



AERIAL VIEW: WILLISTON STATE COLLEGE

- 1. Stevens Hall (Main Building)**
Classrooms for business & office education, agriculture, entrepreneurship, marketing-management, medical transcription, and liberal arts/transfer programs; administrative offices, faculty offices, labs, dining service, library, multi-purpose gymnasium, bookstore, game room, and student lounge.
- 2. Art Wood Building**
Classrooms and labs for automotive technology program and welding classes.
- 3. Crighton Building**
Classrooms and labs for diesel technology, agriculture, and workforce training.
- 4. Mobile Home Court**
Mobile homes for family student housing.
- 5. Nelson Hall**
Housing for athletes.
- 6. Abramson Hall**
Housing for male athletes.
- 7. Manger Hall**
Housing for female athletes.
- 8. Dickson Hall**
Co-ed student residence hall.
- 9. Health Science & Sports Complex**
Gymnasium, walking track, fitness facility, faculty offices, resource room, computer lab, and classrooms and labs for health, physical education, nursing, physical therapist assistant, and massage therapy programs.

WILLISTON STATE COLLEGE
PO Box 1326 · Williston, ND 58802-1326
1-888-863-WILL
701-774-4200 · www.wsc.nodak.edu

ACCREDITATION

Williston State College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, 30 North LaSalle St., Suite 2400, Chicago, IL 60602-2504. (312) 263-0456.

(www/higherlearningcommission.org)

EQUAL OPPORTUNITY POLICY

Williston State College operates in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, and Section 504 of the Rehabilitation Act of 1973 which provide that "No person in the United States shall, on the basis of sex, race, color, or national origin, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance; and prohibits discrimination on the basis of handicap against existing employees, students and applicants for

employment and admission." Williston State College does not discriminate on the basis of disability in admission or access to, or treatment or employment in, its programs or activities.

The Coordinator for Title VI, title IX, Section 504 and Section 35.107 of the Department of Justice regulations is Brenda Wigness, Vice President for Business Affairs. She may be contacted by writing to Williston State College, PO Box 1326, Williston, ND 58802-1326 or by calling (701) 774-4200.

VISITORS

Visitors are always welcome. Campus tours may be arranged in advance by contacting the Enrollment Services Office. Prospective students are encouraged to visit the Williston State College campus when classes are in session to get a genuine feel for campus life. Campus tours may, however, be arranged at other times.

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FALL SEMESTER

2007-2008

2008-2009

Residual Registration.....	August 20	August 25
Orientation.....	August 20	August 25
Instruction Begins.....	August 21	August 26
Last Day to ADD a Course for Credit (Via CampusConnection Self-Service).....	August 24	August 29
Last Day to ADD a Course for Credit (With Faculty Permission).....	August 29	September 4
Last Day to DROP a Course w/out Transcript Notation*.....	August 29*	September 4
Last Day to Change a Course to AUDIT.....	August 29	September 4
HOLIDAY, LABOR DAY.....	September 3	September 1
Mid-Term Exams.....	October 8-12	October 13-17
Mid-Term Deficiency Reports Due.....	October 19	October 24
Last Day to WITHDRAW from a Course**.....	October 26**	October 31**
HOLIDAY, VETERAN'S DAY.....	November 12	November 11
HOLIDAY, THANKSGIVING.....	November 22-23	November 27-28
Last Day to completely CANCEL registration.....	December 7	December 12
Semester Exams.....	December 10-14	December 15-19

SPRING SEMESTER

Residual Registration.....	January 7	January 12
Instruction Begins.....	January 8	January 13
Last Day to ADD a Course for Credit (Via CampusConnection Self-Service).....	January 11	January 16
Last Day to ADD a Course for Credit (With Faculty Permission).....	January 16	January 22
Last Day to DROP a Course w/out Transcript Notation*.....	January 16*	January 22*
Last Day to Change a Course to AUDIT.....	January 16	January 22
HOLIDAY, MARTIN LUTHER KING DAY.....	January 21	January 19
HOLIDAY, PRESIDENTS' DAY.....	February 18	February 16
Mid-Term Exams.....	February 25-29	March 2-6
HOLIDAY, SPRING BREAK.....	March 3-7	March 16-20
Mid-Term Deficiency Reports Due.....	March 14	March 13
Last Day to WITHDRAW from a Course**.....	March 21**	March 27**
HOLIDAY, GOOD FRIDAY.....	March 21	April 10
HOLIDAY, EASTER MONDAY.....	March 24	April 13
Last Day to completely CANCEL registration.....	May 2	May 8
Semester Exams.....	May 5-9	May 11-15
Commencement.....	May 9	May 15

SUMMER SESSION

Instruction Begins.....	TBA	TBA
Drop, Add, Refund Dates.....	TBA	TBA

OFFICIAL WILLISTON STATE COLLEGE HOLIDAYS:

LABOR DAY.....	September 3	September 1
VETERAN'S DAY.....	November 12	November 11
THANKSGIVING DAY.....	November 22	November 27
CHRISTMAS DAY.....	December 25	December 25
NEW YEAR'S DAY.....	January 1	January 1
MARTIN LUTHERAN KING DAY.....	January 21	January 19
PRESIDENTS' DAY.....	February 18	February 16
GOOD FRIDAY.....	March 21	April 10
EASTER MONDAY.....	March 24	April 13
MEMORIAL DAY.....	May 26	May 25

*Last Day to DROP a partial semester course w/out Transcript Notation.....1 academic week from start of class

**Last Day to WITHDRAW from a partial semester course..... 1 week after mid-point of class

Program Information

DEGREES AWARDED

Williston State College offers the following certificates and degrees:

Certificate of Completion is awarded for the completion of a non-credit program or a credit-based undergraduate course of study requiring 15 credit hours or less.

Program Certificate is the culmination of career-technical education that aims to impart career skills, requires little general education course work, and requires completion of at least 16 credit hours. Students must earn a minimum grade point average of 2.00 (C) while taking classes prescribed by their department.

Diploma represents completion of a prescribed two-year program in a career-technical field with some general education course work required. Students must complete a minimum of 62 credit hours with a grade point average of 2.00 (C) or above.

Associate in Applied Science Degree

(AAS) is awarded to students completing a minimum of 62 credit hours in career-technical areas. They must earn a grade point average of 2.00 (C) or above while taking courses prescribed by their department. The AAS Degree includes a general education component.

Associate in Arts Degree (AA) is awarded to students who have completed a minimum of 62 credit hours with a minimum grade point average of 2.00 (C). They complete courses consisting primarily of diverse, introductory-level material in preparation for transfer to complete a Bachelor's Degree. The humanities and social science areas are the primary areas of emphasis, but students are not required to designate a specific program or major.

Associate in Science Degree (AS) is awarded to students who have completed at least 62 credit hours with a minimum grade point average of 2.00 (C). They complete courses consisting primarily of diverse, introductory-level material in preparation for transfer to complete a Bachelor's Degree. The science, mathematics, and computer technology areas are the primary areas of emphasis, but students are not required to designate a specific program or major.

PROGRAMS OF STUDY

Career-Technical

Williston State College is designated by the North Dakota State Board for Career and Technical Education as an area career and technology center. Listed below are the various career-technical programs available.

- Administrative Assistant
- Administrative Assistant/Accounting
- Administrative Assistant/Health Information Management
 - Medical Billing/Coding
 - Front Office
- Administrative Assistant/Information Processing
- Agriculture
 - Agribusiness Sales & Management
 - Farm & Ranch Management
 - Natural Resources Mgmt & Conservation
- Agronomy Technician
- Automotive Technology
- Computer Systems Specialist
 - Microsoft Certified Systems Engineer
 - Network Analyst
 - Programming/Web Design
 - Systems Technician
- Diesel Technology
- Entrepreneurship
 - Recreation & Tourism
 - Agribusiness
- General & Technical Studies
 - Career Enhancement
 - Self Enrichment
 - Workplace Readiness
- Marketing-Management
 - Accounting
 - Management
 - Marketing
- Massage Therapy
- Medical Transcription
- Mental Health/Addiction Technician
- Nursing
 - Practical Nursing (PN)
 - Associate Degree Nurse (RN)
- Paraeducator
- Physical Therapist Assistant
- Speech Language Pathology Assistant

Liberal Arts (Pre-Professional)

Students intending to transfer to baccalaureate programs may begin their studies at Williston State College. Students can complete their general education requirements in addition to selected courses in their major area. These students generally earn liberal arts degrees; either Associate in Arts and/or Associate in Science.

After earning the Associate's Degree in liberal arts, students may transfer credits earned at Williston State College to the four-year institution of their choice. To insure easy and favorable transfer, students intending to transfer to four-year institutions should consult those institutions' catalogs when selecting courses while at Williston State College. Close contact with an advisor while attending Williston State College is highly recommended.

Curriculum plans for transfer to various baccalaureate programs (and beyond) have been outlined in this catalog. A list of these curriculum plans is provided below. Contact a faculty advisor for information about curriculum plans not included in this list.

- Accounting
- Addiction Studies
- Advertising
- Agricultural Economics
- Agricultural Production Management
- Agricultural Systems Management
- Agriculture
- Animal & Range Sciences
- Athletic Training
- Aviation
 - Air Traffic Control
 - Airport Management
 - Aviation Management
 - Commercial Aviation
 - Flight Education
- Banking & Finance
- Biology
- Business Education
- Business Management
- Chemistry
- Chiropractic
- Communication Disorders
- Communications
- Computer Science
- Corporate Fitness
- Criminal Justice
- Crop & Weed Sciences
- Dental Assisting
- Dental Hygiene
- Dentistry
- Dietetics
- Elementary Education
- Engineering
- English
- Environmental Science
- Farm & Ranch Management
- Food & Nutrition
- Food Science
- General Studies
- Health
- Health Education
- Health Information Technology
- History
- Human Performance & Fitness
- Information Management
- Law
- Management Information Systems
- Marketing
- Mathematics
- Medical Technology
- Medicine
- Mortuary Science
- Music
- Natural Resources Management
- Nursing
- Occupational Therapy
- Office Administration
- Optometry
- Outdoor Education
- Pharmacy
- Philosophy
- Physical Education
- Physical Science
- Physical Therapy
- Physics
- Plant Protection
- Political Science
- Psychology
- Public Administration
- Radiologic Technology
- Recreation
- Religion
- Secondary Education
- Social Work
- Sociology
- Spanish
- Special Education
- Veterinary Medicine
- Veterinary Technology

Students intending to transfer may be required to make application to the specific program at the transfer institution. Because acceptance into many of these programs is on a competitive basis, students should be aware of application procedures and acceptance criteria before beginning pre-program studies.

General Information

THE COLLEGE

Williston State College operates as a two-year public community college in the North Dakota University System. The college is one of eleven institutions under the jurisdiction of the North Dakota State Board of Higher Education. Williston State College is authorized under Federal law to enroll nonimmigrant students.

Williston State College offers transfer programs leading to Associate in Arts and Associate in Science Degrees. Students can complete the first two years of many majors and transfer with junior status to most four-year colleges and universities.

The Associate in Applied Science Degree, the diploma and the program certificate are awarded to students completing career-technical programs. Students receiving career-technical training may continue at a four-year college or university, earning an advanced degree.

Williston State College operates on the semester calendar. All academic units are expressed in terms of semester credit hours.

PURPOSE

The two-year colleges respect and acknowledge the need to remain open to evolutionary change to insure they can respond to the needs of the citizens of North Dakota. They share the following core purposes.

1. To provide academic transfer courses and programs which are parallel and equivalent to those offered during the first two years at baccalaureate institutions.
2. To provide career and technical education, as well as customized training, to prepare the learner for careers in a specific occupation.
3. To provide cultural, educational, occupational, and vocational programs to each campus' host community and the state of North Dakota in the form of courses, workshops, seminars, and institutes.
4. To provide community service and applied research in collaboration with business and industry to enhance economic development.
5. To provide open access and support services for a diverse student body.
6. To facilitate baccalaureate and graduate degree course work within the service area via telecommunications and other appropriate modes.

HISTORY

In 1931, legislative action authorized the establishment of junior colleges in North Dakota cities with a population of more than 10,000. The Legislative Assembly amended the law in 1941 to allow junior colleges in cities with a population of more than 5,000. An extension of junior college legislation came in 1961 with the approval of the North Dakota State Board of Higher Education to establish an off-campus education center in conjunction with a state supported college or university. Williston State College resulted from this legislation.

The University of North Dakota in Grand Forks began offering extension classes in Williston in the Fall of 1957. In 1961, Williston State College, then known as the University of North Dakota-Williston Center, founded its own resident campus, faculty, and curricula through a contractual arrangement between the University of North Dakota in Grand Forks and Williston School District #1. This contractual arrangement continued until the college became the responsibility of the North Dakota State Board of Higher Education on July 1, 1984, at which time the

college became known as the University of North Dakota-Williston.

Legislative action in 1999 expanded the college's mission to include workforce training, at which time it became an autonomous campus and its name was changed to Williston State College.

Williston State College has grown from an extension center, established in 1957, to an institution with a student body of more than 800 students and over 150 faculty and staff providing educational opportunities to the greater Williston area and beyond.

CAMPUS

Williston State College has occupied the main building located on an 80 acre campus since 1967. The administration and faculty offices, classrooms, laboratories, library, multi-purpose gymnasium, and dining services are located in this building. The student center addition, completed in 1975, includes an auditorium, bookstore, coffee bar, game room, student lounge, classrooms, and offices.

The Art Wood building was constructed in 1972. This building currently houses faculty offices, classrooms, and shops for the automotive technology program and welding courses.

The Crighton Building was built in 1972. An addition to this building was constructed in 1993. The Crighton Building houses faculty offices, classrooms, labs and a shop for the diesel technology and agriculture programs. The Workforce Training Center is also located in the Crighton Building, utilizing classrooms, training labs, offices, and testing facilities.

The Thomas Witt Leach Complex was constructed in 2003. It houses faculty offices, classrooms, and labs for the nursing, physical therapist assistant, and massage therapy programs, as well as health, physical education, and recreation classes and activities. A walking track and fitness facility is also housed here. This complex provides the college and surrounding communities a premier activity, cultural, and sports venue.

Housing consists of a 58-bed co-ed dormitory, a 16-bed all female hall, and four 12-bed athletic halls. An eight-lot mobile home court, owned by the Williston State College foundation, is also located on campus.

Two outdoor tennis/basketball courts are available on campus, as well as an outdoor athletic complex, built in 2003, which includes regulation baseball & football fields.

MISSION

Williston State College, "Where the People Make the Difference," is an open admission learner-centered, comprehensive community college of the North Dakota University System providing academic transfer and occupational education, workforce training, and cultural activities to residents of North Dakota, the upper plains, and beyond. Williston State is committed to providing educational opportunities that are accessible, affordable, life-changing, and life-long.

VISION

This vision statement of what Williston State College is striving to become is written as a 10 year retrospective.

Williston State College continues to be the college “where the people make the difference.” The college is known as a learning community that supports the individual interests, personal and professional growth, and celebrates the successes of its students, staff members and faculty members. The college has become a comprehensive community college that is recognized as fulfilling a vital role in education and workforce training for northwest North Dakota. It has a reputation for excellence of fair treatment, scholarship, and individual skill development. Transfer degrees and credit vocational programs are the cornerstone of this quality institution. Williston State is also recognized as a cultural focus for the greater Williston Basin and for its quality workforce training provided in support of the regional economy. The campus is an inviting place that is well maintained and extensively utilized by the community. The college plant and technology infrastructure supports the functions of Williston State’s comprehensive role. The campus is even more student centered than ever and is utilized by community groups and individuals on a daily basis. The college partners with business and industry, school districts, and other colleges and institutions to meet the postsecondary educational needs of learners.

Graduates of the college praise the faculty for the great start they received in their collegiate or occupational career. They comment on how important the faculty and staff were in transforming their lives. Whether completing one course, developing specific skills, or seeking academic progress toward their goal in life, every person is accepted and valued as a member of our life-long learning community. Student access to college is supported by scholarships supplied by a financially strong WSC Foundation. The college has a curriculum that ensures that students “learn how to learn”, experience cognitive growth, and have well-rounded development opportunities as a result of continuous curriculum design, assessment, and revision. Leadership opportunities, the use of learning communities, internship opportunities, and active learning contribute to student success. The college systematically plans and adjusts objectives to meet its long-term goals and to fulfill its mission. Key performance indicators are used to monitor the college’s institutional effectiveness, assist in decision-making and support continuous improvement.

VALUES

Education	Diversity
Students	Honesty & Integrity
Employees	Freedom
Excellence	Fairness
Responsibility	Public Trust

GENERAL EDUCATION STATEMENT

General education refers to a wide spectrum of cultural and educational opportunities Williston State College provides. More specifically, general education refers to two different, yet complimentary types of instruction: The personalized teaching of learning and thinking processes that takes place in all classes, and the academic and technical instruction that takes place in specific courses. We recognize that education depends on the students’ ability to gather, analyze, and synthesize information and apply that knowledge in providing viable solutions to varying problems. And we realize specific areas of education such as mathematics, the physical sciences, the social sciences, communications, the humanities, wellness and cultural awareness are important and interrelated facets of every student’s education. To this end,

general education strives to provide students with the intellectual and practical skills an educated citizen of the world needs.

The college has identified the following four basic areas as essential skills of an educated person:

Learning Skills: Communications; including listening, reading, writing, verbal, and nonverbal communication skills. Mathematics; including numerical literacy and the knowledge and use of statistical and logical processes. Science; including observation, hypothesis construction, and experimentation. Technology; including computer skills and an awareness of technological change in society.

Personal Development: Survival skills such as time management, study skills, stress management, and self-assessment. Wellness, which teaches the importance of exercise, nutrition, and self-perception. Personal responsibility for one’s actions and those actions’ effect on self, community, and society. Lifelong learning, or the realization that learning is a continuous process of evaluation and reevaluation.

Social Awareness: Values building which includes the respect for individual differences as well as an examination of the past and present factors in ethical considerations. Knowledge of and respect for diverse economic, social, and political realities across cultures. Aesthetic appreciation, or an understanding of the necessary place in human affairs the search for beautiful expression plays. An awareness of holistic approaches to environmental and global concerns.

Higher Order Thinking Skills: Analytical thinking, or gathering, organizing and evaluating information. Analogical thinking, or using former knowledge and experience to help comprehend and explain new situations. Critical thinking, or the ability to identify and define criteria, understand biases, and construct objective judgments. Problem solving, or the ability to analyze situations and synthesize solutions.

COMMUNITY

Williston, a community with a population over 13,000, is located along the slopes of the scenic Missouri River in northwest North Dakota. Farming, ranching, and oil related activities provide employment for a broad base of the population. The area provides excellent hunting and fishing, and nearby Lake Sakakawea provides opportunities for year-round recreational activities.

