an associate degree from a Florida community college and maintain continuous enrollment (one course each 12-month period beginning with the students' first enrollment and continuing until enrollment in a university).

FRENCH

FRE 1000 3 hrs., 3 crs.
Basic French Conversation II
Introduction to French sound system and conversational emphasis on practical applications in daily personal and business life; culture based. (Does not fulfill any part of the college-transfer sequence and does not provide general education elective credit).

FRE 1014 1 hr., 1 cr.
Introduction to French Conversation - A
Introduction to French sound system. Greetings, introductions, leave taking, numbers, and prices, giving personal information, asking questions. (Does not fulfill any part of the college-transfer sequence and does not provide general education elective credit).

FRE 1018 1 hr., 1 cr.
Introduction to French Food and Wine
Introduction to French food and wine terms, pronunciation, reading a French menu, influence of French cuisine. (Does not fulfill any part of the college-transfer sequence and does not provide general education elective credit).

GEOGRAPHY

GEO 1000 3 hrs., 3 crs.
Principles of Geography
This course examines the connection between human activities and earth processes and how these interact to create the patterns we observe on the earth's surface. Natural landscapes and conservation, cultural regions and population, urban geography, global economics and resource use, and political geography are also explored.

HISTORY

AMH 1073 3 hrs., 3 crs.
History of Gulf and Franklin Counties
This course is a study of the history of the Gulf-Franklin area of the Florida Gulf Coast beginning with the prehistoric Native Americans to

their removal in 1837; the European explorations, including Narvaez and DeSota; European settlements and abandonments; the Spanish mission system; the Forbes Purchase; the rise of Apalachicola and St. Joseph; the signing of Florida's first constitution; the collapse of St. Joseph; the Civil War; post-war condition; logging and fishing; the intracoastal waterway; the land boom/bust of the 20s; the Depression; the paper industry; the impact of World War I and World War II to the present.

AMH 2010 3 hrs., 3 crs.

United States History I

This course covers United States history to 1876 and emphasizes the European background, the Revolution, Articles of Confederation, Constitution, problems of the new republic, sectionalism, manifest destiny, slavery, War Between the States, Reconstruction.

AMH 2020 3 hrs., 3 crs.

United States History II

This course is a history of the United States from 1876 to the present day. The course includes the growth of big business, the Agrarian Revolt, Latin American Affairs, the Progressive Movement, the World Wars, and political economics and world affairs since World War II.

AMH 2070 3 hrs., 3 crs.

Florida History

This course is a history of the state of Florida and includes discovery, Spanish rule, acquisition by the U.S., statehood, the state's relationship to the Union, and contemporary economic and cultural development.

AMH 2091 3 hrs., 3 crs.

Black History

This course is a study of the Black Americans to include their background and their role in the economic, political, and cultural development of the United States.

EUH 1000 3 hrs., 3 crs.

Western Civilization I

This is a survey of western civilization stressing early development, diffusion of cultural institutions, and the emerging national monarchies to 1600. The subjects covered include Ancient Egypt, Mesopotamia, Greece, Rome, Byzantium, and Islam. Emphasis is placed on the Middle Ages, the Renaissance, the Protestant Reformation, and the Commercial Revolution.

EUH 1001 3 hrs., 3 crs.

Western Civilization II

This course examines modern Western institutions from 1600 to the present day including the Modern State System, the Scientific Revolution, the Enlightenment, the French Revolution, Napoleon, Reaction, the development of Nationalism, Democracy, and Socialism, Industrialism, Imperialism, the Russian Revolution, the World Wars, and the Contemporary World.

HONORS

IDH 1905 2 hrs., 1 cr.

Honors Research

Prerequisite: Completion of one semester of Honors courses.

This course provides an opportunity to carry on a topic of special interest to the individual student. The student will initiate and conduct the research project in consultation with a designated faculty member.

IDH 2931 1 hr., 1 cr.

Honors Symposium

Centers around topics of current interest or special interest to students or instructor.

HOSPITALITY

HFT 1000 3 hrs., 3 crs.

Introduction to Hotel-Restaurant Management

An introduction to the hotel-motel-restaurant business, departments, industry's responsibilities, business ethics, and opportunities for creative employment.

#HFT 1300 3 hrs., 3 crs.

Executive Housekeeping

A study of the broad scope of the housekeeper's position stressing employee training, record keeping, and executive responsibilities.

#HFT 1410 3 hrs., 3 crs.

Front Office Procedures

A study of human and public relations responsibilities of front office operation. Necessary principles of management, routines, reservations, and the trade accounting procedures are introduced.

#HFT 1860 3 hrs., 3 crs.

Beverage Management

A study of the three categories of alcoholic beverages: wine, beer, and spirits. Provides a strong foundation in beverage purchasing, receiving, storing, control, and sales needed by the professional beverage manager.

#HFT 2223 3 hrs., 3 crs.

Training in the Hospitality Industry

Covers all elements of training for a new or established hospitality operation and gives students the knowledge that will enable them to develop and maintain a competent staff.

#HFT 2264C 6 hrs., 3 crs.

Banquet and Convention Management \$12.00 lab fee

Prerequisites: FOS 2201, FSS 1202C.

Corequisite: FSS 2240L.

Introduction to the complete set of skills necessary to adequately perform as a hotel banquet manager and convention planner. Actual functions will be used to reinforce the general rules of table service as they apply to buffets and banquets.

#HFT 2313 3 hrs., 3 crs.

Facilities Management

Covers all major facility systems; features special contributions from leading experts, including the most current information on telecommunication systems, lodging and food service planning, design, and renovation.

#HFT 2840C 8 hrs., 3 crs.

Dining Room Operations \$12.00 lab fee

Prerequisites: FOS 2201, FSS 1202C.

Corequisite: FSS 2224L.

Types of dining room and beverage service techniques found in the hospitality industry.

INSURANCE

#RMI 1650, 1651, 1652, 1653 13hrs., 13 crs.

200 Hour General Line Agent Qualification Course

A four part course designed to prepare insurance representatives for licensing. Participants must register for all parts of this course to become eligible for the State examination.

Part 1 - Property Insurance. 4 crs.

Basic concepts of all insurance contracts plus an indepth study of property insurance contracts with attention to coverage, exclusions, and provisions.

Part 2 - Automobile Insurance. 4 crs.
Prerequisite: RMI 1650.
All aspects of automobile insurance, including Florida law requirements, personal auto, insurance contracts, and coverage available for commercial auto risks.

Part 3 - General Liability and Work Compensation. 2 crs.
Prerequisite: RMI 1651.
Comprehensive study of all liability insurance contracts with emphasis on commercial liability policies. Also, a study of Workers Compensation coverage and the laws pertaining to risk with employees.

Part 4 - Multi-Peril Insurance. 3 crs.
Prerequisite: RMI 1652.
Presentation of packaging all mono-line coverage for both commercial and personal lines. Includes the lesser used coverage, such as Ocean Marine, Aviation, Boiler and Machinery, and Health Insurance coverage. Presents crime coverage and principles of surety bonding.

JOURNALISM/MASS COMMUNICATION

JOU 2400 2 hrs., 2 crs.
Newspaper Production with Desktop Publishing
Development of skills in desktop publishing: gathering, writing, and evaluating news; copy editing; headline writing; and computer-aided layout using PageMaker. Practical application through production of the college newspaper. (May be taken four times for credit.)

JOU 2440L 3 hrs., 2 crs.
Literary Magazine Production
Development of skills in evaluating, copyreading, and editing poetry and prose; in evaluating art and photography; and in developing layout. Practical application through production of the college literary magazine. (May be taken four times for credit.)

MMC 1000 3 hrs., 3 crs.
Survey of Mass Communication
History of, current trends in, and principles of application in the mass media (radio, television, newspaper, books, magazines, films, and advertising).

MMC 2100 3 hrs., 3 crs.
Writing for Mass Communication
Prerequisite: ENC 1101 with a minimum grade of "C."
Techniques used in preparing copy for mass communications media. Development of fundamental skills used in writing for newspapers, magazines, radio, television, public relations, and advertising.

LEGAL ASSISTING/PARALEGAL

PLA 1104 3 hrs., 3 crs.
Legal Writing and Research I
Prerequisite: ENC 1101.
Introduction to legal research, including citation form, reading and finding case law, reading and finding statutes, legislative history, reading and finding constitutional law, finding administrative law, finding court rules, finding local rules, loose-leaf services, secondary references, computer research, and ethical considerations.

PLA 1203 3 hrs., 3 crs.
Civil Practice and Procedure I
The study of judicial systems and corresponding rules of civil procedure, including basic procedures involved in the preparation, litigation, and appeal of cases; preparation for and the taking of depositions; preparing complaints, answers, and interrogatories; and summarizing case details for

trial.

#PLA 1423 3 hrs., 3 crs.
Contract Law
This course focuses on contracts, specifically the substantive and remedial aspects of business agreements, including offer, acceptance, consideration, third-party beneficiaries, assignments, Statute of Frauds, legal performance, debtor and creditor relations, sales and secured transactions.

#PLA 2114 3 hrs., 3 crs.
Legal Writing and Research II
Prerequisite: PLA 1104.
Study of format and purpose of legal memorandum; study of form for legal citation and law office correspondence; preparation of legal instruments and documents; drafting intra-office memorandums; and ethical considerations.

PLA 2190 3 hrs., 3 crs.
Legal Reasoning
This course focuses on judgment and analytical thinking, including legal analysis, deductions, and categorization of facts and evidence; legal ethics and professional responsibility; and effective communications, including interviews and investigation of legal issues.

#PLA 2223 3 hrs., 3 crs.
Civil Practice and Procedure II
Prerequisite: PLA 1203.
In depth study of Florida rules of civil procedure. Florida Appellate rules, and Florida rules of summary procedure with emphasis on application to assist lawyers in commencement of lawsuit, discovery, settlement, trial, appeal, and collection of judgments.

PLA 2308 3 hrs., 3 crs.
Criminal Procedure
Study of development of criminal procedures and Constitutional safeguards, including rights to counsel, bail, search and seizure, arrest, identification, trial, and post-trial proceedings.

#PLA 2433 3 hrs., 3 crs.
Corporations, Partnerships, and Agency Law
This course examines the nature, formation, financial structure management structure, and dissolution of corporations; the formation, operation, and dissolution of partnerships and limited liability companies; and the relationship of principal and agent with third parties.

PLA 2600 3 hrs., 3 crs.
Wills, Trusts, and Probate
The study of probate practices and procedures and the legal aspects of drafting wills, preparing guardianships and trusts, and administering estates.

PLA 2610 3 hrs., 3 crs.
Real Property Law I
Study of laws relating to common types of real estate transactions, including conveyances, deeds, contracts, and leases, with emphasis on the construction of each document.

PLA 2800 3 hrs., 3 crs.
Family Law
The law of family relations, including the study of divorce, separation, custody, adoption, and court procedures applicable to each.

LITERATURE

AML 2010 3 hrs., 3 crs.
American Literature through the Civil War

Prerequisite: ENC 1102 with minimum grade of "C." (Meets Area III Humanities requirement.)

Major writers, literary movements, forms, and themes of American literature from colonial times to the end of the Civil War. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

AML 2020 3 hrs., 3 crs.

American Literature: Reconstruction to Present

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Major writers, literary movements, forms, and themes of American literature from the Civil War to the present. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

AML 2600 3 hrs., 3 crs.

African-American Literature

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Major writers, literary movements, forms, and themes of African-American literature. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

ENG 2111 3 hrs., 3 crs.

Literature and Film

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Examines works of literature and their film adaptations, comparing written and cinematic narrative forms, writing elements and film composition techniques, as well as the ways that psychological, sociological, political, philosophical, and theological ideas and issues are presented in these two art forms. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

ENL 2012 3 hrs., 3 crs.

English Literature Through the Eighteenth Century

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Masterpieces, literary movements, forms, and themes of English literature from its beginning to the end of the eighteenth century. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

ENL 2022 3 hrs., 3 crs.

English Literature: Romantics to Present

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Masterpieces, literary movements, forms, and themes of English literature of the nineteenth and twentieth centuries. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

LIT 2040 3 hrs., 3 crs.

World Drama

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Major dramatists from ancient through the present. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

LIT 2090 3 hrs., 3 crs.

Contemporary Literature

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Major writers, works, and literary movements in the post-World War II era. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

LIT 2110 3 hrs., 3 crs.

World Literature: Ancient through Renaissance

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Masterpieces, literary movements, forms, and themes of world literature from the Ancient World through the Renaissance. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

LIT 2120 3 hrs., 3 crs.

World Literature: Enlightenment to Present

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Masterpieces, literary trends, forms and themes of world literature from the Renaissance to the present. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

LIT 2380 3 hrs., 3 crs.

Women in Literature

Prerequisite: ENC 1102 with a minimum grade of "C." (Meets Area III Humanities requirement.)

Major themes, works, authors of literature by women spanning from ancient through the present. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

LIT 2930 3 hrs., 3 crs.

Special Topics in Literature

Prerequisite: ENC 1101 with a minimum grade of "C."

Literature of selected genres, periods, places, and people as recommended by the instructor. Repeatable for credit based on change of topics. (An elective course that does not satisfy Area III Humanities requirement.)

MANAGEMENT

MAN 2021 3 hrs., 3 crs.

Principles of Management

Fundamentals of management underlying the solutions of problems of organization and operation of business enterprises covering the management process of planning, organizing, directing, and controlling.

#MNA 1100 3 hrs., 3 crs.

Human Relations in Management

An introductory course concerned with the nature, scope, and understanding of human interactions as they relate to management. Emphasis on theory and practice using conventional and laboratory methods.

MARKETING

MAR 2011 3 hrs., 3 crs.

Marketing

Prerequisite: GEB 1011 or consent of instructor.

Functions and institutions involved in the marketing process; marketing of agricultural products, raw materials, and manufacturing goods; problems involved in the choice of channels of distribution; function and methods of operation of wholesalers, retailers, and other marketing agencies; producer and consumer cooperation; demand creation methods and problems; the pricing problem; and the consumer in our marketing system.

#MKA 2511 3 hrs., 3 crs.
Principles of Advertising
Prerequisite: GEB 1011 or consent of instructor.
Theory and administration of advertising, including functions, research, distribution, displays, direct mail, newspapers, layout, illustration, typography, engraving, and printing.

MATHEMATICS

First-time and transfer students will be placed by their faculty adviser into one of the following sequences of mathematics courses according to the results of the Florida College Entry-Level Placement Test or their official transcript evaluation.

Suggested sequences of mathematics courses:

Students who are planning courses of study in nonscientific or nontechnical areas and who desire only to meet the six-hour credit course requirement for General Education should enroll in MGF 1106 and MGF 1107.

Students who plan to major in mathematics/science areas should pursue the following sequence: MAC 1105, MAC 1140, MAC 1114, MAC 2311, MAC 2312, and MAC 2313.

Students who plan to major in business areas requiring business calculus should pursue the following sequence: MAC 1105 and MAC 2233.

College Preparatory Mathematics

The following developmental courses are not intended to satisfy any part of the college-level mathematics requirements and do not count as part of the required hours for graduation. A minimum grade of "C" or a passing score on the Florida College Entry-Level Placement Test is required to progress to the next course.

MAT 0002 4 hrs., 3 crs.
Pre-Algebra
Pre-algebra is a course designed for students who need to strengthen their mathematical background. The course must be passed with a minimum grade of "C" and is not intended to satisfy general education requirements in mathematics or to count toward required hours for graduation. Calculators are not allowed in the course.
Topics included are basic operations of fractions, mixed numerals, decimals, integers, percent notation and applications, solving equations, exponential notation, order of operations, areas, volumes, ratio, and proportion. (Includes one hour per week in the Success Center or its equivalent.)

MAT 0024 5 hrs., 4 crs.
Fundamentals of Algebra
Prerequisite: Math placement test or minimum grade of "C" in MAT 0002.
Fundamentals of Algebra is designed for students with no algebraic background. The course must be passed with a minimum grade of "C" and is not intended to satisfy general education requirements in mathematics or to count toward required hours for graduation.
Topics included are mathematical symbols and expressions, development of number system, order of operations, properties of operations, operations with signed numbers, properties of equality and inequality, functions, first degree equations, absolute value, problem solving with one variable, exponents, polynomials, graphing linear equations in two variables, finding square roots, factoring, fundamental property of rational expressions, and operations with radicals.

College-Level Mathematics Elective Credit

MAT 1033 3 hrs., 3 crs.
Intermediate Algebra

Prerequisite: Math placement test or minimum grade of "C" in MAT 0024.
Intermediate Algebra receives college credit, but only elective credit, and cannot be used to satisfy the math requirements for the Associate in Arts degree. Topics included are factoring, algebraic fractions, radicals and rational exponents, complex numbers, quadratic equations, rational equations, linear equations and inequalities in two variables and their graphs, systems of linear equations and inequalities, introduction to functions, and applications of the above topics.

College-Level Mathematics Math Courses

The Associate in Arts degree requires that six credit hours of the following mathematics courses be completed with a minimum grade of "C." It is required that all prerequisite mathematics courses be completed with a minimum grade of "C" or that students earn a passing score on the Florida College Entry-Level Placement Test.

MAC 1105 3 hrs., 3 crs.
College Algebra
Prerequisite: Math placement test or minimum grade of "C" in MAT1033.
A graphing calculator is required. A TI84 model is recommended.
Topics included are functions and functional notation, domains and ranges of functions, graphs of functions and relations, operations on functions. Several types of functions and their applications are studied such as quadratic functions, rational functions, absolute value functions, exponential and logarithmic functions. Systems of equations and systems of inequalities are presented.

MAC 1114 3 hrs., 3 crs.
Plane Trigonometry
Prerequisite: Math placement test or minimum grade of "C" in MAC 1105.
A graphing calculator is required. A TI84 model is recommended.
Topics included are properties and graphs of trigonometric functions, properties and graphs of inverse trigonometric functions, trigonometric identities, conditional trigonometric equations, solutions of triangles, vector algebra, parametric equations, polar coordinates, and applications.

MAC 1140 3 hrs., 3 crs.
Precalculus Algebra
Prerequisite: Math placement test or minimum grade of "C" in MAC 1105.
A graphing calculator is required. A TI84 model is recommended.
Topics included are properties and graphs of polynomial and rational functions, polynomial and rational inequalities, properties and graphs of exponential and logarithmic functions, piecewise defined functions, conic sections, matrices and determinants, sequences and series, mathematical induction, binomial theorem, and applications.

MAC 2233 3 hrs., 3 crs.
Calculus for Business and Social Science I
Prerequisite: Minimum grade of "C" in MAC 1105. A graphing calculator is required. A TI84 model is recommended.
Topics included are a review of algebraic preliminaries, rates of change and optimization methods, integration, and applications to business and social sciences.

MAC 2311 4 hrs., 4 crs.
Calculus with Analytic Geometry I
Prerequisite: Math placement test or minimum grade of "C" in MAC 1140 and MAC 1114. A graphing calculator is required. A TI84 model or higher is recommended.
Topics included are families of functions, parametric equations; limits and continuity; differentiation of logarithmic; exponential, trigonometric, and rational functions; related rates; Simpson's rule; hyperbolic functions, analysis of functions and their graphs; applications of the derivative; Newton's method; Rolle's Theorem; Mean-Value Theorem; and integration.

MAC 2312 4 hrs., 4 crs.
Calculus with Analytic Geometry II
Prerequisite: Minimum grade of "C" in MAC 2311. A graphing calculator is required. A TI84 model or higher is recommended.
Topics included are applications of integrals, principles of integral evaluation, L'Hospital's rule, parametric equations, improper integrals, mathematical modeling with differential equations, infinite series, and topics in analytical geometry.

MAC 2313 4 hrs., 4 crs.
Calculus with Analytic Geometry III
Prerequisite: Minimum grade of "C" in MAC 2312. A graphing calculator is required. A TI84 model or higher is recommended.
Topics included are three dimensional space, vectors, vector-valued functions, partial derivatives, and multiple integrals.

MAD 2104 3 hrs., 3 crs.
Discrete Mathematics
Prerequisite: Satisfactory score on math placement test or minimum grade of "C" in MAC 1140.
Topics included in this course are sets, functions and relations, combinatorics, propositional logic, graphs and trees, and applications. The course is designed so that the student can prove results applicable to the topics in computer science and software engineering.

MAP 2302 3 hrs., 3 crs.
Differential Equations
Prerequisite or Corequisite: MAC 2313 or consent of instructor. A graphing calculator is required. A TI84 model or higher is recommended.
Differential Equations is a study of the classification, solution, and application of ordinary differential equations. Solutions to differential equations are obtained by both the classical and Laplace Transform methods.

MAS 2103 3 hrs., 3 crs.
Linear Algebra
Prerequisite: Minimum grade of "C" in MAC 1140.
Linear Algebra is an introductory course which includes vectors, matrices, determinants, vector spaces, transformations, geometric, and other applications.

MGF 1106 3 hrs., 3 crs.
Mathematics for Liberal Arts I
Prerequisite: Satisfactory score on the math placement test or minimum grade of "C" in MAT 1033.
This course requires the student to be skilled in Intermediate Algebra, and so it is recommended that transfer students demonstrate an algebra placement score greater than or equal to 88 or a minimum grade of "C" in MAT 1033. Topics covered include sets, logic, geometry, combinatorics, probability, and elementary statistics.

MGF 1107 3 hrs., 3 crs.
Mathematics for Liberal Arts II
Prerequisite: Successful completion of MGF 1106 with a grade of "C" or higher. This course requires the student to be skilled in Intermediate Algebra, and so it is recommended that transfer students demonstrate an algebra placement score greater than or equal to 88. Topics covered include the history of numbers, number theory, graph theory, mathematical modeling, and transformation geometry.

MTB 0375 3 hrs., 3 crs.
Health Math
Prerequisite: Satisfactory score on math placement test.
Health Math is a course designed for students completing a degree in a health-related field. This course must be passed with a minimum grade of "C" and is not intended to satisfy general education requirements in mathematics or to count toward required hours for graduation for an A.A. degree. Topics included are arithmetic, metric system, apothecary measur-

ments, percent, techniques of health-data analysis, ratio and proportion, medication administration, understanding medication orders, calculating dosages using ratio-proportion, calculations of oral and parenteral medications, insulin, pediatric dose calculations, i.v. calculations, and heparin calculations.

