

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 proved 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

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

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) |
| 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 111 | Intro to Programming: Python | (3) |
| 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) |
| | | (15-16) |

Fall Semester - Second Year

| | | |
|---------|---------------------------------------|-------------|
| CIS 123 | Management Information Systems | (3) |
| CIS 150 | C++ Programming I OR | |
| CIS 160 | Java Programming I | (3) |
| | Humanities elective(s) | (3) |
| | Social/Behavioral Science elective(s) | (3) |
| | CIS or othe 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 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) |
| 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 (pending approval)

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 18 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

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

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

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.
4. 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.
5. All students must complete and submit an EMT course application located on the Kishwaukee College Emergency Medical Services website.
6. 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:

1. Must hold a current State of Illinois EMT license or Advanced EMT license, one year EMT experience recommended.
2. Must successfully pass a written entrance exam based on the EMT National Curriculum.
4. All students must complete a physical exam to be completed after acceptance into the program.
5. Must complete and submit a KCEMS Paramedic Training course application located on the Kishwaukee College Emergency Medical Services website.
6. 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 | (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 | 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) |

HORTICULTURE

DEGREES (A.A.S.)

Horticulture Floral Design

Curriculum No. 403 Credit hours required: 65

Hort Sustainable/General

Curriculum No. 401 Credit hours required: 67

Horticulture Greenhouse

Curriculum No. 402 Credit hours required: 63

Landscape Design & Nursery

Curriculum No. 404 Credit hours required: 63

CERTIFICATES

Floral Horticulture

Curriculum No. 227 Credit hours required: 26

Greenhouse/Garden Center

Curriculum No. 241 Credit hours required: 25

Landscape Design/Plant ID

Curriculum No. 238 Credit hours required: 27

Sustainable Horticulture

Curriculum No. 290 Credit hours required: 28

Cannabis & Hemp Cultivation

Curriculum No. 480 Credit hours required: 25

Horticulture Floral Design – Degree

Curriculum No. 403

This degree program option is available for students who are interested in careers in the floral design industry. Students completing this degree will have skills and knowledge which prepares them for employment in the floral industry as well as a garden center. Requires 65 credit hours.

Fall Semester - First Year

| | | |
|----------|--|-----|
| HOR 101 | Introduction to Horticulture Related Occupations | (1) |
| HOR 103 | Horticulture Science | (3) |
| HOR 112 | Greenhouse Management | (3) |
| HOR 141 | Beginning Floral Arrangements | (3) |
| HOR 158 | Special Events I | (2) |
| HOR 243 | Interior Landscaping | (3) |
| HOR *** | Field Studies | (1) |
| TMAT 100 | Technical Mathematics | (3) |

(19)

Spring Semester - First Year

| | | |
|---|--|-----|
| HOR 105 | Botany for Horticulture | (3) |
| HOR 106 | Orientation to Horticulture Internship | (1) |
| HOR 128 | Plant Propagation | (3) |
| HOR 142 | Advanced Floral Arrangements | (3) |
| HOR 196 | Horticulture Internship | (4) |
| HHumanities/Fine Arts/Social/Behavioral Science elective(s) | | (3) |

(17)

Fall Semester - Second Year

| | | |
|---------|--|-----|
| AGT 215 | Introduction to Soils and Fertilizers | (4) |
| COM 100 | Oral Communication OR | |
| COM 108 | Communication in the Workplace | (3) |
| ENG 109 | Introduction to Technical Report Writing | (3) |
| HOR 235 | Flower Store Management | (3) |
| HOR *** | Field Studies | (1) |

(14)

Spring Semester - Second Year

| | | |
|--|----------------------------|-----|
| HOR 146 | Sustainable Perennials | (3) |
| HOR 247 | Special Events II | (2) |
| HOR 249 | Wedding & Sympathy Design | (3) |
| HOR 279 | Bedding Plant Prod & Sales | (4) |
| Humanities/Fine Arts/Social/Behavioral Science elective(s) | | (3) |

(15)

***Field Studies: Offered Fall semester only. A total of two (2) hours required from HOR 269, HOR 273, HOR 274 or HOR 290.