ADMISSION TO WILLISTON STATE COLLEGE

Williston State College is an open admission college. High school graduates or completers of the Tests of General Educational Development (GED) are eligible to apply for admission to Williston State College.

Those who have not completed high school or the GED may be accepted to select technical programs if the applicant has the ability to benefit from enrollment in this program. Ability to benefit shall be determined through independently administered tests approved by the US Department of Education. Qualifying tests available at Williston State College include the ASSET and the COMPASS. Testing may be scheduled by contacting the Admission & Records Office. Fees may apply. Official scores of other approved tests may be accepted as evidence of ability to benefit. Contact the Admission & Records Office for more information.

General Information

Students may be enrolled at Williston State College as one or more of the following:

Full-Time Student – A full-time student is one who has satisfied the admission requirements (see below) and is enrolled in a minimum of 12 semester hours for credit.

Part-Time Student – A part-time student is one who has satisfied the admission requirements (see below) and is enrolled in fewer than 12 semester hours for credit.

Auditor – Students enrolled in classes as auditors have a status in class distinctly different from those taking the course for credit. Students wishing to enroll in classes as auditors must obtain prior consent from the instructor of the class. Anyone enrolling without such consent may be canceled from the class by the instructor. Auditors are not required to participate in the oral or written work of the class. They may take no examinations and receive no credit for the course. Auditors may not later establish credit in audited courses by taking a special examination. Courses must be repeated in residence to earn credit.

ADMISSION REQUIREMENTS

Applicants must submit all items identified below to the Admission and Records Office to be admitted to Williston State College. Applicants' files will be considered complete and they will be accepted for admission only after all items listed below have been received in the Admission and Records Office.

- 1. Application for Admission.** This form must be completed and submitted by the applicant. The form can be completed in paper form, or online at www.wsc.nodak.edu.
- 2. \$35.00 application fee (US currency).** This is a one-time fee paid by new and transfer applicants only.
- 3. Proof of immunity to measles, mumps, and rubella.** The North Dakota State Board of Higher Education requires that all students attending North Dakota state institutions demonstrate immunity to these diseases. Such immunity can be proven by: a) presenting evidence of two doses of measles, mumps, and rubella vaccine no less than one month apart, from a licensed physician or authorized representative of a state or local health department, b) presenting proof of a positive serologic test for measles, mumps, and rubella, or c) presenting proof of date of birth prior to 1957.

Exceptions to this policy may be granted only when: a) immunization is contraindicated by illness, pregnancy, certain allergies, or other medical conditions certified by a licensed physician, b) the applicant has had one immunization and agrees to have a second one no less than one month later, or c) the applicant's religious or philosophical beliefs preclude participation in an immunization program.

When, in the opinion of the State Health Officer, danger of an epidemic exists from any of the communicable diseases for which immunization is required under this policy, the exemptions from immunization against such disease shall not be recognized and students not immunized or otherwise immune shall not be allowed on campus until, in the opinion of the State Health Officer, the danger of the epidemic is over.

- 4. High school transcript or equivalent.** High school graduates must contact the high school from which they graduated and request that an official transcript of their high school education be sent directly to the Admission and Records Office at Williston State College. This transcript should be sent after completion of grade 12.

Applicants who have completed the GED must contact the Department of Public Instruction in the state in which they

completed the GED and request that an official GED transcript be sent directly to the Admission and Records Office at Williston State College.

Transfer applicants with 24 or more semester hours of transferable college credit are not required to submit high school or GED transcripts.

- 5. Transcripts from other colleges attended.** Applicants who have attended other post-secondary institutions prior to applying to Williston State College must contact each institution and request that an official transcript of all course work be sent directly from that institution to the Admission and Records Office at Williston State College. Failure to provide information pertaining to all institutions previously attended may result in loss of credit and/or dismissal from Williston State College.
- 6. Scores from the American College Test (ACT).** Applicants must submit an official ACT score report. These test scores are not used as a basis for admission. Scores are considered for placement purposes only. (Scores from the Scholastic Aptitude Test (SAT) may be accepted in lieu of the ACT.)

Applicants may contact the high school in which they were enrolled at the time of testing, or ACT to request official score reports be sent directly to the Admission and Records Office at Williston State College.

Exceptions to this policy apply to: a) applicants who are 25 years of age or older on the first day of class, b) applicants from foreign countries other than Canada, or c) transfer applicants with 24 or more semester hours of transferable credit.

- 7. Medical History Report.** Information provided on this form will be used on the student's behalf in a medical emergency. Completion of a Medical History Report is required for registration. No student will be allowed to register until this information is received. Completion of this form is **not** an admission requirement. Admission to Williston State College is not influenced by the information provided on the medical history report.

Note: Students wishing to apply to select career-technical programs must also complete a separate application specific to that program. Refer to program pages for specific requirements.

ADMISSION REQUIREMENTS FOR INTERNATIONAL STUDENTS

Williston State College is authorized under Federal law to enroll nonimmigrant students. In addition to the items previously described, international student applicants must provide the items listed below to complete the admission process.

- 1. Financial Certification Form.** This form is available from the Admission and Records Office at Williston State College. This form must be completed and appropriately signed, indicating the student has sufficient funds to pay for all educational expenses while in the United States.
- 2. TOEFL (Test of English as a Foreign Language) scores.** International students must verify proficiency in English speaking and writing skills. An official TOEFL score report must be sent to the Admission and Records Office at Williston State College. A minimum score of 195 (525 on the paper-based exam and 70 on the iBT Next Generation TOEFL) must be attained on the TOEFL to be accepted to Williston State College.

Students from English-speaking countries are not required to submit TOEFL scores. Proficiency for these students may be verified through personal interview with the Director for Admission & Records.

3. **Medical/health insurance.** International students from countries other than Canada are required to carry a health insurance policy while enrolled at Williston State College. Williston State College makes this coverage available for international students through contract with a health insurance vendor. Applicants may contact the Admission and Records Office for additional information.
4. **English translation of educational records.** International student applicants must provide the Admission and Records Office at Williston State College with an official translation of any formal education documents which are not written in English.
5. **Immigration documents.** In addition to the requirements outlined above, applicants are subject to all rules, regulations, and requirements of the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement, including payment of a \$100 SEVIS processing fee. Applicants may contact the Admission and Records Office for additional information.

Upon completion of all admission requirements, applicants will be issued necessary educational immigration forms. Applicants are responsible for obtaining necessary passports and visas.

STUDENT CLASSIFICATION

Freshman: A student who has earned fewer than 24 college credits.

Sophomore: A student who has earned 24 or more college credits.

ADMISSION TYPES

Collaborative Student: A student who is enrolled in (a) course(s) from this institution while attending another NDUS institution in the same term. See the Registrar at the campus from which you intend to obtain your degree for complete details.

Continuing Student: A student returning to complete (an) additional course(s) who has previously earned a degree from Williston State College.

Dual Credit Student: A high school student enrolled in (a) college course(s) before high school graduation who is using the course(s) for both college and high school credit.

Early Entry Student: A high school student applying to enroll in (a) college course(s) for college credit only (prior to high school graduation).

First Year Student: A student who has not previously attended a post-secondary institution after high school graduation or GED completion.

Non-Degree Student: A student taking (a) course(s) who is not intending to earn a degree from this institution. The institution reserves the right to limit the credits taken as a non-degree student.

Readmit Student: A student returning to complete (an) additional course(s) who has not previously earned a degree from this institution.

Transfer Student: A student who has previously attended a post-secondary institution (after high school graduation or GED completion) prior to enrolling at Williston State College.

Transient Student: A student enrolled in (a) course(s) leading toward a degree at another post-secondary institution.

REGISTRATION

Registration is open to returning students in good standing (academic, financial, and/or other) and new and transfer students who have completed the application process. (See pages 10-11 for application and admission information.)

Students may register on-line according to the published registration calendar. The registration calendar varies each academic year. Contact the Admission and Records Office at Williston State College or check the website (www.wsc.nodak.edu) for specific registration dates.

Class schedules are prepared and posted to the web several weeks before the first scheduled registration date. Students may view and access the class schedule on the web through the CampusConnection portal on the WSC website (www.wsc.nodak.edu).

Registration is complete after all materials are appropriately submitted and proper tuition and fees have been paid. (See pages 15-16 for tuition and fee information.)

Students must enroll in a minimum of 12 credit hours to be considered a full-time student. The average full-time student enrolls in 16 credit hours. Students may not enroll in more than 20 credit hours without approval from the Vice President for Academic & Student Affairs. Any student enrolled in less than 12 credit hours is considered a part-time student.

Students receiving financial assistance should be aware of specific credit hour requirements for funding. See pages 16-20 for financial aid information.

CHANGES IN REGISTRATION

After students have registered for classes, they may make changes to their class schedules via the CampusConnection portal on the WSC website. Students should consult their advisors before making a schedule change.

Schedule changes will be allowed according to the published schedule (see page 5) and must be made according to the guidelines listed below.

Adding a Class

Students may add full-term classes to their existing schedules, or change sections anytime through the seventh day of instruction. These changes are allowed via the CampusConnection Self-Service portal through the fourth day of the term, and by special permit through the seventh day. Students may add shorter-term classes to their existing schedules on a pro-rated time schedule. (See page 5 for calendar dates specific to each term.)

Changing Grade Status

Students may change a full-term class to or from audit status or S/U grading anytime through the seventh day of instruction. These changes are allowed via the CampusConnection Self-Service portal through the fourth day of the term, and by special permit through the seventh day. Students may change a shorter-term class to or from audit status or S/U grading on a pro-rated time schedule. (See page 5 for calendar dates specific to each term.)

Dropping a Class

Students may drop a full-term class anytime through the seventh day of instruction without the class being recorded on their official transcripts. Students may drop a class that meets less than a full term on a pro-rated time schedule without the class being recorded on their official transcripts. (See page 5 for calendar dates specific to each term.)

General Information

Withdrawing from a Class

Dropping a class after the time frame defined above is considered a class withdrawal and results in a “W” being placed in the grade column on the student’s official transcript. Students may withdraw from full term classes up to and through two weeks following mid-term. Students may withdraw from a class that meets less than a full term on a pro-rated time schedule. After this time, students may no longer drop or withdraw from classes and will receive grades based on their performance in each class. (See page 5 for calendar dates specific to each term.)

COLLEGE WITHDRAWAL

Students wishing to withdraw from Williston State College prior to the end of the semester must contact the Admission and Records Office. Office personnel will direct students through the proper withdrawal process.

Students may cancel their enrollment in all courses not yet completed anytime prior to the week of final exams. Exceptions may be made for students with major physical or mental illness or other significant incapacity only.

Students leaving Williston State College without completing the official withdrawal process may earn a grade of “F” in all courses.

CLASS PARTICIPATION

Attendance and participation in class activities are deemed essential parts of college education at Williston State College. Participation provides the opportunity for students to grow intellectually and allows them to demonstrate competency in classroom activities.

On the first day of class, students will be informed of the participation and grading policy of each instructor. Instructors may choose to base a part of the student’s grade on class participation which may include attendance.

At the conclusion of the seventh day of instruction, any student who has never attended a particular class may be dropped from that class. Students wishing to re-enroll after being dropped may do so only with instructor consent, and only if an open seat exists in the class. Procedures for adding a class must be followed. (See information on page 11 regarding changes in registration.)

Students who wish to appeal instructors’ actions based on attendance may appeal in accordance with the normal appeal channels as defined in the *Code of Student Conduct*.

Students who must miss class for reasons not related to college functions should inform instructors prior to the absence from classes concerned. Instructors will be informed of school-related absences by the activity advisor.

ACADEMIC REQUIREMENTS FOR TRANSFER STUDENTS

Students must be in good academic standing upon leaving their previous college to be admitted at Williston State College. Students leaving their previous college on academic probation will be admitted to Williston State College on academic probation. These students may be enrolled in a limited number of credits, and may be required to participate in the Academic Skills program (see page 20) to improve their chance of success at Williston State College. Students admitted on academic probation are required to demonstrate academic improvement to remain enrolled. Students who have been academically suspended from the previous college attended (for the semester immediately preceding the one in which they wish to enroll at Williston State College) will be admitted to

Williston State College after one complete semester has passed or an admission appeal has been accepted.

TRANSFER CREDIT

Williston State College accepts credits in transfer from regionally accredited colleges and universities. Generally, lower division (100-200 level, or freshman- and sophomore-level) general education courses, as well as lower division vocational-technical courses related to the student’s major will be accepted in transfer and applied to the student’s course of study. The Director for Admission & Records, in consultation with department coordinators, determines acceptability of transfer credits. Contact the Director for Admission & Records for specific information on credit transfer and course evaluation.

ORIENTATION

Orientation for new and transfer students is held prior to the start of the fall semester. Emphasis is placed on advisement, financial planning, and general information to acquaint students with faculty, programs, and resources available at Williston State College.

ACADEMIC TRANSCRIPTS

In compliance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA), transcripts will not be issued to a third party without prior, written consent of the student except in a situation concerning the transfer of records to another institution where the student seeks or intends to enroll. Educational records, including but not limited to a student’s academic transcript, may be released by Williston State College without consent to another North Dakota University System institution in which a student seeks or intends to enroll.

Official academic transcripts, including the Director for Admission & Records’ signature and the college seal will be mailed to third parties upon receipt of a written, signed request from the student.

Transcript requests received from students with liabilities to Williston State College (financial or other) will not be honored until all liabilities are satisfied.

STUDENT RECORDS

As custodian of student records, and in compliance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA), Williston State College assumes the trust and obligation to ensure full protection of these student records.

Student records maintained by Williston State College fall into two general categories; directory information and student educational records.

Directory information (as defined under the provisions of FERPA) may be released publicly in printed, electronic, or other forms at the discretion of personnel of this institution.

Directory information is defined to include:

1. Name (all names on record)
2. Address (all addresses on record)
3. E-mail address (all electronic addresses on record)
4. Phone number (all phone numbers on record)
5. Height, weight and photos of athletic team members
6. Date of birth
7. Place of birth
8. Major field of study (all declared majors)
9. Minor field of study (all declared minors)
10. Class level

11. Dates of attendance
12. Enrollment status
13. Names of previous institutions attended
14. Participation in officially recognized activities and sports
15. Honors/awards received
16. Degree earned (all degrees earned)
17. Date degree earned (dates of all degrees earned)
18. Photographic, video or electronic images of students taken and maintained by the institution.

Under the Family Education Rights and Privacy Act, students have the right to request directory information not be made public by notifying the Admission & Records Office. Students should be aware that information might be collected for use in publications in advance of printing. In order to effectively suppress release of directory information, students must restrict their directory information by the tenth day of the term and not reverse that restriction during the term. Students must personally contact the Admission & Records Office to restrict release of directory information.

Campuses receive many inquiries for 'directory information' from a variety of sources including, but not limited to, prospective employers, other colleges and universities, graduate schools, licensing agencies, government agencies, news media, parents, friends, and relatives. Students should consider very carefully the consequences of their decision to withhold release of any or all directory information items. Campuses have no responsibility to contact students for subsequent permission to release directory information after it is restricted. Campuses will honor student requests to withhold directory information until the student specifically and officially requests to lift these restrictions. To reverse existing directory restrictions, students must personally contact a staff member in the Admission & Records Office.

Educational records are those records which are directly related to a student and maintained by this institution or by a party acting for this institution. These records include any information from which students can be individually identified, and have not been previously defined as public directory information.

Under the laws of FERPA, Williston State College will not disclose information about current or former students nor permit inspection of their educational records without the expressed, written consent of the student.

Current and former students will be permitted to inspect and review their own educational records, to the exclusion of their parents and/or guardians. This applies to all students enrolled at Williston State College, regardless of age.

Specific exemptions do apply to the release of educational records. These exemptions include the situations that follow.

Parents of students who are dependents, as defined under tax code, must be permitted to inspect and review the educational records of the student.

Educational records must be disclosed pursuant to lawfully issued subpoenas or court orders.

Educational records may be disclosed if knowledge of personal information contained in these education records is, in fact, deemed necessary by institutional personnel to protect the health or safety of the student or other person.

Upon request, WSC discloses education records without consent to officials of another NDUS institution in which a student seeks or intends to enroll.

CREDIT FOR PRIOR LEARNING

Purpose: To better serve adult learners, Williston State College may award credit for learning that took place outside a formal college setting, at unaccredited and non-degree granting institutions, or for courses in which students have superior preparation or knowledge directly related to existing courses in the college catalog.

Guidelines: Credit may be earned if students demonstrate competencies required for existing courses at Williston State College. Prior learning credit may be awarded for armed services training, College Level Exam Program (CLEP), Advanced Placement (AP), attached credit, articulation, or validated competencies. Credit will be awarded upon demonstration of competencies. Competencies may be verified by submitting proper documentation, test scores, demonstration of skills, portfolio assessment, certification, or other means as approved by faculty advisor(s) and Center of Focus chairs.

A maximum of fifteen credits for prior learning earned through approved means may be used to meet associate degree or diploma requirements. A maximum of no more than half of the credits required for a program certificate may be awarded.

Grades will be awarded based on a 4.0 scale and are awarded based on established articulation agreements, where they exist. If no articulation agreement exists, grades will be determined by departmental faculty.

A recording fee of \$10.00 per semester hour will be charged for posting the credits earned through the prior learning process. Students intending to transfer to other institutions after study at Williston State College are advised to contact the transfer institution in regard to the acceptance of prior learning credits.

Demonstration of Competencies

Armed Services Training

Credit may be granted based upon the recommendations of the American Council on Education, as applicable to the student's program of study.

College Level Examination Program (CLEP)

Williston State College awards credit for completion of College Level Examination Program (CLEP) subject exams following the minimum requirements for CLEP test scores and credits as approved by the North Dakota University System. WSC does not award credit for CLEP general exams.

Advanced Placement (AP)

Advanced Placement (AP) credit is awarded to students completing high school advanced placement courses and exams according to the standards approved by the North Dakota University System.

Attached Credit

Credit may be awarded for educational workshops and/or training which has a direct correlation between the content of the training received and a specific course within the college curriculum. Approval must be granted prior to participation. Requests for attached credit must be documented and presented in a portfolio for review by the discipline faculty member and Center of Focus chair. Upon approval, credit will be awarded. The amount of credit will vary based on academic rigor and length of workshop or training activity.

Articulation

Students may earn college credit through articulation by one of the following means: Examinations, completing a higher-level course,

General Information

holding valid certification, or having competencies verified by high school faculty. Before posting prior learning credits from articulation, a student must have earned a minimum of twelve credits from Williston State College and must have a minimum grade point average of 2.5.

Competencies

Currently enrolled students may apply to establish credit in Williston State College courses corresponding to work completed at unaccredited and non-degree granting institutions, and for courses in which they have superior preparation or knowledge. Competencies may be verified by submitting proper documentation as defined below.

