

4.3 Career/Occupational and Degree Requirements

AGRIBUSINESS

DEGREE (A.A.S.)

Agribusiness -

Curriculum No. 342 Credit hours required: 61

CERTIFICATES

Foundations of Agribusiness

Curriculum No. 425 Credit hours required: 25

Precision Agriculture

Curriculum No. 447 Credit hours required: 27

Agribusiness – Degree

Curriculum No. 342

This degree program is designed to prepare students for entry-level positions in agribusiness. Many agricultural career opportunities are available for students including but not limited to agriculture buyer, distributor, sales, farmer, farm manager, banker/loan officer. Close cooperation between the college and agriculture professionals helps ensure necessary training is provided to compete in a dynamic agribusiness environment. Requires 61 credit hours.

Fall Semester - First Year

AGT 100	Orientation to Agricultural Careers	(1)
AGT 140	Introduction to Animal Science	(4)
AGT 215	Introduction to Soils & Fertilizers	(4)
COM 100	Oral Communication* OR	
COM 108	Communication in the Workplace	(3)
BUS 120	Business Mathematics OR	
MAT 101	Topics in Mathematics*	(3)
		(15)

Spring Semester - First Year

ACC 108	Business Accounting	(3)
BIO 101	Environmental Biology* AND	
BIO 102	Environmental Biology Lab* OR	
BIO 103	General Biology AND	
BIO 105	General Biology Lab	(4)
ELE 113	Electrical Wiring & Safety OR	
WT 116	Fundamental Welding Processes OR	
AGT 170	Introduction to Agricultural Mechanization	(2-3)
ENG 103	Composition I* OR	
ENG 109	Introduction to Technical Report Writing	(3)
AGR/AGT/ MM/OS elective(s)		(3)
		(15-16)

Fall Semester - Second Year

AGT 210	Introduction to Crop Science	(4)
BUS 101	Introduction to Business	(3)
BUS 256	Business Law	(3)
CIS 123	Management Information Systems*	(3)
MM 237	Supervision	(3)
		(16)

Spring Semester - Second Year

ECO 261	Principles of Microeconomics OR	
AGT 160	Introduction to Agricultural Economics*	(3-4)
HIS 222	U.S. History Since 1877	(3)
MM 269	Entrepreneurship OR	
MM 259	Introduction to Finance	(3)
AGR/AGT/ MM/OS elective(s)		(6)
		(15-16)

*Recommended for students considering transfer, check with transfer institution for specific guidance related to your intended major.

Foundations of Agribusiness – Certificate

Curriculum No. 425

A certificate program designed for students to explore the agribusiness field of study. This certificate provides students with foundation knowledge in Agribusiness and prepares them for entry-level positions and/or the opportunity to continue education in agribusiness. Requires 25 credit hours.

Fall Semester - First Year

AGT 100	Orientation to Agricultural Careers	(1)
AGT 140	Introduction to Animal Science	(4)
AGT 210	Introduction to Crop Science	(4)
AGT 215	Introduction to Soils & Fertilizers	(4)
		(13)

Spring Semester - First Year

ACC 108	Business Accounting	(3)
AGT 170	Introduction to Agricultural Mechanization	(3)
BUS 101	Introduction to Business	(3)
MM 269	Entrepreneurship	(3)
		(12)

Precision Agriculture – Certificate

Curriculum No. 447

A certificate program designed for students to explore the applications of precision technology in agricultural crop production. Students will gain valuable skills related to agricultural processes, crop science, soil and fertility testing, equipment design and operation, and the applications of hardware and software necessary for success in a number of career pathways related to the current and future agribusiness environment. Requires 27 credit hours.

Fall Semester - First Year

AGR 112	Introduction to Precision Agriculture	(3)
AGR 116	Precision Ag Equipment	(3)
AGT 100	Orientation to Agricultural Careers	(1)
AGT 210	Introduction to Crop Science	(4)
AGT 215	Introduction to Soils & Fertilizers	(4)
		(15)

Spring Semester - First Year

AGR 204	Integrated Precision Ag	(3)
AGT 170	Introduction to Agricultural Mechanization	(3)
BUS 101	Introduction to Business	(3)
AGR/BUS elective(s)		(3)
		(12)

AUTOMOTIVE

DEGREES (A.A.S.)

Automotive Technology

Curriculum No. 230 Credit hours required: 61

CERTIFICATES

Basic Automotive Technology

Curriculum No. 416 Credit hours required: 24

Advanced Automotive Technology

Curriculum No. 417 Credit hours required: 46

Diesel Mechanics Technology programs are listed under Diesel Power Technology.

Automotive Technology – Degree

Curriculum No. 230

The automotive technician is faced with rapidly changing technology that ushers the auto industry into the new millennium. Current technology includes electronically controlled systems such as fuel injection, distributorless ignitions, transmissions, transaxles, anti-lock brakes, active suspension and traction control units. A combination of classroom theory, shop “hands-on” training and experience are all vital components for today’s technician. The automotive technology student begins with the basic classes in the first year and progresses to more challenging and advanced courses in the second year. In addition to the required automotive technology courses, the Associate in Applied Science degree in Automotive Technology requires completion of 15 credit hours in approved general education courses. Requires 61 credit hours.

Fall Semester - First Year

AMT 100	Automotive Orientation	(3)
AMT 116	Basic Automotive Electrical	(3)
AMT 125	Automotive Braking Systems	(3)
AMT 133	Automotive Engines I	(3)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)

(15)

Spring Semester - First Year

AMT 127	Engine Management I	(3)
AMT 129	Auto Heating/Air Conditioning	(3)
AMT 131	Automotive Steering/Suspension	(3)
AMT 135	Manual Trans & Drivelines	(3)
General Education elective(s)		(3)

(15)

Fall Semester - Second Year

AMT 205	Advanced Chassis Systems	(3)
AMT 223	Engine Management II	(3)
AMT 225	Automatic Transmissions I	(3)
AMT 233	Automotive Body Electronics	(3)
ENG 109	Introduction to Tech Report Writing OR	
ENG 103	Composition I	(3)

(15)

Spring Semester - Second Year

AMT 229	Automotive Service & Repair	(4)
AMT 231	Engine Management III	(3)
AMT elective		(3)
Humanities/Social Science elective(s)		(3)
Science elective		(3)

(16)

AMT Electives:

AMT 217	Advanced Drivelines & 4X4	(3)
AMT 219	Hybrid & Electric Vehicle Tech	(3)
AMT 227	Automotive Engines II	(3)
AMT 235	Automatic Transmissions II	(3)

(12)

Basic Automotive Technology – Certificate

Curriculum No. 416

The basic certificate in automotive technology is designed for the student who wants to learn automotive fundamentals and enter the field of automotive servicing and repair. Instruction is designed to provide basic entry-level skills suitable for service station or general garage work. Requires 24 credit hours.

Fall Semester - First Year

AMT 100	Automotive Orientation	(3)
AMT 116	Basic Automotive Electrical	(3)
AMT 125	Automotive Braking Systems	(3)
AMT 133	Automotive Engines I	(3)

(12)

Spring Semester - First Year

AMT 127	Engine Management I	(3)
AMT 129	Auto Heating/Air Conditioning	(3)
AMT 131	Automotive Steering/Suspension	(3)
AMT 135	Manual Trans & Drivelines	(3)

(12)

Advanced Automotive Technology – Certificate

Curriculum No. 417

This certificate program provides an intermediate step between the basic automotive certificate and the Automotive Technology A.A.S. degree program. Students successfully completing this certificate program should possess the necessary knowledge and skills needed to work as an entry-level automotive technician. Requires 46 credit hours.

Fall Semester - First Year

AMT 100	Automotive Orientation	(3)
AMT 116	Basic Automotive Electrical	(3)
AMT 125	Automotive Braking Systems	(3)
AMT 133	Automotive Engines I	(3)
		(12)

Spring Semester - First Year

AMT 127	Engine Management I	(3)
AMT 129	Auto Heating/Air Conditioning	(3)
AMT 131	Automotive Steering/Suspension	(3)
AMT 135	Manual Trans & Drivelines	(3)
		(12)

Fall Semester - Second Year

AMT 205	Advanced Chassis Systems	(3)
AMT 223	Engine Management II	(3)
AMT 225	Automatic Transmissions I	(3)
AMT 233	Automotive Body Electronics	(3)
		(12)

Spring Semester - Second Year

AMT 229	Automotive Service & Repair	(4)
AMT 231	Engine Management III	(3)
AMT elective		(3)
		(10)

AMT Electives:

AMT 217	Advanced Drivelines & 4X4	(3)
AMT 219	Hybrid & Electric Vehicle Tech	(3)
AMT 235	Automatic Transmissions II	(3)
AMT 227	Automotive Engines II	(3)

COMPUTER-AIDED DESIGN TECHNOLOGY

DEGREE (A.A.S.)

Technology & Manufacturing

Curriculum No. 370 Credit hours required: 60

See page 84.

CERTIFICATE

Computer-Aided Architectural Drafting

Curriculum No. 414 Credit hours required: 24

Computer-Aided Mechanical Drafting

Curriculum No. 415 Credit hours required: 24

Computer-Aided Architectural Drafting – Certificate

(Program not accepting new students for 2022-2023. Consult with an advisor for options.)

Curriculum No. 414

This certificate program prepares students for employment in the field of architectural drafting and those fields closely related such as surveying. Course content places emphasis on the process of completing 2-D production drawings to standards. Architectural CAD drafters serve as support personnel to CAD designers. Requires 24 credit hours.

Fall Semester - First Year

CAD 131	Print Reading for Construction Trades	(3)
CAD 141	Technical Drafting CAD	(4)
CAD 151	Fundamental 2-D CAD/AutoCAD	(3)
CAD 152	Fundamentals of CAD/Inventor OR	
CAD 171	Fundamentals of CAD - Solidworks	(3)
		(13)

Spring Semester - First Year

CAD 154	2D Architectural CAD	(4)
CAD 251	Model Rendering & Animation	(3)
CAD 254	3D Architectural CAD/Revit	(4)
		(11)

Computer-Aided Mechanical Drafting – Certificate

(Program not accepting new students for 2022-2023. Consult with an advisor for options.)

Curriculum No. 415

This certificate program prepares students for employment in the field of mechanical drafting and those fields closely related such as CAD-CAM. Course content places emphasis on the process of completing 2-D production drawings to standards. Mechanical CAD drafters serve as support personnel to CAD designers. Requires 24 credit hours.

Fall Semester

CAD 141	Technical Drafting CAD	(4)
CAD 151	Fundamental 2-D CAD/AutoCAD	(3)
CAD 152	Fundamentals of CAD/Inventor OR	
CAD 171	Fundamentals of CAD - Solidworks	(3)
		(10)

Spring Semester

CAD 153	2D Mechanical CAD	(4)
CAD 172	Intermediate CAD - Solidworks	(3)
CAD 251	Modeling Rendering & Animation	(3)
CAD 253	3D Mechanical CAD	(4)
		(14)

COMPUTER INFORMATION SYSTEMS

DEGREES (A.A.S.)

Computer Information Systems

Curriculum No. 437 Credit hours required: 60-61

Networking and Systems Administration

Curriculum No. 460 Credit hours required: 62-63

CERTIFICATES

Google IT Support

Curriculum No. 411 Credit hours required: 6

Network Fundamentals

Curriculum No. 412 Credit hours required: 16

Computer Programming

Curriculum No. 451 Credit hours required: 28

Web Development

Curriculum No. 454 Credit hours required: 28

Network Administration

Curriculum No. 467 Credit hours required: 25

Network Security Specialist

Curriculum No. 480 Credit hours required: 16

Cybersecurity Specialist (pending approval)

Curriculum No. 484 Credit hours required: 28

Computer Information Systems – Degree

Curriculum No. 437

This degree program prepares students for employment as entry level application programmers or operators.

Requires 60-61 credit hours.