#QMB 1001 3 hrs., 3 crs.
College Business Mathematics
Prerequisite: Math placement test or minimum grade of "C" in MAT 0024.
A study of the practical application of mathematics to business transactions and calculations, such as percentage, interest, discounts, markups, and commissions, pricing, payrolls, depreciation, and inventory turnover and costing. Emphasis is given to short methods of calculation and verification.

QMB 2100 3 hrs., 3 crs.
Business and Economic Statistics
Prerequisite: Minimum grade of "C" in MAT 1033 or a higher level mathematics course.
Topics include statistics in business decision-making; statistical data; averages, dispersion and skewness; probability; probability distributions; survey sampling; tests of significance parametric methods and non-parametric methods; simple linear regression and correlation.

STA 2023 3 hrs., 3 crs.
Statistics
Prerequisite: Satisfactory score on math placement test or a minimum grade of "C" in MAT 1033. A graphing calculator is required. A TI84 model is recommended. Topics include summarization of data, probability, probability distributions, normal distribution, sample mean and standard deviation, statistical estimation, testing hypotheses, chi-square distributions, linear correlation, and regression, and non-parametric statistics.

STA 2122 4 hrs., 4 crs.
Statistical Applications in Social Sciences I
Prerequisite: Satisfactory score on math placement test or a minimum grade of "C" in MAC 1105.
An introductory course which includes probability distributions, hypothesis testing, confidence interval estimation, correlation, analysis of variance, and regression.

MUSIC

MUL 2010 3 hrs., 3 crs.
Understanding Music
Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."
(Meets Area I Humanities requirement.)
Introduction to the world of music. Study of musical literature, styles, and forms; development of intelligent and sensitive listening ability; and increase of self enjoyment of music. American music, including jazz, as well as music of other cultures included.

MUL 2110 3 hrs., 3 crs.
Survey of Music Literature
Prerequisites: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C," MUT 1112, MUT 1242, or permission of instructor. (Meets Area I Humanities requirement.)
The analysis and study of music literature. Includes intensive listening and reading of musical scores. (Intended for music majors.)

MUM 1620 3 hrs., 3 crs.
Audio & Acoustics Fundamentals
Co/Prerequisite: College level math

This course includes the study of basic vibrating systems and sound sources; sound outdoors and indoors (waves, echoes, and reverberation); sound transmission and noise reduction; sound reinforcement systems; room acoustics and vibration isolation; hearing and psychoacoustics; and acoustics of musical instruments.

MUM 2600

Sound Recording I 3 hrs., 3 crs.

Prerequisite: MUM 1620; Corequisite: MUM 2600L

Lab Fee - \$ 12.00

This course offers basic information in the art of recording vocal and instrumental sound with emphasis on understanding the functions of recording equipment, placement of microphones, making initial recordings of various groups or soloists, and the ability to mix-down the initial recordings

MUM 2600L

Sound Recording Lab 2 hrs.-2 crs..

Prerequisite/Corequisite: MUM 2600 Lab Fee: \$ 11.00

This course is designed to provide students with "hands on" experience in conjunction with live performance activities. This course may be taken four (4) times for credit. Basic computer skills in Windows are essential.

Note: This course is a Corequisite for MUM 2600,

MUM 2601, and MUM 2604.

MUM 2601

Sound Recording II 3 hrs; 3 crs

Lab Fee- \$ 12.00

Prerequisite; MUM 2600; Corequisite: MUM 2600L

This course explores advanced multi-track recording skills, microphone techniques, use of outboard equipment and live multi-track recording

MUM 2604

Multitrack Mixdown (Post Production) 3 hrs.; 3 crs.

Lab Fee: \$ 16.00

This course explores the process of preparing and transferring recorded audio from a source containing the final mix to a data storage device, and the application of signal processing equipment and as it relates to multi-track master mixdowns. In addition, software and hardware application of mixdown is applied to post-production practices.

MUM 2720

The Business of Music 3 hrs., 3 crs

This course examines the fundamentals, guidelines and use of copyright law, contracts, agencies and management, publishing, song writing, recording production and marketing in the field of music.

MUN 1130

3 hrs., 1 cr.

Instrumental Ensemble

The rehearsal and performance of a variety of music from the instrumental repertoire. (May be repeated up to three times for credit.)

MUN 1340

4 hrs., 1 cr.

Singing Commodes

A show choir performance group. By audition only. Students are expected to participate for the entire academic year. (May be repeated up to three times for credit.)

MUN 2120

3 hrs., 1 cr.

Concert Band I

The study and performance of a wide variety of concert band literature. (Open to all college students. May be repeated up to two times for credit.)

MUN 2121

3 hrs., 1 cr.

Concert Band II

Prerequisites: MUN 2120, permission of instructor.

The study and performance of a wide variety of concert band literature.

(Open to all college students. May be repeated up to two times for credit.)

MUN 2210

3 hrs., 1 cr.

College Orchestra

The study and performance of orchestral literature. (By audition or permission of the instructor only. May be repeated up to 3 times for credit.)

MUN 2310

3 hrs., 1 cr.

Concert Chorale I

The study and performance of works representative of a wide spectrum of choral literature. (Open to all college students. May be repeated up to two times for credit.)

MUN 2311

3 hrs., 1 cr.

Choral Ensemble

The rehearsal and performance of a variety of music from the choral repertoire, including a wide spectrum of material for groups of all sizes. (May be repeated up to three times for credit.)

MUN 2312

3 hrs., 1 cr.

Concert Chorale II

Prerequisites: MUN 2310, permission of instructor.

The study and performance of works representative of a wide spectrum of choral literature. (Open to all college students. May be repeated up to two times for credit.)

MUN 2710

3 hrs., 1 cr.

Jazz Ensemble

(Audition and instructor permission required.) The study and performance of jazz and popular band literature. (May be repeated up to three times for credit. Open to all GCCC students.)

MUO 1020

1 hr., 1 cr.

Musical Productions

Performance or technical work in musicals, operas, oratorios, or revues. (May be repeated up to three times for credit.)

MUS 2550

3 hrs., 3 crs.

Music Technology \$15.00 lab fee

The study of music technology, including midi sequencing, notation, CD ROMS, and the Internet.

MUT 1011

3 hrs., 3 crs.

Reading and Writing Music

A basic music theory class. Application of the fundamental materials of music theory. (Does not satisfy music major theory requirement.)

MUT 1111

3 hrs., 3 crs.

Music Theory I

Corequisite: MUT 1241.

A systematic study of the materials and structures of music. Study includes fundamentals, diatonic, chromatic, and twentieth-century concepts.

MUT 1112

3 hrs., 3 crs.

Music Theory II

Prerequisite: MUT 1111 or permission of instructor. Corequisite: MUT 1242.

A systematic study of the materials and structures of music. Study includes fundamentals, diatonic, chromatic, and twentieth-century concepts.

MUT 1241

2 hrs., 1 cr.

Ear Training and Sight Singing I

Corequisite: MUT 1111.

Development of ear training skills and sight singing.

MUT 1242

2 hrs., 1 cr.

Ear Training and Sight Singing II

Prerequisite: MUT 1241 or permission of instructor. Corequisite: MUT 1112.

Development of ear training skills and sight singing.

MUT 2116 3 hrs., 3 crs.

Music Theory III

Prerequisite: MUT 1112 or permission of instructor. Corequisite: MUT 2246.

A systematic study of the materials and structures of music. Study includes fundamentals, diatonic, chromatic, and twentieth-century concepts.

MUT 2117 3 hrs., 3 crs.

Music Theory IV

Prerequisite: MUT 2116 or permission of instructor. Corequisite: MUT 2247.

A systematic study of the materials and structures of music. Study includes fundamentals, diatonic, chromatic, and twentieth-century concepts.

MUT 2246 2 hrs., 1 cr.

Ear Training and Sight Singing III

Prerequisite: MUT 1242 or permission of instructor. Corequisite: MUT 2116.

Development of ear training skills and sight singing.

MUT 2247 2 hrs., 1 cr.

Ear Training and Sight Singing IV

Prerequisite: MUT 2246 or permission of instructor. Corequisite: MUT 2117.

Development of ear training skills and sight singing.

Applied Music Prep 2 hrs., 2 crs.

Applied Music Lab Fee: \$180.00 per course

Private lessons in principal instrument or voice for students preparing to enter freshman level of instruction. Placement determined by audition. May be repeated up to a maximum of 4 times for credit. Open to music and theatre majors only.

MVB	1011	Applied Trumpet Prep
MVB	1012	Applied French Horn Prep
MVB	1013	Applied Trombone Prep
MVB	1014	Applied Baritone Prep
MVB	1015	Applied Tuba Prep
MVK	1011	Applied Piano Prep
MVP	1011	Applied Percussion Prep
MVS	1011	Applied Violin Prep
MVS	1012	Applied Viola Prep
MVS	1013	Applied Cello Prep
MVS	1014	Applied Double Brass Prep
MVS	1016	Applied Guitar Prep
MVV	1011	Applied Voice Prep
MVV	1012	Applied Musical Theatre Voice Prep
MVW	1011	Applied Flute Prep
MVW	1012	Applied Oboe Prep
MVW	1013	Applied Clarinet Prep
MVW	1014	Applied Bassoon Prep
MVW	1015	Applied Saxophone Prep

Applied Music 2 hrs., 2 crs.

Applied Music Lab Fee: \$180.00 per course

Private lessons in principal instrument or voice. May be repeated up to a maximum of 4 times for credit. Open to music and theatre majors only. Placement determined by audition.

MVB	1311, 2321	Applied Trumpet
MVB	1312, 2322	Applied French Horn
MVB	1313, 2323	Applied Trombone
MVB	1314, 2324	Applied Baritone
MVB	1315, 2325	Applied Tuba

MVK	1311, 2321	Applied Piano
MVP	1311, 2321	Applied Percussion
MVS	1311, 2321	Applied Violin
MVS	1312, 2322	Applied Viola
MVS	1313, 2323	Applied Cello
MVS	1314, 2324	Applied Double Bass
MVS	1316, 2326	Applied Guitar
MVV	1311, 2321	Applied Voice
MVV	1312, 2322	Applied Musical Theatre Voice
MVW	1311, 2321	Applied Flute
MVW	1312, 2322	Applied Oboe
MVW	1313, 2323	Applied Clarinet
MVW	1314, 2324	Applied Bassoon
MVW	1315, 2325	Applied Saxophone

MVK 1111 2 hrs., 1 cr.
Class Piano I \$13.00 lab fee
Beginning class instruction in piano techniques and keyboard harmony. (May be repeated once for credit.)

MVK 2121 2 hrs., 1 cr.
Class Piano II \$13.00 lab fee
Prerequisite: MVK 1111.
Intermediate class instruction in piano techniques and keyboard harmony. (May be repeated once for credit.)

MVV 1111 2 hrs., 1 cr.
Class Voice
Fundamentals of voice production, beginning level.

NURSING

#HSC 1641 3 hrs., 3 crs.
Law and Ethics for Health Care
This course introduces the student to a variety of legal and ethical issues which may apply to health science professionals. Included is an introduction to law and ethics, working in a health care profession, law and courts, professional liability, medical records and informed consent, workplace legalities (sexual harassment, disabilities, etc.), bioethics and social issues, and death and dying. Case studies are cited to illustrate points and students will consider the relevance to their particular health care specialty. Students are provided with web sites for additional research into topics of interest within their own discipline.

#HSA 2182 2 hrs., 2 crs.
Management for Health Care Providers
Prerequisite: Currently enrolled in a Health Sciences Program or a licensed healthcare provider.
Directed towards assisting health careers students to understand the responsibilities of a leader/manager in health and how best to meet these responsibilities. Addresses principles of leadership and management, management theory, health care managements, employee and time management, conflict resolution, computerization of health care, and legal concerns in management.

#NUR 1005C 2 hrs., 1 cr.
LPN-ADN Transition \$11.00 lab fee
Prerequisites: BSC 2085, BSC 2085L.
Designed to orient the LPN-ADN student to the nursing program and to facilitate the transition from the role of Licensed Practical Nurse to Associate Degree Nurse and ultimately, registered nurse. Includes program philosophy, framework and outcomes, roles and functions of the R.N., utilization of the nursing process and selected aspects of patient assessment. Evaluation of selected clinical skills, management, and pharmacology math also included.

#NUR 1022C 4 hrs., 3 crs.
 Foundations of Nursing Practice \$44.00 lab fee
 Prerequisites: BSC 2085, BSC 2085L.
 Introduction to the health care system, the nursing role, conceptual model of the curriculum and the nursing process. Theories of Maslow and Erikson presented as a basis for assessment of needs focusing on normal parameters. Includes a study of medical terminology, communication skills, pharmacology math, health teaching, and introductory nursing management. Concurrent campus lab experiences provided for the development of psychomotor skills.

#NUR 1142 2 hrs., 2 crs.
 Introduction to Pharmacology
 Prerequisite: BSC 2085. Prior completion of BSC 2086, MCB 2004, and knowledge of medical terminology is also helpful.
 This course is restricted to RN-APP / RN-AS / LPN-ADN transition students, and students must have consent of nursing adviser for enrollment. This is an introductory survey course addressing broad drug groups and classifications. Topics include pharmacokinetics, pharmacodynamics, drug preparations, interactions, adverse and side effects, legal aspects, and application of the nursing process to the pharmacological plan of care.

#NUR 1210C 6 hrs., 4 crs.
 Nursing Care of the Adult I \$13.00 lab fee
 Prerequisite: NUR 1022C.
 This course covers utilization of the nursing process with applications to the adult experiencing alterations in the health state. Content addresses the surgical experience, alterations in protective functions, oncology, death and dying, sexuality, comfort, rest, activity, and mobility. Introductory nursing management principles are applied in the clinical setting. Concurrent campus and clinical lab experiences are provided.

#NUR 1212C 9 hrs., 5 crs.
 Nursing Care of the Adult II \$10.00 lab fee
 Prerequisites: NUR 1210C, BSC 2086, BSC 2086L, NUR 1142, DEP 2004, HUN 1201.
 Utilization of the nursing process with application to the adult experiencing alterations in the health state. Addresses alterations in sensory-perceptual functions, nutrition, elimination, gastrointestinal, and fluids & electrolytes. Concurrent campus and clinical lab experiences are provided.

#NUR 1260C 7 hrs., 5 crs.
 Gerontological Nursing \$6.00 lab fee
 Prerequisites: NUR 1210C, BSC 2086, BSC 2086L, NUR 1142, DEP 2004, HUN 1201.
 Introduction to the nursing care of aging persons. Includes a study of the characteristics of the older population, aging theories, issues in aging and characteristics of normal aging. This course also focuses on the unique knowledge and skill utilized in applying the nursing process to older adults and selected illnesses. Concurrent clinical experience is provided in long-term care and community care agencies.

#NUR 2241C 13 hrs., 8 crs.
 Nursing Care of the Adult III \$16.00 lab fee
 Prerequisites: NUR 2420C, NUR 2310C, NUR 2520C, MCB 2004, MCB 2004L.
 Prerequisite or Corequisite: ENC 1101, PSY 2012, Humanities elective.
 Utilization of the nursing process with applications to the adult experiencing more alternations in the health state. This course emphasizes alterations in metabolism, elimination (renal), and oxygenation/safety. Included is a study of the intensive care experience and emergency nursing. Concurrent campus and clinical labs are provided.

#NUR 2293 3 hrs., 3 crs.
 Perioperative Nursing Theory
 Prerequisites: NUR 1022C, NUR 1210C, or current Florida registered nurse license.

This course is designed to introduce the registered nurse or nursing student to perioperative nursing with a focus on the interoperative component. This course includes an introduction to surgical technique. There is an additional cooperative clinical/lab component that is available under cooperative education for hands on experience in the surgical setting.

#NUR 2310C 6 hrs., 4 crs.
 Nursing Care of the Child \$12.00 lab fee
 Prerequisites: NUR 1211C, NUR 1260C, SYG 2000.
 Nursing care of the children and their families in an acute care hospital environment, the home, ambulatory and community settings. Emphasis is placed on the application of normal growth and development principles as well as the child's needs appropriate for selected health problems. A variety of clinical rotation experiences are provided which assist the student in applying theoretical knowledge to clinical situations in the pediatric setting. Specific exercises and opportunities emphasize critical thinking, communication, cultural considerations, growth and development, assessment, legal and ethical considerations, and management principles.

#NUR 2420C 6 hrs., 4 crs.
 Maternal-Infant Nursing \$25.00 lab fee
 Prerequisites: NUR 1211C, NUR 1260C, SYG 2000.
 This course focuses on the application of the nursing process to the child-bearing family. Content includes reproductive anatomy and physiology, conception and fetal development, pregnancy, pregnancy at risk, the birth process, the postpartum period, the normal newborn, the newborn with selected risks, and methods of fertility control. Legal and ethical concepts are considered, along with selected principles of nursing leadership/ management. Concurrent campus and clinical lab experiences are provided.

#NUR 2520C 6 hrs., 4 crs.
 Psychiatric Mental Health Nursing \$4.00 lab fee
 Prerequisites: NUR 1211C, NUR 1260C, SYG 2000.
 Utilization of the nursing process with applications to the individual experiencing biopsychosocial alterations in the health state. Emphasis is placed on the use of the therapeutic interpersonal process in meeting client's needs. Management of the therapeutic milieu and time related issues are also addressed. Includes an overview of mental health nursing and care of the persons with disrupted coping patterns and altered thought processes. Concurrent campus and clinical lab experiences are provided in institutional and community-based practice settings.

#NUR 2790 45 hrs., 3 crs.
 Registered Nurse First Assistant
 This course is designed to prepare the registered perioperative nurse in the specialized expanded area of practice as a first assistant in surgery. This course includes instruction in preoperative patient management, intraoperative surgical assisting, and postoperative patient management. Preoperative patient management includes but is not limited to performing preoperative evaluation/focused nursing assessment, communicating/collaborating with other health care providers regarding the patient plan of care, and writing preoperative orders according to established protocols. Intraoperative surgical first assisting includes but is not limited to using instruments/medical devices, providing exposure, handling and/or cutting tissue, providing hemostasis, and suturing. Postoperative patient management includes but is not limited to writing postoperative orders/operative notes, participating in postoperative rounds, and assisting with discharge planning and identifying appropriate community resources.

#NUR 2790L 240 hrs., 6 crs.
 Registered Nurse First Assistant Lab/Clinical \$220.00 lab fee
 This course is designed to provide clinical experience to the registered nurse with a focus in first assisting. This course includes a study of common surgical procedures including but not limited to anatomy and physiology, pathophysiology, sequence of procedure, assisting behaviors, operative technique, and potential complications for the procedure.

#NUR 2930 1 hr., 1 cr.
Selected Topics in Nursing I
Prerequisite: Permission of instructor.
Individualized study of selected aspects in nursing.

#NUR 2932 2 hrs., 2 crs.
Selected Topics in Nursing II
Prerequisite: Permission of instructor.
A more in depth individualized study of selected aspects of nursing.

#NUR 2945C 5 hrs., 3 crs.
Nursing Practicum \$45.00 lab fee
Prerequisites: NUR 2241C.
Clinical application and analysis of selected nursing situations. Completion of comprehensive nursing exam. Clinical lab component consists of preceptorship experience to assist in role transition from student to graduate nurse. Students may be assigned clinical labs on shifts other than day shifts.

#*NUR 2949 150 hrs., 3 crs.
Clinical Internship in Perioperative Nursing
Prerequisite: NUR 1212C, NUR 1260C; or current proof of licensure as a Registered Nurse in the State of Florida.
This course is designed to introduce the individual to perioperative surgical nursing with a focus on intraoperative nursing. The course includes a study of the patient's perioperative experience, roles and responsibilities of the registered nurse, practice of sterile technique, sterilization and disinfection, operating room hazards, and an introduction to surgical technique.

NURSING ASSISTANT

=HCP 0001 90 contact hrs., 3 vocational crs.
Health Careers Core \$15.00 lab fee
An introduction to health care delivery system. Basic safety measures, communication, techniques, and employability skills, CPR and AIDS are covered. This course is one of two courses that meet the requirement for the Certified Nursing Assistance certificate. The core lecture classes are offered as hybrid (distance education).

=HCP 0120C 75 contact hrs., 2.5 vocational crs.
Basic Nursing Care \$22.00 lab fee
Prerequisite: HCP 0001.
Contents include classroom and laboratory experiences relating to communication, nursing procedures, and organized patient care, including restorative with emphasis on the geriatrics. This course is one of two courses that meet the requirement for the Certified Nursing Assistance certificate. The core lecture classes are offered as hybrid (e-learning).

NUTRITION

HUN 1201 3 hrs., 3 crs.
Principles of Nutrition
Principles and problems of nutrition with emphasis on the principal nutrients in foods and their utilization by the body as well as determining and meeting food needs for optimum health at different stages of the life span.

OFFICE ADMINISTRATION

#OST 1061 3 hrs., 3 crs.
Introduction to Office Management \$12.00 lab fee
(Offered fall semester only)
Prerequisite: Satisfactory English scores on the Florida College Entry-Level Placement Test or completion of ENC 0021 with a minimum grade

of "C" and satisfactory reading scores on the Florida College Entry-Level Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." This course is designed to prepare the student to efficiently perform essential skills needed in the office environment and to develop an understanding of everyday office routines. Topics include prioritizing work and time management, handling mail and electronic communications, making travel and conference arrangements, developing basic grammar and proofreading skills, cultivating ethics and professionalism in the office, refining telephone skills, and other appropriate topics

OST 1101 3 hrs., 3 crs.
Keyboarding & Document Processing I \$12.00 lab fee
A study of the QWERTY keyboard, the mechanics of the typewriter/microcomputer, reports, business letters, and forms.

OST 1102 3 hrs., 3 crs.
Keyboarding & Document Processing II \$12.00 lab fee
(Offered spring semester only)
Prerequisite: OST 1101 or pretest by instructor.
A continuation of OST 1101.