Proper Documentation: Documentation validating competencies as approved by faculty advisor(s) and Center of Focus chair, including the following:

Test Score - student achieves satisfactory performance on comprehensive examination, validating competencies for a course.

Demonstration of Skills - student demonstrates skills of required competencies at a satisfactory level.

Portfolio Assessment - student presents a portfolio containing materials validating competencies required for specific courses.

Certification - student possesses industry certification matching competencies required for college course.

NON-CREDIT EXAMINATIONS

American College Test (ACT): The ACT, as required of students by the North Dakota State Board of Higher Education, (see admission requirements on pages 10-11) may be written on the Williston State College campus. This is a nationally developed and scored examination, administered several times each year. Contact the Admission and Records Office for specific test dates and registration deadlines or visit their website at www.actstudent.org.

ASE-Automotive Service Excellence Exam: This automotive test is offered at WSC twice per year. ASE's mission is to improve the quality of vehicle repair and service through the testing and certification of repair and service professionals. For dates or to register visit their website at www.ase.com.

COMPASS Testing: COMPASS is a comprehensive, computer-adaptive testing system that helps place students into appropriate courses and maximizes the information postsecondary schools need to ensure student success. COMPASS offers placement and diagnostic testing in mathematics, reading, and writing. This test is available at Williston State College. Contact the Academic Skills Center for specific dates and registration.

LaserGrade Testing: WSC offers FAA and computerized FCC exams on the most user-friendly computer system available. This testing system was developed by pilots, for pilots, to make the test-taking experience as worry-free as possible. A unique feature offered by LaserGrade is the ability to display on screen all diagrams, charts, figures and graphics that are necessary to complete the question content with on-screen flight computer and calculator. Score results are provided instantly. To register or for more information, contact the NW ND Workforce Training Division at WSC or visit their website at www.lasergrade.com.

Praxis Test (PPST): The Praxis Series is an Educational Testing Service (ETS) program that provides tests and other services for states to use as part of their teacher certification process. The Praxis Series assessments are also used by colleges

and universities to qualify individuals for entry into teacher education programs. This test is offered at WSC twice per year. The test measures basic skills in reading, writing, and math. For more information and to register, visit www.est.org/praxis.

VUE Certification Testing: This computer-based testing business serves the Information Technology industry and the Professional Certification, Licensure, and Regulatory markets. Their state-of-the-art technology provides a smooth, hassle-free and secure testing experience for exam candidates. As a leader in the electronic testing industry, Pearson VUE continually strives to provide the best possible testing experience for each and every client, partner and test taker. For a list of available test or to register, visit www.vue.com or call 701-774-4235.

Abilities Profiler:

Students considering career-technical programs of study are encouraged to complete the Abilities Profiler. This test aids in determining a person's aptitude or ability to pursue a particular career. It is designed to assist individuals with career and program selection. The Abilities Profiler is administered at the North Dakota Job Service in Williston. Individuals may contact their local high school guidance counselor or area Job Service representative for specific information and test dates.

ASSET: This test assesses writing, reading, and numerical skills. If necessary, advanced math skills can be assessed. ASSET is used to determine placement in basic education courses and to determine the need for academic skills development for those students who are not academically prepared for college-level studies.

ASSET is also used for Federal Ability-to-Benefit requirements.

ASSET can be administered by special arrangement with the Educational Opportunity Center at Williston State College or as requested by the Admission and Records Office.

CAAP

Every two years the Collegiate Assessment of Academic Proficiency, (the CAAP test) is served to students who have completed 45 credits or more here at Williston State College at the beginning of the spring semester. WSC selects and notifies all students asked to participate in this vital exercise. The CAAP test, traditionally offered in March, is an important aspect of accreditation with the Higher Learning Commission of the North Central Association of Colleges and Schools. This assessment is required as part of our accreditation and helps to ensure the smooth transfer of credits from one institution of higher learning to another, thus providing tremendous benefit to students as well as to Williston State College.

DUAL CREDIT

Dual credit allows eleventh- and twelfth-grade high school students to take a college class and earn both high school and college credit for the class. All classes offered by Williston State College for which students meet prerequisites and have been approved by the student's high school are eligible for dual credit. The student and his/her parent or legal guardian are responsible for any costs related to receiving college credit.

CONDUCT

Students are expected to show, both within and outside of the college, respect for law and order, personal honor, and the rights of others. Within the college, students are subject to specific policies, rules, and regulations promulgated by student governing groups, faculty, and the State Board of Higher Education. Students are subject to civil law and civil authority.

General Information

It is presumed when students enroll at Williston State College that they have an earnest purpose. This presumption in the students' favor continues until, by neglect of duty or by inappropriate behavior, they bring their status into question. Cases involving student violations of academic or non-academic regulations may be judged by the President, or the Associate Dean for Student Services. Adjudication will incorporate both substantive due process (fair and equitable treatment) and appropriate procedural due process.

The *Code of Student Life* outlines the rights and responsibilities and expected levels of conduct of citizens in the college community. The purpose of the rules outline is to prevent abuse of the rights of others and to maintain an atmosphere in the college community appropriate for an institution of higher education. Materials included will be beneficial to student organizations and to members of the college community to gain a better understanding of responsibilities of various boards and committees, and to understand students' rights and responsibilities.

Tuition and Fees

TUITION AND FEES

The following schedules for tuition and fees were in effect at the time of printing. These costs are subject to change without notice.

	Tuition	Technology Fee	College Fee	Activity Fee	Center Fee	ERP Fee	NDSA Fee	Access Fee	Total
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North Dakota Resident/Contiguous (South Dakota, Montana, Canada)

* Per Credit Hour	\$91.32	6.00	7.50	4.75	2.08	6.75	0.03		\$118.43
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Minnesota

* Per Credit Hour	\$131.41	6.00	7.50	4.75	2.08	6.75	0.03		\$158.52
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Non-Resident other than Contiguous and Minnesota

* Per Credit Hour	\$136.98	6.00	7.50	4.75	2.08	6.75	0.03		\$164.09
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Distance Education

** Per Credit Hour	\$91.32	6.00	7.50	4.75	2.08	6.75	0.03	35.57	\$154.00
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Lab Fees

Per Course for Piano, Organ, Instrumental, & Voice Lessons	\$150.00
Per Course for Welding Labs	\$20.00
Per Course for Science Labs	\$20.00-30.00
Per Course for Computer Labs	\$5.00-60.00
Per Course for Nursing, Physical Therapist Assistant & Massage Labs	\$20.00-125.00

* Per credit hour with the 14th, 15th, and 16th credit hours at no charge

** Per credit hour for all credits

Program Fees

Per semester for Nursing	\$250.00
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Tuition and Fees

NON-RESIDENT TUITION REGULATIONS

If you are not a resident of North Dakota, but you wish to declare residency for tuition purposes, contact the Vice President for Business Affairs. You will be asked to complete an Application for Resident Student Status. Information provided on the application will provide the basis for residency determination for tuition purposes.

The following guidelines are condensed from the State Board of Higher Education policy on resident tuition, as defined in NDCC Section 15-10-19.1. Under this policy, a resident student for tuition purposes is defined as:

- a. a person whose custodial parent, guardian, or parents, have been a legal resident of North Dakota for 12 months immediately prior to the beginning of the academic term;
- b. a person 18 years of age or older who has been a legal resident of North Dakota for 12 months immediately prior to the beginning of the academic term;
- c. a person who graduated from a North Dakota high school;
- d. a full-time active duty member of the armed forces or a member of a North Dakota national guard unit;
- e. a spouse or a dependent of a full-time active duty member of the armed forces or a member of a North Dakota national guard unit;
- f. a spouse or dependent of an employee of any institution of higher education in the state;
- g. the spouse of any person who is a resident for tuition purposes;
- h. any other person who was a legal resident of this state for at least three consecutive years within six years prior to the beginning of the academic term; or
- i. A child, spouse, widow or widower of a veteran as defined in NDCC section 37-01-40 who was killed in action or died from wounds or other service-connected causes, was totally disabled as a result of service-connected cause, died from service-connected disabilities, was a prisoner of war, or was declared missing in action

PAYMENT, REFUND, AND WITHDRAWAL REGULATIONS

All tuition, fees, and room and board are payable in full each semester by the 12th instructional class day. Registrations may be cancelled if payment is not received by the 12th day of class unless arrangements have been made with the Business Office prior to the 12th instructional class day.

Students receiving financial aid must have their financial aid file complete in order for the Business Office to hold any charges for financial aid funds. Students will not be allowed to enroll in subsequent semesters, and official transcripts and grades will not be released until financial obligations to the college have been paid in full or proper arrangements have been made with the Business Office.

In order to withdraw from Williston State College before the end of the semester, a STUDENT CANCELLATION FORM must be secured from the Admission and Records Office and properly completed. A student who leaves the college without completing the official withdrawal process may be given a grade of F in all courses and will receive no refund of tuition and fees.

State policy requires that students who withdraw during the first seven (7) instructional days for full term courses receive 100% refund of tuition and fees. (Classes meeting less than the entire semester are refunded on a pro-rata basis.) Refunds for withdrawals after that time are based on pro-rata rates through 60% of the term. On-campus room refunds are also based on pro-rata rates through 60% of the term. For complete cancellations, unearned board costs are refunded based on the amount of the unused meal plan.

Refund for Class Drops (dropping one or more, but not all classes)

If a student withdraws from a full-semester class during the first seven days of instruction, 100% of tuition and fees, except those which are non-refundable, will be refunded. (Number of days allowed for class drops for summer term and classes meeting less than the entire semester will be determined on a pro-rated basis.) After the refund period listed above, no refund of tuition and fees will be granted on class drops.

Financial Liabilities

Students with unsettled financial liabilities to Williston State College will have a HOLD placed on their academic file. This hold will prevent the student from receiving grade reports, and/or diplomas at the completion of the academic term. Transcript requests will also be denied until all financial obligations are met.

Financial Aid

FINANCIAL AID

General Information

Williston State College, through federal financial aid programs and local resources, is prepared to give financial assistance to needy students. Williston State College takes the position that a successful college student should not be compelled to interrupt college for financial reasons.

Financial aid is available in the form of scholarships, grants, loans, work opportunities, fee waivers, or any combination of the above. Financial aid applications and information can be requested from the Financial Aid Office at Williston State College or visit our website at www.wsc.nodak.edu.

In order to determine a student's need for financial aid the student must complete the Free Application for Federal Student Aid

(FAFSA) available at Williston State College or on the Internet at www.fafsa.ed.gov. A student who is determined to have a legitimate financial need will be considered eligible for need-based federal financial aid.

A student's financial aid package is generally made up of "gift" aid (grants and scholarships) and "self help" aid (loans and employment). Financial aid may be adjusted based on the availability of funds.

All federal financial aid applications for fall enrollment received on or before March 15 will be given first consideration for all federal, state, and institutional financial assistance for which the student is eligible. Students must have applied for admission in order to be considered for federal aid at Williston State College. Applications received after March 15 will be accepted and

evaluated as received and will be subject to the availability of funds.

Financial aid is subject to change depending upon federal and state appropriations.

The WSC Financial Aid Office will request additional documentation for financial aid applicants who have been selected for verification by the Department of Education or who have provided conflicting information on their applications. This documentation can include parent and/or student tax returns, W2 forms, verification worksheets, copies of social security cards, etc. Financial aid funds will not be disbursed until all required information is received and application information is verified.

Summer Financial Aid

Students may also apply for summer financial aid. The summer session is considered an extension of that academic year. Eligibility for the summer session depends on the amount of aid a student received during that academic year. The FAFSA for the academic year in which the summer session begins is the one that must be completed to apply for federal aid. For financial aid purposes, enrollment status is the same as for the academic year. A student must be at least half-time (6 cr. hrs.) in order to be eligible for the Stafford Loan. The WSC application form for summer session must be completed and returned to the financial aid office in order to receive an award letter for that session.

Distance Education

Students who are considered distance education students are those who are enrolled in courses or programs where the faculty are not in the same location as the student. Since distance education students may choose to enroll collaboratively in courses at more than one institution at the same time, a home institution must be chosen by the student. The home institution must be the school where you intend to get your degree. This school would be where all administration takes place including where you would apply for financial aid. Students should not receive federal aid from more than one institution for the same term.

AVAILABLE FINANCIAL AID PROGRAMS

Programs requiring a financial aid application (FAFSA) for determination of eligibility are:

Federal Pell Grant is a federal entitlement program provided to students who are determined to have a financial need. The Pell Grant, as an entitlement program, does not have to be paid back.

Federal SEOG (Supplemental Educational Opportunity Grant) is also a grant that does not have to be paid back. It is available on a limited basis to students who have an exceptional need.

Federal Academic Competitiveness Grant (ACG) is a federal program provided to Pell Grant eligible, full-time, first and second year undergraduate students who have completed a rigorous high school program of study, and have graduated after January 1, 2005. The recipients must be U.S. citizens. The first-year award is \$750 and the second-year award is \$1300.

North Dakota State Grant is a "need based" grant that is applied for by completing the FAFSA. A student must be a graduate of a North Dakota high school and be enrolled as a full-time student in a North Dakota college or university. The FAFSA must be received before the application deadline of March 15.

Federal Perkins Loan is a loan program, with limited funds, in which funds received by the student must be repaid. A student who demonstrates financial need may be eligible for this student loan at the fixed interest rate of 5 percent. There is a nine month grace period after the student graduates or terminates enrollment on at

least a half-time basis before repayment of the principal and interest begins. The student has up to ten years to repay the Perkins Loan.

Federal Work Study (FWS) is a financial aid program, with limited funds, in which a student with financial need may be provided with a job on or off campus. Students may work in various areas including but not limited to; clerical, library, dining service, buildings and grounds, IVN/computer lab assistance or faculty assistance. Williston State College also participates in the America Reads Program, providing reading tutors to children in grades 1-3 in local elementary schools.

Federal Stafford Loan is a loan program available to students who are found to have a financial need. This low interest loan is made to a student by a lender selected by the student to help pay for college expenses. The interest rate is currently fixed at 6.80 percent. Depending upon eligibility, a student may borrow up to \$3500 as a Freshman and \$4500 as a Sophomore.

There is a six month grace period after the student graduates or terminates enrollment on at least a half-time basis before repayment of the principal and interest begins. The student is allowed up to ten years to repay the Stafford Loan.

Unsubsidized Stafford Loan is a non-need based loan program. Students who may not be eligible for any or all of the Stafford Loan may apply for the difference through the Unsubsidized Stafford Loan. Interest will not be deferred while the student is attending college, therefore, the student must pay that interest while in college.

Federal Parents Loan for Undergraduate Students (PLUS) is a loan available to parent(s) of dependent, undergraduate students. Parents may borrow up to the "cost of attendance" less other aid for each dependent, undergraduate child. PLUS loans are made by a lender selected by the parent, at a fixed interest rate of 8.50 percent. Financial need is not a requirement for this type of loan, although approval will be based on personal credit background. Loan repayment begins 60 days following the disbursement date on the check. The lender should be contacted for an application and other repayment information or visit the lender website.

Additional Unsubsidized Loan for Independent Students is a loan similar to the Unsubsidized Stafford Loan. It is available to independent students who may not qualify for other types of financial aid or who need additional funding to meet the cost of education. The interest rate is fixed at 6.80 percent. Parents who are denied a PLUS loan should contact the Financial Aid Office about this program.

AID PROGRAMS REQUIRING SEPARATE APPLICATION

Emergency Loans: Students needing money for very short periods of time can apply for emergency loans from Williston State College. These loans mature in 90 days. No interest is charged for the 90 day period. If the loan goes beyond 90 days, 9 percent interest will be charged retroactive to the date of the loan.

Veteran's Benefits: A veteran may be eligible to receive assistance through the Veteran's Administration. Information and assistance may be obtained from a Veteran's Officer at a local Veteran Services Office, or from the Veteran's Administration regional office in Fargo, ND.

National Guard Tuition Reimbursement: Any active member of the North Dakota National Guard may have a portion of their tuition costs reimbursed. Contact a National Guard Recruitment Officer for more information.

Financial Aid

Vocational Rehabilitation: The State of North Dakota Division of Vocational Rehabilitation offers a wide range of services to qualified students. Services include vocational counseling, and assistance with tuition, fees and books.

The State of Montana has a similar program and information can be received from the Office of Vocational Rehabilitation in Helena, MT.

North Dakota Job Service: Funds are available from the North Dakota Job Service through the Workforce Investment Act (WIA). WIA provides funding for the economically disadvantaged who are in need of training or retraining. Information may be obtained from a local Job Service Office.

Bureau of Indian Affairs: The Bureau of Indian Affairs provides educational assistance to Native American students who wish to pursue a post-secondary education. A student should contact their tribal agency for information and applications.

HIGHLIGHTS OF SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS

1. To receive federal financial aid you **must be enrolled in a program leading to a degree**. Once that degree is completed, you are no longer eligible unless there is a change of program leading to a different degree.
2. To continue receiving federal financial aid, you must **complete 2/3 (67.667%) of your attempted credit hours with a 2.0 cumulative Grade Point Average (GPA)**.
3. You will be placed on probation status if you do not meet the requirements during which time you will continue to receive your aid.
4. You will no longer be eligible for aid if you do not improve your progress after your probation term, if you complete a term with all F's, or leave classes but fail to officially withdraw resulting in a 0.00 GPA. **Receiving all F's in a term results in automatic suspension.**
5. You have the option to make an appeal to re-establish your eligibility.
6. You must complete your program within a certain number of credit hours attempted.
7. Inquire about your financial aid when considering a change in program.
8. You should not attempt to appeal your suspension unless you are in a position to complete the next term satisfactorily.

SATISFACTORY ACADEMIC PROGRESS POLICY

Federal regulations require that schools participating in federal financial aid programs determine whether students are progressing through their programs of study in a satisfactory "quantitative" rate (courses completed vs. courses attempted). All credits including

transfer credits will be used in calculating both the Quantitative and Qualitative components of Satisfactory Academic Progress.

If you, as a student, are receiving some type of federal financial aid you are expected to meet the following guidelines in order to remain eligible for that aid. If the guidelines are not met, you will be placed on Financial Aid Probation for one semester. Under Financial Aid Probation you will continue to receive the aid for which you are eligible for that semester. If you still do not meet the guidelines at the end of the semester under probation, you will then be suspended from federal financial aid eligibility.

One semester of continued Probation will be granted in cases where you are successful in improving your progress. In this case, your GPA and credits completed for the term must meet the Satisfactory Academic Progress guidelines even though the cumulative rates do not.