Hort Sustainable/General – Degree

Curriculum No. 401

This degree program option is available for students who have not identified a specific career area in horticulture. Requires 67 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 112 | Greenhouse Management | (3) |
| HOR 122 | Trees/Arboriculture | (3) |
| HOR *** | Field Studies | (1) |
| TMAT 100 | Technical Mathematics | (3) |

(17)

Spring Semester - First Year

| | | |
|--|--|-----|
| HOR 105 | Botany for Horticulture | (3) |
| HOR 106 | Orientation to Horticulture Internship | (1) |
| HOR 146 | Sustainable Perennials | (3) |
| HOR 186 | Sustainable Gardening I | (1) |
| HOR 196 | Horticulture Internship | (4) |
| Humanities/Fine Arts/Social/Behavioral Science elective(s) | | (3) |

(15)

Fall Semester - Second Year

| | | |
|---------|--|-----|
| AGT 215 | Introduction to Soils and Fertilizers | (4) |
| HOR 127 | Propagation Techniques | (1) |
| HOR 166 | Landscape Design | (3) |
| HOR 168 | Sustainable Prairie Management | (3) |
| HOR 188 | Sustainable Gardening III | (1) |
| HOR 231 | Ornamental Shrubs Identification and Culture | (3) |
| HOR 256 | Turf and Lawn Management | (3) |
| HOR *** | Field Studies | (1) |

(19)

Spring Semester - Second Year

| | | |
|--|--|-------------|
| ENG 109 | Introduction to Technical Report Writing | (3) |
| HOR 128 | Plant Propagation | (3) |
| HOR 141 | Beginning Floral Arrangements | (3) |
| HOR 279 | Bedding Plant Production & Sales | (4) |
| Humanities/Fine Arts/Social/Behavioral Science elective(s) | | (3) |
| | | (16) |

***Field Studies: Offered Fall semester only. A total of two (2) hours required from HOR 269, HOR 273, HOR 274 or HOR 290.

Horticulture Greenhouse – Degree

Curriculum No. 402

This degree program option is available for students who are interested in careers in greenhouse production or interior plantscaping. Requires 63 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 112 | Greenhouse Management | (3) |
| HOR 122 | Trees/Arboriculture | (3) |
| HOR *** | Field Studies | (1) |
| TMAT 100 | Technical Mathematics | (3) |
| | | (17) |

Spring Semester - First Year

| | | |
|---------|--|-------------|
| ENG 109 | Intro to Technical Report Writing | (3) |
| HOR 105 | Botany for Horticulture | (3) |
| HOR 106 | Orientation to Horticulture Internship | (1) |
| HOR 141 | Beginning Floral Arrangements | (3) |
| HOR 146 | Sustainable Perennials | (3) |
| HOR 196 | Horticulture Internship | (4) |
| | | (17) |

Fall Semester - Second Year

| | | |
|--------------------------|--|-------------|
| AGT 215 | Introduction to Soils and Fertilizers | (4) |
| HOR 188 | Sustainable Gardening III | (1) |
| HOR 231 | Ornamental Shrubs Identification and Culture | (3) |
| HOR 243 | Interior Plantscaping | (3) |
| HOR *** | Field Studies | (1) |
| Horticulture elective(s) | | (3) |
| | | (15) |

Spring Semester - Second Year

| | | |
|--|----------------------------------|-------------|
| HOR 128 | Plant Propagation | (3) |
| HOR 186 | Sustainable Gardening I | (1) |
| HOR 279 | Bedding Plant Production & Sales | (4) |
| Humanities/Fine Arts/Social/Behavioral Science elective(s) | | (6) |
| | | (14) |

***Field Studies: Offered Fall semester only. A total of two (2) hours required from HOR 269, HOR 273, HOR 274 or HOR 290.

Landscape Design & Nursery – Degree

Curriculum No. 404

This degree program option is available for students who are interested in the production, installation, design, and maintenance of landscaping plant materials. Instruction on installation of paving, retaining walls, and decks will also be covered. Requires 63 credit hours.

Fall Semester - First Year

| | | |
|----------|--|-------------|
| COM 100 | Oral Communication OR | |
| COM 108 | Communication in the Workplace | (3) |
| ENG 109 | Introduction to Technical Report Writing | (3) |
| HOR 101 | Introduction to Horticulture Related Occupations | (1) |
| HOR 103 | Horticulture Science | (3) |
| HOR 122 | Trees/Arboriculture | (3) |
| HOR *** | Field Studies | (1) |
| TMAT 100 | Technical Mathematics | (3) |
| | | (17) |

Spring Semester - First Year

| | | |
|--|--|-------------|
| HOR 105 | Botany for Horticulture | (3) |
| HOR 106 | Orientation to Horticulture Internship | (1) |
| HOR 126 | Nursery Management | (3) |
| HOR 146 | Sustainable Perennials | (3) |
| HOR 196 | Horticulture Internship | (4) |
| Humanities/Fine Arts/Social/Behavioral Science elective(s) | | (3) |
| | | (17) |