#OST 1257 2 hrs., 2 crs.
Medical Terminology Workshop \$8.00 lab fee
Study of medical terminology, including prefixes, suffixes, pronunciation, definition, and usage.

#OST 1355 3 hrs., 3 crs.
Records Management \$8.00 lab fee
Prerequisites: OST 1101 and CGS 1570 or consent of instructor.
(Offered fall semester only)
This course is designed to develop an understanding of the principles and practices in effective records management. The importance of using correct filing procedures and processes in the storing of records is emphasized. The ARMA filing rules will be emphasized throughout the course. The use of Microsoft Access database software and other alternatives to file storage and retrieval will be an integral part of the course.

#OST 1461 3 hrs., 3 crs.
Computerized Medical Office Management \$12.00 lab fee
Prerequisites: OST 1101, OST 1257, CGS 1570.
Lectures and laboratory experiences on the most popular medical office management software program in use. Students are trained in maintaining patient files, storing treatment information, matching codes with treatment procedures, diagnoses and charges, and in medical insurance claims and procedures.

#OST 1611 3 hrs., 3 crs.
Medical Machine Transcription \$12.00 lab fee
Prerequisites: OST 1711 or OST 1856, and OST 1257 or consent of instructor.
Transcribing of medical-related materials of various forms and formats.

OST 1711 3 hrs., 3 crs.
Word Processing with WordPerfect \$12.00 lab fee
Prerequisites: OST 1101 and CGS 1570 or consent of instructor.
Develops skills necessary to utilize commercial word processing software WordPerfect to effectively handle word processing needs. Topics include text insertion and deletion, storage and retrieval, formatting, printing, and other topics appropriate to the software of equipment used.

OST 1856 3 hrs., 3 crs.
Word Processing with Microsoft Word for Windows \$12.00 lab fee
(Offered fall semester only)
Prerequisites: OST 1101 and CGS 1570. The student must know the QWERTY keyboard by touch before entering this course.

This course develops skills necessary to utilize commercial word processing software for microcomputers, Microsoft Word 97 for Windows (or current windows version), to effectively handle the word processing needs for personal and small business use.

#OST 2335 3 hrs., 3 crs.

Business Communications \$12.00 lab fee

Prerequisites: OST 1101, ENC 1101 with a minimum grade of "C" or satisfactory score on the Gulf Coast Community College English placement test.

This course focuses on the general principles of effective communications and applies them to specific types of writing: the business letter and the memorandum. Students study the mechanics of writing and methods of writing effectively. Current grammar usage is addressed.

#OST 2601 3 hrs., 3 crs.

Machine Transcription

(Offered fall semester only) \$12.00 lab fee

Prerequisites: OST 1101 or OST 1856 or CGS 1570, and satisfactory English scores on the Florida College Entry-Level Placement Test or completion of ENC 0021 with a minimum grade of "C" and satisfactory reading scores on the Florida College Entry-Level Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C" or consent of instructor.

This course provides training in machine transcription skills. Speed, accuracy, neatness, and mailable copy are emphasized on the various documents that are transcribed. Language arts skills and decision-making are developed in this course.

#OST 2811 3 hrs., 3 crs.

Desktop Publishing with Microsoft Publisher
\$12.00 lab fee

(Offered spring semester only)

Prerequisites: CGS 1570, OST 1711 or OST 1856, or consent of instructor. A hands-on approach to desktop publishing for the office using Microsoft Publisher. The student will learn the skills required to create professional quality newsletters, flyers, brochures, business cards, and more using pre-designed templates as well as original layouts to customize content and create publications.

PHILOSOPHY

PHH 2060 3 hrs., 3 crs.

Introduction to Classical Philosophy

Prerequisite: ENC 1101 with a minimum grade of "C." (Meets Area II Humanities requirement.)

This course is an introduction to the aims and methods of philosophy through a survey of Western thought from the ancient through the medieval world. The course deals with major philosophical problems as treated in the works of such philosophers as Plato, Aristotle, Augustine, and Aquinas. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

PHI 2002 3 hrs., 3 crs.

Introduction to Modern and Contemporary
Philosophy

Prerequisite: ENC 1101 with a minimum grade of "C." (Meets Area II Humanities requirement.)

This course is an introduction to aims and methods of philosophy through a survey of Western thought from the modern to the contemporary world. The course deals with major philosophical problems treated in the works of such philosophers as Descartes, Locke, Hume, Kant, Hegel, Nietzsche, Dewey, Sartre, and Russell. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

PHI 2600 3 hrs., 3 crs.

Ethics

Prerequisite: ENC 1101 with a minimum grade of "C." (Meets Area II Humanities requirement.)

This course is a critical evaluation of the major theories of moral values. Throughout the course, emphasis is on the application of theory to contemporary ethical problems. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

PHI 2635 3 hrs., 3 crs.

Biomedical Ethics

Prerequisite: ENC 1101 with a minimum grade of "C." (Meets Area II Humanities requirement.)

A study of the controversial ethical issues that arise within the practice of medicine and within biomedical research. Case studies and thought experiments will be used to explore the moral and professional responsibilities of those working in the medical profession. Topics include patient relationship, abortion, infertility, genetics, cloning, euthanasia, organ transplant and health care reform. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

PHOTOGRAPHY

PGY 2401C 6 hrs., 3 crs.

Photography I \$36.00 lab fee

Basic photographic composition and photographic skills; operation of the camera, techniques of developing and printing, and history and criticism of photography approaches as they relate to personal expression.

PGY 2410C 6 hrs., 3 crs.

Photography II \$36.00 lab fee

Emphasis on the development of a personal approach to photographic interpretation through refinement of technical skills and experimentation. Double printing, texture printing, solarization, and toning are some of the techniques used. Color photography and the zone system are covered.

PGY 2801C 6 hrs., 3 crs.

Digital Photography I \$52.00 lab fee

Basic photographic composition and photographic skills; operation of the digital camera; techniques of computer manipulation; printing; and history and criticism of photography approaches as they relate to personal expression. (First priority will be given to students whose program requires photography.)

PGY 2802C 6 hrs., 3 crs.

Digital Photography II \$52.00 lab fee

Prerequisite: PGY 2801C.

Intermediate photographic composition and photographic skills; intermediate and advanced techniques of computer manipulation; printing; and history and criticism of photography approaches as they relate to personal expression. (First priority will be given to students whose program requires photography.)

PHYSICAL SCIENCES

AST 1002 3 hrs., 3 crs.

Descriptive Astronomy

A study of the earth-moon system, the celestial sphere, the solar system, the sun, stars, galaxies, the universe, and astronomical instruments. Mathematical procedures not stressed.

ESC 2000 3 hrs., 3 crs.
Earth and Space Science Survey
An introductory course that consists of four units that emphasize broad coverage of the basic topics and principles in geology, oceanography, astronomy, and meteorology. The course is intended to meet the need of Pre-Elementary Teacher Education majors as well as general education requirements.

ESC 2000L 2 hrs., 1 cr.
Earth and Space Science Survey Laboratory
\$30.00 lab fee
Corequisite: ESC 2000 or consent of instructor.
Consists of mineral and rock identification and classification; map interpretation; measurement of weather factors, and observational astronomy. The following courses will also meet the physical science general education requirements:

EVR 1001 3 hrs., 3 crs.
Introduction to Environmental Science
Introduction to the study of major environmental problems and issues confronting modern society. Topics include ecosystem structure and function; population patterns and dynamics; pollution of the air, water, and land; and resource management. This course satisfies general education requirements for the physical sciences.

EVR 1001L 3 hrs., 1 cr.
Introduction to Environmental Science Laboratory
\$30.00 lab fee
Prerequisite or Corequisite: EVR 1001.
Laboratory activities will focus on resource management issues. Student will learn how to design experiments, conduct field work, collect and analyze data, and prepare scientific reports. (Recommended for students majoring in science or secondary science education.)

GLY 1010 3 hrs., 3 crs.
Physical Geology
Physical properties, identification, and origin of minerals. Classification of rocks, physical processes that shape the earth; gradation, deposition, vulcanism, glaciation, weathering, rock deformation, mountain building and metamorphism. Geologic maps.

GLY 1010L 2 hrs., 1 cr.
Physical Geology Laboratory \$30.00 lab fee
Prerequisite or Corequisite: GLY 1010.
Exercises in the identification of common rocks and minerals, interpretation of topographic maps and aerial photographs, methods of geological illustration.

ISC 1004C 4 hrs., 4 crs.
Interdisciplinary Science \$30.00 lab fee
This course is intended to simplify science and emphasize the interconnectedness among the science subdisciplines of physical science, chemistry, earth, and biological science that has evolved over the past two centuries. The course provides a basic overview of how science works on the same set of fundamental principles that will provide a basic foundation of scientific literacy for the non-science majors, particularly elementary education majors.

MET 1010 3 hrs., 3 crs.
Introductory Meteorology
A study of the observation and distribution of weather variables, atmospheric motion, precipitation, and topics in modern weather science.

OCE 1001 3 hrs., 3 crs.
Fundamentals of Oceanography
A study of the ocean basins, the ocean floor, seawater, water masses, circu-

lation, tides, waves, sediment, and topics in modern ocean science.

PSC 2341 3 hrs., 3 crs.
Physical Science Survey
A survey of selected topics in physics and chemistry. Simple mathematical manipulations with whole numbers are used.

PSC 2341L 2 hrs., 1 cr.
Physical Science Survey Laboratory \$21.00 lab fee
Corequisite: PSC 2341 or consent of instructor.
Selected laboratory experience emphasizing basic scientific principles through the use of simple equipment. Designed for Pre-Elementary Teacher Education majors.

PHYSICAL THERAPIST ASSISTANT

#PHT 1000 3 hrs., 3 crs.
Introduction to Physical Therapy
Prerequisite: Acceptance into PTA program.
Introduction to the history, present practice, and future trends of the profession. Introduction to team concept in health care, including the role and responsibilities of the physical therapist assistant. Examination of legal and ethical issues related to the practice of physical therapy. Patient's rights and responsibilities; confidentiality of patient information; discussion of structure and services of the American Physical Therapy Association. Reimbursement systems and fiscal considerations of providers and consumers of physical therapy services. Quality assurance and assessment in the delivery of physical therapy.

#PHT 1102 1 hr., 1 cr.
Applied Anatomy for PTAs
Prerequisites: BSC 2085, BSC 2085L.
A course for PTA students that reviews musculoskeletal, neuromuscular, and basic anatomical concepts and discusses their application to physical therapy procedures.

#PHT 1124 3 hrs., 3 crs.
Functional Human Motion
Prerequisites: BSC 2085, BSC 2085L.
Study of basic kinesiological and biomechanical principles and their application to human movement. Includes analysis of normal movement patterns, posture, and gait. Examination of concepts of coordinated muscle function and neuromotor control. Surface anatomy and palpation.

#PHT 1124L 4 hrs., 2 crs.
Functional Human Motion Lab
Corequisite: PHT 1124.
A laboratory course offering practice in the application of principles presented in PHT 1124 in movement, posture, and gait analysis and measurement. Focus on the development of sound application of kinesiological and biomechanical concepts to human movement and on the development of keen and effective visual and manual observational skills, surface anatomy, and palpation.

#PHT 1131 1 hr., 1 cr.
Assessment, Measurement, and Documentation
Prerequisite: OST 1257.
Introduction to medical record keeping. Documentation skills, including SOAP notes, narrative notes, and computerized documentation systems. Reading and interpreting a physical therapy evaluation. Concepts of measurement, assessment, and recording of flexibility, strength, function, balance, endurance, pain, neurological deficit and sensation, segmental length, girth and volume.

#PHT 1131L 4 hrs., 2 crs.
Assessment, Measurement, and Documentation Lab

Corequisite: PHT 1131.

A laboratory course designed to practice principles presented in PHT 1131. Reading and interpreting medical records and examination of a variety of evaluation and assessment forms. Practice in documentation skills, goniometry, muscle testing, neurological and sensory testing, coordination, and functional assessment.

#PHT 1200 2 hrs., 2 crs.

Basic Skills in Patient Care

Corequisite: PHT 1000.

Introduction to basic patient care skills; moving, lifting, and transferring patients; patient positioning and draping; preparation of treatment area; medical asepsis and infection control; body mechanics; wheelchair operation and adjustment; identification of architectural barriers; safety issues in patient care and transport; fitting and application of selected adaptive devices; introduction to activities of daily living; bed mobility skills; vital signs, and range of motion.

#PHT 1200L 4 hrs., 2 crs.

Basic Skills in Patient Care Lab \$33.00 lab fee

Corequisite: PHT 1200

A laboratory course designed for practice in the basic patient care skills presented in PHT 1200. The focus is on the development of safe and competent patient and equipment handling skills.

#PHT 1220 2 hrs., 2 crs.

Introduction to Therapeutic Exercise

Prerequisites: PHT 1200, PHT 1200L.

Corequisites: PHT 1124, PHT 1124L.

Introduction to the types and effects of exercise. Rationale for and functional basis of exercises and techniques employed for therapeutic reasons. Use and maintenance of a variety of exercise equipment. Exploration of the concepts of lifespan fitness and wellness.

#PHT 1220L 4 hrs., 2 crs.

Therapeutic Exercise Lab \$4.00 lab fee

Corequisite: PHT 1220.

A laboratory course designed to develop skill in the application of the concepts and techniques of exercise therapy presented in PHT 1220. Hands-on experience with a variety of exercise equipment and practice in performing, assisting, and teaching of therapeutic exercises.

#PHT 2211 2 hrs., 2 crs.

Therapeutic Modalities

Prerequisites: PHT 1220, PHT 1220L.

Study of the physical principles, physiological effects, indications, contraindications, and rationales in the use of therapeutic heat, cold, light, water, pressure, traction, electricity, and massage in the treatment of specific clinical symptoms. Wound care with modalities. Use, maintenance, and safety inspection of equipment. Disinfection and sterilization of materials and equipment and infection control.

#PHT 2211L 4 hrs., 2 crs.

Therapeutic Modalities Lab \$14.00 lab fee

Corequisite: PHT 2211.

A laboratory course designed to develop competencies in the application of therapeutic modalities discussed in PHT 2211. Positioning, draping, and safety precautions in the use of all modalities will be a strong focus.

#PHT 2224 2 hrs., 2 crs.

Therapeutic Interventions I: Medical/Surgical Disabilities

Prerequisites: PHT 1220, PHT 1220L, PHT 1131, PHT 1131L.

Exploration of basic pathological processes in body systems and their clinical signs and symptoms in physical disabilities associated with selected medical/surgical conditions. Relationships between pathological conditions and their prognosis and treatment. Pharmacological aspects of

treatment with implications for physical therapy treatment. Basic wound care techniques.

#PHT 2224L 2 hrs., 1 cr.

Therapeutic Interventions I Lab

Corequisite: PHT 2224.

Laboratory course designed to develop skill in the application of concepts presented in PHT 2224. Practice in performing, assisting, teaching, and documenting therapeutic exercises and treatment techniques for selected medical/surgical disabilities.

#PHT 2225 3 hrs., 3 crs.

Therapeutic Interventions II: Orthopedic Disabilities

Prerequisites: PHT 2224, PHT 2224L.

Exploration of basic pathological processes in body systems and their clinical signs and symptoms in physical disabilities associated with selected orthopedic disabilities. Relationships between pathological conditions and their prognosis and treatment. Pharmacological aspects of treatment with implications for physical therapy treatment.

#PHT 2225L 4 hrs., 2 crs.

Therapeutic Interventions II Lab

Corequisite: PHT 2225.

This is a laboratory course designed to develop skill in the application of concepts presented in PHT 2225. Practice in performing therapeutic exercises and treatment techniques for selected orthopedic disabilities.

#PHT 2226 3 hrs., 3 crs.

Therapeutic Interventions III: Neurological Disabilities

Prerequisites: PHT 2224, PHT 2224L.

Exploration of basic pathological processes in body systems and their clinical signs and symptoms in physical disabilities associated with selected neurological conditions. Relationships between pathological conditions and their prognosis and treatment. Pharmacological aspects of treatment with implications for physical therapy treatment.

#PHT 2226L 4 hrs., 2 cr.

Therapeutic Interventions III Lab

Corequisite: PHT 2226.

This is a laboratory course designed to develop skill in the application of concepts presented in PHT 2226. Practice in performing, assisting, teaching, and documenting therapeutic exercises and treatment techniques for selected neurological disabilities.

#PHT 2801 12 hrs., 3 crs.

PTA Clinical Practice I \$25.00 lab fee

Prerequisites: PHT 2211, PHT 2211L.

Students are assigned to an agency providing physical therapy services for an introductory (full-time, 40 hours/week for 4 1/2 weeks) experience in the application of skills learned in the classroom to patients in the clinical setting. Students implement PT treatments and perform specific clinical tasks under the close supervision of a physical therapist. This is an introductory experience and emphasis is on developing ease in the moving and handling of patients; confidence in communicating and interacting with staff, patients, and their families; sharpened powers of observation; and an understanding of the role of the physical therapist assistant. A Patient Care Study is completed along with pertinent literature review.

#PHT 2810 40 hrs., 5 crs.

PTA Clinical Practice II

Prerequisite: PHT 2801. Corequisite: PHT 2931.

An intermediate level, full-time clinical placement (40 hours/week for 7 weeks) designed to be an in-depth experience in the delivery of physical therapy services to patients in a clinical setting. It is a supervised experience in the application of academically acquired knowledge. Problem-solving techniques are employed in the interpretation and execution of

patient care plans. An in-depth patient care study will be completed, and students will prepare and give an in-service to the facility staff.

#PHT 2820 40 hrs., 5 crs.

PTA Clinical Practice III

Prerequisite: PHT 2810. Corequisite: PHT 2931.

This course is an advanced level, full-time clinical placement (40 hours/week for 7 weeks) designed to be an in-depth experience in the delivery of physical therapy services to patients in a clinical setting. Although a supervised experience in the application of academically and clinically acquired knowledge, emphasis will be on the students' developing more autonomy in patient care and more independence in involvement with the entire scope of physical therapy services from clerical to patient scheduling and treatment to department maintenance.

Also of emphasis will be a continuation of the development of critical thinking, problem-solving, and communication/- teaching skills. An in depth patient care study will be completed and a quality assurance study will be conducted.

#PHT 2931 2 hrs., 2 crs.

Seminar

Corequisites: PHT 2810, PHT 2820.

This course is designed to broaden the scope of the student's understanding of clinical practice. Relationship of clinical research to clinical practice. Reading and review of professional literature in physical therapy or related fields. Conduction and presentation of patient care studies.

Responsibilities for continuing education and professional development and quality assurance. Licensure issues. Job skills such as resumes and interview techniques. Reviewing for final competency exam and licensing exam preparation. Presentation of in-service and quality assurance projects. Final comprehensive exam.

Advanced Technical Certificate in
Massage Therapy

#PHT 2203 3 hrs., 3 crs.

Manual Techniques I

Corequisite: PHT 2203L

This course will provide the student with an in-depth view of the history, theory, terminology, physiology, pathology, and basic techniques of massage used during different stages of the rehabilitation process. Course includes aspects of ethics, law, business, and marketing in the field of massage.

#PHT 2203L 4 hrs., 2 crs.

Manual Techniques I Lab

Corequisite: PHT 2203.

This course provides the student a laboratory experience to practice Swedish and structural based therapeutic massage techniques in a supervised setting.

#PHT 2204 3 hrs., 3 crs.

Manual Techniques II

Prerequisites: PHT 2203 and PHT 2203L

Corequisite: 2204L.

This course explores advanced techniques by further developing the student's use and integration of structural-based and energy-based systems. Topics will include trigger point therapy, myofascial release, and other advanced therapy applications.

#PHT 2204L 4 hrs., 2 crs.

Manual Techniques II Lab \$23.00 lab fee

Prerequisites: PHT 2203 and PHT 2203L

Corequisite: PHT 2204

This course is an advanced laboratory experience providing hands-on techniques and sequences to balance the various energy patterns of the physical body in a supervised setting.

PHYSICS

PHY 1007 3 hrs., 3 crs.

Physics for the Health Related Technologies

Prerequisite: MAT 1033 or higher.

This is not a general education course. It is designed for a person with no physics background and planning on entering a health related program. It covers units, mechanics as applied to the human body, energy, waves, optics, and atoms.

PHY 1023 3 hrs., 3 crs.

Survey of General Physics

Prerequisite: MAC 1114.

Prerequisite or Corequisite: MAC 1140.

A conceptual approach to physics with emphasis on problem solving. This course is designed for students who plan to take PHY 2048 and have had no previous physics course.

PHY 2048 4 hrs., 4 crs.

University Physics I

Prerequisites: MAC 2311 and PHY 1023. .

Prerequisite or Corequisite: MAC 2312.

Corequisite: PHY 2048L

A study of mechanics and simple harmonic motion at the calculus level with engineering applications.

PHY 2048L 3 hrs., 1 cr.

University Physics I Laboratory \$30.00 lab fee

Corequisite: PHY 2048 or consent of instructor.

Investigation of lecture-related materials with an emphasis on the relationship of theoretical concepts to realistic measurements.

PHY 2049 4 hrs., 4 crs.

University Physics II

Prerequisite: PHY 2048. Corequisite: PHY 2049L.

A continuation of PHY 2048 involving selected topics from sound, thermodynamics, optics, electricity, and magnetism.

PHY 2049L 3 hrs., 1 cr.

University Physics II Laboratory \$30.00 lab fee

Corequisite: PHY 2049 or consent of instructor.

A continuation of PHY 2048L.

PHY 2053 3 hrs., 3 crs.

College Physics I

Prerequisite or Corequisite: MAC 1140.

Prerequisite: MAC 1114. Corequisite: PHY 2053L.

Selected topics from mechanics and thermodynamics. Application is towards nonengineering fields.

PHY 2053L 2 hrs., 1 cr.

College Physics I Laboratory \$30.00 lab fee

Corequisite: PHY 2053 or consent of instructor.

Laboratory work involves investigation of lecture-related materials and alternative approaches to problem solving.