Maintaining Satisfactory Progress: Academic Standard/GPA Requirements (Qualitative Determination)–

Following the Williston State College Academic Standards, students receiving financial aid are expected to maintain a minimum GPA of 2.00 (C). The cumulative Grade Point Average (includes WSC and transfer credits) will be used to determine your progress through your program of study. A 2.00 Cumulative GPA is required at the end of two academic years to remain eligible and is also required for graduation.

Rate of Progress Standard/Courses Completed vs. Courses Attempted (Quantitative Determination)–Maximum Time Frame–You must complete your program of study within the following maximum number of attempted credit hours; Associate in Arts, Associate in Science, Associate in Applied Science, and Diploma–93 attempted credits; Certificate Programs–48 attempted credits; or the amount of credits equal to 150% of the credits required to complete a program of study. Generally, if you exceed this number of attempted credit hours you will no longer be making satisfactory progress and will no longer be eligible for financial aid.

Changes in program will be considered when determining eligibility. You may be asked to provide a program evaluation when changing programs. A change in options within a program may adversely affect eligibility for federal aid as it will add to the number of attempted credits accumulated before obtaining your degree. The practice of "filling in" credits to become full-time will also result in adding to the number of attempted credits accumulated before obtaining your degree. You may meet the 150% maximum time-frame before completing your degree.

Minimum Percentage of Completed Hours: You are required to successfully complete two-thirds (66.667%) of your attempted credit hours as monitored at the end of each term.

1. Credits dropped after approximately the 7th instructional day of classes will be considered attempted but not completed. **All repeated courses are considered attempted credits within a program.**
2. Credits hours earned per term will mean those credits for classes in which a student received a passing grade of A, B, C, D or S. Grades not counting toward earned credits include F, I, U, W, AU. **Incomplete grades may result in a delay of disbursement of future financial aid until progress can be determined after grade completion.**

Criteria for Re-establishing Eligibility for Financial Aid:

If you have been suspended from federal financial aid eligibility for not progressing in your program you may re-establish satisfactory progress and regain eligibility by satisfying one of the following conditions:

1. Make a successful appeal to the Director for Financial Aid due to special circumstances. A Satisfactory Progress Suspension Appeal form must be obtained from the Financial Aid Office.

2. Complete one semester successfully without the use of federal financial aid then submit an appeal for reinstatement of eligibility. Two-thirds of your attempted credit hours must be completed with a minimum of a 2.00 GPA for that term.
3. Complete course work to remove an "Incomplete" from the transcript if all other Satisfactory Progress requirements are met.

If you re-establish eligibility for federal financial aid you will, again, receive aid on a probationary status. The Satisfactory Progress requirements must be met in order to remain eligible.

Student Financial Aid Suspension Appeal

Process: If you have been placed on Financial Aid Suspension you may appeal the decision if special circumstances are involved. The appeal must be presented to the Director for Financial Aid. The student will be notified in writing within 30 working days of the decision made. All appeals to reestablish eligibility will be dealt with on a case-by-case basis.

If the outcome of the appeal to the Director for Financial Aid is not satisfactory, you may then present an appeal to the Student Review Committee.

Exceptions to the Above Policy:

1. Any student who receives a term GPA of 0.00 (an F in all courses attempted) will automatically be placed on Financial Aid Suspension and will not receive a Financial Aid Probation period.
2. Any student whose enrollment is cancelled administratively due to non-attendance will automatically be placed on Financial Aid Suspension.

STUDENTS RIGHTS AND RESPONSIBILITIES

1. Students must have financial need as determined through the analysis process which is contained in the statutes governing the federal aid program to qualify for need based programs.
2. Students must be a regular student enrolled in a program leading to a degree at Williston State College to receive financial aid.
3. Students must meet the scholastic requirements of the college and complete credit hours as found in the 'Satisfactory Academic Progress' Policy.
4. Students must be citizens of the United States, nationals, or aliens who are in the United States for other than temporary reasons.
5. Students must sign a 'Statement of Educational Purpose' agreeing to use any federal financial aid received solely for education or educationally related expenses.
6. If required, students must be registered with the Selective Service.
7. Students must not be in default on any student loan or must not owe a repayment on any grants.
8. Students must submit completed and accurate information called for on all forms and applications, and submit additional information if requested to do so.
9. Loans must be paid back. Repayment on the Perkins Loan and the Stafford Loan begins nine and six months respectively after the borrower terminates enrollment on at least a half-time basis. Emergency loans must be repaid within 90 days.
10. Students accepting Federal work-study awards will have the opportunity to apply for a variety of positions. The assigned supervisors will schedule the time and designate job duties for

work study students. Students must certify and sign time sheets for hours actually worked.

11. Students must have a high school diploma or a GED to be eligible for federal financial aid or meet federal ATB requirements.
12. Students enrolled in dual college credits while attending high school are not eligible for federal financial aid.
13. Distance Education students should not receive federal funds from more than one institution for the same term.
14. Students must have reviewed all financial aid policies and agree to all terms and conditions when accepting aid.

REFUND/REPAYMENT

Student Withdrawal Procedure

Class attendance is deemed an essential part of your education at Williston State College. It is also a federal requirement for financial aid recipients that class attendance is encouraged and monitored.

Students who find that they are unable to continue attending classes should officially withdraw from those classes. Obtaining and completing a Student Cancellation Form from the Admission & Records Office accomplishes this. The Financial Aid Office and the Business Office must complete this form before final processing by the Admission and Records Office.

Any federal financial aid recipient who leaves the college without completing the official withdrawal procedure may receive an F in all courses. Faculty will inform Admission and Records of a student's last date of attendance in classes where an F is received.

As required by law, the mid-point of the term (50%) will be used to calculate a refund for students who have unofficially withdrawn. This refund must be returned to the appropriate aid program and will then become a tuition and fee charge to the student.

Refund Policy for Complete Cancellations

Refunds of institutional costs are calculated based on state policy. Institutional costs at Williston State College include tuition, fees, and on-campus room and board. Rates are determined based on the date of official withdrawal or in the case of unofficial withdrawal, the mid-point of the term.

The state refund policy for tuition and fees for all students are based on the length of the class measured in calendar days as noted below. Room and board contracts (meal plans) are refunded based on weekly percentage.

Percentage of class length (Actual Calendar days the class is listed-including week-ends)	Refund of Tuition & Fees
0-8.999%	100%
9.000%-34.999%	75%
35.000%-59.999%	50%
60%-100%	0%

Refund Policy for Class Drops

Upon proper withdrawal from a class, while still enrolled in one or more other classes, tuition and fees will be refunded at 100% through the first 8.999% of the length of the class. No refunds will be made after that point for a class drop.

Financial Aid

Distribution of Refund

The dates used to calculate refunds are as follows:

- A student who officially withdraws – the date of withdrawal
- A student who unofficially withdraws – the mid-point of the term

Federal law requires that the institution return a percentage of institutional charges to the appropriate aid program, which is calculated based on a daily appropriation. This amount will differ from the actual institutional refund. The federally calculated refund will be distributed to the Title IV programs in the following order: (1) Federal Unsubsidized Stafford Loan, (2) Federal Stafford Loan, (3) Federal Perkins Loan, (4) Federal PLUS Loan, (5) Pell Grant, (6) Federal ACG (7) Federal SEOG, (8) Other Title IV Programs.

The amount of refund returned to a program may not exceed the amount received by the student from that program. No portion of a refund is returned to the Federal Work-Study program. The refund allocated to the Title IV programs is returned to the appropriate program account within 45 days of the date that the student officially withdrew, or the institution determined that the student had unofficially withdrawn. If federal aid is not involved, refunds will be first returned to Williston State College administered scholarships.

Return of Financial Aid by Student

Students who withdraw from school and who have received federal funds may have to repay a portion of those funds. At the time of withdrawal, through 60% of the term, the Financial Aid Office determines the amount of federal aid that the student is entitled to or has earned. The amount that is not earned must be paid back to the federal aid programs. The portion of funds that must be returned is calculated by dividing the number of calendar days that the student was enrolled by the number of days in the term less any breaks of 5 consecutive days or more. If it is determined that a student owes a repayment of a grant, that student must either pay that overpayment in full or make satisfactory payment arrangements within 45 days from the date of notification of the overpayment. If no response is received within 45 days the student will be unable to enroll at WSC, receive grade transcripts, and may be ineligible to receive further student financial aid. Students are not obligated to repay a grant overpayment of \$25 or less.

More information regarding the WSC Refund Policy or Return of Federal Funds Policy may be obtained at the Financial Aid Office.

Student Services and Activities

ACADEMIC ADVISEMENT

Program scheduling and class planning for students is coordinated through the Admission and Records Office. Students are assigned faculty advisors based on their selected fields of study. Faculty advisors assist students with program selection, course selection, and formulation of future plans. Students may change advisors by request in the Admission and Records Office.

ACADEMIC SKILLS CENTER

The Academic Skills Center program is designed to provide support services to students to help them succeed in college. Assistance is provided in many areas, including English fundamentals, library utilization, effective listening skills, note taking, outlining, reading, spelling, writing, study techniques, test-

A Guide to Applying for and Receiving Financial Aid

1. Admission Application must be on file.
2. Complete and submit the Williston State College Scholarship Application by March 15.
3. Complete and submit FAFSA to be received by March 15 indicating Williston State College code 003007.
4. Will receive response from the FAFSA in the form of a Student Aid Report to check for accuracy.
5. Submit any necessary corrections online with the FAFSA PIN number.
6. If selected for verification, submit required tax returns, W2 forms, and verification worksheet to the Financial Aid Office.
7. Respond to Award Notice when received.
8. Any accepted loans will require signed promissory notes.
9. Entrance loan counseling is required of all first-time student loan borrowers.
10. Funds are disbursed each semester approximately 10-14 days after classes begin.
11. Aid is applied to institutional charges first.
12. Excess aid is disbursed to a student by check or authorized direct deposit.
13. Financial aid recipients must progress through their program satisfactorily.
14. Students who can no longer remain enrolled for a term must contact the Admissions Office to withdraw.
15. Student loan borrowers who do not return to Williston State College must complete Exit Loan Counseling.

SCHOLARSHIPS

Many scholarships are available each year to deserving students who apply and are found eligible for available funds. Academic scholarship awards can be based on need, scholastic achievement and other criteria.

The suggested minimum requirement at Williston State College is a cumulative GPA of 2.5. All scholarship applicants are encouraged to file the FAFSA available at high schools, Financial Aid Offices, and online at www.fafsa.ed.gov. Scholarship applications and information are available on the Williston State College Financial Aid Office website or by contacting the office. The scholarship application priority deadline is March 15.

taking, vocabulary development, and mathematics skills. Long term assistance in basic skills and reading is offered.

Credit for some ASC courses is awarded on a 'Satisfactory' or 'Unsatisfactory' basis only. Credits earned do not apply to those required for graduation, and do not transfer as college-level credit.

TUTORIAL SERVICES

Tutoring is provided to assist students who are either having difficulty or desiring extra help with specific subjects. This service is provided by qualified instructors or peer tutors proficient in specific subjects. The general subject areas for tutoring are accounting, math, computer applications, English composition, and reading.

Students may receive assistance through instructor recommendation, examination, or self-referral. Students wanting to utilize this service should contact their instructor. Fees are not charged for tutorial services.

DISABILITY SUPPORT SERVICES

Williston State College provides academic support services to eligible students with disabilities, promotes student development, and serves as a resource for disability awareness and accommodation.

Williston State College defines a disability as a professionally verified condition which substantially limits a major life activity (Section 504, ADA). This includes, but may not be limited to cognitive disabilities, motor disabilities, psychiatric disabilities, speech impairments, hearing impairments, and visual impairments.

To obtain disability services, a student must identify him/herself to the Office of Disability Support Services, and provide current professional documentation of his/her specific disability. The student must also consult with his/her advisor to determine appropriate accommodations and support services. Prior to or during the first week of instruction, the student must meet with his/her instructors to identify him/herself as a person eligible for disability accommodations. Students utilizing support services must observe the same college policies and academic regulations required of all students.

COOPERATIVE EDUCATION/INTERNSHIP

College credit can be earned while students work through cooperative education and internship programs. Cooperative education/internship allows students to apply classroom experiences to a job setting through first-hand experience. Formal training agreements currently exist between Williston State College and a number of employers; however, students are not limited to the established training sites.

Cooperative education/internship programs include both paid and non-paid learning experiences. Emphasis is placed on connecting students with paying jobs in identified career fields. To accommodate a variety of student career fields, non-paying internships are also an option.

To ensure solid learning experiences, students along with worksite supervisors and faculty coordinators, establish learning objectives. The objectives reflect the job requirements and the student's major, background, interests, and career goals.

Cooperative education/internship credits are based on the learning objectives and number of hours worked per semester. The number of credits earned are determined by the faculty coordinator, supervisor, and student. A minimum of 90 hours at a worksite are required to earn one credit. Credit is awarded on a "Satisfactory" or "Unsatisfactory" basis only. Cooperative education/internship programs are structured in one of the following ways:

Parallel Plan: Students attend classes while working at a cooperative education/internship site. The advantage of this plan is that students are able to apply the academic theory learned in class to a work situation on a daily basis.

Alternating Plan: Students work at a cooperative education/internship site for a semester without enrolling in college courses. This will enable students to become involved with larger projects, accept more job responsibilities, and work a greater distance from Williston State College.

Summer Plan: Students work in a cooperative education/internship position during June, July, and/or August.

Students using this plan sample different jobs in their career area each summer, gaining an in-depth understanding of how their interests match the working world. Employers often have high seasonal demand, temporary vacancies, or special projects, and use this plan to creatively meet their employment needs.

PERSONAL COUNSELING

Staff members from the Northwest Human Service Center are available to assist students with personal counseling needs. Students may contact the Williston State College Student Services Office for assistance in arranging for initial or emergency counseling services.

EDUCATIONAL OPPORTUNITY CENTER

The Educational Opportunity Center, sponsored by the University of North Dakota (Grand Forks) and the United States Department of Education's TRIO program, assists those who have academic potential but may lack adequate information or school preparation to enter, continue, or resume programs of secondary and/or post-secondary education. All services are provided at no cost to the individual.

An Educational Opportunity counselor is stationed at Williston State College and is available to assist interested students and prospective students. Available services include:

Career Counseling – Interest and ability testing and interpretation to assist in career goal setting and educational planning.

Admission/Transfer – Assistance in obtaining the necessary information to gain admission or transfer to post-secondary programs, including those at WSC or any other educational facility. Campus tours can also be arranged.

Tutoring

Study Skills Courses – Offered as part of the WSC class schedule, with no tuition and/or fees assess to any student.

Preparation for ACT testing – Students may contact the Williston State College Admission & Records Office to arrange for Educational Opportunity Center services.

CAMPUS HOUSING AND DINING SERVICE

College housing is designed to provide students with living quarters that promote personal and social development through group living. WSC Campus Housing consists of a 58-bed co-ed dormitory, a 16-bed all female hall, and four 12-bed athletic halls. An eight-lot mobile home court, dedicated primarily to student family housing, is also located on campus. All housing units are governed by campus disciplinary policy as outlined in the *Code of Student Conduct*.

Students are required to provide their own sheets, blankets, pillows, and towels. WSC also provides washing machines, mail, telephone, and internet services to its campus housing residents. Local telephone charges are paid by the college; all long-distance charges are the student's responsibility. Furnishings and services may differ in Foundation Housing units.

Only currently registered, full-time Williston State College students may occupy campus residence halls. Upon accepting a room assignment, the student is obligated for the entire first semester. A student vacating the assigned room before the end of the semester without written consent of the Associate Dean for Student Services will be held responsible for the entire charges of the period. In case of illness or other warranting circumstance, special consideration may be given.

Student Services and Activities

A \$100 deposit is required for all housing units. The \$100 deposit reserves the room prior to occupancy and is held as a damage deposit. It is refundable when the contract has been completed and the room is vacated in satisfactory condition. Termination of the contract for conduct reasons will result in the loss of security deposit and a \$200 cancellation fee.

A student whose registration is cancelled for any reason or whose classes have ended is required to vacate campus living quarters unless the Associate Dean for Student Services gives written authorization to the contrary. Any student who withdraws from school and cancels his/her housing contract will not receive a room and board refund if this cancellation occurs past 60% of the term, according to State Board of Higher Education Policy 830.2. All students will be held liable for room and board charges beyond his/her last date of attendance. Federal student aid cannot be used to cover those charges.

Room rates for the co-ed dormitory are \$573 per semester for double occupancy and \$902 per semester for single occupancy. Room rates for the all-female housing unit are \$573 per semester for double occupancy. Room rates in the athletic housing units are \$827 per semester. There are a limited number of single rooms in the co-ed dormitory. No single rooms are available in the all-female or athletic housing units. Mobile home rates range from \$150 to \$300 per month. All rates are subject to change.

The cafeteria, located in the main building, is operated by the Sodexo Corporation on a meal plan and cash basis. The cafeteria is open Monday through Friday. Students electing to live in campus housing are required to purchase a minimum \$600 meal plan each semester. Additional plans are available for campus housing residents as well as other students interested in purchasing meal plans. Any unused meal plan dollars will be forfeited at the end of the academic year as defined in the campus housing contract.

STUDENT HEALTH INSURANCE

Students not covered under their family's health insurance plan may obtain a student health insurance policy directly from a vendor of their choice or from an insurance vendor contracted through the North Dakota University System. Student group rates are available. Students interested in purchasing health insurance may contact the Student Services Office for more information.

International students from countries other than Canada are required to purchase health insurance while enrolled at Williston State College. This insurance may be purchased through a vendor contracted by the North Dakota University System. Information on the cost of health insurance for international students may be obtained in the Student Services Office.

Enrollment at Williston State College does not automatically provide insurance coverage to students. Williston State College does not provide medical services, nor is the college responsible for accidents or injury occurring in the classroom, shop, laboratory, or other areas of the campus when college is in session or at any other time.

CAMPUS LIBRARY

The mission of the Williston State College Library is to provide access to the materials, services, and facilities necessary to meet the current and future informational needs of Williston State College students, faculty, and staff.

Williston State College Library, located on the second floor of the main building, originated in the spring of 1966 with a sizable collection transferred from the Memorial Library of the Grand Masonic Lodge of North Dakota. The present collection supports

the curriculum of the college with over 25,000 book and audiovisual titles and is continually updated and expanded. In addition to magazines and journals, the library also subscribes to a number of national and regional newspapers, including many from smaller communities in western North Dakota and eastern Montana. The library is designed with an open atmosphere, incorporating individual study carrels, individual video viewing stations, and several tables.

Internet access to the Online Dakota Information Network (ODIN), the statewide online library catalog, which includes the holdings of WSC Library, is available online. Licensed resources, including many full-text articles, are available. Resources not available locally may be requested through interlibrary loan.

The college community and the general public are encouraged to utilize library services and facilities and to request assistance from library personnel.