Fall Semester - First Year

CIS 101	Introduction to Computers	(3)
CIS 111	Intro to Programming: Python	(3)
CIS 118	Web Site Development	(3)
ENG 103	Composition I OR	
ENG 109	Intro to Technical Report Writing	(3)
Social/Behavioral Science elective(s)		(3)
		(15)

Spring Semester - First Year

CIS 119	JavaScript	(3)
CIS 140	Networking Fundamentals	(4)
CIS 170	Introduction to UNIX	(3)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
MAT 150	College Algebra OR	
MAT 210	Finite Mathematics	(3-4)
		(16-17)

Fall Semester - Second Year

CIS 123	Management Information Systems	(3)
CIS 150	C++ Programming I	(3)
CIS 160	Java Programming I	(3)
Humanities elective(s)		(3)
CIS or other approved elective(s)		(3)
		(15)

Spring Semester - Second Year

CIS 236	CIS Project OR	
CIS 296	CIS Internship	(3)
CIS 250	C++ Programming II	(3)
CIS 260	Java Programming II	(3)
CIS 265	Server-Side Programming	(3)
CIS or other approved elective(s)		(2)
		(14)

CIS or Other Approved Electives:

CIS 182	Windows Server Fundamentals I	(3)
CIS 190	Google IT Support	(6)
CIS 282	Windows Server II Networking	(3)
CIS 283	Network Security +	(3)
CIS 285	Cybersecurity	(3)
ART 167	Graphic Design	(3)
BUS 101	Introduction to Business	(3)
MM 269	Entrepreneurship	(3)
OS 133	Spreadsheets/Excel	(3)
OS 135	Database/Access	(3)
OS 233	Advanced Spreadsheet/Excel	(1)
PHL 103	Introduction to Logic	(3)

Other relevant courses with consent of CIS department.

Discuss your future plans with a CIS advisor.

Networking & Systems Administration – Degree

Curriculum No. 460

This degree prepares students for employment as entry-level computer support specialists or systems administrators.

Choose the Cisco or Network Administration option.

Requires 62-63 credit hours.

Fall Semester - First Year

CIS 140	Networking Fundamentals	(4)
CIS 182	Windows Server Fundamentals I	(3)
CIS 190	Google IT Support	(6)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
		(16)

Spring Semester - First Year

CIS 282	Windows Server II Networking	(3)
CIS 283	Network Security+	(3)
ENG 103	Composition I OR	
ENG 109	Introduction to Technical Report Writing	(3)
MAT 150	College Algebra OR	
MAT 210	Finite Mathematics	(3-4)
Humanities elective(s)		(3)
		(15-16)

Fall Semester - Second Year

CIS 111	Intro to Programming: Python	(3)
CIS 123	Management Information Systems	(3)
CIS 150	C++ Programming I OR	
CIS 160	Java Programming I	(3)
	Social/Behavioral Science elective(s)	(3)
	CIS or other approved elective(s)	(3)
		(15)

Spring Semester - Second Year

CIS 170	Introduction to UNIX	(3)
CIS 236	CIS Project OR	
CIS 296	CIS Internship	(3)
CIS 265	Server-Side Programming	(3)
	CIS or other approved elective(s)	(7)
		(16)

CIS or Other Approved Electives:

CIS 101	Introduction to Computers	(3)
CIS 118	Website Development	(3)
CIS 119	Java Script	(3)
CIS 250	C++ Programming II	(3)
CIS 260	Java Programming II	(3)
CIS 282	Windows Server II Networking	(3)
CIS 285	Cybersecurity	(3)
BUS 101	Introduction to Business	(3)
MM 269	Entrepreneurship	(3)
OS 133	Spreadsheets/Excel	(3)
OS 135	Database/Access	(3)
OS 233	Advanced Spreadsheet/Excel	(1)
PHL 103	Introduction to Logic	(3)

Other relevant courses with consent of CIS department.

Discuss your future plans with a CIS advisor.

Google IT Support – Certificate

Curriculum No. 411

This certificate is available for students who are interested in employment in an entry level IT support role, using Google's online IT Support Professional Curriculum. Topics include duties of IT support staff, configuring software and accounts, networking security, and troubleshooting. Requires 6 credit hours.

Fall Semester

CIS 190	Google IT Support	(6)
		(6)

Networking Fundamentals – Certificate

Curriculum No. 412

This certificate emphasizes fundamental skills necessary to perform duties in the networking environment. Students will earn the Google IT Support Professional Certification and receive training necessary to prepare them for the Net+ and Microsoft Server certification exams.

Fall Semester

CIS 140	Networking Fundamentals	(4)
CIS 182	Windows Server Fundamentals	(3)
CIS 160	Google IT Support	(6)
COM 108	Communication in the Workplace OR	
CIS 296	CIS Internship	(3)
		(16)

Computer Programming – Certificate

Curriculum No. 451

This certificate is available for students who are interested in pursuing a career as a computer programmer. Graduates will be proficient at C/C++ or Java, as well as other languages based upon their elective choices. Requires 28 credit hours.

Fall Semester

CIS 101	Introduction to Computers OR	
CIS 123	Management Information Systems	(3)
CIS 111	Intro to Programming: Python	(3)
CIS 150	C++ Programming I	(3)
CIS 160	Java Programming I	(3)
		(12)

Spring Semester

CIS 119	JavaScript	(3)
CIS 140	Networking Fundamentals	(4)
CIS 250	C++ Programming II	(3)
CIS 260	Java Programming II	(3)
CIS 265	Server-Side Programming	(3)
		(16)

Web Development – Certificate

Curriculum No. 454

This certificate is available for students who are pursuing a career as a Web Developer. The Web Developer would work directly on design and development of the websites. Requires 28 credit hours.

Fall Semester

CIS 101	Introduction to Computers OR	
CIS 123	Management Information Systems	(3)
CIS 111	Intro to Programming: Python	(3)
CIS 118	Web Site Development	(3)
CIS 160	Java Programming I	(3)
		(12)

Spring Semester

CIS 119	Java Script	(3)
CIS 140	Networking Fundamentals	(4)
CIS 170	Introduction to UNIX	(3)
CIS 260	Java Programming II	(3)
CIS 265	Server-side Programming	(3)
		(16)

Network Administration – Certificate

Curriculum No. 467

This certificate is available for students who are interested in employment in the IT field with a specialization in Network Administration. Requires 25 credit hours.

Fall Semester

CIS 140	Networking Fundamentals	(4)
CIS 182	Windows Server Fundamentals I	(3)
CIS 190	Google IT Support	(6)
		(13)

Spring Semester

CIS 170	Introduction to UNIX	(3)
CIS 282	Windows Server II Networking	(3)
CIS 283	Network Security +	(3)
CIS 123	Management Information Systems OR	
CIS 296	CIS Internship OR	
COM 108	Communication in the Workplace	(3)

(12)

Network Security Specialist – Certificate

Curriculum No. 480

This certificate is available for students who are interested in entry level employment in the IT field with a specialization in network security. Successful completion will prepare students to achieve several industry recognized credentials, such as Net+, Microsoft Server, and CompTIA Security+ certifications. Requires 16 credit hours.

Fall Semester

CIS 140	Networking Fundamentals	(4)
CIS 182	Windows Server Fundamentals I	(3)

(7)

Spring Semester

CIS 170	Introduction to UNIX	(3)
CIS 282	Windows Server II Networking	(3)
CIS 283	Network Security +	(3)

(9)

Cybersecurity Specialist – Certificate

Curriculum No. 484

This certificate offers an opportunity to gain valuable competencies in the IT field of cybersecurity. It combines foundation theoretical knowledge with practical skills to train workers to protect resources from unauthorized access or attacks. Successful completion will prepare students to earn industry-recognized credentials, such as Network+, Microsoft Server, and CompTIA Security+ certifications. Requires 28 credit hours.

Fall Semester - First Year

CIS 140	Networking Fundamentals	(4)
CIS 182	Windows Server Fundamentals I	(3)

(7)

Spring Semester - First Year

CIS 170	Introduction to UNIX	(3)
CIS 265	Server-side Programming	(3)
CIS 282	Windows Server II Networking	(3)
CIS 283	Network Security +	(3)

(12)

Fall Semester - Second Year

CIS 123	Management Information Systems	(3)
CIS 285	Cybersecurity	(3)
CIS 296	CIS Internship OR	
COM 108	Communication in the Workplace	(3)

(9)

CRIMINAL JUSTICE

DEGREES (A.A.S.)

Criminal Justice – General

Curriculum No. 228 Credit hours required: 60

Criminal Justice – Forensic Tech

Curriculum No. 350 Credit hours required: 60

CERTIFICATES

Crime Scene Processing

Curriculum No. 218 Credit hours required: 16

Criminal Investigations

Curriculum No. 214 Credit hours required: 18

Criminal Justice Management

Curriculum No. 223 Credit hours required: 24

Law for Policing

Curriculum No. 217 Credit hours required: 18

Social Role of Law Enforcement

Curriculum No. 224 Credit hours required: 18

Traffic Investigations

Curriculum No. 208 Credit hours required: 21

Criminal Justice – General Degree

Curriculum No. 228

This degree program is designed especially for students interested in and qualified for a career in criminal justice. Students are provided with practical instruction and learning experiences aimed at developing the skills and attitudes necessary for employment or promotion in law enforcement occupational fields. Requires 60 credit hours.

Fall Semester - First Year

CRJ 101	Introduction to Criminal Justice	(3)
CRJ 107	Criminal Law I	(3)
CRJ 109	Traffic Law Enforcement	(3)
ENG 103	Composition I OR	
ENG 109	Introduction to Technical Report Writing	(3)
Elective from list		(3)

(15)

Spring Semester - First Year

COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
CRJ 119	Criminal Justice Administration	(3)
CRJ 151	Narcotics and Drug Enforcement	(3)
CRJ 160	Field Report Writing	(3)
SOC 170	Introduction to Sociology	(3)

(15)

Fall Semester - Second Year

CRJ 152	Community Oriented Policing	(3)
CRJ 201	Criminal Investigation	(3)
CRJ 221	Constitutional Law for Police	(3)
CRJ 250	Criminalistics I	(3)
PSY 102	Introduction to Psychology	(3)

(15)

Spring Semester - Second Year

CRJ 209	Juvenile Delinquency/Juvenile Justice	(3)
CRJ 230	Ethics for Criminal Justice	(3)
MAT 101	Topics in Mathematics OR Higher Level Mathematics course	(3-4)
SOC 288	Criminology	(3)
Elective from list		(3)

(15-16)

Electives:

CRJ 110	Traffic Accident Investigation (SP)	(3)
CRJ 170	Crisis/Conflict Mediation	(3)
CRJ 207	Criminal Law II (SP)	(3)
CRJ 211	Introduction to Corrections (FA)	(3)
CRJ 215	Gangs and Security Threat Groups (SP)	(3)
CRJ 251	Criminalistics II (SP)	(3)
CRJ 288	CRJ Internship Orientation	(1)
CRJ 290	CRJ Internship	(3)
PSY 216	Abnormal Psychology	(3)

Courses only offered (FA)-Fall, (SP)-Spring

Criminal Justice – Forensic Tech Degree

Curriculum No. 350

This degree is designed for students interested in a career in criminal justice with an emphasis in forensic science. The program will provide students with learning experiences and instruction in the technical areas of forensic science, allowing them to develop the skills necessary for this specialty area of law enforcement. Requires 60 credit hours.

Fall Semester - First Year

CRJ 101	Introduction to Criminal Justice	(3)
CRJ 107	Criminal Law I	(3)
CRJ 250	Criminalistics I	(3)
ENG 103	Composition I OR	
ENG 109	Introduction to Technical Report Writing	(3)
SOC 170	Introduction to Sociology	(3)

(15)

Spring Semester - First Year

CRJ 230	Ethics for Criminal Justice	(3)
CRJ 251	Criminalistics II	(3)
BIO 103	General Biology	(3)
BIO 105	General Biology Lab	(1)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
MAT 101	Topics in Mathematics OR Higher level Mathematics Course	(3-4)

(16-17)

Fall Semester - Second Year

ANT 240	Physical Anthropology	(3)
BIO 109	Human Biology	(3)
BIO 110	Human Biology Lab	(1)
CIS 101	Introduction to Computers	(3)
CRJ 201	Criminal Investigation	(3)
CRJ 221	Constitutional Law for Police	(3)

(16)

Spring Semester - Second Year

CHE 110	Basic Chemistry	(3)
CHE 111	Basic Chemistry Laboratory	(1)
CRJ 151	Narcotics and Drug Enforcement	(3)
PSY 102	Introduction to Psychology	(3)
SOC 288	Criminology	(3)

(13)

Crime Scene Processing – Certificate

Curriculum No. 218

This certificate is designed especially for students interested in and qualified for a career in criminal justice. Students are provided with practical instruction and learning experiences aimed at developing the skills and attitudes related to criminal investigation, evidence collection, and crime scene processing for employment and promotion. Requires 16 credit hours.