Fall Semester - Second Year

| | | |
|---------|--|-------------|
| AGT 215 | Introduction to Soils and Fertilizers | (4) |
| HOR 166 | Landscape Design | (3) |
| HOR 231 | Ornamental Shrubs Identification and Culture | (3) |
| HOR 251 | Landscape Construction | (3) |
| HOR 256 | Turf and Lawn Management | (3) |
| HOR *** | Field Studies | (1) |
| | | (17) |

Spring Semester - Second Year

| | | |
|--|---|----------------|
| HOR 128 | Plant Propagation OR | |
| HOR 266 | Advanced Landscape Design | (3) |
| HOR 267 | Digital Landscape Design | (3) |
| HOR 141 | Beginning Floral Arrangements OR | |
| HOR 279 | Bedding Plant Production & Sales | (3-4) |
| Humanities/Fine Arts/Social/Behavioral Science elective(s) | | (3) |
| | | (12-13) |

***Field Studies: Offered Fall semester only. A total of two (2) hours required from HOR 269, HOR 273, HOR 274 or HOR 290.

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 26 credit hours.

Fall Semester - First Year

| | | |
|--------------------------|-------------------------------|-------------|
| HOR 141 | Beginning Floral Arrangements | (3) |
| HOR 158 | Special Events I | (2) |
| HOR 235 | Flower Store Management | (3) |
| HOR 243 | Interior Plantscaping | (3) |
| Horticulture elective(s) | | (3) |
| | | (14) |

Spring Semester - First Year

| | | |
|---------|----------------------------------|-------------|
| HOR 142 | Advanced Floral Arrangements | (3) |
| HOR 247 | Special Events II | (2) |
| HOR 249 | Wedding & Sympathy Design | (3) |
| HOR 279 | Bedding Plant Production & Sales | (4) |
| | | (12) |

Elective Options:

| | | |
|---------|--------------------------------|-----|
| HOR 112 | Greenhouse Management | (3) |
| HOR 128 | Plant Propagation | (3) |
| HOR 146 | Sustainable Perennials | (3) |
| HOR 269 | Field Studies Floral Symposium | (1) |

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 25 credit hours.

Fall Semester - First Year

| | | |
|---------|--|-------------|
| HOR 103 | Horticulture Science | (3) |
| HOR 112 | Greenhouse Management | (3) |
| HOR 141 | Beginning Floral Arrangements | (3) |
| HOR 122 | Trees/Arboriculture OR | |
| HOR 231 | Ornamental Shrubs Identification and Culture OR | |
| HOR 243 | Interior Plantscaping | (3) |
| | | (12) |

Spring Semester - First Year

| | | |
|--------------------------|----------------------------------|-------------|
| HOR 105 | Botany for Horticulture | (3) |
| HOR 146 | Sustainable Perennials | (3) |
| HOR 279 | Bedding Plant Production & Sales | (4) |
| Horticulture elective(s) | | (3) |
| | | (13) |

Landscape Design/Plant ID – 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 27 credit hours.

Fall Semester - First Year

| | | |
|---------|--|-------------|
| HOR 122 | Trees/Arboriculture | (3) |
| HOR 166 | Landscape Design | (3) |
| HOR 168 | Sustainable Prairie Management | (3) |
| HOR 231 | Ornamental Shrubs Identification & Culture | (3) |
| HOR 251 | Landscape Construction | (3) |
| | | (15) |

Spring Semester - First Year

| | | |
|---------|---------------------------|-------------|
| HOR 126 | Nursery Management | (3) |
| HOR 146 | Sustainable Perennials | (3) |
| HOR 266 | Advanced Landscape Design | (3) |
| HOR 267 | Digital Landscape Design | (3) |
| | | (12) |

Sustainable Horticulture – Certificate

Curriculum No. 290

This certificate provides students with foundational knowledge and technical skills relating to sustainability topics in Horticulture. Students will learn how to implement and manage sustainable conservation projects, including water harvesting/storage, habitat creation for wildlife, useful native plants and wildlife projects including nest box surveys for blue birds. Requires 28 credit hours.

Fall Semester

| | | |
|--------------------------|---------------------------------------|-------------|
| AGT 215 | Introduction to Soils and Fertilizers | (4) |
| HOR 103 | Horticulture Science | (3) |
| HOR 168 | Sustainable Prairie Management | (3) |
| HOR 188 | Sustainable Gardening III | (1) |
| Horticulture elective(s) | | (3) |
| | | (14) |

Spring Semester

| | | |
|---------|---------------------------|-------------|
| BIO 101 | Environmental Biology | (3) |
| BIO 102 | Environmental Biology Lab | (1) |
| HOR 105 | Botany for Horticulture | (3) |
| HOR 128 | Plant Propagation | (3) |
| HOR 146 | Sustainable Perennials | (3) |
| HOR 186 | Sustainable Gardening I | (1) |
| | | (14) |

Electives:

| | | |
|---------|---|-----|
| HOR 122 | Trees/Arboriculture (FA) | (3) |
| HOR 187 | Sustainable Gardening II | (1) |
| HOR 231 | Ornamental Shrubs Identification and Culture (FA) | (3) |
| HOR 256 | Turf and Lawn Management (FA) | (3) |

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

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 25 credit hours.