CAMPUS BOOKSTORE

The Williston State College Bookstore is operated as a service to students for the purchase of textbooks, supplies, and snacks as well as Williston State College clothing. Computer supplies and software are also available to students at special educational prices. As an added service, the bookstore now offers a full coffee and ice cream bar.

The bookstore is operated by the college, and the revenues from this store are applied toward the financial obligation associated with the Williston State College Student Center.

STUDENT ACTIVITIES

In addition to intellectual enrichment, Williston State College provides a number of activities and organizations to further develop students' social, cultural, interpersonal, and physical abilities. Students are encouraged to participate in the various on-campus activities and organizations. Organizations currently active on campus are defined below.

Student Senate: The Student Senate is the students' governing body. Members of the Senate are elected by the students at large. The Senate coordinates all student functions and activities. Rules and regulations pertaining to the student body and its organizations are delegated to the Student Senate for deliberation, and all decisions are subject to college administrative approval.

Questions of student concern regarding student life and college policy may be brought to the Student Senate. New student organizations and activities must receive approval of the Senate, and are subject to final college administrative approval.

Varsity Athletics: Williston State College is a member of the National Junior College Athletic Association (NJCAA), and the Mon-Dak Conference. Men's varsity sports include basketball and baseball. Women's varsity sports include volleyball and basketball. Men's and Women's Basketball participate at the Division I level, and Men's Baseball and Women's Volleyball at the Division II level.

Scheduling enables both men and women to travel in North Dakota, Montana, Wyoming, Minnesota, and Canada. Athletic scholarships are available in basketball, volleyball, and baseball. Any student interested in varsity college athletics is invited to participate.

Intramural Activities: An active intramural program is offered to all students. Teams and leagues are organized in various sports including basketball, bowling, flag football, racquetball,

softball, volleyball, wallyball, and other recreational activities. School facilities and equipment are available for student use.

The Teton Echo: As the annual creative writing publication, The Teton Echo celebrates the creative spirit of Williston State College students. It offers a forum where students can express creativity through poetry, fiction, nonfiction, photography, graphics and drawing. Students also can contribute to the design and production of The Teton Echo. Williston State College funds the publication internally and distributes them free to both students and the general public.

Agriculture Club: Membership is open to students interested in agriculture. The club supports area agriculture by assisting at local events. The club is affiliated with the National Post-secondary Agricultural Student Organization (PASO), and North Dakota PASO (NDPASO). Members participate in local, state and national PASO activities (career planning, job interview, public speaking, farm management, sales demonstrations, livestock judging, ag mechanics). The club conducts contests for the Northwest District FFA Association. Members also sponsor activities on campus, field trips, and support 4-H activities.

Catholic Youth Organization (CYO): A local group of college students meet several times during the academic year to discuss issues that relate to them and the current world that they live in. All interested individuals are invited to participate.

Computer Club: All students interested in computers may join the computer club. The purpose of the organization is to promote an interest in computers. Students work on many projects as a team during the academic year. A field trip, in or out of state, is planned during Spring semester if appropriate funds are available or have been earned.

Campus Crusade: This nondenominational group is a Christian organization which meets regularly during the academic year and provides activities in a Christian atmosphere.

Skills USA: Skills USA is a national educational organization for college students enrolled in a trade, industrial, technical, or

health occupation such as Automotive or Diesel Technology, Physical Therapist Assistant, Massage Therapy, or Nursing.

Some of the activities members organize and participate in include state and national competitions, community service projects, social activities, and professional development programs.

Automotive Technician and Diesel

Technician Clubs: These clubs are organizations of all currently enrolled automotive technology and diesel technology students. The purpose of the organizations is to broaden the students' education and knowledge by taking educational tours through areas and firms that are involved in automotive and diesel fields. Members also initiate social activities for the enjoyment of the student body.

Phi Theta Kappa (PTK): The Alpha Rho Iota Chapter of Phi Theta Kappa is a national honor society. Students who have earned 12 semester hours of credit and have earned/maintained a minimum grade point average of 3.30 while enrolled at Williston State College may become members.

The purposes of the organization are promotion of scholarship, development of leadership and service, and cultivation of fellowship among qualified students of the college.

SC³: The Scientific Collective Cultural Club is open to all currently enrolled students. The purpose of the organization is to encourage an interest in the sciences, ranging from computers to life sciences and beyond.

Student Nurses Organization (SNO): All nursing students are eligible for membership in the Student Nurses Organization. This organization actively promotes and supports nursing and healthcare/wellness at Williston State College and in the community. Members organize and work on projects throughout the year.

New Organizations: Students interested in forming new organizations should contact the Associate Dean for Student Services. New organizations may be initiated as student interest develops.

Academic Information

GRADING SYSTEM

At the close of an academic term, each instructor reports a letter grade indicating the quality of a student's work in the course. Honor points are assigned for each semester hour of credit earned in the course, according to the following grading system:

Grade	Explanation	Honor Points
A	Marked Excellence	4
B	Superior	3
C	Average	2
D	Passing	1
F	Failure	0
I	Incomplete	—
S	Satisfactory	—
U	Unsatisfactory	—
AU	Audit	—
W	Withdraw	—

Grade Point Average (GPA) will be calculated by dividing total honor points earned by total hours attempted. Total hours attempted include hours for which letter grades of A, B, C, D, and F are recorded.

Academic Honors

President's Honor Roll: At the completion of each semester, full-time students who have earned a GPA of 3.80 or greater for that semester will be named to the President's Honor Roll. This academic honor will be recorded on student's transcripts.

Dean's List: At the completion of each semester, full-time students who have earned a GPA of and between 3.50 – 3.79 for that semester will earn Dean's List Honors. This academic honor will be recorded on student's transcripts.

Graduate Honors: Graduates who achieve a cumulative academic average of 3.80 or greater will be graduated with high honors. Those with an average of and between 3.50 – 3.79 will be graduated with honors. Graduate honors will be recorded on student's transcripts.

Incomplete

An Incomplete grade shall be assigned only to the student who has been in attendance and has done satisfactory work up to a time within four weeks of the close of the semester, and whose work is incomplete as a result of extenuating reasons.

Academic Information

An Incomplete must be completed within four weeks of the close of the semester in which the grade was received. The student is completely responsible for the completion of the course. Work not completed within the four week time period will be assigned zero credit, and a final grade computed and submitted to the Director for Admission & Records by the instructor of the course. Grades not changed within the aforementioned time frame will lapse to a grade of 'F.'

Credit is awarded and academic standing is determined upon receipt of the changed grade.

Withdrawal

A 'W' will appear on the permanent academic transcripts of students who withdraw from any class after the seventh day of instruction.

Students withdrawn from a class by the instructor for reasons based on attendance shall have a 'W' recorded on their permanent academic record, regardless of the date on which the withdrawal was processed.

Students receiving financial assistance should contact the Financial Aid Office to determine how a class withdrawal might affect future financial assistance.

S-U GRADING

Grades of 'S' or 'U' rather than the traditional grades of 'A' through 'F' are used at Williston State College, according to the following regulations:

1. Grades of 'S' shall be awarded to students whose grades would have otherwise been A, B, or C. A grade of 'U' shall be awarded to students whose grades would have otherwise been D or F.
2. A maximum of twelve S/U credits may be applied toward program completion requirements for any program certificate, diploma program, Associate in Applied Science, Associate in Arts, or Associate in Science Degree. Approval of the department chair is required for thirteen or more S/U credits.
3. Some courses, as approved by the Williston State College Curriculum Committee, will be offered for S/U grading only. (See course descriptions at back of catalog for grading information.)
4. Students electing to enroll in a course for S/U grading (other than those referred to in #3 above) should secure the approval of the course instructor and his or her academic advisor before enrolling in the course.
5. Students electing to enroll in a course for S/U grading (other than those referred to in #3 above) are cautioned that they may encounter difficulty when attempting to transfer these credits to another institution or when changing programs.

The S/U grading option must be chosen on or before the seventh day of instruction. (See calendar on page 5 for specific dates.)

AUDIT

Students enrolled in college classes as auditors have a status and responsibility in class distinctly different from that of those taking the course for credit. Students wishing to enroll in college classes as auditors must seek and receive prior consent of the instructors concerned. Anyone enrolling without such consent may be dropped from the class by the instructor. Auditors are not required to participate in the oral or written work of the class. They may take no examinations and receive no credit for the course. They are identified as auditors on official class lists. Auditors may not later establish credit in an audited course by taking a special examination; the course must be repeated in residence to earn

credit. Tuition is waived for senior citizens (65 or older) electing to audit courses; however, the student is still responsible for fees.

REPEATING COURSES

With the exception of a limited selection of courses, students may not receive credit for the same courses more than once. (Students should consult their academic advisors for information on courses that may be repeated for credit.)

Enrolling in a course a second (or subsequent) time will nullify the credit(s) and grade earned for previous enrollment(s). Repeated courses will be noted on student academic transcripts, and only the most recent grade and credit(s) will be used toward program requirements and in calculation of total credits and Grade Point Average.

ENROLLING IN LOWER-LEVEL COURSES

Upon successful completion of a course in a sequence, a student may not enroll in a lower level course. (Ex: After completion of ENGL 110, a student may not enroll in ENGL 105 for credit.) This applies to initial enrollment as well as repeated enrollment.

SEMESTER EXAMINATIONS

An examination is held at the end of most courses according to the published examination schedule. Alternate evaluation methods and schedules may be used when recommended by the departmental faculty and approved by the Vice President for Academic & Student Affairs.

A student absent from the regular semester examination without valid reason will earn a zero on the exam. If the reason for absence is valid and if the work completed during the semester is satisfactory, the incomplete grade policy will apply. (See page 23.)

Students are not expected to take more than three examinations in one day. If the final exam schedule dictates more than three exams on any given day, students may make alternate arrangements with class instructors and the Vice President for Academic & Student Affairs.

STUDENT ACADEMIC INTEGRITY

1. Integrity of the academic process requires that credit be given where credit is due. Accordingly, it is a breach of academic integrity to present as one's own work the ideas, representation or works of another, or to permit another to present one's work without customary and proper acknowledgement of authorship. Students are expected to conduct themselves at all times within permissible limits of assistance as stated by the faculty.
2. Students will be held responsible for any breaches of academic integrity. Some of the more common breaches of academic integrity include but are not limited to: Cheating, plagiarism, forgery, fabrication, facilitation, or aiding academic dishonesty; theft of instructional materials or tests; unauthorized access or otherwise manipulating laboratory equipment or computer programs without proper authorization; alteration of grades or permanent files; misuse of research data in reporting results; use of personal relationships to gain grades or academic favors; or otherwise attempting to obtain grades or credit through fraudulent means. These breaches of academic integrity are also viewed as misconduct and are treated accordingly.

Academic Information

Students who violate Student Academic Integrity guidelines may face scholastic or disciplinary consequences. Instructors choosing

to treat the case as a scholastic matter have the authority to decide how the violation will affect the student's grade in the course. If the instructor has treated the case as a scholastic matter involving the grade in a course and the student has a grievance related to this action, that grievance shall be processed as outlined in the *Code of Student Conduct*. Instructors choosing to treat the case as a disciplinary matter will refer the case to the Vice President for Academic & Student Affairs for possible resolution; if final resolution does not occur, the Vice President for Academic & Student Affairs may refer the case to the Student Review Committee which will handle the matter according to the procedure outlined in the *Code of Student Conduct*.

A written report of the incident will be placed in the student's academic file in the Admission and Records Office and will be withdrawn when the file becomes inactive. A copy of the report will be provided to the faculty advisor.

Students are advised to become familiar with the campus copyright policy as outlined in the *Code of Student Conduct*.

GRADE APPEAL

A student wishing to appeal a grade received in a course, for reasons thought to be unfair, must do so prior to completion of the semester immediately following that in which the grade of concern was received. Appeals initiated beyond the time frame defined above will not warrant consideration. Students must follow appropriate channels as outlined below to formally appeal a grade. Students need complete only those channels necessary to resolve the appeal.

1. Discuss openly with instructor involved.
2. Submit a written statement of dissatisfaction to the Vice President for Academic & Student Affairs.
3. Submit a written statement of dissatisfaction to the Student Review Committee. Students are encouraged to appear before this committee to present their case.
4. Direct appeal to the WSC President.

ACADEMIC STANDARDS

Students are expected to maintain a minimum GPA of 2.00 (C). Students with a GPA of 2.00 or greater remain in good academic standing and will be eligible to continue their studies and/or to graduate upon completion of all required courses.

This academic standards policy is intended to support a successful learning experience at Williston State College. Its intent is to alert students to a potential academic problem and to encourage early corrective action.

Students who do not maintain minimum academic requirements will, at the end of the term in which they fail to meet the minimum standards, be placed on academic deficiency status as indicated below.

Academic Probation will be issued to students with a cumulative GPA below 2.00.

Academic Suspension will be issued to students on academic probation who's cumulative GPA remains below 2.00 at the end of the next term in which he or she enrolls. Students suspended for academic reasons are not eligible to enroll in classes for a minimum of one semester following the suspension.

Suspended students may appeal the suspension by submitting a written statement of circumstance to the Vice President for Academic & Student Affairs within two weeks of suspension notice. The Vice President for Academic & Student Affairs will conduct the appeal process.

Students allowed immediate re-enrollment through the suspension appeal process may be required to repeat selected courses, enroll in Academic Skills Center courses, and/or enroll in a limited number of courses and credits.

FRESHMAN SEMINAR

All first-time, full-time freshman are required to enroll in ASC 100, Freshman Seminar. The Freshman Seminar course is designed to foster students' intellectual growth through promoting effective study and communication skills and awareness of campus-based tools and resources for success in college. The course also promotes students' social growth by promoting self-awareness, discussion of the importance of responsibility and self-control, understanding ethical behavior, and appreciation of life in a multicultural world.

ACADEMIC FORGIVENESS

Students who have interrupted their education for a significant amount of time (generally at least 5 years) may request to have a semester or more of poor academic achievement removed from their GPA calculation. Students may request only complete semesters be removed.

To request academic forgiveness, students must submit a written statement, indicating a basis for request, to the Vice President for Academic & Student Affairs. The Vice President for Academic & Student Affairs will determine if individual situations warrant academic forgiveness.

Upon approval of academic forgiveness, grades and credits for all classes concerned will be removed from grade point average and cumulative credits.

Students must be currently enrolled at Williston State College to request academic forgiveness. Only courses completed at Williston State College may be considered for academic forgiveness.

GRADUATION

Candidates for degrees must formally apply for graduation within the first eight weeks of the semester in which they expect to receive their degree(s). Applications for graduation are available in the Admission and Records Office and must be submitted to the Director for Admission & Records within the time frame specified above.

Upon receipt of applications for graduation, the Director for Admission & Records will conduct program audits. Degree requirements are based on the catalog under which the student began full-time study. A student who discontinues enrollment on a full-time basis for one or more calendar years is required to meet program requirements as defined in the current catalog and/or as approved by the program coordinator. Although faculty advisors are available to assist students in program planning, the student is ultimately responsible for program completion.

Commencement exercises are held once each academic year at the completion of Spring semester. Students who complete requirements during the Fall, Spring, or Summer session are encouraged to be recognized for their achievements at the annual graduation ceremony.

Associate in Arts Degrees are awarded to students who complete courses consisting primarily of diverse, introductory level material in preparation for transfer to baccalaureate programs. The basis of study is in communications, humanities, social science, mathematics, science, computer science, and wellness; with humanities and social science areas being the primary areas of emphasis.

Requirements:

- A.** Completion of at least 62 semester credits including:
 1. English Composition (ENGL 110 & 120) 6 credits
 2. Fundamentals of Public Speaking (COMM 110)..... 3 credits
 3. Humanities & Social Science 18 credits
Minimum of 6 credits in each area.
See pages 27-28 for lists of qualifying general education courses in these areas.
 4. Mathematics, Science, Computer Science 9 credits
Minimum of one class in each area, including one lab science.
See pages 28-29 for lists of qualifying general education courses in these areas.
 5. Wellness 2 credits
See page 30 for a list of qualifying general education courses in this area.
- B.** 2.00 (C) minimum grade point average
- C.** Minimum of 16 credits completed in residence
- D.** Successful completion of ASC 100-Freshman Seminar-1 credit
- E.** Maximum of 12 S/U graded credits (program approval required for 13 or more)
- F.** Maximum of 15 CLEP subject exam credits; 0 CLEP general exam credits
- G.** Maximum of 15 credits for prior learning

ASSOCIATE IN SCIENCE DEGREE (AS)

Associate in Science Degrees are awarded to students who complete courses consisting primarily of diverse, introductory level material in preparation for transfer to baccalaureate programs. The basis of study is in communications, humanities, social science, mathematics, science, computer science, and wellness; with mathematics, science, and computer science areas being the primary areas of emphasis.

Requirements:

- A.** Completion of at least 62 semester credits including:
 1. English Composition (ENGL 110 & 120) 6 credits
 2. Fundamentals of Public Speaking (COMM 110)..... 3 credits
 3. Humanities & Social Science 12 credits
Minimum of 6 credits in each area.
See pages 27-28 for lists of qualifying general education courses in these areas.
 4. Mathematics, Science, Computer Science 18 credits
Minimum of one class in each area, including one lab science.
See pages 28-29 for lists of qualifying general education courses in these areas.
 5. Wellness 2 credits

See page 30 for a list of qualifying general education courses in this area.

- B.** 2.00 (C) minimum grade point average
- C.** Minimum of 16 credits completed in residence
- D.** Successful Completion of ASC 100-Freshman Seminar-1 credit
- E.** Maximum of 12 S/U graded credits (program approval required for 13 or more)
- F.** Maximum of 15 CLEP subject exam credits; 0 CLEP general exam credits
- G.** Maximum of 15 credits for prior learning

ASSOCIATE IN APPLIED SCIENCE DEGREE (AAS)

Associate in Applied Science Degrees combine career-technical courses with general education courses. This degree prepares students for employment in the career-technical specialty area of their choice.

Requirements:

- A.** Completion of at least 62 semester credits, including 15 General Education credits consisting of:
 1. Once class from each of the following 2 areas:
Communications: *See page 27 for a list of qualifying general education courses;*
Mathematics or Science: *See page 28-29 for lists of qualifying general education courses.*
 2. Once class from 3 of the following 4 areas:
Humanities: *See page 27-28 for a list of qualifying general education courses.*
Social Science: *See page 28 for a list of qualifying general education courses.*
Computer Technology: *See page 29 for a list of qualifying general education courses.*
Wellness: *See page 30 for a list of qualifying general education courses.*
- B.** 2.00 (C) minimum grade point average (higher GPA required in select programs)
- C.** Completion of prescribed career-technical curriculum
- D.** Successful completion of ASC 100-Freshman Seminary-1 credit
- E.** Program coordinator’s approval
- F.** Minimum of 16 credits completed in residence
- G.** Maximum of 12 S/U graded credits (program approval required for 13 or more)
- H.** Maximum of 15 CLEP subject exam credits; 0 CLEP general exam credits
- I.** Maximum of 15 credits for prior learning

DIPLOMA

A diploma program represents completion of a prescribed program of two years or less in a career-technical field with some general education course work.