Fall Semester - First Year

CRJ 101	Introduction to Criminal Justice	(3)
CRJ 201	Criminal Investigation	(3)
CRJ 250	Criminalistics I	(3)

(9)

Spring Semester - First Year

CRJ 251	Criminalistics II	(3)
CRJ 288	CRJ Internship Orientation	(1)
CRJ 290	CRJ Internship I	(3)

(7)

Criminal Investigations – Certificate

Curriculum No. 214

This certificate is designed especially for students interested in and qualified for a career in criminal justice. Students are provided with practical instruction and learning experiences aimed at developing the skills and attitudes related to criminal, gang, and narcotics investigations necessary for employment and promotion. Requires 18 credit hours.

CRJ 101	Introduction to Criminal Justice	(3)
CRJ 107	Criminal Law I	(3)
CRJ 151	Narcotics and Drug Enforcement	(3)
CRJ 201	Criminal Investigation	(3)
CRJ 215	Gangs and Security Threat Groups	(3)
CRJ 250	Criminalistics I	(3)

(18)

Criminal Justice Management – Certificate

Curriculum No. 223

This certificate is designed especially for students interested in and qualified for a career in criminal justice administration and management. Students are provided with practical instruction and learning experiences aimed at developing the skills and attitudes related to law enforcement management, community engagement, communications, crisis and conflict mediation, and ethical practices for employment and promotion. Requires 24 credit hours.

COM 100	Oral Communication	(3)
CRJ 101	Introduction to Criminal Justice	(3)
CRJ 119	Criminal Justice Administration	(3)
CRJ 152	Community Oriented Policing	(3)
CRJ 160	Field Report Writing	(3)
CRJ 170	Crisis Conflict Mediation	(3)
CRJ 230	Ethics for Criminal Justice	(3)
ENG 103	Composition I OR	
ENG 109	Introduction to Technical Report Writing	(3)
		(24)

Law For Policing – Certificate

Curriculum No. 217

This certificate is designed especially for students interested in and qualified for a career in criminal justice. Students are provided with practical instruction and learning experiences aimed at developing the skills and attitudes related to the legal system and the role of law enforcement processes related to criminal, traffic, juvenile, and constitutional law for employment and promotion. Requires 18 credit hours.

Fall Semester - First Year

CRJ 101	Introduction to Criminal Justice	(3)
CRJ 107	Criminal Law I	(3)
CRJ 109	Traffic Law Enforcement	(3)
CRJ 221	Constitutional Law for Police	(3)
		(12)

Spring Semester - First Year

CRJ 207	Criminal Law II	(3)
CRJ 209	Juvenile Delinquency/Juvenile Justice	(3)
		(6)

Social Role of Law Enforcement – Certificate

Curriculum No. 224

This certificate is designed especially for students interested in and qualified for careers in criminal justice and related social services. Students are provided with practical instruction and learning experiences aimed at developing the skills and attitudes related to the societal role and social aspects of law enforcement for employment and promotion. Requires 18 credit hours.

CRJ 101	Introduction to Criminal Justice	(3)
CRJ 152	Community Oriented Policing	(3)
CRJ 170	Crisis Conflict Mediation	(3)
PSY 102	Introduction to Psychology	(3)
SOC 170	Introduction to Sociology	(3)
SOC 288	Criminology	(3)
		(18)

Traffic Investigations – Certificate

Curriculum No. 208

This certificate is designed especially for students interested in and qualified for a career in criminal justice. Students are provided with practical instruction and learning experiences aimed at developing the skills and attitudes related to traffic law enforcement and investigation necessary for employment and promotion. Requires 21 credit hours.

CRJ 101	Introduction to Criminal Justice	(3)
CRJ 107	Criminal Law I	(3)
CRJ 109	Traffic Law Enforcement	(3)
CRJ 110	Traffic Accident Investigation	(3)
CRJ 151	Narcotics and Drug Enforcement	(3)
CRJ 160	Field Report Writing	(3)
ENG 103	Composition I OR	
ENG 109	Introduction to Technical Report Writing	(3)
		(21)

DIESEL POWER TECHNOLOGY

DEGREE (A.A.S.)

Diesel Power Technology

Curriculum Number 426 Credit hours required: 61

CERTIFICATE

Diesel Power/Equipment Repair

Curriculum No. 429 Credit hours required: 42

Diesel Power Technology – Degree

Curriculum No. 426

This degree program is designed to prepare students for employment in the agricultural and industrial machinery business. The development of mechanical and technical skills in diesel equipment repair is the primary emphasis. Student learning incorporates lecture, hands-on shop work, self-paced computer tutorials and on-the-job placement. Requires 61 credit hours.

Fall Semester - First Year

DPT 172	Basic Engine Overhaul	(4)
DPT 175	Introduction to Tool Safety and Usage	(2)
DPT 177	Introduction to Diesels	(3)
DPT 178	Basic Hydraulics	(4)
TMAT 100	Technical Mathematics	(3)

(16)

Spring Semester - First Year

DPT 101	Diesel Power Technology Careers	(1)
DPT 173	Mobile Systems Electronics I	(3)
DPT 197	Diesel Power Tech Intern	(3)
DPT 274	Vehicle Air Conditioning	(3)
Open elective(s)		(2)
Science elective(s)		(3)

(15)

Fall Semester - Second Year

DPT 154	Truck Brakes and Suspension	(4)
DPT 176	Basic Transmission & Final Drives	(3)
DPT 279	Advanced Diesels	(3)
ENG 109	Intro to Technical Report Writing	(3)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)

(16)

Spring Semester - Second Year

DPT 272	Advanced Engine Overhaul	(4)
DPT 273	Mobile Systems Electronics II	(3)
DPT 291	Advanced Trans & Hydraulics	(4)
Humanities/Fine Arts/Social/Behavioral Science elective(s)		(3)

(14)

Open Electives: Choose two (2) credit hours in any 100 or 200 level course such as those listed below or others from the catalog

DPT 199	Small Engine Maintenance & Repair	(3)
DPT 277	Combine Repair (Spring)	(3)
WT 116	Fundamental Welding Processes	(2)

Diesel Power/Equipment Repair – Certificate

Curriculum No. 429

An advanced certificate program providing comprehensive training, skills and knowledge needed for careers in diesel power equipment technology. Requires 42 credit hours.

Fall Semester - First Year

DPT 172	Basic Engine Overhaul	(4)
DPT 175	Introduction to Tool Safety and Usage	(2)
DPT 177	Introduction to Diesels	(3)
DPT 178	Basic Hydraulics	(4)

(13)

Spring Semester - First Year

DPT 101	Diesel Power Technology Careers	(1)
DPT 173	Mobile Systems Electronics I	(3)
DPT 197	Diesel Power Tech Intern	(3)
DPT 274	Vehicle Air Conditioning	(3)
Open elective(s)		(2)

(12)

Fall Semester - Second Year

DPT 154	Truck Brakes and Suspension	(4)
DPT 176	Basic Transmissions and Final Drives	(3)
DPT 279	Advanced Diesels	(3)

(10)

Spring Semester - Second Year

DPT 272	Advanced Engine Overhaul	(4)
DPT 273	Mobile Systems Electronics II	(3)

(7)

Electives: Choose two (2) credit hours from list below.

DPT 199	Small Engine Maintenance and Repair	(3)
DPT 277	Combine Repair	(3)
DPT 291	Advanced Trans & Hydraulics	(4)
WT 116	Fundamental Welding Processes	(2)

EARLY CHILDHOOD EDUCATION

CERTIFICATES

Gateways ECE Level 2

Curriculum No. 475 Credit hours required: 19

Gateways ECE Level 3

Curriculum No. 477 Credit hours required: 28

Gateways ECE Level 2 – Certificate

Curriculum No. 475

Students who complete the Gateways ECE Level 2 certificate will be equipped with the knowledge, skills and experience necessary to be an assistant teacher in a variety of early childhood programs. Upon completion of this certificate, students will be eligible to apply for the Gateways Early Childhood Education Credential Level 2 through Gateways to Opportunity. Requires 19 credit hours.

Fall Semester - 1st Year

ECE 111	The Developing Child	(3)
ECE 112	Guiding Young Children	(3)
ECE 161	Family and Community Relationships	(3)
		(9)

Spring Semester -1st Year

ECE 110	Foundations of Early Childhood Education	(3)
ECE 222	Child Nutrition and Health	(3)
ECE 225	Techniques and Curriculum Planning	(4)
		(10)

Gateways ECE Level 3 – Certificate

Curriculum No. 477

Students who complete the Gateways ECE Level 3 certificate will be equipped with the knowledge, skills and experience necessary to be a more effective assistant teacher in a variety of early childhood programs with children ranging in age from birth to age eight. Upon completion of this certificate, students will be eligible to apply for the Gateways Early Childhood Education Credential Level 3 through Gateways to Opportunity. This certificate requires 19 credits from the Level 2 ECE coursework as well as 9 credits of general education electives. Requires 28 credit hours. Gainful employment information for certificates in the Early Childhood Education program can be found at www.kish.edu/ece.

Fall Semester - 1st Year

ECE 111	The Developing Child	(3)
ECE 112	Guiding Young Children	(3)
ECE 161	Family-Community Relationships	(3)
	General Education elective(s)	(6)
		(15)

Spring Semester -1st Year

ECE 110	Foundations of Early Childhood Education	(3)
ECE 222	Child Nutrition and Health	(3)
ECE 225	Techniques & Curriculum Plans	(4)
	General Education elective(s)	(3)
		(13)

Per Gateways to Opportunity requirements 9 semester hours of general education coursework must be completed, requirements are: any Math, English, and general education electives (Psychology, Sociology, Science etc.) These hours must be credit bearing and nondevelopmental 100+ level. The courses listed below are recommended, however any 9 credit hours that meet the Gateways requirements will be accepted.

Recommended General Education Electives:

ENG 103	Composition I	(3)
MAT 201	Mathematics for Elementary Teachers I	(3)
MAT 202	Mathematics for Elementary Teachers II	(3)
PSY 102	Introduction to Psychology	(3)
PSY 225	Psychology of Childhood and Adolescence	(3)
SOC 170	Introduction to Sociology	(3)

ELECTRONICS

DEGREE (A.A.S.)

Technology & Manufacturing

Curriculum No. 370 Credit hours required: 60
See page 84.

CERTIFICATES

Industrial Automation

Curriculum No. 431 Credit hours required: 21

Industrial Electricity

Curriculum No. 435 Credit hours required: 18

Industrial Electronics

Curriculum No. 439 Credit hours required: 31

Industrial Automation – Certificate

*(Program not accepting new students for 2022-2023.
Consult with an advisor for options.)*

Curriculum No. 431

This certificate is designed for students to explore how industrial automation systems operate, including how to install, program and troubleshoot an industrial automation system. Students will learn about Programmable Logic Controllers and the basics of Industrial robotics. Requires 21 credit hours.

Fall Semester - First Year

ELE 104	DC Fundamentals Lecture	(2)
ELE 121	DC Fundamentals Lab	(1)
ELE 113	Electrical Wiring & Safety	(2)
ELE 114	Robotic Principles	(1)
ELE 130	Introduction to PLC Systems	(3)
		(9)

Spring Semester - First Year

ELE 103	AC Fundamentals Lecture	(2)
ELE 123	AC Fundamentals Lab	(1)
ELE 110	Solid State Circuits	(3)
ELE 210	Advanced PLC Systems	(3)
ELE 214	Industrial Robotics	(3)
		(12)

Industrial Electricity – Certificate

(Program not accepting new students for 2022-2023.)

Consult with an advisor for options.)

Curriculum No. 435

A certificate program created to prepare students with marketable skills in electricity and to provide the industries of the district with skilled electrical workers. Requires 18 credit hours.

ELE 104	DC Fundamentals Lecture	(2)
ELE 121	DC Fundamentals Lab	(1)
ELE 103	AC Fundamentals Lecture	(2)
ELE 123	AC Fundamentals Lab	(1)
ELE 113	Electrical Wiring & Safety	(2)
ELE 130	Introduction to PLC Systems	(3)
ELE 211	Industrial Motor Controls	(3)
MT 153	Machine Shop Math	(4)
		(18)

Industrial Electronics – Certificate

(Program not accepting new students for 2022-2023.)