PHY 2054 3 hrs., 3 crs.

College Physics II

Prerequisite: PHY 2053. Corequisite: PHY 2054L.

A continuation of PHY 2053 involving selected topics from mechanics, wave motion, sound, optics, electricity, magnetism, and atomic physics.

PHY 2054L 2 hrs., 1 cr.

College Physics II Laboratory \$30.00 lab fee

Corequisite: PHY 2054 or consent of instructor.

A continuation of PHY 2053L.

POLITICAL SCIENCE

CPO 2002 3 hrs., 3 crs.

Comparative Government

This course is a comparison of the major forms of government (Presidential, Parliamentary, and Totalitarian) using a study of appropriate countries' political systems. Throughout the study, these governments will be compared to the American method of government.

INR 2002 3 hrs., 3 crs.

International Relations

This course provides an introduction to the nature of international relations, analysis of trends and international movements (nationalism, imperialism, militarism), armaments and developments in international organizations (governmental and nongovernmental). Principles and practices in foreign policy in the world today as well as historically will be examined.

POS 2041 3 hrs., 3 crs.

American National Government

A comprehensive examination of the theory, practice, ideals, and realities of government and politics in the United States. Major areas of study include behavior and participation, the legislative process, the presidency, the judicial process, and the administrative state.

POS 2112 3 hrs., 3 crs.

State and Local Government

The course is a study of state and local forms of government. Throughout the course, the government of Florida is used as an example of activities and patterns of state government. The responsibilities of local government at the county and city levels are explored during the course.

PRACTICAL NURSING

Students who are CNAs and provide transcripts receive credit for HCP 0001 and HCP 0120C and may receive advanced placement in the LPN program.

=HCP 0001 90 contact hrs., 3 vocational crs.

Health Careers Core \$15.00 lab fee

An introduction to the health care delivery system. Basic safety measures, communication, techniques, employability skills and AIDS content are covered.

=HCP 0120C 75 contact hrs., 2.5 vocational crs.

Basic Nursing Care \$22.00 lab fee

Prerequisite: HCP 0001

Contents include classroom and laboratory experiences relating to communication, nursing procedures, and organized patient care, including restorative with emphasis on the geriatrics and nutrition.

=HSC 0530 15 contact hrs., .5 vocational crs.

Medical Terminology

Prerequisite: PRN 0022.

A study of medical terminology, including prefixes, suffixes, and word roots with emphasis on spelling, pronunciation, definition, and usage.

=MTB 0372 30 contact hrs., 1 vocational cr.

Applied Math

Prerequisite: HSC 0530.

This course enables the student to write and understand the symbols and numbers used in the measurement of medication, to convert units of measurement within the systems of measurement from one system to another, and to calculate amounts of medication to give a client from the medication on hand.

=PRN 0000C 270 contact hrs., 9 vocational crs.

Fundamentals of Nursing Care \$22.00 lab fee

Prerequisite: HCP 0120C.

This is a basic knowledge and skills course designed to orient the student to the Practical Nursing occupation. The course encompasses the nursing principles and the role of the practical nurse in assisting the professional nurse with the five basic steps of gathering information, identifying problems, formulating tentative solutions, planning action or intervention, and evaluating. The role of the practical nurse in the assessment phase will also be defined.

=PRN 0020 15 contact hrs., .5 vocational crs.

Life Span

Prerequisite: PRN 0030C.

This course provides learning experiences in normal human growth and development from birth to death. It provides the basis for the student to improve behavioral aspects of nurse/client relationships and to better understand the physical and behavioral problems of clients. Emphasis has been placed on the influences that promote normal growth and development.

=PRN 0022 60 contact hrs., 2 vocational crs.

Structure and Function

Prerequisite: PRN 0000C.

This course covers normal structure and function and provides the student with a basic foundation on which to build subsequent learning involving human structure and function normalities and abnormalities. Medical terminology for each system is integrated throughout the course.

=PRN 0030C 45 contact hrs., 1.5 vocational crs.

Introduction to Pharmacology/Medication

Administration \$14.00 lab fee

Prerequisite: MTB 0372.

This course is designed to provide the practical nursing student with a basic background of drugs, including their actions, dosages, and side effects. Prototypes for each classification will be discussed.

=PRN 0100C 120 contact hrs., 4 vocational crs.

Maternal/Newborn Nursing \$30.00 lab fee

Prerequisite: PRN 0383C.

This course is designed to assist the student in understanding the needs of the expectant mother, infant, and family from the beginning of pregnancy through the child-bearing period. The focus of this course is on the promotion and maintenance of health. Emphasis will be placed on the impact to normal family life.

=PRN 0110C 90 contact hrs., 3 vocational crs.

Pediatric Nursing

Prerequisite: PRN 0100C.

This course is designed to assist the student in understanding the needs of the ill and hospitalized pediatric client and to understand the needs of children as they grow and develop. The focus of this course is on the promotion and maintenance of health in the ill pediatric client.

=PRN 0381C 210 contact hrs., 7 vocational crs.

Medical-Surgical Nursing I \$11.00 lab fee

Prerequisite: PRN 0440.

This course introduces medical and surgical nursing as specialties. The focus is on the adult client who is experiencing disturbances of body supportive structures, threats to adequate respiration, insults to cardiovascular integrity, disturbances of sexual structure or reproductive function, and problems resulting from endocrine imbalances.

=PRN 0383C 300 hrs., 10 vocational crs.

Medical-Surgical Nursing II

Prerequisite: PRN 0381C.

This course continues with the nursing care of the adult client. The focus is on adults who are experiencing disorders of the cognitive, sensory, or psychomotor function; disturbances of ingestion, digestion, absorption, and elimination; and common problems involving disfigurement.

=PRN 0400 15 contact hrs., .5 vocational crs.

Mental Health Concepts

Prerequisite: PRN 0100C.

This course focuses on interpersonal relationships. It is designed to orient the student to mental health concepts and the practical nursing occupation and to increase the student's awareness of the importance of the interrelationship of physical and emotional needs of the client.

=PRN 0440 15 contact hrs., 5 vocational crs.

Community Health Concepts

Prerequisite: PRN 0400.

The community health concepts within this course provide an introduction to community health issues. The nursing process provides a framework for understanding the common health problems within the community and the illnesses that bring the client to the hospital or health care agency. The care of a client in a hospice setting will also be introduced.

PSYCHOLOGY

CLP 1001 3 hrs., 3 crs.

Human Relations

This course presents the student as the focal point of psychological investigation. The course provides students with an opportunity for self-exploration as they learn how behavior and personality are developed throughout the course of their lives. Additionally, will learn and discuss effective methods of both personal and professional communication as well as the intricacies of social actions in their daily lives

DEP 2000 3 hrs., 3 crs.

The Psychology of Childhood and Youth

This course provides an approach to the study of children through an investigation of scientific facts which explain the characteristic maturation and development of human behavior. The course examines the role of home and family life in child development and the psychology of the gifted child.

DEP 2004 3 hrs., 3 crs.

Developmental Psychology

This course is a chronological study of the total human being that observes the various aspects of development taking place at different times in the person's life.

PSY 2012 3 hrs., 3 crs.

General Psychology

This course is a study of the general field of psychology and is designed to provide an understanding of human behavior by studying the adaptation of the individual to his physical and social environment.

RADIO/TELEVISION BROADCASTING

RTV 1000 3 hrs., 3 crs.

Electronic Media Survey

A broad overview of the history, programming theory, law, and salient regulations that have affected and shaped the relationship of the electronic media and American society. Mediated examples strengthen class discussions and study that range from the telegraph to cutting-edge technology.

RTV 1240 3 hrs., 3 crs.

Basic Audio Production

Basic production techniques and business concepts found in today's radio

world. Students will develop, plan, and perform promotional announcements, on-air checks, and digital editing assignments resulting in possible air work on WKGC-AM/FM, the college's two public radio stations.

RTV 1241 3 hrs., 3 crs.

Basic Video Production

Prerequisite: RTV 1240

Technique and aesthetic training of numerous video elements through a series of in-class assignments and out-of-class projects. Students will produce, direct, script, shoot, and edit work that mirrors real-world business and commercial production considerations.

RTV 1941 3 hrs., 3 crs.

Radio Practicum

Prerequisite: RTV 1240

Familiarization with all equipment and basic operation of WKGC radio with emphasis on program production in news, performance, and public affairs. One-on-one instruction and supervision.

RTV 1942 3 hrs., 3 crs.

Video Practicum

Hands-on instruction utilizing television production equipment, camera operation, directing techniques, camera presence, video tape editing, and program production with be featured.

RTV 2100 3 hrs., 3 crs.

Electronic Media Writing

Prerequisite: ENC 1102.

Development of fundamental skills used in both radio and television journalism. A clear, concise, and active writing style will be emphasized along with incorporating sound elements and newsmaker interviews.

#RTV 2242 3 hrs., 3 crs.

Advanced Video Production \$25.00 lab fee

Prerequisite: RTV 1241.

Complex and varied production methods will be used to develop multiple video spots and program shots. Graphic and artistic considerations, computer animation, and non-linear editing systems will be introduced to help prepare students for future technological advances in the industry.

#RTV 2249 3 hrs., 3 crs.

Advanced Audio Production

Prerequisite: RTV 1240.

Complex program-length shows and features will be planned, performed, and edited covering a variety of radio formats and audio needs. Special emphasis will also be placed on developing each student's portfolio for future employment or acceptance into a four-year academic program.

RTV 2272 3 hrs., 3 crs.

Media Programming and Promotions

Overview of strategies and concepts behind modern American media management will be offered. Students will learn relevant programming philosophies, options, and promotional campaigns associated with radio, television, cable, and the internet here and around the world.

RTV 2300L 1 hr., 1 cr.

Broadcast News Lab

Prerequisite: RTV 2100 or MMC 2100, RTV 1240

Practical writing and production experience with actual local news stories and interviews for use on the college's public radio outlets. Deadlines, style variations, and sound considerations will be emphasized and utilized.

RTV 2460 3 hrs., 3 crs.

Electronic Media Practicum

Prerequisites: RTV 1240, RTV 1241, ENC 1102.

Study or project related opportunities in the local or national electronic media meant to give real-world work experience to the aspiring broadcast

professional.

RADIOGRAPHY

#RTE 1000C 4 hrs., 3 crs.
Introduction to Diagnostic Imaging \$49.00 lab fee
Prerequisite: Admission to the program
Students are taught the basic concepts of the health care system, ethics, professionalism, and patient care applied to all age groups. Introduction to fundamentals of radiologic technology, the equipment required to generate x-rays, nature and behavior of radiation, basic radiation protection, and medical terminology are included in the focus of this class. In addition, students participate in laboratory exercises introducing the safe operation of radiographic equipment, application of proper body mechanics for lifting and moving patients, standard precautions, equipment, and techniques involved in patient monitoring.

#RTE 1418C 4 hrs., 3 crs.
Principles of Radiographic Exposure I \$49.00 lab fee
Prerequisite: RTE 1000C.
A study of factors that govern and influence the production of an image, image processing, image receptor systems. Technical factors of image quality including theory and application of exposure factors, intensifying screen, radiographic film, filtration, and beam limitation will be introduced and discussed through lecture.

#RTE 1457
Principles of Radiographic Exposures II 3 hrs., 3 crs.
Prerequisite: RTE 1418C.
A continuation of RTE 1418C with emphasis on image quality, film sensitometry, grids, digital radiography, fluoroscopy, formulation of exposure systems and automatic exposure devices.

#RTE 1503C 4 hrs., 3 crs.
Radiographic Procedures and Positioning I \$49.00 lab fee
Prerequisite: Admission to the program.
This class includes a review of medical terminology, basic nursing procedures, and radiographic contrast media and their administration. Basic anatomy and radiographic positioning of the human body in examination of the chest, abdomen, and extremities are thoroughly covered. Trauma radiography is introduced along with the application of radiographic equipment and technical exposure factors for the exams presented.

#RTE 1513C 5 hrs., 3 crs.
Radiographic Procedures and Positioning II \$49.00 lab fee
Prerequisite: RTE 1503C.
The student will demonstrate in a laboratory setting basic anatomy, terminology, and radiographic positioning of the human body as it relates to radiographic examinations of the spine, ribs, and sternum. Discussion includes trauma radiography along with the application of radiographic equipment and technical exposure factors for the exams presented.

#RTE 1523C 5 hrs., 2 crs.
Radiographic Procedures and Positioning III \$49.00 lab fee
Prerequisite: RTE 1513C.
The student will demonstrate in a laboratory setting basic anatomy, terminology, and radiographic positioning of the human body as it relates to radiographic examinations of the skull and facial bones. Trauma radiography along with the applications of radiographic equipment and technical exposure factors for the exams presented will be discussed.

#RTE 1613 3 hrs., 3 crs.
Diagnostic Imaging Physics
The fundamentals of atomic structure, magnetism, electricity, and radiation physics as they relate to the principles of x-ray production will be presented.

#RTE 1804 128 hrs., 2 crs.
Clinical Education I \$38.00 lab fee
Corequisites: RTE 1000C, current certification in cardiopulmonary resuscitation, Hepatitis B vaccine or waiver, physical exam report on file in program office.
Observation and application of health care principles will be the focus of this clinical rotation. The student will spend time orienting to the medical facility, learning to understand the departmental process and procedures, and becoming familiar with the flow of the radiology department. The student will begin to apply the radiographic principles and skills taught in RTE 1503C.

#RTE 1814 256 hrs., 4 crs.
Clinical Education II \$13.00 lab fee
Prerequisite: RTE 1804.
Observation and application of the primary healthcare principles will be the focus of this clinical rotation. The student will begin to apply the radiographic principles and skills taught in RTE 1503C.

#RTE 1824 336 hrs., 4 crs.
Clinical Education III \$13.00 lab fee
Prerequisites: RTE 1814.
Observation and application of the primary of healthcare principles will be the focus of this clinical rotation. The student will continue to build on the radiographic principles and skills taught in RTE 1503C and RTE 1513C. In addition, the student will begin applying the principles taught in RTE 1523C.

#RTE 2061 1 hrs., 2 crs.
Radiography Seminar
Prerequisites: RTE 2385, RTE 2563.
Preparation of new graduates for entry into the field, and the transition to the role of professional caregiver; an in-depth analysis of professional competencies required for entry into the workplace, including: radiographic procedures, patient care, image production and evaluation, equipment operation and maintenance, radiation protection, and evaluation processes.

#RTE 2385 3 hrs., 3 crs.
Radiobiology
Prerequisite: RTE 1000C.
The student will receive instruction on the effects of ionizing radiation on organisms with an emphasis on changes at the cellular level. Incidences of cancer induction related to exposure to ionizing radiation will also be discussed. In addition, the student will learn the procedures for radiation detection and how this relates to radiography.

#RTE 2473C 5 hrs., 3 crs.
Radiographic Quality Assurance \$49.00 lab fee
Prerequisite: RTE 1418C.
The student will receive instruction and hands-on practice in basic equipment tests to ensure consistent and proper performance of radiographic equipment. The rationale of a quality assurance program will be discussed with a focus on quality control evaluation and documentation.

#RTE 2563 5 hrs., 3 crs.
Advanced Medical Imaging
Prerequisite: RTE 2762.
This course prepares the radiographer to conduct diagnostic vascular procedures and patient care in angiography, peripheral venography, vascular, and non-vascular interventions. An introduction to CT, MRI, sonography, nuclear medicine, surgical radiography, and radiation therapy is provided. Students will research and present a topic in selected advanced radiologic modalities.

#RTE 2762 3 hrs., 3 crs.
Sectional Anatomy/Pathology

Prerequisites: BSC 2085, BSC 2085L, BSC 2086, BSC 2086L. Identification of normal and abnormal anatomic structures of the skull, neck, thorax, reproduction, central nervous, cardiovascular, and musculoskeletal systems by the use of diagnostic and cross-sectional imaging modalities.

#RTE 2834 384 hrs., 4 crs.
Clinical Education IV \$38.00 lab fee

Prerequisites: RTE 1824.

Observation and application of primary healthcare principles is the focus of this clinical rotation. The student will continue to build on the radiographic principles and skills taught in RTE 1503C and RTE 1513C. In addition, the student will begin applying the principles taught in RTE 1523C.

#RTE 2844 384 hrs., 4 crs.
Clinical Education V \$13.00 lab fee

Prerequisite: RTE 2834.

Observation and application of primary healthcare principles will be the focus of this clinical rotation. The student will continue to build on the radiographic principles and skills taught in RTE 1503C, RTE 1513C, and RTE 1523C. In addition, the student will continue clinical rotations into the surgical suite and portable radiography.

#RTE 2854 144 hrs., 2 crs.
Clinical Education VI \$13.00 lab fee

Prerequisite: RTE 2844.

Application of principles and performance of radiographic procedures will be the focus of this clinical rotation. Students will demonstrate a mastery of the basic skills necessary to perform a variety of radiographic procedures. Students will also, on a rotational basis, begin clinical observation of advanced modalities to include CT, MRI, US, Special Procedures, Nuclear Medicine, and the Cardiac Catheterization Lab.

Advanced Technical Certificate in Magnetic Resonance Imaging

#RTE 2575 3 hrs., 3 crs.

Introduction to MRI

Prerequisite: ARRT or N.M.T.C.B. Certified and approval of program faculty.

This course is designed to provide the student with an introduction to the field of magnetic resonance imaging. This introductory course will include an overview of the history and development of MRI, fundamental principles, equipment, terminology, patient screening and safety, contraindications, image formation, acquisition, and production.

#RTE 2576 3 hrs., 3 crs.

MRI Physics

Prerequisite: RTE 2575.

This course is designed to develop an understanding of MR image acquisition and the hardware used in the acquisition of images. The course provides information in the use and manipulation of the hardware and technical parameters used in the generation of images. Included are a review of safety and special applications such as advanced imaging techniques. This information is useful to enable the student to maximize MR image quality by understanding the fundamentals of MR imaging.

Topics discussed will include coil availability and selection, consideration of scan sequences, specific choices in protocols such as slice thickness, phase direction, and flow compensation, pulse sequencing, image parameters, and quality assurance.

#RTE 2577L 180 hrs., 3 crs.
Clinical MRI Education I \$21.00 lab fee

Prerequisite: ARRT Certified and approval of program faculty .

This course will allow the student the opportunity to apply the skills necessary for patient and personnel safety, the opportunity to practice skills necessary to obtain high quality MR images regarding the central nervous

system, head and neck region, and musculoskeletal system, to objectively alter protocols based on patient anatomy and pathology or physical condition, and to identify image quality and equipment problems and to make appropriate corrections. Clinical education is conducted at a clinical facility after or in conjunction with didactic instruction. Activities include demonstration and observation, after which the student assists in performing the activity. When a satisfactory degree of proficiency is apparent, the student will be allowed to perform the activity under direct supervision. When both the student and instructor are satisfied with the student's proficiency, the student will proceed with performing studies under indirect supervision to gain experience and expertise in MR imaging. This course is presented with a progression in competency levels in the form of clinical performance objectives and competency exams. The student will have access to the facilities, personnel, examinations and educational materials to competently achieve the course objectives.

#RTE 2578L 180 hrs., 3 crs.

Clinical MRI Education II

Prerequisite: RTE 2577L.

This course will allow the student the opportunity to apply the skills necessary for patient and personnel safety, the opportunity to practice skills necessary to obtain high quality MR images regarding the cardiovascular, thorax, abdomen, and pelvis, to objectively alter protocols based on patient anatomy and pathology or physical condition, and to identify image quality and equipment problems and to make appropriate corrections. Clinical education is conducted at a clinical facility after or in conjunction with didactic instruction. Activities include demonstration and observation, after which the student assists in performing the activity. When a satisfactory degree of proficiency is apparent, the student will be allowed to perform the activity under direct supervision. When both the student and instructor are satisfied with the student's proficiency, the student will proceed with performing studies under indirect supervision to gain experience and expertise in MR imaging. This course is presented with a progression in competency levels in the form of clinical performance objectives and competency exams. The student will have access to the facilities, personnel, examinations and educational materials to competently achieve the course objectives.

#RTE 2760 3hrs., 3 crs.

MRI Sectional Anatomy & Pathology I

Prerequisite: ARRT Certified & approval of program faculty .

This is the first of two courses that provide a study of human anatomy as seen in axial, sagittal, coronal and oblique (as required) planes. Bony, muscular, vascular, organs and soft tissues of the following anatomical regions are studied: central nervous system (brain and spine), structures of the head and neck, and musculoskeletal systems. Focus will cover the common pathologies found in magnetic resonance imaging and their appearance with various imaging protocols. Case studies and images of pathologies will be used to reinforce content and application of material. The knowledge of the disease processes and their signal characteristics on different imaging sequences is studied when relevant for demonstration of anatomy in specific regions. The study of normal anatomy and normal variations and its appearance in planes enables the student to better recognize abnormal conditions and thus make associated changes in imaging requirements to adequately demonstrate the patient's anatomy and pathology. Students learn to recognize the need for additional sequences, changes in protocols, and the need for contrast studies based upon the recognition of pathological changes.

#RTE 2771 3 hrs., 3 crs.

MRI Sectional Anatomy and Pathology II

Prerequisite: RTE 2760.

This second course in sectional anatomy and pathology is a continuing study of human anatomy as seen in axial, sagittal, and coronal planes. Bony, muscular, vascular, organs, of the following anatomical regions are studied: cardiovascular, thorax, abdomen, and pelvic area/systems. Focus will cover the common pathologies found in magnetic resonance imag-

ing and the appearance with various imaging protocols. Case studies and images of pathologies will be used to reinforce content and application of material. The knowledge of the disease processes and their signal characteristics on different imaging sequences is studied when relevant for demonstration of anatomy in specific regions. The study of normal anatomy and normal variations and its appearance in planes enables the student to better recognize abnormal conditions and thus make associated changes in imaging requirements to adequately demonstrate the patient's anatomy and pathology. Students learn to recognize the need for additional sequences, changes in protocols, and the need for contrast studies based upon the recognition of pathological changes.

READING

College Preparatory Reading

The following are developmental courses not intended to satisfy any part of the college-level reading requirements and do not count as part of the required hours for graduation. A minimum grade of "C" is required to progress to the next course.