Requirements:

- A.** Completion of at least 62 semester credits including 9 general education credits
(*See pages 27-30 for lists of qualifying general education courses.*)
- B.** 2.00 (C) minimum grade point average (higher GPA required in select programs)
- C.** Completion of prescribed career-technical curriculum
- D.** Successful completion of ASC 100-Freshman Seminar-1 credit
- E.** Program coordinator's approval
- F.** Minimum of 16 credits completed in residence
- G.** Maximum of 12 S/U graded credits (program approval required for 13 or more)
- H.** Maximum of 15 CLEP subject exam credits; 0 CLEP general exam credits
- I.** Maximum of 15 credits for prior learning

PROGRAM CERTIFICATE

A program certificate represents completion of a one-year curriculum in a prescribed career-technical program.

Requirements:

- A.** Completion of a minimum of 30 semester credits (varies by program) including 5 general education credits (*See pages 27-30 for lists of qualifying general education courses.*)
- B.** 2.00 (C) minimum grade point average (higher GPA required in select programs)
- C.** Completion of prescribed career-technical curriculum
- D.** Successful completion of ASC 100-Freshman Seminar-1 credit
- E.** Program coordinator's approval
- F.** Minimum of 16 credits completed in residence
- G.** Maximum of 12 S/U graded credits (program approval required for 13 or more)
- H.** Maximum of 15 CLEP subject exam credits; 0 CLEP general exam credits
- I.** Maximum of ½ of total required credits awarded for prior learning.

CERTIFICATE OF COMPLETION

Certificates of completion are awarded for completion of a non-credit or credit-based course of study requiring 15 credit hours or less. Requirements vary depending on desired outcomes.

General Education

GENERAL EDUCATION REQUIREMENTS TRANSFER AGREEMENT (GERTA)

The table below and on the following pages lists all courses which may be applied to general education requirements at Williston State College. Please pay special attention to the program of study these courses may be applied to, as requirements differ among programs and degrees.

The North Dakota University System (NDUS) has developed a General Education Requirements Transfer Agreement (GERTA) to assist students who transfer within the NDUS. This agreement states that students who transfer to an NDUS institution after completing their general education course work at any other NDUS institution will be deemed to have met all lower division general education requirements at the transfer school. This agreement also states that if not all general education requirements have been completed before transferring, all general education courses will be applied to the general education requirements at any other NDUS institution.

Williston State College courses that are accepted at other NDUS institutions are designated on the following table under the column titled 'NDUS GER.' For more information about the general education transfer agreement, contact the Director for Admission & Records at Williston State College or any other NDUS institution.

Course applies where indicated

				Cr	<u>AA</u> <u>AS</u>	<u>AAS</u> <u>Dip</u> <u>Cert</u>	NDUS GER
COMMUNICATIONS							
BOTE	210	Business Communications	3			X	
COMM	110	Fundamentals of Public Speaking	3	X		X	ND:COMM
COMM	212	Interpersonal Communications	3			X	
ENGL	105	Technical Communications	3			X	
ENGL	110	College Composition I	3	X		X	ND:ENGL
ENGL	120	College Composition II	3	X		X	ND:ENGL
ENGL	125	Introduction to Professional Writing	3			X	
HUMANITIES							
ART	110	Introduction to the Visual Arts	3	X		X	ND:HUM
ART	122	Two-Dimensional Design	3	X		X	ND:FA
ART	210	Art History I	3	X		X	ND:HUM
ART	211	Art History II	3	X		X	ND:HUM
ART	299	Special Topics in Art	1-3	X		X	
ENGL	211	Introduction to Creative Writing	3	X		X	ND:HUM
ENGL	220	Introduction to Literature	3	X		X	ND:HUM
ENGL	222	Introduction to Poetry	3	X		X	ND:HUM
ENGL	224	Introduction to Fiction	3	X		X	ND:HUM
ENGL	225	Introduction to Film	3	X		X	ND:HUM
ENGL	231	Bible as Literature	3	X		X	ND:HUM
ENGL	238	Children's Literature	3	X		X	ND:HUM
ENGL	261	American Literature I	3	X		X	ND:HUM
ENGL	262	American Literature II	3	X		X	ND:HUM
ENGL	265	Native American Literature	3	X		X	ND:HUM
ENGL	299	Special Topics in English	1-3	X		X	
GERM	101	First Year German I	4	X		X	ND:HUM
GERM	102	First Year German II	4	X		X	ND:HUM
HIST	101	Western Civilization I	3	X		X	ND:HIST
HIST	102	Western Civilization II	3	X		X	ND:HIST
HIST	103	United States to 1877	3	X		X	ND:HIST
HIST	104	United States Since 1877	3	X		X	ND:HIST
HIST	220	North Dakota History	3	X		X	ND:HIST
HIST	222	History of the Western Frontier	3	X		X	ND:HIST
HIST	223	Hist of the Lewis & Clark Expedition	3	X		X	ND:HIST
HIST	257	The Cold War	3	X		X	
HIST	299	Special Topics	1-3	X		X	

Course applies where indicated

			Cr	AA AS	AAS Dip Cert	NDUS GER
HUMANITIES (Continued)						
HUMS	210	Integrated Cultural Studies	2-3	X	X	ND:HUM
HUMS	211	Integrated Cultural Studies Excursion	1	X	X	ND:HUM
HUMS	251	Humanities Survey	3	X	X	ND:HUM
HUMS	252	Humanities Survey	3	X	X	ND:HUM
HUMS	253	Humanities Survey	3	X	X	ND:HUM
HUMS	290	Special Topics for Honor Students	1-2	X	X	
HUMS	299	Special Topics in Humanities	1-4	X	X	
MUSC	100	Music Appreciation	3	X	X	ND:HUM
MUSC	101	Fundamentals of Music	3	X	X	ND:HUM
MUSC	117	Concert Choir	1	X	X	ND:FA
MUSC	145	Applied Music	1	X	X	ND:FA
MUSC	155	Vocal Jazz Ensemble	1	X	X	ND:FA
PHIL	101	Introduction to Philosophy	3	X	X	ND:HUM
PHIL	210	Ethics	3	X	X	ND:HUM
PHIL	215	Contemporary Moral Issues	3	X	X	ND:HUM
RELS	120	Religion in America	3	X	X	ND:HUM
RELS	203	World Religions	3	X	X	ND:HUM
SPAN	101	First Year Spanish I	4	X	X	ND:HUM
SPAN	102	First Year Spanish II	4	X	X	ND:HUM
SPAN	201	Second Year Spanish I	4	X	X	ND:HUM
SPAN	202	Second Year Spanish II	4	X	X	ND:HUM
THEA	201	Theater Practicum	1	X	X	ND:FA
SOCIAL SCIENCE						
ANTH	171	Intro to Cultural Anthropology	3	X	X	ND:SS
CJ	201	Introduction to Criminal Justice	3	X	X	ND:SS
ECON	105	Elements of Economics	3	X	X	ND:SS
ECON	201	Principles of Microeconomics	3	X	X	ND:SS
ECON	202	Principles of Macroeconomics	3	X	X	ND:SS
GEOG	151	Human Geography	3	X	X	ND:SS
GEOG	263	Geography of North Dakota	3	X	X	ND:SS
POLS	115	American Government	3	X	X	ND:SS
POLS	116	State & Local Government	3	X	X	ND:SS
PSYC	100	Human Relations in Organizations	2	X	X	ND:SS
PSYC	111	Introduction to Psychology	3	X	X	ND:SS
PSYC	250	Developmental Psychology	3	X	X	ND:SS
PSYC	270	Abnormal Psychology	3	X	X	ND:SS
SOC	110	Introduction to Sociology	3	X	X	ND:SS
SOC	115	Social Problems	3	X	X	ND:SS
SOC	235	Cultural Diversity	3	X	X	
SOC	299	Special Topics in Sociology	1-4	X	X	
SWK	255	Social Work in a Modern Society	3	X	X	ND:SS
MATHEMATICS						
MATH	100	Applied Mathematics	3		X	
MATH	102	Intermediate Algebra	3		X	
MATH	103	College Algebra	3	X	X	ND:MATH
MATH	104	Finite Math	3	X	X	ND:MATH
MATH	105	Trigonometry	2	X	X	ND:MATH
MATH	107	Pre-Calculus	4	X	X	ND:MATH
MATH	146	Applied Calculus I	3	X	X	ND:MATH
MATH	165	Calculus I	4	X	X	ND:MATH
MATH	166	Calculus II	4	X	X	ND:MATH
MATH	210	Elementary Statistics	3	X	X	ND:MATH

General Education

Course applies where indicated

			Cr	AA AS	AAS Dip Cert	NDUS GER
SCIENCE						
ASTR	110	Introductory Astronomy	3	X	X	
ASTR	110/L	Introductory Astronomy with Lab	3/1	X	X	
ATSC	110	Meteorology I	3	X	X	ND:SCI
ATSC	110/L	Meteorology I with Lab	3/1	X	X	ND:LABSC
BIOL	111	Concepts of Biology L/L	4	X	X	ND:LABSC
BIOL	115	Human Structure & Function	3	X	X	ND:SCI
BIOL	115/L	Human Structure & Function with Lab	3/1	X	X	ND:LABSC
BIOL	124	Environmental Science	3	X	X	ND:SCI
BIOL	124/L	Environmental Science with Lab	3/1	X	X	ND:LABSC
BIOL	150	General Biology I L/L	4	X	X	ND:LABSC
BIOL	151	General Biology II L/L	4	X	X	ND:LABSC
BIOL	220	Anatomy & Physiology I L/L	4	X	X	ND:LABSC
BIOL	221	Anatomy & Physiology II L/L	4	X	X	ND:LABSC
BIOL	230	Ecology	3	X	X	ND:SCI
BIOL	230/L	Ecology with Lab	3/1	X	X	ND:LABSC
CHEM	115	Introductory Chemistry L/L	4	X	X	ND:LABSC
CHEM	116	Intro to Organic & Biochemistry L/L	4	X	X	ND:LABSC
CHEM	121	General Chemistry I L/L	5	X	X	ND:LABSC
CHEM	122	General Chemistry II L/L	5	X	X	ND:LABSC
GEOG	121	Physical Geography	3	X	X	ND:SCI
GEOG	121/L	Physical Geography with Lab	3/1	X	X	ND:LABSC
GEOL	105	Physical Geology	3	X	X	ND:SCI
GEOL	105/L	Physical Geology with Lab	3/1	X	X	ND:LABSC
PHYS	100	Concepts of Physics L/L	4	X	X	ND:LABSC
PHYS	211	College Physics I L/L	4	X	X	ND:LABSC
PHYS	212	College Physics II L/L	4	X	X	ND:LABSC
PHYS	251	University Physics I L/L	5	X	X	ND:LABSC
PHYS	252	University Physics II L/L	5	X	X	ND:LABSC
PLSC	110	World Food Crops	3		X	
SOIL	210	Introduction to Soil Science	4		X	
COMPUTER TECHNOLOGY						
BOTE	102	Keyboarding I	2		X	
BOTE	152	Keyboarding II	2		X	
BOTE	188	Computerized Accounting	1		X	
BOTE	218	Desktop Publishing	2		X	
BOTE	299	Special Topics	1-6		X	
CIS	105	Microcomputer Spreadsheet-Excel	2		X	
CIS	115	Introduction to the Internet	1		X	
CIS	130	Presentations	2		X	
CIS	180	Creating Web Pages	2		X	
CIS	219	Microcomputer Hardware	3		X	
CSCI	101	Introduction to Computers	3	X	X	ND:COMPSC
CSCI	114	Microcomputer Packages	3	X	X	ND:COMPSC
CSCI	120	Computer Programming I	3	X	X	ND:COMPSC
CSCI	122	Visual Basic	3	X	X	ND:COMPSC
CSCI	160	Computer Science I	4	X	X	ND:COMPSC
CSCI	161	Computer Science II	4	X	X	ND:COMPSC
CSCI	289	Social Implications of Comp Tech	2	X	X	ND:COMPSC

Course applies where indicated

			<u>Cr</u>	<u>AA</u> <u>AS</u>	<u>AAS</u> <u>Dip</u> <u>Cert</u>	<u>NDUS GER</u>
WELLNESS						
HPER	100	Concepts of Fitness & Wellness	2	X	X	
HPER	101	Activity: Introductory Level	1/2-1	X	X	
HPER	102	Activity: Intermediate Level	1/2-1	X	X	
HPER	103	Activity: Advanced Level	1/2-1	X	X	
HPER	126	Lifetime Fitness	2	X	X	
HPER	210	First Aid & CPR	1	X	X	
HPER	217	Personal & Community Health	3	X	X	
HPER	253	Health & the Aging Population	2	X	X	
HPER	260	Vital Health Issues	2	X	X	
NUTR	240	Principles of Nutrition	3	X	X	
OTHER						
AGEC	240	Holistic Management	3		X *	
OSEH	200	Occupational Safety & Health	3		X *	

*Applies toward total general education credits only. Does not apply to a specific general education area.

PROGRAMS AVAILABLE AT WSC

Williston State College is designated by the North Dakota State Board of Career and Technical Education as an area career and technology center. The college is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

Following is a list of programs available at Williston State College. Transfer curriculum plans are available for students wishing to begin their studies at WSC, and then transfer to a baccalaureate campus.

Administrative Assistant

Program Certificate

Administrative Assistant/Accounting

AAS

Administrative Assistant/Health Information Management

AAS

Program Certificate

- Medical Billing/Coding
- Front Office

Administrative Assistant/Information Processing

AAS, Program Certificate

Agriculture

AAS

- Agribusiness Sales & Management
- Farm & Ranch Management
- Natural Resources Management & Conservation

Agronomy Technician

Program Certificate

Automotive Technology

AAS, Diploma

Computer Systems Specialist

AAS

- Microsoft Certified System Engineer
- Network Analyst
- Programming/Web Design
- Systems Technician

Program Certificate

- Programming/Web Design

Diesel Technology

AAS, Diploma

Entrepreneurship

AAS, Program Certificate, Certificate of Completion

- Recreation & Tourism
- Agribusiness

General & Technical Studies

AAS, Program Certificate

- Career Enhancement
- Self Enrichment
- Workplace Readiness

Liberal Arts (Transfer)

AA, AS

Marketing-Management

AAS, Program Certificate

- Accounting
- Management
- Marketing

Massage Therapy

AAS, Program Certificate

Medical Transcription

AAS, Program Certificate

Mental Health/Addictions Technician

AAS, Program Certificate

Nursing

AAS

- Associate Degree Nursing (RN)

Program Certificate

- Practical Nursing (LPN)

Paraeducator

AAS, Program Certificate

Physical Therapist Assistant

AAS

Speech Language Pathology Assistant

AAS

ACCOUNTING

The accounting curriculum provides a sound base in the liberal arts and sciences, a general understanding of business, a solid technical base in accounting, and the ability to communicate.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Accounting.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110)....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:

		<u>Credits</u>
ACCT	200	Elements of Accounting I.....3
ACCT	201	Elements of Accounting II.....3
ACCT	207	Managerial Accounting.....3
ACCT	215	Business in the Legal Environment3
BADM	202	Principles of Management3
ECON	201	Principles of Microeconomics3
ECON	202	Principles of Macroeconomics.....3
MATH	103	College Algebra.....3
or		
MATH	104	Finite Math3
MATH	146	Applied Calculus3
MATH	210	Elementary Statistics3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

ADDICTION STUDIES

Addiction counselors work in a variety of settings to educate and treat individuals and families experiencing the effects of substance abuse. Counselors in North Dakota must have a nine month internship in addition to a bachelor's degree. This addiction studies curriculum provides general education courses needed for students when they transfer to another institution to complete a degree in various areas such as addiction studies, chemical use/abuse awareness, or addiction counselor training.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Addiction Studies.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>Credits</u>
1. College Composition (ENGL 110 and 120)	6
2. Fundamentals of Public Speaking (COMM 110).....	3
3. Humanities and Social Science	18
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science.....	9
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness.....	2

Suggested Courses:

		<u>Credits</u>
BIOL	150	General Biology L/L 4
ECON	202	Principles of Macroeconomics 3
ENGL	120	College Composition II 3
ENGL	125	Introduction to Professional Writing 3
MATH	210	Elementary Statistics 3
POLS	115	American Government 3
PSYC	111	Introduction to Psychology..... 3
PSYC	250	Developmental Psychology 3
PSYC	270	Abnormal Psychology 3
SOC	110	Introduction to Sociology 3
SOC	115	Social Problems..... 3
SOC	235	Cultural Diversity 3
		History Course..... 3
		Literature Course..... 3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

ADMINISTRATIVE ASSISTANT

The administrative assistant program is designed to prepare students for entry-level and advanced positions in offices related to accounting, business, medical records and coding/billing, information processing, as well as many others. Students may earn a certificate of completion, program certificate, or Associate in Applied Science (AAS) Degree.

The program options are career-oriented, but also offer the option of transferring credits earned toward meeting baccalaureate degree requirements at four-year colleges or universities. For students who prefer a non-traditional curriculum and industry who requests customized training programs, specialized classes may be available. Many of the classes are also available as articulated or dual-credit courses. All certificate and degree programs are now available on-line, with courses available at Williston State College or from other North Dakota colleges and universities.