Consult with an advisor for options.)

Curriculum No. 439

A certificate program created to prepare students for employment in the field of electronics and industrial automation. Students that complete this certificate will have mastered solid state and digital circuitry and have automation skills involving circuits that are controlled by Programmable Logic Controller and desktop computers. Requires 31 credit hours.

Fall Semester - First Year

ELE 104	DC Fundamentals Lecture	(2)
ELE 121	DC Fundamentals Lab	(1)
ELE 102	PC Maintenance and Repair OR	
ELE 114	Robotic Principles	(1)
ELE 113	Electrical Wiring & Safety	(2)
ELE 211	Industrial Motor Controls	(3)
MT 153	Machine Shop Math	(4)
		(13)

Spring Semester - First Year

ELE 103	AC Fundamentals Lecture	(2)
ELE 123	AC Fundamentals Lab	(1)
ELE 110	Solid State Circuits	(3)
ELE 130	Introduction to PLC Systems	(3)
ELE 212	Digital Circuits	(3)
		(12)

Fall Semester - Second Year

ELE 206	Amplifier/Operational Amplifier Circuits	(3)
ELE 210	Advanced PLC Systems	(3)
		(6)

EMERGENCY MEDICAL SERVICES

DEGREE (A.A.S.)

EMS Paramedic

Curriculum No. 456 Credit hours required: 69

CERTIFICATES

Paramedic

Curriculum No. 457 Credit hours required: 43

EMT

Curriculum No. 458 Credit hours required: 7

The Emergency Medical Services program is composed of professional and general education courses. The purpose of this program is to provide course work specialization in the vital field of Emergency Medicine, while upon successful completion obtaining either an EMT Certificate, a Paramedic Certificate or articulating into the A.A.S Paramedic Degree. The type of jobs available to the EMT/Paramedic include not only municipality emergency services, but also private ambulance services, public sports arenas, airports, Community Paramedicine and a variety of other settings.

The Kishwaukee College / KishHealth EMS System Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

To contact CAAHEP:

Commission on Accreditation of Allied Health Education Programs
25400 U.S. Highway 19 North, Suite 158 • Clearwater, FL 33763
www.caahep.org

To contact CoAEMSP:

8301 Lakeview Parkway, Suite 111-312 • Rowlett TX 75088
(214) 703-8445 • FAX (214) 703-8992 • www.coaemsp.org

Admission

Admission to the Emergency Medical Services programs are selective, based upon pre-admission test scores, academic achievement, professional compatibility and clinical site capacity. Further information is located on the Kishwaukee College EMS website. Please note admission criteria and program requirements are subject to change based on accreditation, legislative, and clinical site mandates.

Requirements for consideration for admission into the EMT Program include the following:

1. Students must be 18 years or older by the course completion and have a High School diploma or equivalency.
2. Students must have a background check by a Fingerprint Vendor agency licensed by the Illinois Department of Financial and Professional Regulation (IDFPR), for live scan fingerprinting pursuant to the Illinois Uniform Conviction Information Act (UCIA). The live Scan fingerprinting done pursuant to the UCIA will be done for the purpose of determining if you have a criminal conviction in the State of Illinois; and the response from the Illinois State Police (ISP) will be sent directly to the requestor listed below.
3. Students are required to have immunizations, a flu shot, TB testing, drug testing as listed on our application checklist on the Kishwaukee College website. These are subject to change based on the requirements of our clinical sites and/or IDPH requirements.

- Students are required to prove reading competency at college level by qualifying for ENG 103 or ENG 109 as listed in the college placement testing procedure. Any student placing below college level competency will be evaluated by the program staff on an individual basis.
- All students must complete and submit an EMT course application located on the Kishwaukee College Emergency Medical Services website.
- All students must show proof of current health insurance.

Requirements for consideration for admission into the Paramedic Program include the above in addition to the following:

- Must hold a current State of Illinois EMT license or Advanced EMT license, one year EMT experience recommended.
- Must successfully pass a written entrance exam based on the EMT National Curriculum.
- All students must complete a physical exam to be completed after acceptance into the program.
- Must complete and submit a KCEMS Paramedic Training course application located on the Kishwaukee College Emergency Medical Services website.
- Must complete a personal interview with course instructor satisfactorily.

EMS Paramedic – Degree

Curriculum No. 456

This degree program is designed to take the student through the entire process of licensure for a career in EMS and complete an Associate in Applied Science degree. In the ever changing world of EMS, a degree has become the expected standard by many employers. This program provides that resume building feature, while still focusing building the basic knowledge needed for state or national certification/licensing. Requires 69 credit hours.

Fall Semester - First Year

EMS 107	Emergency Medical Technician	(7)
ENG 103	Composition I	(3)
HIT 216	Medical Terminology I	(3)
		(13)

Spring Semester - First Year

BIO 109	Human Biology	(3)
BIO 110	Human Biology Laboratory	(1)
CIS 101	Introduction to Computers OR Approved Elective	(3)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
PSY 102	Introduction to Psychology	(3)
		(13)

Fall Semester - Second Year

EMS 210	Paramedic Module I	(11)
EMS 220	Paramedic Module I Clinical	(4)
		(15)

Spring Semester - Second Year

EMS 211	Paramedic Module II	(12)
EMS 221	Paramedic Module II Clinical	(5)
		(17)

Summer Term - Second Year

EMS 212	Paramedic Module III	(6)
EMS 222	Paramedic Module III Clinical	(5)
		(11)

Paramedic – Certificate

Curriculum No. 457

This certificate prepares the student for licensure/certification as a Paramedic. It allows the student to focus on the classes required to take the state/national exams. Requires 43 credit hours.

Fall Semester

EMS 210	Paramedic Module I	(11)
EMS 220	Paramedic Module I Clinical	(4)
		(15)

Spring Semester

EMS 211	Paramedic Module II	(12)
EMS 221	Paramedic Module II Clinical	(5)
		(17)

Summer Term

EMS 212	Paramedic Module III	(6)
EMS 222	Paramedic Module III Clinical	(5)
		(11)

EMT – Certificate

Curriculum No. 458

This certificate prepares the student for licensure/certification as an EMT. It focuses on the basic life support knowledge and skills necessary to practice as an EMT. Requires 7 credit hours.

EMS 107	Basic Emergency Medical Technician	(7)
		(7)

ESTHETICS

CERTIFICATE

Esthetics

Curriculum No. 450 Credit hours required: 33

Esthetics – Certificate

Curriculum No. 450

The Esthetics certificate is designed to prepare an individual to become a Licensed Esthetician, also known as a Skin Care Specialist. This 3 semester, 760 hour program meets the requirements of the Illinois Department of Financial and Professional Regulation (IDFPR) and graduates will be eligible to sit for the exam approved by the IDFPR to become a Licensed Esthetician in the State of Illinois. The program includes the study of scientific concepts, ethics, business practices, and the theory and application of esthetics technology. An on-campus clinical experience is included. This certificate requires 33 credit hours.

Applications for Esthetics admission are distributed during the EST 100 course. Additional information should be requested from the Coordinator of Complementary Health Programs. Applications must be submitted to the Coordinator of Complementary Health Programs by July 1st of each year.

Favorable criminal background check, drug screen, TB screening are required upon admission.

Preadmission

EST 100	Introduction to Esthetics	(1)
HLT 122	Introduction to Nutrition	(1)
PE 162	First Aid and Emergency Response	(3)
		(5)

Fall Semester

TPM 112	Anatomy/Physiology Comp Health	(5)
EST 110*	Esthetics Procedures I	(4)
EST 111*	Esthetics Clinical	(3)
HIT 216	Medical Terminology	(3)
		(15)

Spring Semester

EST 120**	Esthetics Procedures II	(4)
EST 121**	Advanced Esthetics Clinical	(3)
EST 130	Esthetics Licensure Seminar	(1)
TPM 109	Pathology	(2)
TPM 124	Business Practices and Ethics	(3)
		(13)

* EST 110 and EST 111 must be taken together.

**EST 120 and EST 121 must be taken together.

HEALTH INFORMATION TECHNOLOGY

CERTIFICATE

Medical Billing and Coding

Curriculum No. 274 Credit hours required: 29

Medical Billing and Coding – Certificate

Curriculum No. 274

This certificate program will provide students with the skills needed to complete, file, and respond to medical insurance forms and reports. Students will also learn the skills needed for maintaining appropriate medical office standards and systems, medical insurance processing, and coding procedures. The program is based on certification testing administered by the American Health Information Management Association, the American Academy of Professional Coders, and the experiences of a registered health information administration supervising medical coders. Potential employers include medical offices, healthcare facilities, and insurance companies. Requires 29 credit hours.

Fall Semester

HIT 115	Introduction to Medical Coding	(2)
HIT 216	Medical Terminology I	(3)
OS 107	Employment Strategies	(3)
	Office Systems elective(s)	(3)
		(11)

Spring Semester

HIT 218	Medical Office Procedures	(3)
HIT 219	Medical Terminology II	(4)
HIT 220	Health Insurance Billing	(2)
HIT 221	Medical Coding I	(3)
		(12)

Summer Semester

HIT 222	Medical Coding II	(3)
HIT 223	Pharmacology & Lab Medicine	(3)
		(6)

Approved Electives:

OS 125	Word Processing/Word	(3)
OS 133	Spreadsheets/Excel	(3)
		(6)

HORTICULTURE

DEGREES (A.A.S.)

Horticulture

Curriculum No. 401 Credit hours required: 60

CERTIFICATES

Floral Horticulture

Curriculum No. 227 Credit hours required: 18

Greenhouse/Garden Center

Curriculum No. 241 Credit hours required: 19

Landscape Design/Construction

Curriculum No. 238 Credit hours required: 18

Foundations in Horticulture

Curriculum No. 290 Credit hours required: 21

Cannabis & Hemp Cultivation

Curriculum No. 420 Credit hours required: 26

Horticulture – Degree

Curriculum No. 401

This degree program option is available for students who have not identified a specific career area in horticulture. Requires 60 credit hours.

Fall Semester - First Year

COM 100	Oral Communication	OR	
COM 108	Communication in the Workplace		(3)
HOR 101	Introduction to Horticulture Related Occupations		(1)
HOR 103	Horticulture Science		(3)
HOR 122	Trees/Arboriculture		(3)
HOR 274	U.S. Field Studies		(1)
TMAT 100	Technical Mathematics		(3)
			(14)

Spring Semester - First Year

ENG 103	Composition	OR	
ENG 109	Intro to Technical Report Writing		(3)
HOR 105	Botany for Horticulture		(3)
HOR 146	Sustainable Perennials		(3)
HOR 196	Horticulture Internship		(4)
Humanities/Fine Arts/Social/Behavioral Science elective(s)			(3)
			(16)

Fall Semester - Second Year

AGT 215	Introduction to Soils and Fertilizers		(4)
HOR 141	Beginning Floral Arrangements		(3)
HOR 166	Landscape Design		(3)
HOR 231	Ornamental Shrubs Identification and Culture		(3)
HOR 243	Interior Plantscaping		(3)
HOR 274	U. S. Field Studies		(1)
HOR elective(s)			(3)
			(17)

Spring Semester - Second Year

HOR 128	Plant Propagation	OR	
HOR 235	Floriculture Management		(3)
HOR 279	Bedding Plant Production & Sales		(4)
HOR elective(s)			(6)
			(13)

Students may select elective courses from the six degree options below:

Option 1 - Select any 9 credit hours from the following HOR electives:

HOR 112	Greenhouse Management	(3)
HOR 128	Plant Propagation	(3)
HOR 142	Advanced Floral Arrangements	(3)
HOR 158	Special Events	(3)
HOR 168	Sustainable Prairie Management	(3)
HOR 196	Horticulture Internship	(1-4)
HOR 201	Horticulture Seminar	(.5-3)
HOR 220	Cannabis Biology & Production	(4)
HOR 231	Ornamental Shrubs ID and Culture	(3)
HOR 235	Floriculture Management	(3)
HOR 243	Interior Plantscaping	(3)
HOR 249	Wedding & Sympathy Design	(3)
HOR 251	Landscape Construction	(3)
HOR 256	Turf and Lawn Management	(3)
HOR 266	Advanced Landscape Design	(3)
HOR 269	Field Studies Floral Symposium	(1)
HOR 273	NCLC Field Studies	(3)
AGT 210	Intro to Crop Science	(4)

Option 2 - Select the following courses to earn the HOR 227 Floral Horticulture certificate:

HOR 142	Advanced Floral Arrangements	(3)
HOR 158	Special Events	(3)
HOR 235	Floriculture Management	(3)
HOR 243	Interior Plantscaping	(3)
HOR 249	Wedding & Sympathy Design	(3)

Option 3 - Select the following courses to earn the HOR 238 Landscape Design/Construction certificate:

HOR 231	Ornamental Shrubs Identification and Culture	(3)
HOR 251	Landscape Construction	(3)
HOR 266	Advanced Landscape Design	(3)

Option 4 - Select the following courses to earn the HOR 241 Greenhouse/Garden Center certificate:

HOR 112	Greenhouse Management	(3)
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Option 5 - Select the following courses to earn the HOR 290 Foundations in Horticulture certificate:

HOR 128	Plant Propagation	(3)
HOR 168	Sustainable Prairie Management	(3)
HOR 256	Turf and Lawn Management	(3)

Option 6 - Select the following courses to earn the HOR 420 Cannabis & Hemp Cultivation certificate:

HOR 112	Greenhouse Management	(3)
HOR 220	Cannabis Biology & Production	(3)
AGT 210	Intro to Crop Science	(3)
HOR 128	Plant Propagation (recommended)	(3)

Floral Horticulture – Certificate

Curriculum No. 227

Students completing this certificate should have skills and knowledge which prepares them for employment in the floral industry in a retail shop or mass merchandiser. All aspects of floral design including wedding, funeral, and all-occasion designs will be practiced in class and marketing concepts will be emphasized. Requires 18 credit hours.