REA 0001 4 hrs., 3 crs.

Reading Skills I

The first level of an intensive improvement program designed to upgrade each student's level of reading comprehension. Required of students who score below the prescribed state levels on the Gulf Coast Community College placement test. Must be passed with a minimum grade of "C." (A developmental course that does not satisfy General Education requirements or count toward required hours for graduation.)

REA 0002 4 hrs., 3 crs.

Reading Skills II

Prerequisite: Satisfactory score on the Gulf Coast Community College placement test or completion of REA 0001 with a minimum grade of "C." The second level of an intensive improvement course designed to upgrade each student's level of critical reading and thinking skills. Must be passed with a minimum grade of "C." (A developmental course that does not satisfy General Education requirements or count toward required hours for graduation.)

College-Level Reading

REA 1930 3 hrs., 3 crs.

Special Topics in Reading

Prerequisite: Satisfactory English score on the Florida College Entry-Level Placement Test or completion of REA 0001 with a minimum grade of "C." This course may be used as an alternative to REA 0002 as a prerequisite for ENC 1101. In order to meet the reading prerequisite for ENC 1101 or any other college level course requiring a reading prerequisite, students who are substituting REA 1930 for REA 0002 must take and pass the REA 0002 exit exam and pass the course with a "C" or place into college reading by means of the CPT. This course may be used as a college-level elective. A course that focuses on developing and refining reading skills primarily through reading and responding to full-length, thematically related works.

REA 2205 3 hrs., 3 crs.

College-Level Reading Techniques

Prerequisite: Eligibility for ENC 1101.

Techniques of increasing reading speed, expanding vocabulary, and heightening comprehension level. Designed for students who wish to improve their college-level reading skills. Qualifies as an elective course in the A.A. degree program and as an English requirement in some A.S. degree programs.

REAL ESTATE

#REE 1040 4 hrs., 4 crs.

Real Estate Principles, Practices, and Law

(Required by the Real Estate Commission for eligibility to take the salesman's exam.) A study of the accepted principles and practices in real estate field. The nature of the business, real estate ownership, contracts, titles, deeds, costs and mortgages instruments discussed for an overall view of present practices. A presentation of real property ownership and the principal commercial and financial transactions involved. Includes real estate law.

#REE 2041 5 hrs., 5 crs.

Real Estate Broker

Prerequisite: Approval by the Real Estate Commission.

(Required by the Real Estate Commission for eligibility to take the broker's exam.) A study of brokerage, advertising, selling, property insurance, real estate instruments, liens, leases, property management, plan reading, city planning and zoning.

#REE 2081 1 hr., 1 cr.

License Renewal

Prerequisite: Hold real estate salesman's or broker's license.

New and updated information to real estate personnel. Meets license renewal requirements.

#REE 2085 3 hrs., 3 crs.

Post-Licensure Course for Salesmen

Prerequisite: Real Estate Salesman registered after January 1, 1989.

Real estate finance, appraising, property management, and the economics of real estate. (Meets license renewal requirements.)

#REE 2180 5 hrs., 5 crs.

FREAB Licensed Residential Appraisal Course I

A thorough coverage of the residential appraisal process. Includes uniform standards of professional appraisal practices, an introduction to property, bundling of property rights, interest in property of others, transfer of property interests, deeds, real estate contracts, mortgage contracts, lending, and underwriting, introduction to market analysis, appraisal mathematics, preliminary analysis, site and improvement analysis, comparable-sales analysis, cost-depreciation analysis, appraisals of attached and manufactured housing, and appraisal reports. (Successful completion is necessary to obtain certification as a Registered/Licensed Appraiser in Florida.)

#REE 2302 2 hrs., 2 crs.

FREC Post-Licensing Broker's Course II

Prerequisite: Hold current Florida Real Estate Broker's license.

Provides new and updated information on investment and finance. (Brokers licensed after January 1, 1989, must successfully complete the course to renew broker's license.)

RELIGION

REL 2000 3 hrs., 3 crs.

Introduction to Religion

Prerequisite: ENC 1101 with a minimum grade of "C." (Meets Area II Humanities Requirement.)

Introduction to the academic study of religion. The student will investigate a wide range of religious phenomena from the major world religious traditions. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

REL 2121 3 hrs., 3 crs.

Introduction to Religion in America

Prerequisite: ENC 1101 with a minimum grade of "C." (Meets Area II

Humanities Requirement.)

This course is an historical inquiry into the ideological origins and social context of American religious life. Emphasis is placed upon the rich diversity of American religious life through an examination of American originals (e.g., native Americans, Mormons, Christian Scientists, Seventh-Day Adventists), imported religions (e.g., Protestantism, Catholicism, Islam, Judaism, Buddhism), and pop culture religion. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

REL 2300 3 hrs., 3 crs.

Religions of the World

Prerequisite: ENC 1101 with a minimum grade of "C." (Meets Area II Humanities Requirement.)

A study of primitive and the living religions of Hinduism, Jainism, Sikhism, Buddhism, Confucianism, Taoism, Judaism, Shinto, Zoroastrianism, Islam, and Christianity. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

RESPIRATORY CARE

#RET 1004 1 hr., 1 cr.

Introduction to Science I

An introduction to basic math and physics used in respiratory therapy. Topics include atmospheric gases, gas physics, fluid dynamics, and gas pressure measurement.

#RET 1005 1 hr., 1 cr.

Respiratory Microbiology

A review of microbiology as it relates to the profession of respiratory care. Topics include microbiological identification, surveillance, and equipment processing.

#RET 1024C 8 hrs., 6 crs.

Respiratory Care I \$45.00 lab fee

Topics include setting objectives of patient care, theory and procedure for handling of compressed gases, humidity, O₂, and IS. Laboratory and related clinical experiences will be part of this unit.

#RET 1264C 19 hrs., 9 crs.

Respiratory Care II \$65.00 lab fee

A lecture, laboratory, and clinical course covering theory, procedures, and equipment of respiratory care. Topics include CPT, HHN therapy, IPPB, airway control, and arterial blood gas analysis.

#RET 1295 1 hr., 1 cr.

Clinical Respiratory Medicine I

Physician lectures on pulmonary diseases including etiology, detection, treatment, prognosis of a variety of cardiopulmonary diseases.

#RET 1350 1 hr., 1 cr.

Pulmonary Pharmacology I

The route and methods of drug administration; effects and mechanisms of drugs; absorption and excretion of drugs; classification and description of drugs commonly used in respiratory therapy.

#RET 1483 2 hrs., 2 crs.

Pulmonary Assessment I

Physician lectures on patient assessment, physical exams, chest x-rays, breath sounds, ABG, and PFT evaluations.

#RET 1485 2 hrs., 2 crs.

Pulmonary Physiology

An introductory course covering the function of the respiratory system including ventilatory mechanics, gas transport, acid base physiology, neural/

chemical regulation of breathing, ventilation perfusion relationships, and cardiac anatomy.

#RET 1930 1 hr., 1 cr.

Selected Topics Seminar I

Provides fundamental understanding of the origin, purpose, indications and contraindications of hyperbaric medicine.

#RET 1931 1 hr., 1 cr.

Selected Topics Seminar II

Covers various sleep disorders identified in the Sleep Disorders Lab, a study of these disorders as well as lead placement, scoring, and options to treatment.

#RET 1932 1 hr., 1 cr.

Selected Topics Seminar III

Basic ECG evaluation and interpretation of arrhythmias will be covered along with 12-lead ECG machine set up and operation.

#RET 1933 1 hr., 1 cr.

Selected Topics Seminar IV

Introduction to venipuncture by laboratory and didactic instruction. Specialty areas may be covered for specific health professions.

#RET 1934 1 hr., 1 cr.

Selected Topics Seminar V

This course provides the student Advanced Cardiac Life Support (ACLS) certification.

#RET 1935 1 hr., 1 cr.

Selected Topics Seminar VI

This course will cover the theory, procedures, and selected clinical practice of pulmonary function testing.

#RET 1936 1 hr., 1 cr.

Selected Topics Seminar VII

This course will introduce the new and constantly changing concepts and procedures in respiratory care.

#RET 2007 3 hrs., 3 crs.

Pulmonary Pharmacology II

Prerequisite: RET 1350.

This course will continue the study of pulmonary pharmacology to include anti-microbial agents, anti-smoking therapy, neonatal and pediatric drug therapy, critical care and cardiovascular drugs.

#RET 2234 1 hr., 1 cr.

Critical Thinking in Respiratory Care

This course examines critical thinking, assessment, and evaluation techniques necessary in the development of respiratory care plans and therapist driven protocols. Case studies and simulations will be utilized to enhance learning.

#RET 2280C 12 hrs., 7 crs.

Respiratory Care IV \$65.00 lab fee

This course covers advanced modalities of mechanical ventilation, hemodynamic monitoring, capnography, ventilation waveforms, management of patients in critical care settings, and cardiopulmonary rehabilitation.

#RET 2292 1 hr., 1 cr.

Clinical Respiratory Medicine II

Physician lectures related to care of patient with more complex respiratory diseases sometimes requiring mechanical ventilation and invasive monitoring techniques. Case studies and simulations will be utilized to enhance learning.

#RET 2297 1 hr., 1 cr.
Pulmonary Assessment II
Physician lectures covering assessment of the cardiovascular system, hematology, blood chemistry, and electrolytes.

#RET 2534C 11 hrs., 5 crs.
Respiratory Care V \$100.00 lab fee
This course will cover fetal, neonatal, and infant development, assessment, and mechanical ventilation. Students will obtain Neonatal Resuscitation Program (NRP) certification. NBRC SAE exams will be utilized to prepare the student for credentialing exams.

#RET 2616 1 hr., 1 cr.
Management
Topics included in this course are the concepts of planning, organizing, and coordinating a department in a health care setting. Motivation, hiring, counseling, communication, and other concepts of employee management will be covered.

#RET 2878C 16 hrs., 5 crs.
Respiratory Care III \$30.00 lab fee
A lecture, lab, and clinical course covering basic concepts in adult mechanical ventilation.

SIGN LANGUAGE

#ASL 1400 2 hrs., 2 crs.
Introduction to Sign Language Systems I
Current sign systems used throughout the United States, including ASL, Signed English, Signing Exact English, and PSE. Traces the history of sign language and fosters a greater appreciation and understanding of the hearing impaired and their culture. Introductory receptive and expressive sign language skills, including a working knowledge of 500 signs (alphabet, colors, numbers, food, emergency signs, etc.)

#ASL 1401 2 hrs., 2 crs.
Introduction to Sign Language Systems II
Prerequisite: ASL 1400.
A continuation of concepts introduced in SPA 1620 with expansion of signing vocabulary by 300 new signs. Achievement of receptive and expressive skills with 80 percent accuracy.

SOCIOLOGY

SOW 2020 3 hrs., 3 crs.
Introduction to Social Work
This course is an introduction to an analysis of the relationship of social problems and their determinants to clients, social welfare institutions, services, policies, and social service delivery systems.

SYG 2000 3 hrs., 3 crs.
Principles of Sociology
This course provides an introduction to basic structure of human society through the study and analysis of group life, the characteristics and variability of culture, the development of the individual's relationships to other individuals and groups.

SYG 2010 3 hrs., 3 crs.
Social Problems
Prerequisite: SYG 2000.
The course challenges the students to consider the practical implications, interpretation, and theoretical perception of social problems. It also enables students to gain an understanding of their own backgrounds and

opinions about the social forces that shape the problems. Students will also be challenged to consider the factors that have shaped their own views of those problems as they live them.

SYG 2430 3 hrs., 3 crs.
Marriage and Family Living
This course is an analysis of courtship, mate selection, engagement, marriage, and child rearing, with emphasis on the contemporary American family.

SONOGRAPHY

#SON 1000C 3 hrs., 2 crs.
Introduction to Sonography
Prerequisite: Program Admission, BSC 2085, BSC 2085L.
Corequisite: SON 1211
An introduction to the profession of sonography and the role of the sonographer. Emphasis on medical terminology, ethical/aspects, written and verbal communication, patient care and professional issues relating to registry, accreditation, professional organizations, and history of the profession.

#SON 1052C 4 hrs., 3 crs.
Sonography Anatomy and Pathology
Prerequisite: SON 1000C
Corequisite: SON 1144
This course is designed to enhance the student's knowledge of normal and abnormal anatomy. Emphasis is placed on sonographic appearance, both normal and pathological. Clinical scenarios will enable the student to apply information in the clinical setting, and encourage the necessary critical thinking skills. Case studies and study questions will evaluate the student's comprehension of the topic.

#SON 1100C 5 hrs., 4 crs.
Principles and Protocols of Sonography Imaging
\$40.00 lab fee
Prerequisite: Approval of faculty.
This course is designed to introduce the entry-level student to the fundamentals of diagnostic medical Sonography (DMS). The course will focus on the following topics as they relate to DMS: procedures and protocol; patient care; clerical duties; ethics; legal issues in health care; and professional (DMS) communications. Additionally, this course will interlink with the other courses in the DMS curriculum during both the didactic and clinical components of the program.

#SON 1111 3 hrs., 3 crs.
Abdominal Sonography I
Prerequisite: SON 1100C, SON 1170.
Corequisites: SON 1211, SON 1214, SON 1804, SON 1121.
This course is designed to correlate the sonographic anatomy, physiology, and pathology of the following organs/systems: muscles; major vasculature; liver, biliary system; and pancreas. The course will emphasize the sonographic features and characteristics of normal anatomy as well as the pathologies that might affect each organ. The course will also integrate clinical and diagnostic procedures, which are common to and specific to each organ.

#SON 1112 3 hrs., 3 crs.
Abdominal Sonography II
Prerequisite: SON 1111.
Corequisites: SON 1212, SON 1215, SON 1814, SON 1122.
This course is a continuance of Abdominal Sonography I, and is designed to correlate the sonographic anatomy, physiology, and pathology of the following organs/systems: urinary system; adrenal glands; spleen; lymphatic system; retro-peritoneum; male pelvis and scrotum; breast; neck and thyroid; and superficial structures. The course will emphasize the

sonographic features and characteristics of normal anatomy as well as the pathologies that might affect each organ. The course will also integrate clinical and diagnostic procedures, which are common to and specific to each organ.

#SON 1121 3 hrs., 3 crs.

OB/GYN Sonography I

Prerequisite: SON 1100C, SON 1170.

Corequisites: SON 1211, SON 1214, SON 1804, SON 1111.

This course is designed to give the Sonography student an understanding of the anatomy, physiology, and pathology of the gravid and non-gravid female pelvis in both normal and abnormal appearances. The student will be introduced to the first trimester of pregnancy including its related anatomy, physiology, and possible pathology and/or complications. Embryology, early fetal development, sonographic identification and imaging of the embryo and fetus, trans-abdominal and trans-vaginal scanning techniques will be covered.

#SON 1122 3 hrs., 3 crs.

OB/GYN Sonography II

Prerequisite: SON 1121.

Corequisites: SON 1212, SON 1215, SSON 1814, SON 1112.

This course is a continuation of OB/GYN Sonography I and is designed to give the student detailed instruction as to the role of Sonography during the second and third trimesters of pregnancy. Fetal development, physiology, all major anomalies, and maternal complications directly related to the second and third trimesters of pregnancy will be covered in detail.

#SON 1144 1 hrs., 1 crs.

Superficial Structure

Prerequisite: SON 1112.

Corequisite: SON 1122.

The course is an overview emphasizing the sonographic features and characteristics of normal and abnormal anatomy of the superficial structures. The course will also integrate clinical and diagnostic procedures of the male pelvis and scrotum; breasts; neck and thyroid.

#SON 1170 3 hrs., 3 crs.

Sonography of the Circulatory System

Prerequisite: Permission of instructor.

Corequisite: SON 1100C.

An introduction to the hemodynamics of the circulatory systems and the sonographic imaging and Doppler assessment of the cardiac and vascular structures.

#SON 1211 3 hrs., 3 crs.

Medical Sonography Physics

Prerequisites: Program Admission, BSC 2085, BSC 2085L.

Corequisite: SON 1000C.

This course is designed to present the Sonography student with detailed explanations of sound physics and instrumentations. The theory of physics principles and their practical applications, principles of instrumentation, and the practical clinical applications are presented.

#SON 1804 240 hrs., 3 crs.

Clinical Education I

Prerequisite: 1100C, SON 1170.

Corequisites: SON 1211, SON 1111, SON 1214, SON 1121.

This course introduces the patient/sonographic role in a simulated clinical environment. It is designed to subject the students to clinical situations as they become familiar with the role and responsibilities of a sonographer. The course will have the students visiting the clinical facilities on a limited basis.

#SON 1814 240 hrs., 3 crs.

Clinical Education II

Prerequisite: SON 1804.

Corequisites: SON 1212, SON 1112, SON 1215, SON 1122.

This course applies the principles learned in Abdominal & OB/GYN I to actual clinical rotations. The student will receive sonographic instruction in the following ways: by performing a variety of sonographic examinations: initiation of affiliate protocols; appropriate operation of equipment; providing patient care; exam documentation; and evaluation by the clinical instructor.

#SON 1824 384 hrs., 4 crs.

Clinical Education III

Prerequisite: SON 1814.

Corequisite: SON 1144.

This course is a continuation of Abdominal & OB/GYN II. A goal of this final clinical course of the curriculum is to have the students strive to perform under indirect supervision while exercising independent judgment relative to the entirety of the sonographic examinations being performed. The students must meet their exiting clinical competencies.

#SON 2113 2 hrs., 2 crs.

Sonographic Cross-Sectional Anatomy

This course is designed to prepare the student to identify internal structures including organs and vasculature that are important to the objectives of Diagnostic Medical Sonography. The students will build upon their entry level gross anatomy knowledge base to develop their cross-sectional anatomic recognition skills. Sonographic scanning protocols will be included relative to the anatomy being studied, which will serve as a linkage to the clinical environment.

#SON 2171C 5 hrs., 4 crs.

Introduction to Vascular Sonography

Prerequisite: Program Admission, BSC 2085, BSC 2085L.

Corequisite: SON 1000C

This course introduces the fundamental theory and skills necessary for the evaluation of vascular disease using noninvasive technique. Hemodynamics, instrumentation, vascular anatomy, physiology and physical principles are emphasized. Cerebrovascular, peripheral arterial and venous testing are included in this course.

#SON 2175 3 hrs., 3 crs.

Vascular Sonography

This course is a continuation of the material covered in Introduction to Vascular Sonography. Sonographic imaging and Doppler assessment of the cerebrovascular and peripheral vascular systems are stressed. Doppler analysis of both normal and abnormal flow patterns of the cerebral and peripheral vascular systems will be emphasized. Interpretation of test results will be covered.

SPANISH

#SPN 1000 3 hrs., 3 crs.

Basic Spanish Conversation I

Introduction to Spanish sound system and conversational emphasis on practical applications in daily personal and business life. Culture based. (Does not fulfill any part of the college-transfer sequence and does not provide General Education elective credit.)

#SPN 1001 3 hrs., 3 crs.

Basic Spanish Conversation II

Continuation of SPN 1000. This course is for students with specific professional or leisure interests in learning Spanish. Emphasis is on culture and a practical application of structures and vocabulary. Conversational approaches are used throughout the semester. Does not fulfill any part of the two-year college transfer sequence and does not provide General

Education elective credit.

#SPN 1050 5 hrs., 5 crs.

Basic Spanish for Business

Introduction to basic Spanish for persons with commercial interests. Emphasis will be in conversational and business language with limited grammatical structure pertaining to reading and writing in business Spanish. Introduction to common etiquette of Spanish-speaking countries and the process of making business travel arrangements. (Does not fulfill any part of the two-year college transfer sequence and does not provide General Education elective credit.)

SPN 1120 4 hrs., 4 crs.

First-Year Spanish I

Prerequisite: Eligibility for ENC 1101.

This course will integrate the following five national standards for foreign language education: 1.) Communication: communicate in languages other than English; 2.) Cultures: gain knowledge of other cultures; 3.) Connections: connect with other disciplines and acquire information; 4.) Comparisons: develop insight into the nature of language and culture; 5.) Communities: participate in multilingual communities at home and around the world. A minimum grade of "C" in SPN 1120 must be attained in order to enroll for SPN 1121.

SPN 1121 4 hrs., 4 crs.

First-Year Spanish II

Prerequisite: SPN 1120.

Continuation of SPN 1120. Successful completion of SPN 1120 with a minimum grade of "C" is required. This course will integrate the following five national standards for foreign language education: 1.) Communication: communicate in languages other than English; 2.) Cultures: gain knowledge of other cultures; 3.) Connections: connect with other disciplines and acquire information; 4.) Comparisons: develop insight into the nature of language and culture; 5.) Communities: participate in multilingual communities at home and around the world. A minimum grade of "C" in SPN 1121 must be attained in order to enroll for SPN 2200.

SPN 2200 4 hrs., 4 crs.

Second-Year Spanish I

Prerequisites: ENC 1101 and SPN 1121 or equivalent. (Meets Area II Humanities Requirement.)

Readings dealing with Spanish culture and civilization, grammar review, and oral practice. Use of visual and auditory aids. This course is a Gordon Rule writing course where students will produce extensive college level writing and requires completion with a minimum grade of "C."

SPN 2201 3 hrs., 3 crs.

Second-Year Spanish II

Prerequisite: SPN 2200 or consent of instructor.

Continuation of SPN 2200 with emphasis on conversation with authentic cultural materials. Authentic listening, reading, and viewing materials based on everyday culture and civilization of people from Spain and Hispanic America, basic grammar review, intermediate-level grammar, and development of listening, reading, writing, and speaking skills in the intermediate level.

SPEECH

SPC 1420 3 hrs., 3 crs.

Group Discussion

Theory and practice in the process and dynamics of group discussion. Emphasis on techniques for the problem-solving or decision-making group.

SPC 1600 3 hrs., 3 crs.

Introduction to Public Speaking

Prerequisite: Eligibility for ENC 1101.