Program Goals

- Training in business and office education courses that will lead to completion of a certificate of completion, program certificate, or an Associate in Applied Science (AAS) Degree.
- Training in business and office education courses that transfer to a four-year program.
- Training in business and office education courses for personal enrichment.
- Training in business and office education courses for job advancement.
- Customized training for business and industry.
- Training in business and office education courses through Distance Education

Student Goals

Students are expected to:

- Achieve the institutional general education goals.
- Possess the skills to integrate technology tools into the workplace.
- Develop skills to be productive members of society.
- Gain the motivation and skills to continue to learn throughout life.
- Enhance leadership skills.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 33 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements: Credits

ACCT	102	Fundamentals of Accounting.....	3
BOTE	108	Business Math	3
BOTE	121	Business English.....	3
BOTE	152	Keyboarding II.....	2
BOTE	210	Business Communications.....	3
BOTE	275	Administrative Office Procedures.....	3
CSCI	101	Introduction to Computers	3
		Electives	12

Suggested Electives:

ACCT	102	Fundamentals of Accounting.....	3
BOTE	217	Records Management	2
BOTE	218	Desktop Publishing.....	2
CIS	162	Operating Systems-Windows	1
COMM	110	Fundamentals of Public Speaking.....	3
CSCI	114	Microcomputer Packages.....	3

ADMINISTRATIVE ASSISTANT/ ACCOUNTING

The accounting program prepares students for a variety of office positions with an emphasis on computer application software competency. Employment opportunities exist in industry, law firms, hospitals, government agencies, hotels, insurance companies, health care facilities, and retail firms.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

15 General Education Credits including:

- 1 class from each of the following 2 areas:
 - Communications
 - Math or Science
- 1 class from 3 of the following 4 areas:
 - Humanities
 - Social Science
 - Computer Technology
 - Wellness

Program Course Requirements:

Credits

ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II	3
ACCT	207	Managerial Accounting	3
ACCT	215	Business in the Legal Environment.....	3
BOTE	108	Business Math	3
BOTE	121	Business English	3
BOTE	152	Keyboarding II	2
BOTE	188	Computerized Accounting.....	2
BOTE	210	Business Communications	3
BOTE	275	Administrative Office Procedures	3
BUSN	120	Fundamentals of Business.....	3
CSCI	101	Introduction to Computers.....	3
ENGL	125	Introduction to Professional Writing	3
H&CE	241	Leadership & Presentation Techniques	3
		or	
COMM	110	Fundamentals of Public Speaking	3
PSYC	100	Human Relations in Organizations.....	2
		Wellness Course.....	2
		Electives	8

ADMINISTRATIVE ASSISTANT/ HEALTH INFORMATION MANAGEMENT (OPTION: Front Office)

The Front Office option prepares students for entry-level positions in medical facilities.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 33 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements:		Credits
ACCT	102	Fundamentals of Accounting 3
AH	138	Medical Coding I 3
AH	171	Medical Terminology 3
AH	220	Fundamentals of Medical Transcription ... 3
AH	281	Medical Insurance/Billing..... 3
AH	282	Medical Law & Ethics 2
BIOL	115	Human Structure & Function..... 3
BOTE	121	Business English..... 3
BOTE	152	Keyboarding II..... 2
BOTE	275	Administrative Office Procedures..... 3
CSCI	101	Introduction to Computers 3
		Electives 2

ADMINISTRATIVE ASSISTANT/ HEALTH INFORMATION MANAGEMENT (OPTION: Medical Billing/Coding)

Upon completion of the Medical Billing & Coding option, students will be eligible to sit for the Certified Coding Associate (CCA) examination sponsored by the American Health Information Management Association.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 33 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements:		Credits
AH	138	Medical Coding I..... 3
AH	139	Medical Coding II 3
AH	171	Medical Terminology I..... 3
AH	172	Medical Terminology II 2
AH	266	Laboratory Procedures..... 2
AH	267	Human Diseases & Surgical Procedures .. 2
AH	281	Medical Insurance/Billing 3
AH	282	Medical Law & Ethics..... 2
BIOL	115	Human Structure & Function 3
BOTE	121	Business English 3
PHRM	137	Pharmacology for Business 3
		Electives 4

Suggested Electives:

AH	140	Coding Certification Preparation..... 2
AH	220	Fundamentals of Medical Transcription... 3
CSCI	101	Introduction to Computers..... 3

*All courses available online from WSC or other NDUS campuses.

ADMINISTRATIVE ASSISTANT/ HEALTH INFORMATION MANAGEMENT

The health information management program prepares students for employment in a variety of health care areas: hospitals, clinics, private medical practices, chiropractic offices, dental offices, veterinary hospitals, nursing homes and assisted-living facilities, government agencies, and insurance companies. Students will be able to find employment in the records management department as well as in many other areas of the facility.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

ACCT	102	Fundamentals of Accounting.....	3
AH	138	Medical Coding I.....	3
AH	139	Medical Coding II.....	3
AH	171	Medical Terminology	3
AH	172	Medical Terminology	2
AH	220	Fundamentals of Medical Transcription ...	3
AH	281	Medical Insurance/Billing	3
AH	282	Medical Law & Ethics	2
BIOL	115	Human Structure & Function.....	3
BOTE	121	Business English.....	3
BOTE	152	Keyboarding II or 45 wpm.....	2
BOTE	210	Business Communications.....	3
BOTE	275	Administrative Office Procedures.....	3
CSCI	101	Introduction to Computers	3
		Wellness Class.....	2
		Electives	14

Suggested Electives:

BOTE	217	Records Management	2
COMM	110	Fundamentals of Public Speaking.....	3
ENGL	125	Introduction to Professional Writing	3
H & CE	241	Leadership & Presentation Techniques.....	3
HPER	210	First Aid & CPR	1

*All courses available online from WSC or other NDUS campuses.

ADMINISTRATIVE ASSISTANT/ INFORMATION PROCESSING

The information processing program prepares students for a variety of office positions with an emphasis on computer application software competency. Employment opportunities exist in industry, law firms, hospitals, government agencies, hotels, insurance companies, health care facilities, and retail firms.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 33 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements: Credits

ACCT	102	Fundamentals of Accounting.....	3
BOTE	108	Business Math	3
BOTE	121	Business English	3
BOTE	152	Keyboarding II	2
BOTE	210	Business Communications	3
BOTE	275	Administrative Office Procedures	3
CSCI	101	Introduction to Computers.....	3
ENGL	125	Introduction to Professional Writing	3
H&CE	241	Leadership & Presentation Techniques	3
or			
COMM	110	Fundamentals of Public Speaking	3
		Wellness Course.....	2
		Electives	5

Suggested Electives:

BOTE	118	Computerized Accounting.....	3
BOTE	217	Records Management	2
CSCI	114	Microcomputer Applications.....	3

*All courses available online from WSC or other NDUS campuses.

ADMINISTRATIVE ASSISTANT/ INFORMATION PROCESSING

The information processing program prepares students for a variety of office positions with an emphasis on computer application software competency. Employment opportunities exist in industry, law firms, hospitals, government agencies, hotels, insurance companies, health care facilities, and retail firms.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

ACCT	102	Fundamentals of Accounting	3
BOTE	108	Business Math.....	3
BOTE	121	Business English.....	3
BOTE	152	Keyboarding II.....	2
BOTE	188	Computerized Accounting	3
BOTE	210	Business Communications	3
BOTE	275	Administrative Office Procedures.....	3
COMM	110	Fundamentals of Public Speaking.....	3
CSCI	101	Introduction to Computers	3
CSCI	114	Microcomputer Packages.....	3
ENGL	125	Introduction to Professional Writing.....	3
PSYC	100	Human Relations in Organizations	2
		Wellness Course(es)	2
		Electives	24

Suggested Electives:

BADM	201	Principles of Marketing	3
BADM	202	Principles of Management	3
BOTE	217	Records Management	2
BOTE	218	Desktop Publishing	2
BUSN	120	Fundamentals of Business	3
CIS	162	Operating Systems-Windows.....	1
CIS	180	Creating Web Pages.....	2
CIS	219	Microcomputer Hardware.....	3

ADVERTISING

This curriculum provides a foundation for students interested in careers in sales, advertising, distribution, marketing research, and product planning.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Advertising.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120)..... 6
2. Fundamentals of Public Speaking (COMM 110)..... 3
3. Humanities and Social Science
- Minimum humanities credits – 6
- Minimum social science credits – 6
4. Mathematics, Science, Computer Science..... 9
- Minimum mathematics credits – 2
- Minimum science credits (at least 1 lab science) – 4
- Minimum computer science credits – 2
5. Wellness..... 2

Suggested Courses: Credits

ART	110	Introduction to the Visual Arts	3
BADM	201	Principles of Marketing	3
BADM	210	Advertising I.....	3
CIS	180	Creating Web Pages	2
ECON	201	Principles of Microeconomics.....	3
ENGL	125	Introduction to Professional Writing	3
ENGL	211	Introduction to Creative Writing	3
ENGL	225	Introduction to Film.....	3
HIST	103	United States to 1877	3
HIST	104	United States Since 1877.....	3
POLS	115	American Government	3
PSYC	111	Introduction to Psychology.....	3
SOC	110	Introduction to Sociology	3
SPAN	101	First Year Spanish I.....	4
SPAN	102	First Year Spanish II.....	4
SPAN	201	Second Year Spanish I.....	4
SPAN	202	Second Year Spanish II	4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

AGRICULTURAL ECONOMICS

Agricultural economics applies economic principles to decisions about the use of private and public resources. The global economy creates economic opportunities for the agricultural business industry. Various options provide specialization in management, marketing, finance, and farming and ranching.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Agricultural Economics.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110)	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

	Credits	
ACCT 200 Elements of Accounting I.....	3	
ACCT 201 Elements of Accounting II.....	3	
AGEC 242 Introduction to Agricultural Management	3	
AGEC 244 Introduction to Agricultural Marketing.....	3	
ARSC 114 Introduction to Animal Science	2	
ARSC 225 Natural Resources & Agro-Ecosystems....	3	
ECON 201 Principles of Microeconomics	3	
ECON 202 Principles of Macroeconomics.....	3	
ENGL 125 Introduction to Professional Writing	3	
H&CE 241 Leadership & Presentation Techniques.....	3	
MATH 104 Finite Math	3	
MATH 146 Applied Calculus	3	
PLSC 110 World Food Crops	3	
SOIL 210 Introduction to Soil Science.....	4	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

AGRICULTURAL PRODUCTION MANAGEMENT

This curriculum plan is for the student who desires flexibility in course selection. It is based on student needs and interests to operate and manage the modern farm or ranch. The student's final degree (after transfer to a baccalaureate campus) may focus on any of these areas:

- Agricultural Economics
- Agricultural Systems Management
- Crop and Weed Sciences
- Animal and Range Sciences

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Agricultural Production Management.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

	Credits	
ACCT 102 Fundamentals of Accounting.....	3	
AGEC 242 Introduction to Agricultural Management	3	
AGEC 244 Introduction to Agricultural Marketing	3	
AGEC 246 Introduction to Agricultural Finance	2	
AGEC 275 Applied Agricultural Law	2	
ARSC 114 Introduction to Animal Science.....	2	
ARSC 123 Feeds & Feeding	3	
ARSC 220 Livestock Production.....	3	
ARSC 225 Natural Resources & Agro-Ecosystems ...	3	
ARSC 236 Introduction to Range Management	2	
ECON 201 Principles of Microeconomics	3	
ECON 202 Principles of Macroeconomics	3	
H&CE 241 Leadership & Presentation Techniques	3	
PLSC 101 Introduction to Biotechnology.....	2	
PLSC 110 World Food Crops	3	
PLSC 220 Principles of Forage Production	3	
PLSC 223 Principles of Weed Science.....	3	
PLSC 225 Principles of Crop Production	3	
PLSC 270 High Value & Specialty Crops	3	
PLSC 280 GIS-Technology in Precision Ag	1-3	
SOIL 210 Introduction to Soil Science	4	
SOIL 222 Soil Fertility & Fertilizers	3	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

AGRICULTURAL SYSTEMS MANAGEMENT

This curriculum prepares graduates to support the mechanical, technological, and business systems for food processing, manufacturing, and agricultural enterprises. The ASM graduate will work as a link between the researcher, designer, engineer, manufacturer, and the consumer.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Agricultural Systems Management.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120)	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:

		<u>Credits</u>	
ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II.....	3
AGEC	242	Introduction to Agricultural Management.	3
ARSC	114	Introduction to Animal Science	2
ARSC	225	Natural Resources & Agro-Ecosystems....	3
ASM	155	Agricultural Welding	2
ASM	255	Advanced Welding	2
ENGL	125	Introduction to Professional Writing.....	3
ENGR	101	Graphical Communication.....	3
H&CE	241	Leadership & Presentation Techniques.....	3
PHYS	251	University Physics I L/L.....	5
PHYS	252	University Physics II L/L.....	5
PLSC	110	World Food Crops	3
PLSC	280	GIS-Technology in Precision Ag.....	1-3
SOIL	210	Introduction to Soil Science.....	4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

AGRICULTURE

Mission of the Agriculture Program:

The agriculture program is designed to prepare students for immediate employment in agricultural business, farm and ranch management or production, economic development, and college transfer.

Program Goals:

The goal of the agriculture program is to create lifelong learners. Instructors strive to provide theory, combined with current and historical applications.

Student Goals:

- A. An individual 'planning for progress' packet from the Post secondary Agricultural Student Organization (PASO) is recommended for each student.
 1. Career expectations are reviewed.
 2. Career competencies are recognized.
 3. Short and intermediate goals are developed.
- B. Career progress will also be addressed using PASO packets.
- C. Students will complete a study of leadership techniques.
- D. Students will demonstrate entry-level competencies for agriculture careers by completing a selection of courses.
- E. Students will complete and develop an appreciation of general education as a lifelong pursuit.

Long Range Goals:

- A. Instructors are informed of current industry developments, opportunities, and concerns.
- B. Instructors will use varied methods of instruction and learning techniques to enhance learning.
- C. Every opportunity will be investigated to put students in real-life industry situations such as touring agricultural facilities, listening to featured speakers, attending seminars, using new electronic equipment, and participating as interns.
- D. Instructors will encourage active student learning with feedback, examples from industry, and outside resources.
- E. Active discussion with program advisory committee and industry personnel will be an ongoing activity. This discussion will be used to modify or enhance programs and course offerings.
- F. Program directors will maintain an awareness of certification program changes and keep students informed (Private Applicator, Commercial Applicator, Crop Consultant, CCA, etc.).

AGRICULTURE (OPTION: Agribusiness Sales & Management)

Graduates of the agribusiness sales & management option will be prepared to enter occupations and areas of employment in agriculture. The student and advisor will select course work leading to individual career objectives. Cooperative work experience is recommended to gain on-the-job skill and experience.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

15 General Education Credits including:

1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science

2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

	H&CE	241	Leadership & Presentation Techniques.....	3
	ARSC	225	Natural Resources and Agro-Ecosystems .	3
One class from following list.....			2-4 credits	
	ARSC	236	Introduction to Range Management	(2)
	PLSC	101	Introduction to Biotechnology	(2)
	PLSC	110	World Food Crops	(3)
	PLSC	220	Principles of Forage Production	(3)
	PLSC	223	Principles of Weed Science	(3)
	PLSC	270	High Value & Specialty Crops	(3)
	PLSC	280	GIS-Technology in Precision Ag	(1-3)
	SOIL	210	Introduction to Soil Science	(4)
	SOIL	222	Soil Fertility & Fertilizers	(3)
One class from following list.....			1-3 credits	
	ARSC	114	Introduction to Animal Science	(2)
	ARSC	123	Feeds & Feeding	(3)
	ARSC	133	Specialty Animal Production	(2)
	ARSC	220	Livestock Production	(3)
	ARSC	231	Livestock Selection	(1)
	ARSC	238	Livestock Breeding	(2)
One class from following list.....			2-3 credits	
	AGEC	242	Intro to Agriculture Management	(3)
	AGEC	244	Intro to Agricultural Marketing	(3)
	AGEC	246	Introduction to Agricultural Finance	(2)
	AGEC	275	Applied Agricultural Law	(2)
Two classes from following list.....			4-6 credits	
	* ACCT	102	Fundamentals of Accounting	(3)
	* BADM	201	Principles of Marketing	(3)
	BADM	202	Principles of Management	(3)
	BADM	240	Sales	(2)
	ECON	105	Elements of Economics	(3)
	* ECON	201	Principles of Microeconomics	(3)
	ECON	202	Principles of Macroeconomics	(3)

* Recommended

(Continued)

AGRICULTURE (OPTION: Agribusiness Sales & Management) (Continued)

Suggested Electives:

AGEC	142	Agricultural Accounting.....	2
ASM	155	Agricultural Welding.....	2
ASM	255	Advanced Welding.....	2

AGRICULTURE (OPTION: Farm & Ranch Management)

The farm & ranch management option is designed for those students who intend to return to the farm and ranch situation. This option provides flexibility to the student in selecting course work that fits his/her individual situation. Emphasis should be in the areas of management and decision making through the use of current and future technology. Cooperative work experience is recommended.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

AGEC	142	Agricultural Accounting	2
H&CE	241	Leadership & Presentation Techniques.....	3
One class from following list.....			2-4 credits
ARSC	236	Introduction to Range Management	(2)
PLSC	101	Introduction to Biotechnology	(2)
PLSC	110	World Food Crops	(3)
PLSC	220	Principles of Forage Production	(3)
PLSC	223	Principles of Weed Science	(3)
PLSC	270	High Values & Specialty Crops	(3)
PLSC	280	GIS-Technology in Precision Ag	(1-3)
SOIL	210	Introduction to Soil Science	(4)
SOIL	222	Soil Fertility & Fertilizers	(3)
One class from following list.....			1-3 credits
ARSC	114	Introduction to Animal Science	(2)
ARSC	123	Feeds & Feeding	(3)
ARSC	133	Specialty Animal Production	(2)
ARSC	220	Livestock Production	(3)
ARSC	231	Livestock Selection	(1)
ARSC	238	Livestock Breeding	(2)
One class from following list.....			2-3 credits
AGEC	240	Holistic Management	(3)
AGEC	240L	Holistic Management Lab	(1)
AGEC	242	Intro to Agricultural Management	(3)
AGEC	244	Introduction to Agricultural Marketing	(3)
AGEC	246	Introduction to Agricultural Finance	(2)
AGEC	275	Applied Agricultural Law	(2)
One class from following list.....			2-3 credits
ECON	105	Elements of Economics	(3)
ECON	201	Principles of Microeconomics	(3)
ECON	202	Principles of Macroeconomics	(3)

Suggested Electives:

ACCT	102	Fundamentals of Accounting	(3)
ASM	155	Agricultural Welding	(2)
ASM	255	Advanced Welding	(2)

AGRICULTURE (Option: Natural Resources Management and Conservation)

Employment with the United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS) is the primary objective of this option. The course of study has been coordinated by representatives of both North Dakota and Montana NRCS. Employment opportunities may exist as either Conservation Professionals or as Conservation Technicians. Local soil and water conservation districts (SWCD) also employ Conservation Technicians.