Fall Semester - First Year

HOR 141	Beginning Floral Arrangements	(3)
HOR 158	Special Events I	(2)
HOR 243	Interior Plantscaping	(3)
		(9)

Spring Semester - First Year

HOR 142	Advanced Floral Arrangements	(3)
HOR 235	Floriculture Management	(3)
HOR 249	Wedding & Sympathy Design	(3)
		(9)

Greenhouse/Garden Center – Certificate

Curriculum No. 241

This certificate is designed for persons pursuing a career in the production of greenhouse plants sold as cut flowers, potted plants, annual bedding plants, and/or foliage plants. Requires 19 credit hours.

Fall Semester - First Year

HOR 103	Horticulture Science	(3)
HOR 112	Greenhouse Management	(3)
		(3)
HOR 122	Trees/Arboriculture OR	
HOR 141	Beginning Floral Arrangements OR	
HOR 231	Ornamental Shrubs Identification and Culture OR	
HOR 243	Interior Plantscaping	(3)
		(9)

Spring Semester - First Year

HOR 105	Botany for Horticulture	(3)
HOR 146	Sustainable Perennials	(3)
HOR 279	Bedding Plant Production & Sales	(4)
		(10)

Landscape Design/Construction – Certificate

Curriculum No. 238

This certificate provides training for students to develop employable skills for a career in the production, maintenance or installation of ornamental plants and hardscape features such as walks, patios, decks, and retaining walls. Such persons may be employed in wholesale or retail nurseries, supply firms or landscape operations. Requires 18 credit hours.

Fall Semester - First Year

HOR 122	Trees/Arboriculture	(3)
HOR 166	Landscape Design	(3)
HOR 231	Ornamental Shrubs Identification & Culture	(3)
		(9)

Spring Semester - First Year

HOR 146	Sustainable Perennials	(3)
HOR 251	Landscape Construction	(3)
HOR 266	Advanced Landscape Design	(3)
		(9)

Foundations in Horticulture – Certificate

Curriculum No. 290

This certificate provides students with foundational knowledge and technical skills relating to sustainability topics in Horticulture. Students will learn about areas including sustainability, turf management, plant identification, and propagation. Requires 21 credit hours.

Fall Semester

HOR 103	Horticulture Science	(3)
HOR 168	Sustainable Prairie Management	(3)
HOR 256	Turf and Lawn Management	(3)
HOR 122	Trees/Arboriculture OR	
HOR 141	Beginning Floral Arrangements OR	
HOR 231	Ornamental Shrubs Identification and Culture	(3)
		(12)

Spring Semester

HOR 105	Botany for Horticulture	(3)
HOR 128	Plant Propagation	(3)
HOR 146	Sustainable Perennials	(3)
		(9)

Cannabis & Hemp Cultivation – Certificate

Curriculum No. 420

This program is designed to prepare students for careers in the cannabis and hemp industry. Students completing this certificate will have knowledge and skills related to the cultivation and production of cannabis and hemp. Requires 26 credit hours.

Fall Semester - First Year

AGT 210	Introduction to Crop Science	(4)
AGT 215	Introduction to Soils and Fertilizers	(4)
HOR 101	Intro to Hort Related Occupations	(1)
HOR 103	Horticulture Science	(3)
HOR 112	Greenhouse Management	(3)
		(15)

Spring Semester - First Year

HOR 105	Botany for Horticulture	(3)
HOR 220	Cannabis Biology Production	(4)
HOR 279	Bedding Plant Production & Sales	(4)
		(11)

HOSPITALITY AND CULINARY

DEGREE (A.A.S.)

Hospitality Management

Curriculum No. 325 Credit hours required: 60-65

CERTIFICATE

Foundations of Culinary Arts

Curriculum No. 420 Credit hours required: 19

Hospitality Management – Degree

(Program not accepting new students for 2022-2023.

Consult with an advisor for options.)

Curriculum No. 325

This degree develops the leadership skills and management practices that are valued in the hospitality industry. It is designed to provide students with the knowledge and skills necessary for entry level management role in the culinary, hospitality and tourism fields.

Requires 60-65 credit hours

Fall Semester - First Year

COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
HOS 100	Kitchen Techniques	(1)
HOS 103	Intro to Hospitality	(3)
HOS 108	Cooking Fundamentals	(4)
HOS 113	ServSafe Manager Certification	(1)
PSY 102	Introduction to Psychology	(3)
		(15)

Spring Semester - First Year

BIO 101	Environmental Biology AND	
BIO 102	Environmental Biology Lab OR	
CHE 110	Basic Chemistry AND	(3)
CHE 111	Basic Chemistry Laboratory	(1)
ENG 103	Composition I OR	
ENG 109	Introduction to Technical Report Writing	(3)
HOS 214	Food & Beverage Service	(3)
MM 162	Introduction to Management	(3)
	Hospitality and Culinary elective(s)	(2-4)
		(15-17)

Fall Semester - Second Year

BUS 101	Introduction to Business	(3)
BUS 256	Business Law	(3)
BUS 120	Business Math OR	
MAT 208	Introductory Statistics	(3-4)
MM 149	Introduction to Marketing	(3)
SPA 101	Elementary Spanish	(3)
		(15-16)

Spring Semester - Second Year

ACC 108	Business Accounting OR	
ACC 121	Financial Accounting	(3-4)
ECO 261	Principles of Microeconomics	(3)
MM 264	Human Resources Management	(3)
MM 266	Principles of Sales	(3)
	Hospitality and Culinary elective(s)	(3-4)
		(15-17)

MM 264 is offered in even spring semesters only and MM 266 is offered in odd spring semesters only. Students should be advised to exchange with an appropriate class from the Spring Semester - First Year Listing, depending on which MM course is offered each spring.

Hospitality and Culinary elective(s):

ART 167	Graphic Design I	(3)
ART 203	Digital Imaging	(3)
BUS 130	Human Relations	(3)
HOR 141	Beginning Floral Arrangements	(3)
HOR 142	Advanced Floral Arrangements	(3)
HOR 158	Special Events	(3)
HOR 249	Wedding and Sympathy Design	(3)
HOS 109	Baking Fundamentals	(4)
HOS 111	Cake Baking & Designing	(4)
HOS 196	Internship	(4)
HOS 220	Catering	(4)
MM 269	Entrepreneurship	(3)
OS 107	Employment Strategies	(3)
OS 133	Spreadsheets/Excel	(3)
OS 138	QuickBooks	(3)
OS 246	Business Communications	(3)
PHL 198	World Religions	(3)
PSY 286	Social Psychology	(3)
SPA 102	Elementary Spanish II	(3)

Foundations of Culinary Arts – Certificate

(Program not accepting new students for 2022-2023.

Consult with an advisor for options.)

Curriculum No. 420

Short-term certificate with an emphasis on cooking, baking, and preparation skills to prepare, and present food in a variety of settings ranging from cafeterias, banquet halls, bakeries, and small diners to clubs and gourmet restaurants. Requires 19 credit hours.

COM 108	Communication in the Workplace	(3)
HOS 100	Kitchen Techniques	(1)
HOS 103	Intro to Hospitality	(3)
HOS 108	Cooking Fundamentals	(4)
HOS 113	ServSafe Manager Certification	(1)
HOS 196	Hospitality and Food Service Internship OR	
HOS 220	Catering	(4)
SPA 101	Elementary Spanish I	(3)
		(19)

MANUFACTURING TECH

DEGREE (A.A.S.)

Technology & Manufacturing

Curriculum No. 370 Credit hours required: 60
See page 84.

CERTIFICATES

CNC Production Technician

(Not offered 2021-2022 academic year)

Curriculum No. 422 Credit hours required: 22

Automated Industrial Tech

Curriculum No. 283 Credit hours required: 27

Certified Production Tech

Curriculum No. 242 Credit hours required: 13

Precision Machining Apprenticeship

Curriculum No. 233 Credit hours required: 28

CNC Production Technician – Certificate

(Program not accepting new students for 2022-2023.)

Consult with an advisor for options.)

Curriculum No. 422

This certificate program is a combination of computer-aided drafting and computer numerical control. Students will use AutoCAD, a standard design and drafting package, to develop drawings. These drawings are then post-processed using industry standard CAM software, to generate CNC programs. Instruction will include machine tool processes and CNC machining. This program will prepare students for the new technological area called CAD/CAM. Requires 48 credit hours.

Fall Semester - First Year

MT 104	Intro to Manufacturing & Safety	(3)
MT 153	Machine Shop Math	(4)
MT 215	Manufacturing Processes I	(2)
MT 290	Intro Computer Numerical Control	(4)
		(13)

Spring Semester - First Year

CAD 171	Fundamentals of CAD-SolidWorks	(3)
COM 201	Small Group Communications	(3)
MT 101	Print Reading for Industry	(2)
MT 152	Machine Shop Mathematics II	(3)
		(11)

Fall Semester - Second Year

CAD 110	Orientation to CADD	(1)
CAD 120	Technical Graphics/CAD	(3)
MT 102	Metrology	(2)
MT 108	Intro to Mfg Maintenance	(2)
MT 294	Advanced Computer Numerical Control	(4)
		(12)

Spring Semester - Second Year

MT 205	Metallurgy	(3)
MT 216	Fabrication Practices	(2)
MT 264	Fixture Design	(4)
MT 296	Computer-Aided Manufacturing	(3)
		(12)

Automated Industrial Tech – Certificate

(Program not accepting new students for 2022-2023.)

Consult with an advisor for options.)

Curriculum No. 283

This certificate program is designed to provide courses in job-related theory for persons who are employed as maintenance apprentices. Graduates of this program are prepared to perform industrial maintenance activities in business and industry facilities. Substitutions for some courses may be made with the employers and college advisors approval. Approved by the U.S. Department of Labor. Requires 27 credit hours.

Fall Semester - First Year

CAD 141	Technical Drafting CAD	(4)
ELE 104	DC Fundamentals Lecture	(2)
ELE 121	DC Fundamentals Lab	(1)
MT 104	Intro to Manufacturing & Safety	(3)
MT 215	Manufacturing Processes I	(2)
		(12)

Spring Semester - First Year

CIS 123	Management Information Systems	(3)
ELE 103	AC Fundamentals Lecture	(2)
ELE 123	AC Fundamentals Lab	(1)
ELE 130	Introduction to PLC Systems	(3)
MT 101	Print Reading for Industry	(2)
MT 108	Intro to Mfg Maintenance	(2)
WT 116	Fundamental Welding Processes	(2)
		(15)

Certified Production Tech – Certificate

(Program not accepting new students for 2022-2023.)

Consult with an advisor for options.)

Curriculum No. 242

This certificate program provides students with an overview of the modern manufacturing environment. The program provides basic knowledge and skills in safety, quality and measurement, manufacturing processes, and manufacturing maintenance that allow students to qualify for entry-level employment within the manufacturing industry. Successful completion of courses leads to the Certified Production Technician (CPT) industry certification via the Manufacturing Skills Standards Certification (MSSC) program. Requires 13 credit hours.