Fall Semester - First Year

| | | |
|---------|---------------------------------------|-----|
| AGT 210 | Introduction to Crop Science | (4) |
| AGT 215 | Introduction to Soils and Fertilizers | (4) |
| HOR 103 | Horticulture Science | (3) |

(11)

Spring Semester - First Year

| | | |
|---------|-------------------------|-----|
| HOR 105 | Botany for Horticulture | (3) |
| HOR 128 | Plant Propagation | (3) |
| HOR 186 | Sustainable Gardening I | (1) |

(7)

Fall Semester - Second Year

| | | |
|---------|-----------------------------|-----|
| HOR 112 | Greenhouse Management | (3) |
| HOR 220 | Cannabis Biology Production | (4) |

(7)

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

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 MM266 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 I | (2) |
| HOR 247 | Special Events II | (2) |
| 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

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 Apprentice

Curriculum No. 233 Credit hours required: 28

CNC Production Technician – Certificate

(Not offered 2021-2022 academic year)

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

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) |
| ELE 130 | Introduction to PLC Systems | (3) |
| MT 104 | Intro to Manufacturing & Safety | (3) |
| MT 215 | Manufacturing Processes I | (2) |

(15)

Spring Semester - First Year

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

(12)

Certified Production Tech – Certificate

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

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

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) |

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

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) |
| | | (18-19) |

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) |

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) |
| 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 108 | Introduction to Software Applications | (3) |

(12)

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.

Fall Start Option*

| | | |
|----------|--------------------------------|-----|
| TPM 112* | Anatomy/Physiology Comp Health | (5) |
| HIT 216* | Medical Terminology I | (3) |

Spring Semester - First Year

| | | |
|----------|--------------------------------|-----|
| TPM 112* | Anatomy/Physiology Comp Health | (5) |
| MA 130 | Medical Assistant Skills I | (4) |
| MA 133 | Electronic Health Records | (3) |
| MA 135 | Medical Assistant Skills II | (2) |
| HIT 216* | Medical Terminology I | (3) |

(17)

Summer Semester - First Year

| | | |
|--------|--------------------------------|-------|
| MA 140 | Medical Assistant Skills III * | (6-7) |
|--------|--------------------------------|-------|

(6-7)

* Only certified Phlebotomist may be eligible for reduced credit

Fall Semester - Second Year

| | | |
|--------|--------------------------|-------|
| MA 230 | Medical Assistant IV | (4) |
| MA 233 | Clinical Externship | (2.5) |
| MA 237 | Professional Development | (1) |

(7.5)

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 Coordinator 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 40 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 for dates and times.
4. Submit the *Nursing program application* to the Health and Education 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 to four personal reference forms to the Health and Education Division office.
6. Submit a completed *medical/felony form* to the Health and Education 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)

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; Valley West Community Hospital, Sandwich; 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 (**applicants with disabilities are advised to carefully review item III, required characteristics).

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 the Program Director.
3. Submit a completed Kishwaukee College admissions form to the Student Services Office.
4. Submit the Radiologic Technology program application, \$10.00 application fee (must accompany 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 by mail or placed in the HE Division locked drop box outside of B1222.
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, Director of Radiology, 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 will evaluate the completed application, essay, and transcripts.
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. Candidates who have been offered provisional acceptance will be required to complete a personal interview to finalize their admission to the program.
4. Candidates will receive written notification of final admissions status.
5. Accepted students may request the opportunity to observe in a radiology department.
6. 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.
7. 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 will not be allowed to begin the program. The program will determine the status of each student in July prior to the program start date. All prospective students who have met the academic requirements for admission will be offered provisional admission to the program and will be required to complete a personal interview as the final step in the acceptance process. This interview will be scheduled in the spring semester, prior to the fall in which they have been offered provisional admission.

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

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) |

(13)

Spring Semester - Second Year

| | | |
|-----------------------|--|------|
| Elective in Specialty | | (16) |
|-----------------------|--|------|

(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 | (3) |
| CAD 254 | 3D Architectural CAD/Revit | (3) |
| 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. 448 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)