Verbal elements of public speaking (purpose, organization, development, style, and methods of presentation of the message and relationship of the message to specific audiences) and nonverbal elements of public speaking (body action, voice, and general bearing). Designed to meet practical needs of the general student.

STUDENT LIFE SKILLS

SLS 1201 3 hrs., 3 crs.

Personal Development

Acceptable Corequisites: ENC 0021, MAT 0002, MAT 0024, REA 0001, REA 0002, REA 1930.

The course is aimed toward improving self-esteem of the student. Motivation, interpersonal relationships, study skills, basic academic skill level, and future potential of the individual are examined. (A student cannot receive credit for SLS 1300 or SLS 1302 and SLS 1201). This course is highly recommended for students who test into two or more developmental courses.

SLS 1225 1 hr., 1 cr.

Human Potential Seminar

Students will explore the process of goal setting by becoming familiar with common goal theories and motivational theories and applying them to the development of a specific academic plan. This course is highly recommended for students who test into two or more developmental courses.

SLS 1300 1 hr., 1 cr.

Life and Career Planning I

Designed to help students set realistic life goals and determine occupational interests. (A student cannot receive credit for SLS 1300 or SLS 1302 and SLS 1201.)

SLS 1301 3 hrs., 3 crs.

College and Career Management

Emphasis is placed on academic, personal, and interpersonal skills that will equip the student with the skills necessary to succeed in college and the creation of a sense of career importance. This course is highly recommended for students who test into two or more developmental courses.

SLS 1302 2 hrs., 2 crs.

Life and Career Planning II

A continuation of SLS 1300 and includes values clarification and career and job planning. (A student cannot receive credit for SLS 1300 or SLS 1302 and SLS 1201.) This course is highly recommended for students who test into two or more developmental courses.

#SLS 1350 2 hrs., 2 crs.

Employability Skills I

Pre-job training to help students set realistic job goals and to steer them into educational programs appropriate for their aptitudes and interests. Emphasis is on values clarification, setting life goals, determining occupational interests, time structuring, and developing proper work attitudes. This course is highly recommended for students who test into two or more developmental courses.

SLS 2264 3 hrs., 3 crs.

Leadership Development Seminar

This course encourages participants to develop their leadership potential by discovering the style that works best with their personal strengths and beliefs. The student will build skills for communication, conflict resolution, positive motivation, team building, and decision making. Community service is a required component to this course to expand the students understanding of citizenship and to provide a platform for expanding their newly acquired leadership skills.

SURGICAL TECHNOLOGY

=HSC 0005 45 hrs., 1.5 vc.

Orientation to Health Sciences

Corequisite: HSC 0005L.

The purpose of this course is to introduce the student to the health care delivery system and provide an overview of the role and responsibility of members of the health care team. Common illnesses are discussed with a focus on prevention of disease and promotion of wellness. Systems of measurement, interpersonal skills, legal/ethical issues, basic medical terminology, infection control, and the personal characteristics of the successful health care professional are included. Also included are the basic concepts of patient care skills, which are common to all health occupations. Topics include patient and professional communication, proper patient identification, and monitoring of patient status.

=HSC 0005L 15 hrs., 0.5 vc.

Orientation to Health Sciences Lab \$45.00 lab fee

Corequisite: HSC 0005.

Lab to accompany HSC 0005, Orientation to Health Sciences.

=STS 0003 90 hrs., 3 vc.

Introduction to Surgical Technology

Prerequisite: HSC 0005.

Corequisite: STS 0003L.

This course introduces the student to the discipline of surgical technique. Introduction to the program and facilities, mental health/personal hygiene, professional ethics, the design of the surgical suite, the health care team, legal issues in patient care, affirmative impact statement, asepsis/infection control, instrument cleaning methods for prevention of infection, sterilization methods for prevention of infection, chemical disinfection, and environmental sanitation.

=STS 0003L 60 hrs., 2 vc.

Introduction to Surgical Technology Lab/Clinical \$48.00 lab fee

Prerequisite: HSC 0005.

Corequisite: STS 0003.

Lab and clinical practicum to accompany STS 0003, Introduction to Surgical Technology.

=STS 0120 30 hrs., 1 vc.

Surgical Specialties I

Prerequisite: STS 0155 and STS 0155L.

Corequisite: STS 0120L.

This course is designed to prepare students for surgical procedures including review of anatomy regarding eye, ear, nose, and throat surgery, diagnostic procedures and relevant equipment, supplies, and techniques. Depth of coverage will be determined by the Core Curriculum for Surgical Technologists published by the Association of Surgical Technologists.

=STS 0120L 15 hrs., 0.5 vc.

Surgical Specialties I Lab \$60.00 lab fee

Prerequisites: STS 0155 and STS 0155L.

Corequisite: STS 0120.

Lab to accompany STS 0120, Surgical Specialties I.

=STS 0121 30 hrs., 1 vc.

Surgical Specialties II

Prerequisite: STS 0120 and STS 0120L.

Corequisite: STS 01221L.

Course is designed to prepare students for surgical procedures including review of anatomy, relevant equipment, supplies, and techniques regarding maxillary/mandibular surgery, oral surgery, genito-urinary surgery, gynecological surgery, orthopedic surgery, neurosurgery, cardiovascular surgery, and general surgery. Depth of coverage will be determined by the Core Curriculum for Surgical Technologists published by the Association

of Surgical Technologists.

=STS 0121L 15 hrs., 0.5 vc.

Surgical Specialties II Lab \$61.00 lab fee

Prerequisite: STS 0120 and STS 0120L.

Corequisite: STS 01221.

Lab to accompany STS 0121, Surgical Specialties II.

=STS 0122 30 hrs., 1 vc.

Surgical Specialties III

Prerequisite: STS 0121 and STS 0121L.

Corequisite: STS 0122L.

Course is designed to prepare students for surgical procedures including review of anatomy, relevant equipment, supplies, and techniques regarding thoracic surgery, emergency room activities, plastic surgery, and pediatric surgery. Depth of coverage will be determined by the Core Curriculum for Surgical Technologists published by the Association of Surgical Technologists. Course also prepares students for employment in the surgical technologist field.

=STS 0122L 15 hrs., 0.5 vc.

Surgical Specialties III Lab \$60.00 lab fee

Prerequisites: STS 0121 and STS 0122L.

Corequisites: STS 0122.

Lab to accompany STS 0122, Surgical Specialties III.

=STS 0155 105 hrs., 3.5 vc.

Surgical Techniques and Procedures

Prerequisite: STS 0003 and STS 0003L.

Corequisite: STS 0155L.

Course is designed to introduce students to aseptic technique, infection control practices, duties of the circulator role, duties of the scrub role, suture material/wound closure, surgical needles, staples, instruments, wound healing and homeostasis, drains, dressings, incisions, and relevant terminology, pharmacology, and anesthesia principles to the duties of surgical procedure.

=STS 0155L 135 hrs., 4.5 vc.

Surgical Techniques and Procedures Lab/Clinical

\$60.00 lab fee

Prerequisites: STS 0003 and STS 003L.

Corequisite: STS 0155.

Lab and clinical practicum to accompany course STS 0155, Surgical Techniques and Procedures.

=STS 0255L 180 hrs., 6 vc.

Surgical Procedures Clinical I

Prerequisite: STS 0155 and STS 0155L.

Course is designed to prepare students for surgical procedures including the role of the scrub person including assisting team members to gown/glove, draping the sterile field, medical weights and measures/edicines/dosages, instrument identification and preparation, draping the patient, adhering to aseptic technique, sterilizing, chemical disinfection, preparing supplies and special equipment, passing instruments, supplies, and sutures to the surgeon, cutting sutures, holding retractors, cardiopulmonary resuscitation, instrument, sponge, and sharps count, administrative tasks and preparing operating room tables and lights. The role of circulator will include surgical preparation of the patient, positioning, and assisting in the administration of blood, plasma, transfusions, and injections. This course prepares students to meet the "standard" category regarding level of performance. Depth of coverage and case completion requirements will be determined by the Core Curriculum for Surgical Technologists published by the Association of Surgical Technologists.

=STS 0256L 180 hrs., 6 vc.

Surgical Procedures Clinical II

Prerequisite: STS 0255L.

This course is designed to prepare students for performing preoperative, intra-operative, and postoperative surgical procedures including the role of the scrub person regarding safety practices, work attitudes, professional ethics and legal requirements, reporting, documentation of work areas. Course prepares students to meet the "standard" category regarding level of performance. Depth of coverage and case completion requirements will be determined by the Core Curriculum for Surgical Technologists published by the Association of Surgical Technologists.

=STS 0257L 190 hrs., 6.5 vc.

Surgical Procedures Clinical III

Prerequisite: STS 0256L.

Course is designed to prepare students for performing preoperative, intra-operative, and postoperative surgical procedures. Course prepares students to meet "standard" category regarding level of performance. Depth of coverage and case completion requirements will be determined by the Core Curriculum for Surgical Technologists published by the Association of Surgical Technologists.

=STS 0803 45 hrs., 1.5 vc.

Pharmacology & Anesthesia

Corequisite: STS 0803L.

Course is designed to introduce students to most commonly used pharmacological agents in surgery, pre-post-, and intraoperatively, stressing identification, handling, and usage.

=STS 0803L 15 hrs., 0.5 vc.

Pharmacology & Anesthesia Lab \$24.00 lab fee

Corequisite: STS 0803.

Lab to accompany STS 0803, Pharmacology and Anesthesia.

=STS 0804 60 hrs., 2 vc.

Basic Microbiology

This course covers the characteristics and activities of microorganisms. It surveys the various microbial groups, especially the bacteria, viruses, and fungi, with emphasis on pathogenic forms. Bacterial growth, metabolism, and genetics are discussed in some detail. Theories and methods of destruction, removal, and inhibition of microorganisms in the environment are studied, as well as how the human body's natural defenses act to protect us against pathogenic microorganisms, principles of wound healing, and how chemotherapeutic agents assist in this task. Various significant aspects of several infectious diseases that occur in humans are also covered.

THEATRE

THE 1925 3 hrs., 1 cr.

Play Production

Participation in theatrical productions with work in preparation and performance, including both acting and technical fields. (May be repeated up to three times for credit.)

THE 2000 3 hrs., 3 crs.

Understanding Theatre

Prerequisite: Satisfactory reading scores on the Florida College-Level Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C."

(Meets Area I Humanities Requirements)

Introduction to theatre with stress on the performer-audience relationship. Theatrical styles, dramatic structure, technical design, acting techniques, and criticism studied within a framework of aesthetic exchange between the actors and their audience.

THE 2071 3 hrs., 3 crs.

Survey of Film

Prerequisite: Satisfactory reading scores on the Florida College-Level

Entry Placement Test or completion of REA 0002 or REA 1930 with a minimum grade of "C." (Meets Area I Humanities requirement).

An introduction to the film industry. Covers silent cinema, the Hollywood studio era, contemporary world cinema. These topics are treated by exploring the aesthetic aspects of film and by examining its economics and sociology.

THE 2305 3 hr., 3 cr.

Script Analysis

Prerequisites: THE 2000, TPP 2110

An introduction to dramatic structure and methods of script analysis as a preparation for writing, directing, designing, performing and criticizing plays.

TPA 1290 1 hr., 1 cr.

Technical Lab

Practical experience in the operation of stage equipment.

TPA 2000 3 hrs., 3 crs.

Theatre Design Basics

Prerequisite: THE 2000.

Basic design skills for scenic, lighting, and costume design using color, grayscale, textures, and symmetry to create a strong stage presence.

TPA 2200 3 hrs., 3 crs.

Stagecraft \$12.00 lab fee

This course serves as an introduction to the technical aspects of theatre. It will provide a basic understanding of tools and their operation in set construction along with providing opportunities to apply that knowledge. In addition, this course will cover other backstage topics such as paint, rigging, and electrics.

TPP 1500 3 hrs., 3 crs.

Movement Techniques for the Theatre

In-depth study of inner resources: Believable action through developing imagination, observation, concentration, sense recall, emotional response as preparation for stage movements, crosses, gesturing, body positions, motivation and stage business. Practical application of movement studies will be made through class use of scenes from plays or one-act plays.

TPP 1700 3 hrs., 3 crs.

Voice Techniques for the Theatre

In-depth study of improving voice techniques, oral reading, retelling stories, interpreting lines and memorization. Application of techniques will be made through reading poetry, scenes and scripts for commercials, television, and radio. Voice for the theatre and amplified voice techniques are included.

TPP 2110 3 hrs., 3 crs.

Acting I

Study of the acting process, including basic acting techniques, preparation, improvisation, role-playing, text analysis, and character development with emphasis on a truthful and honest approach.

TPP 2111 3 hrs., 3 crs.

Acting II

Prerequisite: TPP 2110 or consent of instructor.

Advanced study of characterization through the use of effective preparation, the review of essential acting techniques, and the application of these in monologues, scenes, and audition pieces.

TPP 2250 3 hrs., 3 crs.

Introduction to Musical Theatre

Study of musical theatre analysis, creation, and performance applied through the study of voice, dance, and acting.

TPP 2300 3 hrs., 3 crs.

Applies only to A.S. degree, A.A.S. degree, and certificate programs.

+ Prerequisites required. See course descriptions in catalog.

= PSAV course.

* Minimum grade of "C" required.

Directing I

Prerequisites: THE 2000 and TPP 2110 or permission of instructor.

Introduction to the fundamental principles and techniques of play direction to include script selection and analysis, casting, composition, picturization, blocking, interpretation, and staging of plays.

WELLNESS AND PHYSICAL EDUCATION

No more than two physical education activity courses may be counted toward the 60 hours for graduation.

HLP 1081 3 hrs., 2 crs.

Wellness \$4.00 lab fee

This course is designed and organized so that students of all ages, interests, physical conditions, and activity levels will become more knowledgeable of appropriate wellness and lifestyle choices. Topics covered will include but not be limited to wellness, health, flexibility and strength, cardiovascular endurance, nutrition, weight control, stress, drug and alcohol use, and related issues. There will be a lifetime recreation or lifetime fitness activity component as a part of each class. This course will count as an academic elective.

HLP 2084 2.5 hrs., 2 crs.

Advanced Exercise Prescription

Prerequisite: Permission of Instructor

Corequisite: HLP 2084L

This course is designed to bridge the gap between clinical exercise related coursework and the practical application of sound health and fitness programming. Students will learn how to properly screen and evaluate clients for safe participation in an exercise program, design and implement exercise prescriptions for multiple populations and goal attainment, and apply the principles of exercise in a personal training environment. A Personal Training Certification is available through the National Council of Strength and Fitness upon successful completion of the course.

HLP 2084L 2.5 hrs., 1 cr.

Advanced Exercise Prescription Lab \$7.00 lab fee

Prerequisite: Permission of Instructor

Corequisite: HLP 2084

This course is taken in conjunction with HLP 2084 and is necessary for practicing and mastering exercise testing and physical skills associated with HLP 2084.

HSC 1403C 3 hrs., 3 crs.

First Aid, Personal Safety, and Basic Life Support Techniques

\$12.00 lab fee

A study of standards and accepted principles of first aid. Discussion and laboratory practice in dressings and bandages, wounds and their care, artificial respiration and cardiopulmonary resuscitation, poisons, fractures, burns, and transportation of the injured. This course will count as an academic elective.

HSC 2100 3 hrs., 3 crs.

Personal and Community Health

This course is designed to improve the quality of health, and to explore crucial health issues. This course encourages a more knowledgeable and proactive stance towards maintaining good health. This course will count as an academic elective.

PEL 1214 2 hrs., 1 cr.

Intercollegiate Softball Workshop

An activity course designed to serve varsity women's softball team members.

PEL 1219 2 hrs., 1 cr.

Intercollegiate Baseball Workshop

An activity course designed to serve varsity baseball team members.

PEL 1324 2 hrs., 1 cr.

Intercollegiate Volleyball Workshop

An activity course designed to serve the varsity women's volleyball team members.

PEL 1621 2 hrs., 1 cr.

Theory and Practice of Basketball \$2.00 lab fee

This course is designed for students to gain a working knowledge of rules, theory, and strategy of the sport of basketball through lecture, video, and on court demonstration and practice.

PEL 1624 2 hrs., 1 cr.

Intercollegiate Basketball Workshop

An activity course designed to serve varsity basketball team members.

PEM 1116 2 hrs., 1 cr.

Lifetime Fitness \$2.00 lab fee

This course is designed to improve or maintain strength and fitness levels through cross training. Activities such as weight training, land aerobics, water aerobics, walking and jogging are included. Emphasis is on fitness and proper exercise techniques.

PEM 1131 2 hrs., 1 cr.

Weight Training \$2.00 lab fee

This course is designed to improve or maintain strength and fitness levels through weight training. Emphasis is on fitness and proper use of weight equipment.

PEM 1953 2 hrs., 1 cr.

Cheerleading Workshop

Prerequisite: Consent of instructor.

Practice of fundamentals and techniques of cheerleading.

PEM 2171 2 hrs., 1 cr.

Aerobics \$2.00 lab fee

This course is designed to improve cardiovascular fitness through dance and exercise.

PEN 1171 2 hrs., 1 cr.

Water Aerobics \$5.00 lab fee

This course is designed and organized so students can maintain and/or improve their health and fitness. Instruction in water exercises will contribute to the strength, flexibility, and cardiovascular endurance of the student. NOTE: Swimming skills are not a prerequisite.

PEN 1172 2 hrs., 1 cr.

Fitness Swim \$5.00 lab fee

Prerequisite: PEN 1121 or complete basic water skills test the first day of class.

This course is a noncompetitive but structured lap-swim program combined with stroke analysis and training techniques. The course is designed so students can maintain and/or improve their health and fitness.

PEN 2114 4 hrs., 2 crs.

Lifeguard Training \$7.00 lab fee

Prerequisite: Student must pass a basic water skills test the first class meeting.

This course is designed to help students understand the lifeguard/ employer relationships. The course provides explanations, demonstrations, practice, and review of the rescue skills essential for lifeguards. Fitness swimming will also be included as a component of this course. Upon successful completion, students will be eligible for Red Cross course completion cards in Lifeguard Training, Community First Aid and Safety, CPR for the Professional Rescuer, and Preventing Disease Transmission.

PEN 2136 6 hrs., 3 crs.
Basic Skin and SCUBA Diving \$125.00 lab fee
(The lab fee covers buoyancy compensator, regulator, tank rental, and air fills. Students must provide mask, fins, snorkel, dive gloves, and boat dives.)
Prerequisite: Student must pass a basic water skills test the first class meeting.
This course provides an orientation and introduction to physics of diving; anatomy; barotrauma, decompression sickness and decompression tables; general diving and scuba operation and maintenance; diving first aid and CPR; dive planning, environment and marine life.

PEO 1932 2 hrs., 1 cr.
Adapted Aquatics \$5.00 lab fee
This course is designed to help students with disabilities formulate concepts of safe practice when in an aquatic environment; learn and improve their physical aquatic skills relative to survival, efficient propulsion, and noncontact rescue; and provide an opportunity to improve or maintain physical fitness. NOTE: Swimming skills are not a prerequisite.

PEO 2003 3 hrs., 3 crs.
Sports Officiating
This course is designed to provide students with a working knowledge of sports officiating through the use of lecture, videos, and practical experience. Interpretation of rules from a selection of sport activities will be included. This course will count as an academic elective.

PET 26223 hrs., 3 crs.
Care and Prevention of Athletic \$12.00 lab fee
Injuries
This course is designed to provide students with the knowledge and understanding of the principles and techniques involved in the prevention and care of athletic injuries.

WOMEN'S STUDIES

WST 2010 3 hrs., 3 crs.
Introduction to Women's Studies: Women and Their Communities
This course introduces students to the study of major issues relevant to the female experience in Western Civilization and to the significance of gender in society. Students will be exposed to the major feminist theories that have shaped scholarship and lives. Emphasis will be placed upon the ways in which women have responded to the challenge of community.

FLORIDA'S STATEWIDE COURSE NUMBERING SYSTEM

Courses in this catalog are identified by prefixes and numbers that were assigned by Florida's Statewide Course Numbering System (SCNS). This numbering system is used by all public postsecondary institutions in Florida and 31 participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions. Students and administrators can use the online Statewide Course Numbering System to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is at the SCNS website at <http://scns.fldoe.org>.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the Statewide Course Numbering System. The list of course prefixes and numbers, along with their generic titles, is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course profiles."

Example of Course Identifier

Prefix
Level Code
(first digit)
Century Digit
(second digit)
Decade Digit
(third digit)
Unit Digit
(fourth digit)
Lab Code

SYG
1
0
1
0

Sociology, General
Lower (Freshman) Level at this institution
Entry-Level General Sociology
Social Problems Survey Course
Social Problems
No laboratory component in this course
General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions. (Exceptions are listed below.)

For example, a survey course in social problems is offered by 34 different postsecondary institutions. Each institution uses "SYG_010" to identify its social problems course. The level code is the first digit and represents the year in which students normally take the course at a specific institution.

In the SCNS taxonomy, "SYG" means "Sociology, General," the century digit "0" represents "Entry-level General Sociology," the decade digit "1" represents "Survey Course," and the unit digit "0" represents "Social Problems."

In science and other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course, having the same prefix and course number without a lab indicator, which meets at a different time or place.

Transfer of any successfully completed course from one institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, SYG 1010 is offered at a community college. The same course is offered at a state university as SYG 2010. A student who has successfully complete SYG 1010 at the community college is guaranteed to receive transfer credit for SYG 2010 at the state university if the student transfers. The student cannot be required to take SYG 2010 again since SYG 1010 is equivalent to SYG 2010. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or sub-category of knowledge. The prefix is not intended to identify the department in which course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the General Rule for Equivalency

The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution:

- A. Courses not offered by the receiving institution.
- B. For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question.
- C. Courses in the _900-999 series are not automatically transferable, and must be evaluated individually. These include such courses as Special Topics, Internships, Practica, Study Abroad, Thesis and Dissertations.
- D. College preparatory and vocational preparatory courses.
- E. Graduate courses.
- F. Internships, practica, clinical experiences, and study abroad courses with numbers other than those ranging from 900-999.
- G. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice are not guaranteed as transferable..