MT 102	Metrology	(2)
MT 104	Intro to Manufacturing & Safety	(3)
MT 153	Machine Shop Math	(4)
MT 108	Intro to Mfg Maintenance	(2)
MT 215	Manufacturing Processes I	(2)
		(13)

Precision Machining Apprentice – Certificate

(Program not accepting new students for 2022-2023.

Consult with an advisor for options.)

Curriculum No. 233

An apprenticeship certificate program designed to provide courses in job-related theory for persons who are employed as apprentices. Substitutions for some courses may be made with the employers and college advisors approval. Approved by the U.S. Department of Labor. Requires 28 credit hours.

Fall Semester - First Year

CAD 141	Technical Drafting CAD	(4)
MT 102	Metrology*	(2)
MT 104	Intro to Manufacturing & Safety*	(3)
MT 153	Machine Shop Math	(4)
MT 215	Manufacturing Processes I*	(2)

(15)

Spring Semester - First Year

MT 101	Print Reading for Industry	(2)
MT 108	Intro to Mfg Maintenance*	(2)
MT 205	Metallurgy	(3)
MT 216	Fabrication Practices	(2)
MT 264	Fixture Design	(4)

(13)

*CPT Certificate Course

MARKETING AND MANAGEMENT

DEGREE (A.A.S.)

Marketing and Management

Curriculum No. 218 Credit hours required: 60

CERTIFICATES

Retailing

Curriculum No. 293 Credit hours required: 18

Supervision Basics

Curriculum No. 409 Credit hours required: 12

Organizational Leadership

Curriculum No. 411 Credit hours required: 21

Marketing and Management – Degree

Curriculum No. 218

This degree program is designed to prepare students for entry level positions in marketing and management. Since over a quarter of the work force is involved in some form of marketing or management, many career opportunities are available for students. Close cooperation between the college and business helps ensure necessary training is provided to compete in a dynamic business environment. Requires 60 credit hours.

Fall Semester - First Year

BUS 101	Introduction to Business	(3)
BUS 120	Business Mathematics OR	
MAT 150	College Algebra OR higher level math	(3-4)
CSD 100	The College Experience OR	
CSD 101	Career Planning OR	
ENG 111	College Study Skills	(2)
ENG 103	Rhetoric and Composition OR	
ENG 109	Introduction to Technical Writing	(3)
MM 149	Introduction to Marketing	(3)
MM elective(s)		(3)

(17-18)

Spring Semester - First Year

ACC 108	Business Accounting OR	
ACC 121	Financial Accounting	(3-4)
BUS 130	Human Relations	(3)
BUS 150	Legal/Social Environment of Business OR	
BUS 256	Business Law	(3)
MM 162	Introduction to Management	(3)
MM elective(s)		(3)

(15-16)

Fall Semester - Second Year

COM 100	Oral Communication I OR	
COM 108	Communication in the Workplace	(3)
ECO 260	Principles of Macroeconomics OR	
ECO 261	Principles of Microeconomics	(3)
PLS 140	Intro to American Government/Politics OR	
PLS 240	State and Local Government	(3)
PSY 102	Introduction to Psychology	(3)

(12)

Spring Semester - Second Year

CIS 123	Management Information Systems	(3)
OS 133	Spreadsheet/Excel	(3)
MM 259	Introduction to Finance	(3)
MM or OS elective(s)		(5-7)

(14-16)

Electives:

MM 233	Retail Management	(3)
MM 234	Advertising and Promotion	(3)
MM 237	Supervision	(3)
MM 264	Human Resource Management	(3)
MM 266	Principles of Sales	(3)
MM 269	Entrepreneurship	(3)
MM 280	Materials Management Processes	(3)
MM 299	Internship Marketing or Management	(4)
MM 250	Leadership Development	(3)
OS 135	Database Access	(3)
OS 138	QuickBooks	(3)
OS 156	Desktop Publishing/Publisher	(3)
OS 246	Business Communications	(3)

Retailing – Certificate

Curriculum No. 293

A certificate program designed for students wanting to upgrade their skills necessary to work in a retail environment. Practical application of communication, basic math, and social skills will prepare students for entry level positions in retail. This certificate meets the recommendations of area retail merchants. Requires 18 credit hours.

BUS 101	Introduction to Business	(3)
BUS 120	Business Mathematics	(3)
BUS 130	Human Relations	(3)
COM 108	Communication in the Workplace	(3)
MM 233	Retail Management	(3)
MM 266	Principles of Sales	(3)

(18)

Supervision Basics – Certificate

Curriculum No. 409

This certificate program is designed for students who are interested in becoming front-line supervisors. With this Supervision Basic certificate students may desire to continue towards an Associate in Applied Science in Marketing and Management. Requires 12 credit hours.

Fall Semester - First Year

BUS 101	Introduction to Business	(3)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
MM 237	Supervision	(3)
OS elective(s)		(3)

(12)

Organizational Leadership - Certificate

Curriculum No. 411

This degree program is designed for students who wish to progress into entry level leadership positions within an organization. It builds upon the Supervision Basics certificate and students who achieve this Organizational Leadership certificate may desire to continue towards an Associate in Applied Science in Marketing and Management.

Requires 21 credit hours.

Fall Semester - First Year

BUS 101	Introduction to Business	(3)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
MM 237	Supervision	(3)
OS elective(s)		(3)

(12)

Spring Semester - First Year

BUS 130	Human Relations	(3)
MM 162	Introduction to Management	(3)
MM 250	Leadership Development	(3)

(9)

MEDICAL ASSISTANT

CERTIFICATE

Medical Assistant

Curriculum No. 408 Credit hours required: 30.5-31.5

Medical Assistant – Certificate

Curriculum No. 408

This certificate program prepares students for entry-level careers in physician's offices, clinics, and other medical settings. Students who complete this program will have the knowledge and skills necessary to perform clinical techniques including sterilizing and maintaining equipment, obtaining vital signs and medical histories, examining room procedures, performing routine laboratory procedures, the correct techniques for administering medication and other daily operations in a clinical setting. Requires 30.5-31.5 credit hours.

Pre-MA Coursework

TPM 112 Anatomy/Physiology Comp Health (5)
(5)

Fall Semester - First Year

MA 130 Medical Office Administration (4)
MA 140 MA Clinical Procedures I * (6-7)
HIT 216 Medical Terminology I (3)
(13-14)

* Only certified Phlebotomist may be eligible for reduced credit

Spring Semester - First Year

MA 133 Electronic Health Records (3)
MA 135 Medical Law & Ethics (2)
MA 230 MA Clinical Procedures II (4)
(9)

Summer Semester - First Year

MA 233 MA Clinical Externship (2.5)
MA 237 MA Externship Seminar (1)
(3.5)

NURSING

DEGREE (A.A.S.)

Registered Nursing*

Curriculum No. 366 Credit hours required: 66

*This nursing education program is accredited by the Accreditation Commission for Education in Nursing.

CERTIFICATE

Basic Nurse Assisting

Curriculum No. 310 Credit hours required: 7

Registered Nursing Degree (A.A.S.)

Curriculum No. 366

This degree program prepares students to deliver high-quality, safe and cost-effective health care as a Registered Professional Nurse. Registered Professional Nursing is governed by the State of Illinois Nurse Practice Act 2007. It is designed to prepare the entry-level professional nurse to sit for the licensing examination for professional nurses (NCLEX-RN) after graduation. The Registered Professional Nurse advocates for patient safety through use of evidence-based practice, team work, ethics, technology and a focus on continuous quality improvement. The curriculum includes theory in communications, science and behavioral sciences as well as nursing. The Kishwaukee College Nursing Program curriculum utilizes the Quality and Safety Education for Nurses (QSEN) Institute competencies to provide an organizing framework for curriculum content.

The QSEN competencies include:

- Patient-centered care
- Teamwork and Collaboration
- Evidence-based Practice
- Quality Improvement
- Safety
- Informatics

A vital component of the curriculum is the supervised clinical experience provided in area hospitals and community agencies. The newly remodeled facilities which include classrooms, nursing labs, and a high fidelity simulation lab located within the Terry and Sherrie Martin Health Career Wing, provide a quality environment for learning in the 21st century. Requires 66 credit hours.

Interested men and women should attend an information meeting or contact the Director of Nursing for complete admission, selection, re-entrance, and graduation requirements. Program information is available online and in Student Services.

Specific policies, retention and promotion criteria and graduation requirements are included in the Nursing Student Handbook. A copy of the handbook is available on the College's website www.kish.edu.

Admission Criteria

Enrollment in the Associate Degree Nursing (ADN) Program is limited to clinical site capacity. The Nursing Program admits 40 students in the Fall and 50 students in the Spring semesters. All applications are evaluated without discrimination with regard to age, race, sex, creed, national origin, or disability.

Official documentation of completion of ALL ADMISSION CRITERIA must be received before the applicant will be considered for admission.

A variable tuition rate per credit hour in addition to the standard tuition rate will be applied to all nursing courses in the ADN program effective January 2015.

Admission into the Kishwaukee Associate Degree Nursing Program requires the applicant to:

1. Submit official documentation of a high school transcript or high school equivalency certificate to the Student Services Office.
2. Submit official college/university transcript(s), if applicable to the Student Services Office.
3. Attendance of a Nursing Program information session is recommended. Registration for the session is not required. Please check our website at www.kish.edu/nursing for dates and times.
4. Submit the Nursing program application to the Health Division Office while in the final semester of prerequisites **OR AFTER ALL REQUIREMENTS HAVE BEEN COMPLETED**. Applications are available at information meetings, online, or in the Health and Education Division kiosk.
5. Submit three personal reference forms to the Health Division office.
6. Submit a completed medical/felony form to the Health Division office.
7. Above requirements, plus criteria outlined below **must be met before application may be submitted**.
 - a. Completion of at least 12 credit hours in 100/200 level college course work.
 - b. Overall GPA of 2.500 or higher in at least 12 hours within the following course work applicable to nursing. All Kishwaukee College course work must be maintained at 2.0 GPA or above. Bold highlighted courses are not required for the degree at Kishwaukee College, but are required if you choose to continue towards your B.S.N. BIO 103, BIO 105, BIO 213, BIO 258, BIO 259, COM 100, ENG 103, PSY 102, PSY 280, **CHE 110, CHE 111, ENG 104, HLT 201, MAT 208, SOC 170**.
 - c. Overall College (Kishwaukee and transfer) GPA of 2.500 or above in all 100/200 level course work. Once a student has completed at least 12 hours of 100/200 level coursework at Kishwaukee, the Kishwaukee GPA will be utilized for this requirement.
 - d. Completion of BIO 103 and BIO 105 with grades of "B" or higher in the last 5 years. Students who have completed BIO 259 with a "C" or higher in last 5 years may waive this requirement.
 - e. Completion of COM 100, ENG 103 and PSY 102 with grades of "C" or higher.
 - f. Completion of MAT 086 or MAT 098 or college level math with a "C" or higher or appropriate placement scores. Mathematics course grades expire after 5 years;

placement scores expire after 3 years.

- g. ATI TEAS (Test of Essential Academic Skills)
Testing with a minimum composite score of 60.0%. Testing includes area of Reading, English, Mathematics, and Science. The testing link is located on the nursing website. Testing is scheduled through the ATI testing website. Students are encouraged to test at Kishwaukee. Testing sessions will be scheduled every 2–3 months. Students may test only once per each session. Students who are unable to test at Kishwaukee must submit scores officially through ATI and show proof that the exam was not taken in the previous 90 days. (TEAS testing requires pre-registration. The current cost is \$75 plus tax; this fee is subject to change). Study guides are available for an additional cost at www.atitesting.com.
8. **Apply to the nursing program between February 1st and 15th for Fall admission and between September 1st and 15th for Spring admission. Any applications received prior to or after these dates will not be processed.** Students are admitted on a space available basis after requirements are completed. Application submissions should include all of the above elements in a sealed envelope with applicant's full name and Kishwaukee College Student ID on the outside. Applications may be mailed or placed in the HE Division locked drop box outside of B1222.

Nursing Program Admissions Selection Process

1. Admission to the Nursing Program is limited to a select cohort of students per semester. Review of all admission criteria will be conducted upon review of application. Upon completion of that review, students will be divided into three categories:
 - a. Students who have completed ALL admission criteria.
 - b. Students who have completed all admission criteria except for TEAS testing
 - c. Students who are sitting in final prerequisite. These students may or may not have completed TEAS testing.
2. Within each category, students will then be ranked using the following items (in this order):
 - a. GPA in nursing related general education courses*
 - b. Number of hours completed in nursing related courses
 - c. Overall 100/200 level GPA
 - d. Number of hours completed at Kishwaukee College
 - e. TEAS test score
3. Students who have completed ALL admission criteria** will be admitted first, followed by students who successfully complete TEAS testing at session held after admission deadline (March and October), followed by students sitting in final prerequisite.

*Nursing related general education courses:

BIO 103, BIO 105, BIO 213, BIO 258, BIO 259, COM 100, ENG 103, PSY 102, PSY 280, CHE 110, CHE 111, ENG 104, HLT 201, MAT 208, SOC 170

**Meeting all admission requirements does not guarantee admission. The ranking described above through GPA, credit hours completed,

and TEAS scores serve as the criteria for admission.

Retention

General education courses may be completed prior to final admission. The ADN (Associate Degree in Nursing) courses must be completed within four years of the first admission. All Level II courses must be completed within a two-year time frame. Students who do not complete the Nursing program within the specified time frame are required to repeat all nursing courses for credit. A 2.0 GPA must be maintained in all Kishwaukee College courses once the transfer student enters Kishwaukee College.

Satisfactory completion of pre-nursing course work and first year course work as outlined below is required for Level II status. Level II status is necessary for enrollment in NUR 226, NUR 227, NUR 239, NUR 249 and NUR 262.

Students must earn "C" or higher grades in all nursing and general education courses included in the Nursing curriculum as one of the requirements for the Associate in Applied Science in Registered Nursing degree.

Pre-Nursing Course Work

BIO 103	General Biology	(3)
BIO 105	General Biology Laboratory	(1)
COM 100	Oral Communication	(3)
ENG 103	Composition I	(3)
PSY 102	Introduction to Psychology	(3)
		(13)

First Year - First Semester

BIO 258	Anatomy and Physiology I	(4)
NUR 117	Fundamentals of Nursing	(6-7*)
NUR 123	Orientation to Pharmacology	(1)
PSY 280	Life-Span Human Development	(3)
		(14-15)

First Year - Second Semester

BIO 259	Anatomy and Physiology II	(4)
NUR 168	Adult Health Nursing I	(4-5**)
NUR 169	Adult Health Nursing II	(4-5**)
		(13-14)

Second Year - First Semester

BIO 213	Introductory Microbiology	(4)
NUR 226	Maternal Child Health Nursing	(4.0-4.5**)
NUR 227	Pediatric Health Nursing	(4.0-4.5**)
		(12-13)

Second Year - Second Semester

NUR 239	Adult Health Nursing III	(5)
NUR 249	Mental Health Nursing	(5)
NUR 262	Professional Nursing	(1)
		(11)

*Only CNA's may be eligible to register for reduced credit.

**Only LPN's may be eligible to register for reduced credit

Basic Nurse Assisting – Certificate

Curriculum No. 310

This program satisfies the Illinois Department of Public Health requirements for employment in long-term health care facilities, plus home health and acute care facilities. Information regarding admission may be obtained by contacting the Basic Nurse Assisting (BNA) Coordinator. Gainful employment information for certificates in the Nursing program can be found at www.kish.edu/nursing.

All students successfully completing the course must take and pass the "hands-on" skills and written, state approved, competency evaluation. With successful passing, the student's name is placed on the nurse assistant state registry for employment. Illinois statute requires all new nurse aides to have a criminal fingerprint background check before their names can be added to the nurse aide registry. This check is completed prior to or during the course enrollment. All entering students are required to have a drug test and required immunizations for clinical. Further information is available through the Basic Nurse Assisting (BNA) Coordinator.

Admission:

1. Students are required to complete one of the following:
Accuplacer Reading score of 233 or English 098 or English 089 with a grade of "C" or higher.
2. Be at least 16 years of age.
3. Must have a Social Security card.
4. Students must apply for graduation in the Student Services Office by the deadline listed in the applicable semester's schedule booklet. No graduation fee is required.

Required: A student must complete the course with a minimum "C" grade or higher.

NUR 100 Basic Nurse Assistant Training (7)
(7)

OFFICE SYSTEMS

DEGREE (A.A.S.)

Administrative Professionals

Curriculum No. 406 Credit Hours required: 60

CERTIFICATES

Administrative Assistant

Curriculum No. 213 Credit hours required: 36

Application Specialist

Curriculum No. 445 Credit hours required: 18

Administrative Professionals – Degree

Curriculum No. 406

The Administrative Professionals degree program is designed for students who wish to prepare for positions as administrative assistants or professional secretaries in business, industry, government, legal or medical offices. The program offers a combination of skill-building and business courses necessary to develop a high degree of competence, as well as general knowledge for the responsible execution of administrative assistant or secretarial duties. Requires 60 credit hours.

Fall Semester - First Year

BUS 101	Introduction to Business	(3)
OS 101	Beginning Keyboarding***	(3)
OS 122	Reference Manual/Proofreading	(3)
OS 125	Word Processing/Word*	(3)
OS 253	Records Management**	(3)

(15)

Spring Semester - First Year

BUS 130	Human Relations	(3)
ENG 103	Composition I OR	
ENG 109	Intro To Technical Report Writing	(3)
OS 107	Employment Strategies	(3)
OS 135	Database/Access*	(3)
OS 136	Presentation Graphics/PowerPoint*	(3)

(15)

Fall Semester - Second Year

BUS 120	Business Mathematics	(3)
COM 100	Oral Communication OR	
COM 108	Communication in the Workplace	(3)
OS 133	Spreadsheets/Excel*	(3)
OS 138	QuickBooks	(3)
Humanities/Fine Arts/Social/Behavioral Science elective(s)		(3)

(15)

Spring Semester - Second Year

OS 127	Advanced Word Processing/Word*	(3)
OS 156	Desktop Publishing/Publisher	(3)
OS 246	Business Communications	(3)
OS 252	Office Procedures	(3)
Marketing/Management elective(s)		(3)

(15)

*MOS Certification

**MOS Outlook Certification

***Proficiency test available

Administrative Assistant – Certificate

Curriculum No. 213

A certificate program for students preparing for general office employment in business or government. Requires 36 credit hours.

Fall Semester

OS 101	Beginning Keyboarding***	(3)
OS 107	Employment Strategies	(3)
OS 122	Reference Manual/Proofreading (Fall only)	(3)
OS 125	Word Processing/Word*	(3)
OS 138	QuickBooks (Fall only)	(3)
OS 253	Records Management** (Fall only)	(3)

(18)

Spring Semester

OS 127	Advanced Word Processing/Word* (Spring only)	(3)
OS 133	Spreadsheets/Excel*	(3)
OS 135	Database/Access* (Spring only)	(3)
OS 136	Presentation Graphics/PowerPoint* (Spring only)	(3)
OS 156	Desktop Publishing/Publisher (Spring only)	(3)
OS 252	Office Procedures (Spring only)	(3)

(18)

*MOS Certification

**MOS Outlook Certification

***Proficiency test available

Application Specialist – Certificate

Curriculum No. 445

A certificate program providing training in marketable software application and employability skills. Students will have the opportunity to earn industry Microsoft Office Specialist (MOS) certification in Word, Excel, Access and Outlook. Requires 18 credit hours.

OS 101	Beginning Keyboarding***	(3)
OS 107	Employment Strategies	(3)
OS 125	Word Processing/Word*	(3)
OS 133	Spreadsheets/Excel*	(3)
OS 135	Database/Access*	(3)
OS 253	Records Management**	(3)

(18)

*MOS Certification

**MOS Outlook Certification

***Proficiency test available

RADIOLOGIC TECHNOLOGY

DEGREE (A.A.S.)

Radiologic Technology

Curriculum No. 222 Credit hours required: 69

Radiologic Technology – Degree

Curriculum No. 222

The radiologic technology degree program is composed of professional and general education courses. The professional radiology theory, positioning methods, image assessment and patient care courses are taught concurrently with clinical practicum courses offering the student the opportunity to apply principles and skills as they are learned. Throughout the six terms of the program, students will be scheduled at more than one of the following clinical education sites: Northwestern Medical (Kishwaukee Hospital), DeKalb; Rochelle Community Hospital, Rochelle; Rush-Copley Medical Center, Aurora; DeKalb Physicians Group, Sycamore.

Upon completion of the Associate in Applied Science degree program the student is prepared to practice as a professional general diagnostic radiographer and to sit for the American Registry of Radiologic Technology national certification examination. Requires 69 credit hours.

Program Mission

The mission of the Kishwaukee College Associate Degree Radiography Program is to prepare the student to obtain their licensure to practice Entry-Level Diagnostic medical radiography. The Program is supported by State of the Art Academic and clinical experiences as well as knowledgeable faculty and clinical instructors.

Program Goals

1. Students will demonstrate competence in clinical procedures. Outcomes:
 - Students will demonstrate skill in patient positioning
 - Student will demonstrate skill in technique selection
 - Students will provide appropriate care to all patients
 - Students will practice radiation protection
2. Students will communicate effectively. Outcomes:
 - Students will communicate effectively with patients in the clinic
 - Students will communicate effectively with staff, supervisors, physicians and others in the clinical setting
 - Students will demonstrate effective oral communication skills
 - Students will demonstrate effective written communication skills
3. Students will use critical thinking and problem-solving skills. Outcomes:
 - Students will determine modifications of standard procedures to meet patients' needs
 - Students will determine appropriate exposure techniques and modify those techniques for different situations
 - Student will evaluate images for quality and make necessary adjustments
4. Students will evaluate the importance of professionalism and professional development. Outcomes:
 - Students will demonstrate the value of professionalism and professional development
 - Students will exhibit professional behavior
 - Students will demonstrate the values and ethics of a professional radiographer.

Assessment of these goals is a continuous process conducted from one to several times annually. Input for analysis is solicited from all communities of interest, both internal and external. Goal monitors, benchmarks, and records of outcomes analyses are available upon request.

I. Admission Criteria

Enrollment in the Radiologic Technology Program is limited to clinical site capacity. All applications are evaluated without discrimination with regard to age, race, sex, creed, national origin, or disability.

A variable tuition rate per credit hour in addition to the standard tuition rate will be applied to all radiologic technology courses for students admitted as of Fall 2016.

Admission into the Kishwaukee College Radiologic Technology Program requires the applicant to complete the following for submission of records:

1. Official documentation of a high school diploma or high school equivalency certificate.
2. Official documentation of college/university transfer credit must be completed and submitted to Student Services.
3. Submit a completed Kishwaukee College admissions form to the Student Services Office.
4. Submit the Radiologic Technology program application, and required essay (essay criteria outlined on back of application) to the Program Director. Applications can be submitted between December 1 through December 21 each year. Details regarding where and how to submit the application will be detailed annually on the program application.
5. Provide three written character references.
6. Proven reading and writing competency at the ENG 103 or ENG 109 level according to the college placement procedure. Transfer college credits in ENG 103, or ENG 089 with a "C" or higher grade will also meet this admission requirement.
7. Completion of MAT 086 or MAT 098 or college level mathematics with a "C" or higher grade or appropriate placement scores. Using mathematics course grades expire after five (5) years; placement scores expire after three (3) years.
8. ATI-TEAS (Test of Essential Academic Skills) test composite score of 60%.
9. Documentation of Kishwaukee or transferable institution credit of BIO 103 & 105 with a "C" or higher grade.
10. Attendance of a Radiology Program information session.
11. OFFICIAL high school transcript, high school equivalency certificate, and college transcripts from all schools attended other than Kishwaukee College, must be submitted to: Kishwaukee College, Student Services, 21193 Malta Road, Malta, IL 60150-9699. Official documentation of completion of all admission criteria must be received before the applicant will be considered for admission.
12. Cumulative college/university GPA of 2.7 or higher

II. Finalizing Admission

1. The Admissions Committee consisting of the Division Dean (or administrative designee), Program Director, Coordinator of Allied Health Programs, and a Student Services representative will evaluate the completed application, essay, and transcripts. Each committee member will use a consistent rubric on their review of the submitted materials.
2. Applicants that meet the academic and essay criteria will be

awarded provisional admission to the next available opening in the program. Candidates will receive written notification of provisional admissions status.