Questions about the Statewide Course Numbering System and appeals regarding course credit transfer decisions should be directed to Dr. Jeffry Stevenson, Chief Economic Development Officer at Gulf Coast Community College or the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the Statewide Course Numbering System office at (850) 245-0427, SunCom 205-0427 or via the internet at <http://scns.fldoe.org>.

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Stewart, Richard B. (1979)

Chair of Business Division
B.S., Troy State University
M.B.A., Florida State University
Securities Diploma, New York Institute of
Finance

Stirn, Patricia L. (1996)

Assistant Coordinator of Network Services
A.S., Gulf Coast Community College

Storck, Dennis D. (1999)

Coordinator of Cooperative Education
B.S., Miami University
M.B.A., Miami University
M.A.S., Embry Riddle Aeronautical University

Stylianou, Barbara M. (1998)

Mathematics Learning Manager
M.S., University of Warsaw

Suggs, T. Sue (1974)

Chair of Health Sciences
A.S., Gulf Coast Community College
B.S., University of West Florida
M.S., Florida State University

Thomes, Christopher P. (2005)

Executive Director of Media & Community
Relations
B.S., University of Florida
M.S., Florida State University

Tidwell, R. Jerome (1984)

Associate Professor of Computer Science
A.A., Enterprise State Junior College
A.A.S., Enterprise State Junior College
B.S., University of West Florida
M.S., Florida State University

Tingler, Yolanda M. (2004)

Learning Manager, Sign Language Interpreter
A.A.S., Sinclair Community College

Todd, Sharon O. (1988)

Director of Enrollment Services
A.A., Gulf Coast Community College
B.S., Florida State University
M.S., Florida State University

Trentanelli, Elizabeth (2004)

Associate Professor of Political Science
B.A., Florida State University
M.P.A., University of South Florida

Van Dalen, Linda B. (1982)

Coordinator of Disability Support Services
A.S., Ricks College
B.S., Brigham Young University
M.S., Virginia Commonwealth University

VanDerSchaaf, DeeAnn (2004)

Coordinator of Radiography Program
A.A.S., Houston Community College
B.S.R.S., Midwestern State University

Vandervest, James R. (1980)

Professor, Drafting
B.S., Western Michigan University
M.S., Western Michigan University

VanNette, Tara (2006)

Assistant Professor of Philosophy & Religion
B.A., Heidelberg College
M.A., Cleveland State University

Vossler, Lauren M. (2008)

Assistant Coordinator of Financial Aid
A.A., Gulf Coast Community College
B.A., Florida State University
M.S., Florida State University

Walker, Rosemary N. (2008)

Instructor, Business
B.S., University of Tennessee
M.Acc., Samford University

Wall, Mary E. (1994)

Assistant Coordinator of Public Safety
A.A., North Florida Junior College
B.S., Florida State University

Wallace, Arnold Lynn (1989)

Director of Developmental Studies
B.A., Pennsylvania State University
M.A., Pennsylvania State University

Walls, Alice F. (2004)

Coordinator of Enrollment Services
A.S., Eastfield Community College
B.A., Warner Southern College
M.S., University of West Florida

Walsingham, Kelli S. (2006)

Assistant Coordinator, Physical Therapist
Assistant Program
A.A., Gulf Coast Community College
A.S., Gulf Coast Community College

Walz, Robert J. (2003)

Interim Coordinator, Small Business
Development Center
B.A., University of New Orleans
M.B.A., University of Houston

Washington, Jr., Mosell (1989)

Director of Human Resources
A.A., Gulf Coast Community College
B.S., Florida State University
M.S., Florida State University

Watson, Lisa L. (1998)

Coordinator of Passport Program
B.A., University of West Florida

Webb, Jamieson D. (2003)

Assistant Professor of Physical Science
B.S., Auburn University
M.S., Auburn University

Wells, Douglas A. (2001)

Assistant Professor of English
A.A., Florida Community College at
Jacksonville
B.A., University of South Florida
M.A., University of South Florida

West, Barbara E. (1998)

Passport Program Specialist
B.S.N., Virginia Commonwealth University
M.B.A., Florida State University

West, Kenneth P. (2008)

Instructor, Social Sciences
A.A., Ricks College
B.A., Brigham Young University
M.A., Yale University Divinity School

Westcott, John D. (2007)

Campus Superintendent, Maintenance &
Operations

Westlake, Christopher J. (2000)

Associate Director of Financial Aid
B.S., Southeast Missouri State University
M.B.A., Florida State University

Wheeler, Donna G. (1991)

Assistant Professor of Nursing
B.S.N., Florida State University
M.S.N., Florida State University

Whittington, Susan S. (2001)

Coordinator of Financial Services, Workforce
Development
B.S., University of West Florida

Williams, A. Scott (2003)

Assistant Coordinator of Emergency Medical
Services
B.S., University of West Florida

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Assistant Coordinator of Radiography
A.S., Gulf Coast Community College

Williams, Willard J. (1984)

Associate Professor of Business
A.A., Gulf Coast Community College
B.A., University of West Florida
M.B.A., University of West Florida

Wilson, Gerry S. (1984)

Chair of Mathematics
B.A., Emory University
M.A., Northwestern University

Winther, Nicoleila (2003)

Coordinator of Career Development Center
B.A., Florida State University

Wise, Stephen C. (1998)

Assistant Coordinator of Health Sciences
Admissions
B.S., Troy State University

Wolfe, Gregory C. (1991)

Chair of Wellness & Athletics
A.A., Gulf Coast Community College
B.S., Florida State University
M.S., Florida State University

Womble, Lauriann (2007)

Assistant Coordinator of Dental Assisting
A.S., Gulf Coast Community College
A.A., Gulf Coast Community College

Wood, Danella (2000)

Assistant Coordinator of
Workforce Development
A.A., Gulf Coast Community College
B.S., University of West Florida

Wood, Glenda M. (2007)

English Learning Manager
B.S., Florida State University

Woodham, Patti D. (1998)

Associate Professor of English
B.A., University of Alabama
M.A., University of Alabama

Zacchio, Tony J. (2001)

Manager II
A.A., Gulf Coast Community College
B.S., University of Florida

Zimmerman, Li A. (2008)

Web Programmer
B.S., Jacksonville State University
M.S., University of Kentucky

Zombori, Sandor J. (2008)

Chef Instructor
B.S., University of Massachusetts

CAREER SERVICE PERSONNEL**Ackerman, Michael (2006)**

Groundskeeper

Akins, Debra B. (2000)

Data Analyst

Ash, Candy S. (1998)

Administrative Secretary
B.S., Florida State University

Banks, Melissa A. (2006)

Senior Bookkeeper
A.A., Chipola Jr. College

Barker, Mary E. (1985)

Executive Administrative Assistant

Bennett, Dorrie E. (Beth) (1990)

Executive Administrative Assistant

Bishop, Megan (2005)

Senior Administrative Assistant

Black, Mary J. (2004)

Sign Language Interpreter

Bonanno, Carol L. (2007)

Administrative Assistant

Brannon, Toby J. (1986)

Senior Administrative Assistant

Brewer, Carol A. (2006)

Senior Administrative Assistant

Brown, Darby H. (2000)

Senior Administrative Assistant

Brown, Harold (2000)

Custodian

Broxson, Glenda P. (1996)

Administrative Assistant
A.A., Gulf Coast Community College

Bruner, Kevin A. (2004)

Lead Network Support Technician
A.A., Gulf Coast Community College
B.A., University of West Florida

Buckner, Thomas L. (2003)

Intake Orientation Assistant

Burkett, Brenda S. (1999)

Administrative Assistant

Cain, Larry L. (2002)

Facilities Maintenance, Remote Campus

Cannon, Lori A. (2004)

Administrative Assistant
A.A., Gulf Coast Community College

Carter, Curtis J. (1986) Producer/Specialized Programs A.S., Gulf Coast Community College	Doherty, Daniel L. (2003) Custodial Supervisor	Heltman, Jerry F. (1999) Maintenance Mechanic III
Caruso, Carol P. (2001) Switchboard Operator	Duhon, Daniel W. (2005) Computer Technician	Hendrix, Eileena K. (1990) Sign Language Interpreter
Cassani, Tamara M. (2000) Executive Administrative Assistant A.A., Gulf Coast Community College	Dula, John P. (2006) Computer Lab Assistant A.A., Gulf Coast Community College	Hesketh, Ann P. (2000) Senior Administrative Assistant
Cato, Linda B. (2003) Senior Clerk Typist	Dull, Richard A. (2006) Groundskeeper	Hewitt, Kathryn L. (1996) Senior Administrative Assistant
Chan, Gerard D. (1992) Inventory Manager	Dutton, James T. (2003) Groundskeeper	Hillard, Randal J. (1999) Computer Maintenance Technician B.S., S. Dakota State University M.S., University of S. California
Chappelle, Geraldine (1999) Administrative Assistant	Edwards, Carla R. (2006) Executive Administrative Assistant	Holland, Anna E. (2007) Senior Administrative Assistant B.S., American InterContinental University
Childers, Peggy K. (1977) Executive Administrative Assistant	Everett, Tyrone (2005) Facilities Maintenance, Remote Campus	Hughes, Bobby E. (2000) Senior Clerk Typist A.S., Troy University B.S., Troy University M.S., Troy University
Chisolm, Glenda (2006) Program Assistant	Fralick, Robin B. (2004) Computer Lab Technician	Hughes, Thomas M. (2005) Media Services Assistant
Cline, Barbara (2007) E-Learning Assistant	Fuller, Jr., John W. (2008) Auxiliary Worker IV A.A., Gulf Coast Community College B.S., Florida State University M.S., Troy University	Jenkins, Hilary A. (1996) Maintenance Mechanic III A.S., Gulf Coast Community College
Coggeshall, Cindy L. (2003) Senior Administrative Assistant A.S., Gulf Coast Community College	Freeman, Lonnie C. (1994) Custodian	Jones, Carin H. (2000) Senior Administrative Assistant
Collins, George J. (1989) Custodian	Garcia, James R. (2005) Custodian	Jones, Edwin L. (2005) Facilities Maintenance, Remote Campus
Cook, Richard A. (1999) Computer Operator	Gilbert, Barbara A. (1992) Senior Administrative Assistant	Keesler, Pamela S. (1996) Selections Center Assistant
Cobb, Anthony J. (2008) Senior Administrative Assistant	Gillespie, Thomas L. (2002) Custodian	Kelly, Elizabeth A. (2002) Executive Administrative Assistant
Costa, Don A. (1987) Groundskeeper	Gilmore, Mary S. (1986) Auxiliary Services Worker III	Kight, Christina L. (1998) Senior Clerk Typist
Courtney, Janice E. (1990) Postal Operations Assistant	Givens, Lee F. (2005) Custodian	Krampota, Tom J. (1992) Custodian
Crawford, Louise S. (2008) Receptionist B.S., University of Florida M.A., University of Tennessee	Good, Brenda L. (1994) Bookkeeper	Krutchek, Kimberly A. (2002) Media Services Technician
Crawford, Wallace M. (1977) Program Associate	Hall, Glynn B. (2005) Computer Network Technician	Kuczenski, Jacqueline L. (1984) Senior Administrative Secretary A.A., Thornton Community College
D'Aoust, Mary H. (2005) Program Assistant	Hansen, Gale G. (2005) Senior Clerk Typist A.S., Gulf Coast Community College	LaCasse, Colette (1999) Administrative Assistant
Del Hoyo, Katie L. (2007) Testing Assistant	Hart, Donald E. (2006) Custodian	Lamberson, John M. (2000) Administrative Assistant
DeLos Santos, Caty (1997) Auxiliary Service Worker III	Head, Connie S. (2003) Senior Library Assistant A.A., Gulf Coast Community College B.S., Florida State University	
Devilbiss, James (2007) Printer		

Applies only to A.S. degree, A.A.S. degree, and certificate programs.

+ Prerequisites required. See course descriptions in catalog.

= PSAV course.

* Minimum grade of "C" required.

- Lindman, Lisa I. (2001)**
Executive Administrative Assistant
A.A., Gulf Coast Community College
- Lipscomb, Theresa L. (2007)**
Auxiliary Service Worker III
- Lloyd, Evelyne M. (2007)**
Administrative Assistant
- Long, James R. (1985)**
Maintenance Mechanic II
- Long, Kelley R. (2001)**
Intake Orientation Assistant
- Long, Margaret A. (1990)**
Senior Clerk Typist
- Lowder, Latangela F. (2001)**
Auxiliary Service Worker III
- McAfee, Nancy K. (2006)**
Records and Credentialing Assistant
- McClinton, Horace (1999)**
Custodian
- McCorvey, Michael (1976)**
Custodian
- McCoy, Margie Y. (1985)**
Membership Associate, WKGC
- McNear, Latoria O. (1998)**
Custodian
- Merritt, Robin A. (2003)**
Senior Employment Representative
A.A., Gulf Coast Community College
A.S., Gulf Coast Community College
- Millett, Wayne C. (1976)**
Receiving & Inventory Clerk
- Mineer, Debra L. (1999)**
Receptionist
A.S., Enterprise State Jr. College
- Mitchell, Marcia J. (2001)**
Senior Administrative Assistant
A.A., Everett Community College
- Morgan, Michael A. (2002)**
Heating/Air Conditioning Technician
- Murphy, Dolores N. (1976)**
Executive Administrative Assistant
B.F.A., University of Georgia
- Packard, Linda G. (2002)**
Custodian
- Palmieri, Charles J. (2005)**
Lead Network/Telecommunications Technician
- Peterson, Donna W. (2006)**
Executive Administrative Assistant
- Phillips, Janice L. (1974)**
Senior Library Assistant
- Pittman, Edgar L. (1979)**
Lead Groundskeeper
- Poomarat, Somboon T. (2007)**
Groundskeeper
- Katrina Porter (2007)**
Financial Aid Assistant
- Price, Archie W. (2008)**
Groundskeeper
- Ramsey, Rebecca L. (2008)**
Financial Aid Assistant I
A.A., Quinsigamond Community College
- Rice, Ronald W. (2001)**
Maintenance Mechanic, Remote Campus
- Riley, Josephine (1997)**
Custodian
- Rissmann, Mark A. (1999)**
Maintenance Mechanic I
- Robertson, Katherine H. (1997)**
Administrative Secretary
- Robinson, Derek A. (1998)**
Custodian
- Rogers, Catherine (2005)**
Senior Clerk Typist
- Roldan, Helen M. (1995)**
Senior Administrative Assistant
A.S., Gulf Coast Community College
- Ruggieri, Mark J. (2006)**
Custodian
- Sapp, Beverly A. (2002)**
Senior Administrative Assistant
A.A., Gulf Coast Community College
- Sheffield, Darren E. (2006)**
Custodian
- Slendorn, Patricia E. (1991)**
Auxiliary Service Worker I
- Smith, Franlisa (2006)**
Senior Library Assistant
A.A., Chipola College
B.S., Florida State University
- Soderquist, Margaret A. (1976)**
Senior Bookkeeper
- Scott, Thomas C. (2006)**
Groundskeeper
- Spencer, Scott T. (2003)**
Senior Administrative Assistant
- Stanley, Susan D. (2001)**
Senior Clerk Typist
- Steele, Michelle (2003)**
Senior Administrative Assistant
- Stephens, Willie J. (1977)**
Custodian
- Striplin, Roy B. (2000)**
Maintenance Mechanic II
- Takahashi, George H. (1994)**
Maintenance Mechanic III
- Terryn, Dorothy A. (1986)**
Senior Bookkeeper
A.A., Gulf Coast Community College
- Thomasson, Barbara (1994)**
Senior Administrative Assistant
- Thompson, Ronald A. (2003)**
Bus Driver
- Varner, Arnold C. (1990)**
Heating and Air Conditioning Technician
- Varnum, Jerry A. (1996)**
Computer Operator/Programmer
A.S., Gulf Coast Community College
- Vaughn, Jackie A. (1994)**
Administrative Assistant
- Vista, Tito N. (1998)**
Maintenance Mechanic II
- Walker, Shirley A. (1998)**
Custodian
- Wall, Catherine J. (2007)**
Senior Clerk Typist
- Ware, Jesse L. (1987)**
Print Shop Manager
- Warren, Morrissa A. (2005)**
Senior Administrative Assistant
A.A., Gulf Coast Community College
- Washington, Brenda S. (1998)**
Senior Administrative Assistant
- Watson, Alvin L. (2007)**
Custodian
- Watson, Ronney L. (1982)**
Grounds Supervisor
- White, John A. (2001)**
Producer/News Reporter

White, Willie H. (1990)

Custodian

Whitehead, Carlos V. (1990)

Facilities Management Supervisor

Wilkes, Eileen S. (1986)

Executive Administrative Assistant to the President

A.S., Albany Business College

Willbanks, Charlotte M. (1993)

Senior Purchasing Assistant/Buyer

A.A., Gulf Coast Community College

A.S., Gulf Coast Community College

Williams, Donna K. (2005)

Executive Secretary, Workforce Board

Williams, LaShavia D. (2005)

Administrative Assistant

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Gulf Coast Community College ADMISSIONS APPLICATION FORM

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Main Campus
5230 W. Hwy 98
Panama City, FL 32401
(850) 872 3892
www.gulfcoast.edu | <input type="checkbox"/> Gulf/Franklin Campus
3800 Garrison Avenue
Port St. Joe, FL 32456
(850) 227 9670 | <input type="checkbox"/> North Bay Campus
637 Highway 2300
Southport, FL 32409
(850) 747 3233 | <input type="checkbox"/> Tyndall Air Force Base Office
921 Beacon Bch Rd, Bldg. 1238
Tyndall Air Force, FL 32403
(850) 283 4332 |
|---|---|--|--|

COLLEGE INFORMATION AND INSTRUCTIONS TO APPLICANTS

Admissions: Submit your application form and residency statement to the Office of Admissions and Records at the main campus, Gulf/Franklin Campus or North Bay Campus. Tyndall Air Force Base students may submit applications to GCCC Tyndall AFB Office. Be certain to complete and document residency information. If you are a dependent, your parents or legal guardian must show proof of residency and sign as the claimant. Failure to complete will delay your admission to the college.

Residency Statement: The Residency Statement is required of all students and is used to determine the assessment of tuition and fees in accordance with Florida Statute. Complete details regarding the determination of a student's residency status may be found on the following website: http://www.facts.org/html_sw/residencyGuidelines.html

Academic Documentation: An "Official" transcript of grades, which states the graduation date or satisfactory GED test scores, is required for admission and it has to be sent directly from the sending institution to the Admissions Office. **Hand-delivered copies cannot be accepted.** Bay, Gulf, and Franklin County high school transcripts will be requested electronically. If you want GCCC to request your transcript, please call (850) 769-1551 ext. 4890. College transfer students are not required to submit high school transcripts except for some limited access programs. Transfer students must request a transcript from each college or university attended.

Placement Test: All freshman students are required to satisfy the placement test requirements. Testing schedules are available at the Information Desk in the Student Union East, the GCCC Tyndall AFB Office, Gulf/Franklin campus and North Bay campus. **ACT and SAT scores may also be used for placement purposes.** Students may have their scores sent to the Testing Office at GCCC. Transfer students who have not earned College Credit in math and/or English must satisfy the placement test requirements. Student who earned college credits in these subject areas may register without testing, but course selection may be limited unless the student has evidence of grades in college level English or math. Students seeking admissions to our limited -access programs must take the placement test as part of the acceptance.

Academic Advising: A list of academic advisors is available from the Testing Office or the Information Desk in the Student Union East. Degree-seeking students should see the appropriate faculty advisor to obtain a course approval card. Non-degree seeking students should see a general counselor for a course approval card. General counselors are located in the Student Union East building.

ALL DEGREES AND CERTIFICATES OFFERED ARE FOUND ON PAGE ENTITLED - "WHAT IS YOUR EDUCATIONAL GOAL AT GCCC"

Associate In Arts Degree: Students at GCCC can earn an Associate in Arts degree, which enables them to transfer to colleges and universities as a junior. The AA degree provides general education courses equivalent to those offered to freshmen and sophomores in Florida state universities.

Associate In Applied Science Degree: The Associate in Applied Science (AAS) degree is awarded to students who complete a high concentration of specialized courses in a career field.

Associate in Science: The Associate in science (AS) degree is awarded to students who complete a minimum 60-credit hour program in a career field. Students take a high concentration of specialized technical courses in their chosen field of study and general education courses.

Criminal Justice Vocational Credit Certificate Programs: In addition to this application, students seeking admissions to the Criminal Justice Law Enforcement or Correctional Officer certificate programs must complete an application for the specific programs they are interested in. Contact the Division of Public Service at the Charles H. Abbott Center in Southport for specific deadlines.

Financial Aid: Financial aid recipients must make certain all necessary information is processed by the Financial Aid Office prior to registration. The Financial Aid Office is located in the Student Union East building.

Veterans Benefits: If you plan to apply for veterans benefits, you should contact Veterans Affairs in the Office of Admissions and Records to ensure all necessary information is processed prior to registration. For assistance call (850) 747-3210

Registration: Please check the published Class Schedule booklet for registration dates and times. After seeing an advisor, complete the registration card. Turn in your course approval card and registration card at a registration site.

Fee Payment: Please check the published class schedule booklet for fee payment information.

Students with Disabilities: Any student who has a disability or feels that he/she may need an accommodation based on the impact of a disability should contact the Office of Disability Support Services in room 59 of the Student Union East building or call (850) 872-3834 for assistance.

Student Email: All students will be provided an institutional email account. GCCC student email will be the official method of communication with students. For more information go to www.gulfcoast.edu and click on student email.

Ethnicity: Providing ethnicity (race) information is not required but assists GCCC in federal and state reporting in compliance with Title IV of the Civil Rights Act. The information will not be used in the admissions process in a discriminatory fashion.

***Social Security Number*:** Gulf Coast Community College request that you provide your social security number on the Application for Admissions. This number will be kept confidential and will be used only for state and federal reporting as required. Your SSN will not be provided to any other office at GCCC unless you choose to provide it. You are not required to disclose your SSN in accordance with **US Public Law 90-575**. However, the SSN is required of all students seeking federal financial aid and must be provided in order to obtain the **IRS** deduction for college attendance. GCCC provides each student a unique Student Identification Number that is **NOT** the SSN. The GCCC Student Identification Number is to be used for all transactions at the college.