3. Kishwaukee College affiliating agencies require criminal background checks and drug screens for all accepted students. Background checks must be favorable to proceed. The radiography program follows the federal law related to marijuana use. There is a zero tolerance for marijuana use whether it is recreational or medical. Students who have a positive marijuana drug test will be dismissed from the program. The radiography program and clinical affiliates reserve the right for randomized drug testing.
4. Students who have been accepted into the radiography program are required to take a physical exam by a licensed physician. Students who are deemed to have restrictions by a physician should request a review of their situation with the Program Director and Division Dean (or administrative designee) to investigate if reasonable and acceptable accommodations are available. The program will determine the status of each student in July, prior to the program start date.

III. Required Characteristics of Student Radiographers

In order to understand the theoretical principles and perform the duties of a diagnostic radiographer, the student must possess the following characteristics:

1. Ability to interact and communicate effectively with widely diverse groups of people;
2. Knowledge of basic grammar, writing, and spelling skills;
3. Understand the basic fundamentals of mathematics, including algebra and geometry;
4. Ability to read college level textbooks;
5. Solid understanding of fundamental physical and biological sciences;
6. Ability to listen and follow directions accurately and precisely;
7. Desire and ability to work with people of all ages and physical conditions;
8. Interest in working with mechanical and electronic equipment, including computers;
9. Desire to work in a medical setting with patients in various states of illness or trauma;
10. Ability to work under stressful situations;
11. Ability to walk, stand, bend, stoop, and lift up to 25 lbs;
12. Good eye-hand coordination and manual dexterity;
13. Normal or corrected vision and hearing;
14. Average tactile sensitivity;
15. Ability to stand and walk for long periods of time without a break.

Retention

Completion with a grade of "C" or higher of all previous semester radiologic technology courses is required for enrollment in subsequent semester radiologic technology courses. BIO 258 Anatomy and Physiology I and BIO 259 Anatomy and Physiology II, must be completed with a "C" or higher grade, by the end of the second semester for continued enrollment in Radiologic Technology.

Students must achieve "C" or higher grades in all radiologic technology and general education courses included in the

radiology curriculum.

Fall Semester - First Year

BIO 258	Anatomy and Physiology I	(4)
RA 100	Radiographic Imaging I	(2)
RA 101	Patient Care Techniques	(2)
RA 102	Radiographic Positions and Procedures I	(5)
RA 104	Clinical Practicum I	(3)
RA 105	Medical Terminology for Radiography	(1)
		(17)

Spring Semester - First Year

BIO 259	Anatomy and Physiology II	(4)
RA 111	Radiographic Imaging II	(3)
RA 112	Radiographic Positions & Procedures II	(5)
RA 114	Clinical Practicum II	(3)
		(15)

Summer Term - First Year

RA 122	Radiographic Positions/Procedures III	(1.5)
RA 124	Clinical Practicum III	(2)
		(3.5)

Fall Semester - Second Year

ENG 103	Composition I	(3)
PSY 102	Introduction to Psychology	(3)
RA 204	Advanced Clinical Practicum I	(5)
RA 205	Radiographic Image Evaluation	(2)
RA 220	Radiation Physics	(3)
		(16)

Spring Semester - Second Year

ENG 104	Composition II OR	
ENG 109	Introduction to Technical Report Writing OR	
COM 100	Oral Communication	(3)
RA 221	Radiation Biology	(2)
RA 222	Advanced Radiology Procedures	(3)
RA 224	Advanced Clinical Practicum II	(5)
RA 225	Radiographic Pathology	(2)
		(15)

Summer Term - Second Year

RA 234	Advanced Clinical Practicum III	(2.5)
		(2.5)

TECHNOLOGY & MANUFACTURING

DEGREE

Technology & Manufacturing

Curriculum No. 370 Credit hours required: 60

For CERTIFICATES see:

Computer-Aided Design Technology (Page 61)

Electronics (Page 68)

Manufacturing (Page 76)

Welding (Page 86)

Technology & Manufacturing – Degree

(Program not accepting new students for 2022-2023. Consult with an advisor for options.)

Curriculum No. 370

This degree is intended to prepare students for the diverse field of industrial maintenance. Using an interdisciplinary approach, students learn key concepts necessary to successfully construct, install, repair, and maintain a host of electrical and mechanical industrial processes and applications. Critical skills include print reading, industrial safety, electrical troubleshooting, preventive maintenance practices, welding, machining, and automated systems diagnosis and repairs. Requires 60 credit hours

Fall Semester - First Year

CAD 141	Technical Drafting CAD	(4)
MT 104	Intro to Manufacturing & Safety	(3)
MT 215	Manufacturing Processes I	(2)
MAT 150	College Algebra OR	
MT 153	Machine Shop Math	(4)
WT 116	Fundamental Welding Processes	(2)

(15)

Spring Semester - First Year

ELE 130	Introduction to PLC Systems	(3)
ENG 103	Composition I OR	
ENG 109	Intro to Technical Report Writing	(3)
MT 102	Metrology	(2)
PHY 150	Introductory Physics	(3)
PHY 151	Physics Lab	(1)
WT 133	Introduction to Fabrication	(2)

(14)

Fall Semester - Second Year

COM 100	Oral Communications OR	
COM 108	Communications in the Workplace	(3)
Humanities/Fine Arts/Social/Behavioral Science elective(s)		(3)
Elective in Specialty		(9)

(15)

Spring Semester - Second Year

Elective(s) in Specialty		(16)
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(16)

Specialty Electives

Kishwaukee College recommends 21 hours of the following technical electives if a student is interested in:

Computer-Aided Design Technology

CAD 131	Print Reading for Construction Trades	(3)
CAD 151	Fundamentals of CAD/AutoCAD	(3)
CAD 152	Fundamentals of CAD/Inventor	(3)
CAD 153	2D Mechanical CAD	(4)
CAD 154	2D Architectural CAD	(4)
CAD 171	Fundamentals of CAD-SolidWorks	(3)
CAD 172	Intermediate CAD-Solidworks	(3)
CAD 251	Modeling Rendering & Animation	(3)
CAD 253	3D Mechanical CAD	(4)
CAD 254	3D Architectural CAD/Revit	(4)
CAD 270	Drafting and Design Internship	(.5-3)

Electronics Technology

ELE 102	PC Maintenance and Repair	(1)
ELE 103	AC Fundamentals Lecture	(2)
ELE 104	DC Fundamentals Lecture	(2)
ELE 110	Solid State Circuits	(3)
ELE 113	Electrical Wiring & Safety	(2)
ELE 114	Industrial Robotics	(1)
ELE 121	DC Fundamentals Lab	(1)
ELE 123	AC Fundamentals Lab	(1)
ELE 142	PC Repair and Configuration	(3)
ELE 206	Amplifier/Operational Amplifier Circuits	(3)
ELE 210	Advanced PLC Systems	(3)
ELE 211	Industrial Motor Controls	(3)
ELE 212	Digital Circuits	(3)
ELE 214	Robotic Principles	(3)
ELE 215	Electronics Internship	(.5-3)

Manufacturing Technology

MT 101	Print Reading for Industry	(2)
MT 108	Intro to Mfg Maintenance	(2)
MT 205	Metallurgy	(3)
MT 216	Fabrication Practices	(2)
MT 261	Manufacturing Processes II	(4)
MT 264	Fixture Design	(4)
MT 283	Automated Engineer Tech Intern	(3)
MT 290	Introduction to Computer Numerical Control	(4)
MT 294	Advanced Computer Numerical Control	(4)
MT 296	Computer-Aided Manufacturing	(3)

Welding Technology

WT 122	Shielded Metal Arc Welding I	(2)
WT 124	Shielded Metal Arc Welding II	(2)
WT 126	Gas Metal/Flux Core Arc Weld I	(2)
WT 128	Oxyfuel Welding/Cutting	(2)
WT 152	Math for Welding	(3)
WT 226	GMAW/FCAW II	(2)
WT 233	Fabrication II	(2)
WT 244	Welding Layout	(2)
WT 246	Layout II	(2)
WT 257	Certification Welding	(4)
WT 258	GTAW	(2)
WT 268	ASME Pipe Welding I 5G	(4)
WT 269	ASME Pipe Welding II 6G	(4)
WT 280	Specialized Welding	(4)

THERAPEUTIC MASSAGE

CERTIFICATE

Therapeutic Massage

Curriculum No. 444 Credit hours required: 31

Therapeutic Massage – Certificate

Curriculum No. 444

The certificate in therapeutic massage is designed to prepare an individual to become a professional massage therapist. This three-semester, 664 hour program meets the entrance requirements for the Massage and Bodywork Licensing Exam (MBLEx). The program includes the study and practice of various massage techniques, anatomy, physiology, kinesiology and on-campus clinical experience. Requires 31 credit hours.

Admission to Kishwaukee College's Therapeutic Massage program will be based on the following criteria:

1. Minimum age of 18
2. High school graduate transcript or high school equivalency certificate (official transcripts must be on file in the Student Services Office)
3. Total points earned in TPM 100
4. Two letters of reference
5. Official transcripts from all colleges/universities attended
6. Favorable criminal background check, drug screen, or TB screening are required upon admission.

Additional information should be requested from the Coordinator of Complementary Health Programs.

Applications for TPM admission are distributed during the TPM 100 course. Applications must be submitted to the coordinator by July 1st of each year. Students must earn a "C" or higher grade in all courses required for completion of the Therapeutic Massage Certificates.

Pre-Admission

TPM 100 Introduction to Massage (1)
(1)

Fall Semester

TPM 112 Anatomy/Physiology Comp Health (5)
TPM 110 Massage Techniques I (4)
HIT 216 Medical Terminology I (3)
(12)

Spring Semester

TPM 114 Musculoskeletal System (3)
TPM 120 Massage Techniques II (4)
TPM 124 Business Practices & Ethics (3)
TPM 140 Massage Clinical (5)
TPM 109 Pathology (2)
(12.5)

Summer Term

TPM 130 Massage Techniques III (4)
TPM 140 Massage Clinical (5)
TPM 145 Ther. Massage Licensure Seminar (1)
(5.5)

WELDING

DEGREE (A.A.S.)

Technology & Manufacturing

Curriculum No. 370 Credit hours required: 60

See page 84.

CERTIFICATES

Basic Welding Technology

Curriculum No. 252 Credit hours required: 23

Advanced Welding Technology

Curriculum No. 449 Credit hours required: 30-32

Basic Welding Technology – Certificate

Curriculum No. 252

This certificate program is designed to provide students with training in Oxy-Fuel, GMAW (MIG), GTAW (TIG) and SMAW welding in addition to necessary related skills such as blueprint reading, metallurgy and manufacturing processes. At the completion of these courses, students may take the AWS Certification test through Rock Valley College. Requires 23 credit hours.

Fall Semester

WT 116 Fundamental Welding Processes (2)
WT 122 Shielded Metal Arc Welding I (2)
WT 124 Shielded Metal Arc Welding II (2)
WT 126 Gas Metal/Flux Core Weld I (2)
WT 128 Oxyfuel Welding/Cutting (2)
(10)

Spring Semester

MT 101 Print Reading for Industry (2)
WT 152 Math for Welding (3)
WT 133 Introduction to Fabrication (2)
WT 257 Certification Welding (4)
WT 258 TIG Welding (2)
(13)

Advanced Welding Technology – Certificate

Curriculum No. 449

This Advanced Welding certificate is designed to expand on the foundational skills established in the Basic Welding certificate. Additional skill development includes the areas of layout, fabrication, advanced Gas Metal Arc Welding and ASME Pipe welding. Requires 30-32 credit hours.

Fall Semester - First Year

WT 124 Shielded Metal Arc Welding II (2)
WT 126 Gas Metal & Flux Core Arc Weld (2)
WT 133 Intro to Fabrication (2)
(6)

Spring Semester - First Year

WT 226 GMAW/FCAW II (2)
WT 233 Fabrication II (2)
WT 244 Welding Layout (2)
WT 257 Certification Welding (4)
WT 258 TIG Welding (2)
(12)

Fall Semester - Second Year

WT 246 Welding Layout II (2)
WT 268 ASME Pipe Welding I 5G (4)
WT 269 ASME Pipe Welding II 6G (4)
WT 280 Specialized Welding (2-4)
(12-14)