Please Note: Gulf Coast Community College is dedicated to the concept of equal access and equal opportunity. The college will not discriminate because of race, color, religion, sex, age, national origin, marital status, disability or citizenship. The college's equity coordinator will address questions and concerns, and can be reached at the GCCC Human Resource Office, 5230 W. Hwy. 98, Panama City, FL., 32401-1058 (850) 872-3866.

WHAT IS YOUR EDUCATIONAL GOAL AT GCCC? (CHECK ONE!)

List appropriate program code (i.e. General College Transfer=GEN-AA) under ENROLLMENT STATUS on application

ASSOCIATE IN ARTS DEGREE PROGRAMS

- | | | |
|---|--|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Liberal Arts Studies (LIB-AA) <input type="checkbox"/> Pre-Accounting (ACCTG-AA) <input type="checkbox"/> Pre-Agricultural Science (FARM-AA) <input type="checkbox"/> Pre-Anthropology/Archaeology (ANTH-AA) <input type="checkbox"/> Pre-Architecture (ARCH-AA) <input type="checkbox"/> Pre-Art (ART-AA) <input type="checkbox"/> Pre-Biology (BIO-AA) <input type="checkbox"/> Pre-Biology Education (SCBED-AA) <input type="checkbox"/> Pre-Building Construction (BLCON-AA) <input type="checkbox"/> Pre-Business Administration (BUS-AA) <input type="checkbox"/> Pre-Business Teacher Ed. (BSTHR-AA) <input type="checkbox"/> Pre-Chemistry (CHEM-AA) <input type="checkbox"/> Pre-Chemistry Education (SCCED-AA) <input type="checkbox"/> Pre-Chiropractic Medicine (CHIR-AA) <input type="checkbox"/> Pre-Communication-Advert/PR (ADVER-AA) <input type="checkbox"/> Pre-Communication/Journalism (JOURN-AA) <input type="checkbox"/> Pre-Communication-Radio/TV (RTV-AA) <input type="checkbox"/> Pre-Communication/Speech (SPCH-AA) <input type="checkbox"/> Pre-Computer Science (CMPBU-AA) <input type="checkbox"/> Pre-Computer Science/Math Sci.(CMPSC-AA) <input type="checkbox"/> Pre-Criminology/Criminal Justice (LAW-AA) <input type="checkbox"/> Pre-Dental Medicine (DENT-AA) <input type="checkbox"/> Pre-Earth/Space Education (SCEED-AA) <input type="checkbox"/> Pre-Economics (ECON-AA) <input type="checkbox"/> Pre-Economics/Business (ECOBS-AA) <input type="checkbox"/> Pre-Elementary Teacher Ed. (ELTCH-AA) | <ul style="list-style-type: none"> <input type="checkbox"/> Pre-Engineering (ENGNR-AA) <input type="checkbox"/> Pre-English (ENGLH-AA) <input type="checkbox"/> Pre-Entomology (ENTOM-AA) <input type="checkbox"/> Pre-Environmental/Natural Sci.(ENVNS-AA) <input type="checkbox"/> Pre-Environmental Sc./Policy (ENVRP-AA) <input type="checkbox"/> Pre-Foreign Language (FORLG-AA) <input type="checkbox"/> Pre-Forestry (TREE-AA) <input type="checkbox"/> Pre-Geology (GEOL-AA) <input type="checkbox"/> Pre-Health Education (HLTH-AA) <input type="checkbox"/> Pre-Health Information Mgmt.(MEDRC-AA) <input type="checkbox"/> Pre-History (HIST-AA) <input type="checkbox"/> Pre-Information Technology (LIS-AA) <input type="checkbox"/> Pre-Landscape Op. & Mgmt.(LANDS-AA) <input type="checkbox"/> Pre-Legal Studies (LGLST-AA) <input type="checkbox"/> Pre-Marine Biology (MARBI-AA) <input type="checkbox"/> Pre-Mathematics (MATH-AA) <input type="checkbox"/> Pre-Mathematics Education (MTHED-AA) <input type="checkbox"/> Pre-Medical (MED-AA) <input type="checkbox"/> Pre-Medical Technology (MEDTC-AA) <input type="checkbox"/> Pre-Meteorology (METR-AA) <input type="checkbox"/> Pre-Middle School Science Ed(SCMED-AA) <input type="checkbox"/> Pre-Music (MUSIC-AA) <input type="checkbox"/> Pre-Nursing (NURSE-AA) <input type="checkbox"/> Pre-Nutrition, Food & Exer. Sci. (NUTSC-AA) <input type="checkbox"/> Pre-Occupational Therapy (OCCTH-AA) | <ul style="list-style-type: none"> <input type="checkbox"/> Pre-Oceanography (OCEAN-AA) <input type="checkbox"/> Pre-Optometry (OPTO-AA) <input type="checkbox"/> Pre-Ornamental Horticulture (PLANT-AA) <input type="checkbox"/> Pre-Pharmacy (PHARM-AA) <input type="checkbox"/> Pre-Philosophy (PHIL-AA) <input type="checkbox"/> Pre-Physical Education (PE-AA) <input type="checkbox"/> Pre-Physical Therapy (PT-AA) <input type="checkbox"/> Pre-Phyiscs (PHYSC-AA) <input type="checkbox"/> Pre-Physics Education (SCPED-AA) <input type="checkbox"/> Pre-Political Science (POLSC-AA) <input type="checkbox"/> Pre-Psychology (PSYCH-AA) <input type="checkbox"/> Pre-Radiologic Science (RADSC-AA) <input type="checkbox"/> Pre-Recreation (RECRE-AA) <input type="checkbox"/> Pre-Religion (RELIG-AA) <input type="checkbox"/> Pre-Respiratory Care (RET-AA) <input type="checkbox"/> Pre-Social Studies Education (SOCST-AA) <input type="checkbox"/> Pre-Social Work (SOCWK-AA) <input type="checkbox"/> Pre-Sociology (SOCIO-AA) <input type="checkbox"/> Pre-Special Education (CASE-AA) <input type="checkbox"/> Pre-Sports Medicine/Athl. Trainer (SMAT-AA) <input type="checkbox"/> Pre-Theatre (THEAT-AA) <input type="checkbox"/> Pre-Veterinarian (VET-AA) <input type="checkbox"/> Pre-Women's Studies (WOMEN-AA) |
|---|--|---|

ASSOCIATE IN APPLIED SCIENCE PROGRAMS

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Accounting Technology (ACTG-AAS) <input type="checkbox"/> Business Administration & Mgmt (BUS-AAS) <input type="checkbox"/> Civil Engineering Technology (CIVL-AAS) <input type="checkbox"/> Computer Engineering Technology (CE-AAS) <input type="checkbox"/> Computer Intergrate Manufa. Tec (CIM-AAS) <input type="checkbox"/> Computer Programming/Analys (COMP-AAS) <input type="checkbox"/> Crime Justice Technology (CJT-AAS) <input type="checkbox"/> Crime Scene Technology (CST-AAS) | <ul style="list-style-type: none"> <input type="checkbox"/> Culinary Management (CHEF-AAS) <input type="checkbox"/> Digital Media/Multimedia Tech (DIG-AAS) <input type="checkbox"/> Drafting & Design Technology (DRFT-AAS) <input type="checkbox"/> E-Business Technology (EBT-AAS) <input type="checkbox"/> Early Childhood Education (CHLD-AAS) <input type="checkbox"/> Hospitality Management (HOSP-AAS) <input type="checkbox"/> Instructional Services Tech (IST-AAS) <input type="checkbox"/> Internet Service Technology (INT-AAS) | <ul style="list-style-type: none"> <input type="checkbox"/> Legal Assisting/Paralegal (LEGAL-AAS) <input type="checkbox"/> Office Administration (OFFS-AAS) <input type="checkbox"/> Radiography (RAD-APP) <input type="checkbox"/> Respiratory Therapy (RT-APP) <input type="checkbox"/> Sonography, Diagnostic Medical (DMST-APP) |
|--|--|--|

ASSOCIATE IN SCIENCE PROGRAMS

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Building Construction Technology (BUILD-AS) <input type="checkbox"/> Business Administration & Mgmt. (BUS-AS) <input type="checkbox"/> Dental Hygiene (DENH-APP) <input type="checkbox"/> Electronic Engineering Tech. (ELEC-AS) | <ul style="list-style-type: none"> <input type="checkbox"/> Emergency Medical Services (EMS-APP) <input type="checkbox"/> Fire Science Technology (FIRE-AS) <input type="checkbox"/> Music Production Technology (MPT-AS) | <ul style="list-style-type: none"> <input type="checkbox"/> Nursing (RN-APP) <input type="checkbox"/> Physical Therapist Assistant (PTA-APP) |
|--|--|--|

CERTIFICATE PROGRAMS

- | | | |
|---|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Accounting Applications (ACCTG-CT) <input type="checkbox"/> Audio Technology (AT-CCC) <input type="checkbox"/> Autocad Foundations Tech.(ATCD-CCC) <input type="checkbox"/> Business Data Processing Certificate (DP-CT) <input type="checkbox"/> Crime Scene Technician (CST-CCC) | <ul style="list-style-type: none"> <input type="checkbox"/> Diagnostic Medical Sonography(DMS-APP) <input type="checkbox"/> Digital Media/Multimedia Prod. DIG-CCC) <input type="checkbox"/> Emergency Medical Technician (EMT-APP) <input type="checkbox"/> Magnetic Resonance Imaging (RADT-APP) <input type="checkbox"/> Massage Therapy (MT-ATC) | <ul style="list-style-type: none"> <input type="checkbox"/> Office Management Technical (CLERK-CT) <input type="checkbox"/> Paramedic (PARA-APP) |
|---|---|--|

VOCATIONAL CERTIFICATE PROGRAMS

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Certified Nursing Assistant (CNA-VC) <input type="checkbox"/> Correctional Officer Vocational (COROF-VC) <input type="checkbox"/> Correctional Probation Officer Voc(PROB-VC) <input type="checkbox"/> Dental Assisting (DENA-APP) | <ul style="list-style-type: none"> <input type="checkbox"/> Electrical Apprenticeship (APREL-VC) <input type="checkbox"/> Firefighting (FIRE-VC) <input type="checkbox"/> Law Enforcement Auxiliary (LEAUX-VC) <input type="checkbox"/> Law Enforcement Officer (LEOF-VC) | <ul style="list-style-type: none"> <input type="checkbox"/> Practical Nurse Certificate (PN-APP) <input type="checkbox"/> Private Security Officer (PSO-VC) <input type="checkbox"/> Surgical Technology (SURG-APP) |
|--|---|--|

PROGRAM

- Educator Preparation Institute (EPI-XX)

Revised 6/16/08ld/aw

2. Your General Information

NOTE: PLEASE DO NOT USE A PENCIL OR RED INK WHEN FILLING OUT THIS FORM, USE BLUE OR BLACK INK.

Are you a first generation college student? Yes No

Social Security Number: _____ - _____ - _____ Today's Date: _____

Last Name: _____ First Name: _____ Middle Initial: _____

Other names records may be recorded under: _____

Mailing Address: _____ Apt.# _____ City: _____ State: _____

Zip Code: _____ - _____ County: _____ Telephone Number: Home () _____ Work _____ Cell _____

Permanent Address: _____ Apt.# _____ City: _____ State: _____ Zip Code: _____

Birth Date: _____ Sex: Female Male Military Status: Active Duty Veteran

Ethnicity: Are You Hispanic? Yes No Race: Choose one or more (for Non-Hispanics) American Indian or Alaska Native Asian (A)

African American or Black (B) Native Hawaiian/Other Pacific Islander (A) White (W) What is your native language? _____

Citizenship: _____ Non U. S. Citizen Please Complete: You are a citizen of what Country? _____

What visa do you presently hold? _____ I-94 Expiration Date: _____ What Visa are you applying for? _____

If you do not have a visa, what is your current immigration status? _____

Which institution issued your last I-20? _____ Did you attend: Yes No

If you are a permanent immigrant, enter the alien registration numbers shown on your I-551 form: _____

(You must provide original USCIS documents and a copy of your resident alien card, front and back)

Term I plan to enroll:

Year: _____ Fall (August) Spring (January) Summer A (May) Summer B (June)

Application Status: First Time Student Former Student (Last Attended: [Check one] 50's 60's 70's 80's 90's 2000's)

Enrollment Status: (If seeking a degree, find appropriate program code under "No. 1. What is your educational goal at GCCC?")

1. Associate in Arts (code _____) 4. Associate in Science (code _____) 7. Associate in Applied Science (code _____)

2. Certificate Program (code _____) 5. PSAV Certificate (code _____) 8. Non-degree Seeking

3. Transient Student 6. Teacher Certification

3. High School Information (PLEASE COMPLETE ONE)

NOTE: Official transcripts must be mailed from school with graduation date and school seal or Official copy of GED scores must be mailed directly from agency to the GCCC Admissions Office.

PLEASE CHECK ONE!

Name of High School presently attending or last attended: _____ Grad Date: Mo: ___ Yr: ___ City: _____

State: _____ Name on high school diploma if different from present name: _____

G.E.D. High School Equivalent Diploma State Issuing G.E.D. _____ Month: _____ Year: _____

Name on general education diploma if different from present name: _____

* Certificate of Completion (NON-FCAT) Met All High School Graduation Requirements Except FCAT.

* Certificate of completion or special diploma.

* Provisional: I am at least 18 years of age and have not received a standard high school diploma or a general education diploma.

*Students admitted with a special diploma, certificate of completion, or under provisional status must earn a G.E.D. before pursuing an Associate in Arts Degree, Associate in Science degree, Associate in Applied Science degree or Certificate program.

4. College and University Information

NOTE: Please list all colleges and universities attended. Students are responsible for requesting official transcripts from each school listed. NO ABBREVIATIONS PLEASE. Official transcripts should be mailed to the address listed below.

College/University Name	City	State	Country	Dates Attended	Degree Earned
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

GCCC, Office of Admissions and Records, Attn: Transcripts, 5230 West Highway 98, Panama City, FL 32401-1058

IMPORTANT: You must read and sign the following section in order to complete your application. I certify that the information given in this application is complete and accurate and I understand that making false or fraudulent statements within this application or residency affidavit may result in disciplinary action, denial of admission, and invalidation of credits or degrees earned. I hereby agree to abide by the policies of the Board of Trustees and the rules and regulations of the college. Should any information I have given changes prior to my entry to the college, I shall immediately notify the Admissions Office. I authorize Gulf Coast Community College to retrieve transcripts from all academic and testing organizations if available electronically. The college is required to have your correct social security number on record per IRS code, Section 6109. I also understand that the college will provide my student information to the appropriate agencies for fee payment if I am not paying for my courses and for licensure/CEU purposes, if required.

Applicant Signature: _____ Date: _____

OFFICE USE ONLY

DATA ENTRY BY _____ DATE PROCESSED _____ NEW _____ LAST TERM _____ DT04I _____ LLL _____ DUAL _____ PIN _____ NO FILE _____

REVISED 6/16/08ld/aw

PLEASE COMPLETE REVERSE SIDE OF THIS PAGE

Information for Residency Classification

A Florida "resident for tuition purposes" is a person who has maintained, or a dependent person whose parent or legal guardian has established and maintained, legal residence in Florida for at least 12 months. **Residence in Florida must be for the purpose of establishing a permanent home and not merely incident to enrollment at an institution of higher education.** Other persons not meeting the twelve month legal residency may be classified as Florida residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature and Board of Regents. **All others are ineligible for classification as a Florida "resident for tuition purposes."**

To qualify as a Florida resident for tuition purposes, you must be a U.S. citizen, permanent resident alien, or a legal alien granted indefinite stay by the Immigration and Naturalization Service. Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents. **Documents supporting the establishment of legal residency must be dated, issued, or filed 12 months before the first day of classes of the term for which a Florida resident classification is sought. A copy of your recent tax return or other documentation may be requested to establish dependence/independence.**

DEFINITIONS: **DEPENDENT:** A person for whom 50% or more of his/her support is provided by another as defined by the Internal Revenue Service.

INDEPENDENT: A person who provides more than 50% of his/her own support.

5. Florida Resident for Tuition Purposes Affidavit

(PLEASE CHECK ONE OF THE FOLLOWING (1-17) AND COMPLETE (18-27) BELOW. IF YOU DO NOT QUALIFY, SIMPLY SIGN THE **NON-FLORIDA RESIDENT** SECTION AT THE BOTTOM OF THE PAGE.)

- | | |
|--|---|
| <ul style="list-style-type: none"><input type="checkbox"/> 1. I am an independent person and have maintained legal residence in Florida for at least 12 months.<input type="checkbox"/> 2. I am a dependent person and my parent or legal guardian has maintained legal residence in Florida for at least 12 months. (Parent or legal guardian must complete affidavit.)<input type="checkbox"/> 3. A Florida public college/university declared me a resident for tuition purposes. Name of Institution: _____<input type="checkbox"/> 4. I am married to a person who has maintained legal residence in Florida for at least 12 months. I have established legal residence and intend to make Florida my permanent home. (Copy of marriage certificate required.)<input type="checkbox"/> 5. I was previously enrolled at a Florida state institution and classified as a Florida resident for tuition purposes. I abandoned my Florida domicile less than 12 months ago and am now re-establishing Florida legal residence.<input type="checkbox"/> 6. According to the United States Immigration and Naturalization Service, I am a permanent resident alien or other legal alien granted indefinite stay. I have maintained domicile in Florida for at least 12 months. (INS documentation required.)<input type="checkbox"/> 7. I am a member of the armed services of the United States and am stationed in Florida on active military orders or whose home of record is Florida (or I am the member's spouse or dependent child). Copy of military orders (DD2058) or military document showing home of record required.)<input type="checkbox"/> 8. Active duty members of the armed services of the United States and their spouses attending a public community college or university within 50 miles of the military establishment where they are stationed, if such military establishment is within a county contiguous to Florida.<input type="checkbox"/> 9. Active duty members of the armed services of the United States residing or stationed in this state, their spouses, and dependent children, | <ul style="list-style-type: none"><input type="checkbox"/> 10. <u>and active members of the Florida National Guard</u> who qualify under s.250.10(7) and (8) for the tuition assistance program.<input type="checkbox"/> 10. Active duty member of the Canadian military residing or stationed in Florida under the North American Air Defense (NORAD) agreement, and their spouses and dependent children, attending a public community college or university within 50 miles of the military establishment where they are stationed.<input type="checkbox"/> 11. I am a full-time instructional or administrative employee of a Florida public school, community college, or institution of higher education (or I am the employee's spouse or dependent child). (Copy of employment verification required)<input type="checkbox"/> 12. I am part of the Latin American/Caribbean scholarship program. (Copy of scholarship papers required.)<input type="checkbox"/> 13. I am a qualified beneficiary under the terms of the Florida Pre-Paid Postsecondary Expense Program. (S.240.551.F.S.) (Copy of Pre-Paid papers required.)<input type="checkbox"/> 14. I am living on the Isthmus of Panama and have completed 12 consecutive months of college work at the F.S.U. Panama Canal Branch (or I am the student's spouse or dependent child).<input type="checkbox"/> 15. I am a full-time employee of a state agency or political subdivision of the state whose student fees are paid by the state agency or political subdivision for the purpose of job-related law enforcement or corrections training. (Employment verification required.)<input type="checkbox"/> 16. I am a full-time student participating in a linkage institute. (S.240.137.F.S.) (Institute documentation required.)<input type="checkbox"/> 17. I am a dependent person who has resided for five years with an adult relative other than my parent or legal guardian and my relative has maintained legal residence in Florida for at least 12 months. (Relative documentation required.) |
|--|---|

ATTACH COPIES OF DOCUMENTATION LISTED ABOVE ONLY IF INDICATED "REQUIRED." (Copies of documentation such as voter's registration card, drivers license, tax returns, deeds, etc.) may be required for auditing purposes by the college in some cases. **ALL DOCUMENTATION IS SUBJECT TO VERIFICATION.** Someone other than the student (e.g. parent) should complete this affidavit if the student is a dependent or seeks to be classified as a Florida resident by virtue of a relationship. Otherwise, the student, if independent, should complete this affidavit. **PLEASE PRINT:**

18. Student Name: _____ 19. Social Security Number: _____ - _____ - _____
- The **CLAIMANT** is the person who is claiming Florida residency, e.g., **the student if independent**. If you are a dependent student, your parent, spouse or legal guardian, is the claimant. All of the questions below pertain to the **CLAIMANT**. Complete the following only if the **CLAIMANT** qualifies as a Florida resident for tuition purposes:
20. Name of Claimant: _____ 21. Relationship to student: Spouse Student Parent Guardian
22. Permanent Address of Claimant: _____ City: _____ State: _____ Zip Code: _____
23. Claimant's Telephone Number: () _____ - _____ 24. How many years has Claimant/Student lived in Florida? _____
- CLAIMANT/STUDENT MUST COMPLETE AT LEAST TWO OF THE FOLLOWING:**
25. Voter Registration: State: _____ County: _____ Registration Number: _____ Issue Date: _____ and Renewal Date: _____
26. Driver License: State: _____ Number: _____ Issue Date: _____ and Renewal Date: _____
27. Vehicle Registration: State: _____ License Tag Number: _____ Issue Date: _____ and Renewal Date: _____

I do hereby swear or affirm that the above named student meets all requirements indicated in the checked category above for classification as a Florida resident for tuition purposes. I understand that a false statement in this affidavit will subject me to penalties for making a false statement pursuant to **837.06, Florida Statutes**, and that a false statement in this affidavit may subject the above named student to the penalties for making a false or fraudulent statement.

Claimant/Student Signature: _____ **Today's Date:** _____

6. Non-Florida Residents Only

I understand that I do not qualify as a Florida resident for tuition purposes for the term for which this application is submitted. I am a resident of the state

of: _____ **Applicant's Signature:** _____ **Today's Date:** _____ Revised 6/16/08ld/aw