Cooperative work experience is recommended. The co-op education program places students in a county field office. WSC instructors will supervise this educational experience. Courses are planned for the possibility of students continuing their education beyond two years. Articulation agreements exist for NDSU and DSU, while a strong transfer relationship exists with Montana State University - Bozeman. NRCS normally requires employees to complete baccalaureate degrees. WSC recommends that students considering this option contact the appropriate NRCS State Human Resources Officer prior to selecting course work.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

H&CE	241	Leadership & Presentation Techniques	3
SOIL	210	Introduction to Soil Science	4
ARSC	225	Natural Resources and Agro-Ecosystems.	3
One class from the following list.....			2-3 credits
ARCS	236	Introduction to Range Management	(2)
PLSC	110	World Food Crops	(3)
PLSC	280	GIS-Technology in Precision Ag	(1-3)

AGRICULTURE

The agriculture curriculum is designed to develop skills and abilities and to foster understandings that will enable the student to make a suitable job entry into the fields of agriculture and to help the student make a viable community contribution.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Agriculture.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

	Credits	
AGEC 141 Principles of Agribusiness Management...	2	
AGEC 240 Holistic Management.....	3	
AGEC 242 Intro to Agricultural Management	3	
AGEC 244 Introduction to Agricultural Marketing.....	3	
AGEC 246 Introduction to Agricultural Finance	2	
AGEC 275 Applied Agricultural Law.....	2	
ARSC 114 Introduction to Animal Science	2	
ARSC 123 Feeds & Feeding.....	3	
ARSC 133 Specialty Animal Production	2	
ARSC 220 Livestock Production	3	
ARSC 236 Introduction to Range Management.....	2	
ECON 201 Principles of Microeconomics	3	
ENGL 125 Introduction to Professional Writing	3	
H&CE 241 Leadership & Presentation Techniques.....	3	
PLSC 101 Introduction to Biotechnology	2	
PLSC 110 World Food Crops	3	
PLSC 220 Principles of Forage Production.....	3	
PLSC 223 Principles of Weed Science	3	
PLSC 270 High Value & Specialty Crops	3	
PLSC 280 GIS-Technology in Precision Ag.....	1-3	
SOIL 210 Introduction to Soil Science.....	4	
SOIL 222 Soil Fertility & Fertilizers.....	3	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

AGRONOMY TECHNICIAN

The Agronomy Technician courses will focus on agronomy, soil sampling, field scouting, and application of chemicals and fertilizer. The courses will prepare new students for the job market and will increase knowledge and upgrade skills of individuals currently employed in agricultural related jobs.

Program Certificate

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 30 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Suggested Courses:

			Credits
PLSC 223 Principles of Weed Science			3
SOIL 210 Introduction to Soil Science			4
SOIL 222 Soil Fertility & Fertilizers			3

Suggested Electives:

PLSC 110 World Food Crops.....			3
PLSC 220 Principles of Forage Production			3
PLSC 225 Principles of Crop Production			3
PLSC 230 Grain & Seed Analysis.....			3
PLSC 270 High Value & Specialty Crops			3

ANIMAL & RANGE SCIENCES

Majors will be prepared for production agriculture, agri-business, range science careers in resource management agencies, or advanced science degrees.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Animal & Range Sciences.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120)	6	6
2. Fundamentals of Public Speaking (COMM 110)	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:

	Credits	
AGEC 242 Intro to Agricultural Management	3	
AGEC 244 Introduction to Agricultural Marketing.....	3	
ARSC 114 Introduction to Animal Science	2	
ARSC 123 Feeds & Feeding	3	
ARSC 220 Livestock Production	3	
ARSC 225 Natural Resources & Agro-Ecosystems.....	3	
ARSC 236 Introduction to Range Management.....	2	
BIOL 150 General Biology I L/L.....	4	
BIOL 151 General Biology II L/L	4	
BIOL 230 Ecology.....	3	
BIOL 230L Ecology Lab.....	1	
ENGL 125 Introduction to Professional Writing.....	3	
H&CE 241 Leadership & Presentation Techniques.....	3	
PLSC 101 Introduction to Biotechnology	2	
PLSC 110 World Food Crops	3	
PLSC 220 Principles of Forage Production.....	3	
PLSC 280 GIS-Technology in Precision Ag.....	1-3	
SOIL 210 Introduction to Soil Science.....	4	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

ATHLETIC TRAINING

The athletic training curriculum provides career opportunities in high schools, colleges, professional sports programs, and other athletic health care agencies such as corporate health programs, sports medicine, and athletic training facilities. Contact your advisor at Williston State College to determine curriculum for the first two years.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Athletic Training.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

	Credits	
BIOL 151 General Biology II L/L.....	4	
BIOL 220 Anatomy & Physiology I L/L.....	4	
BIOL 221 Anatomy & Physiology II L/L.....	4	
AH 171 Medical Terminology	3	
AH 172 Medical Terminology	2	
CHEM 115 Introductory Chemistry L/L.....	4	
or		
CHEM 121 General Chemistry I L/L	5	
COMM 110 Fundamentals of Public Speaking	3	
CSCI 101 Introduction to Computers.....	3	
ENGL 110 College Composition I.....	3	
ENGL 120 College Composition II	3	
HPER 100 Concepts of Fitness and Wellness	2	
HPER 126 Lifetime Fitness.....	2	
HPER 207 Prevention and Care of Injuries	3	
HPER 208 Introduction to Physical Education.....	3	
HPER 217 Personal and Community Health.....	3	
HPER 218 Personal Trainer Preparation	3	
MATH 104 Finite Math	3	
MATH 210 Elementary Statistics	3	
NUTR 240 Principles of Nutrition	3	
PHYS 100 Concepts of Physics L/L.....	4	
PSYC 111 Introduction to Psychology.....	3	
PSYC 250 Developmental Psychology	3	
SOC 110 Introduction to Sociology	3	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

AUTOMOTIVE TECHNOLOGY

Mission of the Automotive Technology Program:

The automotive technology program is designed to prepare the student for a career as a technician in the automotive field. The graduate of the automotive technology program may enter the automotive industry with entry-level skills to become a technician specialist, a line technician, a general maintenance technician, a service writer, a service manager, or a business owner.

With the advancing technology in today's automotive field, industry is in need of people willing and able to adapt to the fast pace of the computerized, automated field. The automotive technician will find well-equipped shops, excellent working conditions and hours, salaries in tune with the economic climate, and job security.

Williston State College's Automotive Technology program is NATEF certified in all eight areas of automotive repair (Master Certification). Instructors are Master Certified by the National Institute for Automotive Service Excellence (ASE).

Program Goals:

The primary objective of the automotive technology program is to provide the necessary knowledge and skills needed for the graduate to enter the automotive field as a technician.

Upon successful completion of the automotive technology program, the student will be able to enter the automotive field with the knowledge and skills to properly diagnose and repair the automobile or light truck.

- A. Program instructors will participate in factory training in order to keep informed of the latest changes in the automotive industry.
- B. Program instructors will keep informed of the latest technology related to teaching methods and the latest presentation technology used in the classroom through in-service workshops and other workshops offered through Williston State College.
- C. Program instructors will work with their local advisory board and use this input as a means of strengthening the program.

Student Goals:

- A. The student will be trained in the eight areas of automotive repair as designated by ASE.
- B. The student will receive general education instruction as part of the automotive program.
- C. The student will be encouraged to participate in the local Skills USA chapter.

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AUTOMOTIVE TECHNOLOGY

(Continued)

Associate in Applied Science (AAS) or Diploma

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

Associate in Applied Science

15 General Education Credits including:

1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Diploma

9 General Education Credits including 1 class from each of the following 2 areas:

- a. Communications
- b. Mathematics

Program Course Requirements:

Credits

AUTO	146	Suspension & Steering Theory	1
AUTO	147	Suspension & Steering Lab	4
AUTO	156	Brakes Theory	2
AUTO	157	Brakes Lab	6
AUTO	166	Electrical Theory	1
AUTO	167	Electrical Lab	2
AUTO	176	Heating and Air Conditioning Theory	1
AUTO	177	Heating and Air Conditioning Lab	3
AUTO	186	Engine Performance I Theory	3
AUTO	187	Engine Performance I Lab	6
AUTO	198	Mechanical and Shop Orientation	1
AUTO	216	Engine Repair Theory	2.5
AUTO	217	Engine Repair Lab	6.5
AUTO	226	Auto Transmission/Transaxle Theory	2
AUTO	227	Automatic Transmission/Transaxle Lab	5
AUTO	231	Standard Transmission Theory	1
AUTO	232	Standard Transmission Lab	3
AUTO	234	Differential and Driveline Theory	1
AUTO	235	Differential and Driveline Lab	2
AUTO	288	Engine Performance II	5
HPER	210	First Aid & CPR	1
TECH	120	Applied Welding	1

Suggested Electives:

Credits

ASC	075	College Study Skills	1
COMM	110	Fundamentals of Public Speaking	3
ECON	105	Elements of Economics	3
ENGR	101	Graphical Communication	3
PSYC	111	Introduction to Psychology	3
		Computer Technology courses	1-4
		Music and Theatre activities	1-2

AVIATION

At Williston State College, students can complete the first two years in training toward a four-year bachelor's degree from the University of North Dakota's prestigious aerospace science program. Upon transfer to UND, students may select from the following majors: Commercial Aviation, Air Traffic Control, Flight Education, Aviation Management (College of Business), and Airport Management (College of Business). UND also offers minors in Professional Flight and Aviation Management.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Aviation.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 cumulative grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6 (Foreign Language-8 credits recommended) Minimum social science credits – 6 (ECON 201 recommended)		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2 (MATH 146 recommended) Minimum science credits- 4 (ATSC 110 & PHYS 211 recommended) Minimum computer science credits – 2		
5. Wellness.....	2	2

Aviation Management

This curriculum is for those students whose career objectives are toward the management and operation of the airside activities of the aviation industry. Students receive a thorough foundation in both aviation and business (the transfer degree is granted by UND's College of Business and Public Administration), whose program is accredited by the American Assembly of Collegiate Schools of Business (AACSB). Upon completion of UND's program, you will have earned a minimum of an FAA Commercial Pilot Certificate with Instrument and Multi-Engine Ratings.

Suggested Courses:

	Credits	
ATSC 110 Meteorology I.....	3	
ATSC 110L Meteorology I Lab.....	1	
AVIT 102 Introduction to Aviation.....	5	
AVIT 221 Basic Attitude Instrument Flying.....	3	
AVIT 222 IFR Regulations & Procedure.....	3	
AVIT 223 Aerodynamics-Airplanes.....	3	
AVIT 224 Aircraft Systems.....	2	
ECON 201 Principles of Microeconomics.....	3	
GERM 101/102 First Year German I & II.....	8	
or		
SPAN 101/102 First Year Spanish I & II.....	8	
MATH 146 Applied Calculus.....	3	
PHYS 211 College Physics I L/L.....	4	

The courses listed above are reflective of those most commonly required in preparation for transfer to the University of North Dakota (UND). For specific baccalaureate degree requirements, students should consult the UND catalog.

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AVIATION (Continued)

Commercial Aviation

This curriculum is designed for a variety of flight-related careers. Commercial Aviation combines a solid background in aviation courses, along with flight instructor ratings, to give the student the education necessary for entry-level positions in the aviation industry. Students will earn a commercial pilot certificate with instrument and multi-engine ratings, as well as a Certified Flight Instructor Certificate. Airplane and instrument ratings are required.

Suggested Courses:

	Credits	
ATSC 110 Meteorology I.....	3	
ATSC 110L Meteorology I Lab.....	1	
AVIT 102 Introduction to Aviation.....	5	
AVIT 221 Basic Attitude Instrument Flying.....	3	
AVIT 222 IFR Regulations & Procedure.....	3	
AVIT 223 Aerodynamics-Airplanes.....	3	
AVIT 224 Aircraft Systems.....	2	
ECON 201 Principles of Microeconomics.....	3	
GERM 101/102 First Year German I & II.....	8	
or		
SPAN 101/102 First Year Spanish I & II.....	8	
MATH 146 Applied Calculus.....	3	
PHYS 211 College Physics I L/L.....	4	

Air Traffic Control

This curriculum is designed to place students directly into the exciting career field of air traffic control. UND's program is highly competitive, and the only one of its kind in the nation. This program is FAA approved and certified, and utilizes state-of-the-art Virtual Controller air traffic control simulators. This program requires the Private Pilot Part 141 certification, a full year of foreign language, and a second field of study.

Suggested Courses:

	Credits	
ATSC 110 Meteorology I.....	3	
ATSC 110L Meteorology I Lab.....	1	
AVIT 102 Introduction to Aviation.....	5	
ECON 201 Principles of Microeconomics.....	3	
GERM 101/102 First Year German I & II.....	8	
or		
SPAN 101/102 First Year Spanish I & II.....	8	
MATH 146 Applied Calculus.....	3	
PHYS 211 College Physics I L/L.....	4	

The courses listed above are reflective of those most commonly required in preparation for transfer to the University of North Dakota (UND). For specific baccalaureate degree requirements, students should consult the UND catalog.

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AVIATION (Continued)

Flight Education

This is a new degree program offered exclusively through UND. The Flight Education curriculum is designed for students interested in pursuing careers in teaching aviation. This program combines flight instructor ratings with vocational education courses to provide the student with a solid background in aviation education. Students interested in teaching at the college level are encouraged to go on to graduate work. A commercial pilot certificate with instrument and multi-engine ratings, as well as a certified flight instructor certificate with instrument rating are required.

Suggested Courses:

Credits

ATSC	110	Meteorology I.....	3
ATSC	110L	Meteorology I Lab.....	1
AVIT	102	Introduction to Aviation.....	5
AVIT	221	Basic Attitude Instrument Flying.....	3
AVIT	222	IFR Regulations & Procedure.....	3
AVIT	223	Aerodynamics-Airplanes.....	3
AVIT	224	Aircraft Systems.....	2
ECON	201	Principles of Microeconomics.....	3
EDUC	250	Introduction to Teaching.....	2
EDUC	298	Pre-Professional Experience.....	1
GERM	101/102	First Year German I & II.....	8
or			
SPAN	101/102	First Year Spanish I & II.....	8
MATH	146	Applied Calculus.....	3
PHYS	211	College Physics I L/L.....	4

Airport Management

The Airport Management curriculum is offered to those students seeking employment in administrative positions with companies in and related to the groundside activities of the aviation industry. All aspects of general aviation, air carrier, and the total aviation industry will be studied in-depth. This program has sufficient flexibility in courses to allow students to concentrate in a particular area of the industry such as general aviation operations, airline management, airport administration, or corporate aviation management. Requires a private pilot certificate.

Suggested Courses:

Credits

ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II.....	3
ANTH	171	Introduction to Cultural Anthropology.....	3
ATSC	110	Meteorology I.....	3
ATSC	110L	Meteorology I Lab.....	1
AVIT	102	Introduction to Aviation.....	5
CSCI	160	Computer Programming I.....	3
ECON	201	Principles of Microeconomics.....	3
ECON	202	Principles of Macroeconomics.....	3
GERM	101/102	First Year German I & II.....	8
or			
SPAN	101/102	First Year Spanish I & II.....	8
MATH	104	Finite Mathematics.....	3
MATH	146	Applied Calculus I.....	3
MATH	210	Elementary Statistics.....	3
PHYS	211	College Physics I L/L.....	4
POLS	115	American Government.....	3
PSYC	111	Introduction to Psychology.....	3
SOC	110	Introduction to Sociology.....	3

The courses listed above are reflective of those most commonly required in preparation for transfer to the University of North Dakota (UND). For specific baccalaureate degree requirements, students should consult the UND catalog.

BANKING & FINANCE

The banking and finance curriculum is designed to focus on building expertise in banking operations. Major emphasis will be on accounting systems for agricultural and commercial type businesses.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Banking & Finance.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

Credits

	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

Credits

ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II.....	3
ACCT	207	Managerial Accounting.....	3
ACCT	215	Business in the Legal Environment.....	3
BADM	201	Principles of Marketing.....	3
BADM	202	Principles of Management.....	3
ECON	201	Principles of Microeconomics.....	3
ECON	202	Principles of Macroeconomics.....	3
MATH	103	College Algebra.....	3
or			
MATH	104	Finite Math.....	3
MATH	146	Applied Calculus.....	3
MATH	210	Elementary Statistics.....	3
POLS	115	American Government.....	3
POLS	116	State & Local Government.....	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

BIOLOGY

Biology is the study of life, of plants and animals, and their relationships in and to their environments. The transfer program in biology at Williston State College provides the fundamentals for students pursuing a career in any of the biological sciences.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Biology.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science..... 12
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

BIOL	150	General Biology I L/L.....	4
BIOL	151	General Biology II L/L	4
BIOL	215	Genetics	3
BIOL	215L	Genetics Lab.....	1
BIOL	230	Ecology.....	3
BIOL	230L	Ecology Lab.....	1
CHEM	121	General Chemistry I L/L.....	5
CHEM	122	General Chemistry II L/L	5
CHEM	241	Organic Chemistry I	3
CHEM	241L	Organic Chemistry I Lab	1
MATH	146	Applied Calculus	3
or			
MATH	165	Calculus I.....	4
MICR	202	Microbiology	3
MICR	202L	Microbiology Lab	1
PHYS	211	College Physics I L/L	4
PHYS	212	College Physics II L/L	4
SPAN	101	First Year Spanish I.....	4
SPAN	102	First Year Spanish II.....	4
SPAN	201	Second Year Spanish I.....	4
SPAN	202	Second Year Spanish II.....	4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

BUSINESS EDUCATION

Students pursuing a degree in business education generally become business education teachers in high schools, work in the private sector, work for large corporations, or serve as supervisors or trainers.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Business Education.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses: Credits

ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II.....	3
ACCT	215	Business in the Legal Environment	3
BOTE	108	Business Math	3
BOTE	152	Keyboarding II	2
BOTE	218	Desktop Publishing.....	2
BOTE	275	Administrative Office Procedures	3
BUSN	120	Fundamentals of Business	3
CIS	115	Introduction to the Internet.....	1
CIS	265	CISCO Networking	4
CSCI	101	Introduction to Computers.....	3
ECON	201	Principles of Microeconomics	3
ECON	202	Principles of Macroeconomics	3
EDUC	250	Introduction to Teaching	2
EDUC	298	Pre-Professional Experience.....	1
HIST	104	United States Since 1877.....	3
HPER	100	Concepts of Fitness and Wellness	2
PSYC	111	Introduction to Psychology.....	3
PSYC	250	Developmental Psychology	3
SOC	235	Cultural Diversity	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

BUSINESS MANAGEMENT

The business management curriculum provides students with a basic understanding of the world of business and commerce and the foundation courses for a bachelor's degree program in business.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Business Management.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:	Credits	
ACCT 200 Elements of Accounting I.....	3	
ACCT 201 Elements of Accounting II.....	3	
ACCT 207 Managerial Accounting	3	
ACCT 215 Business in the Legal Environment	3	
BADM 201 Principles of Marketing	3	
BADM 202 Principles of Management	3	
ECON 201 Principles of Microeconomics	3	
ECON 202 Principles of Macroeconomics.....	3	
MATH 103 College Algebra.....	3	
or		
MATH 104 Finite Math	3	
MATH 146 Applied Calculus	3	
MATH 210 Elementary Statistics	3	
POLS 115 American Government.....	3	
POLS 116 State & Local Government	3	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

CHEMISTRY

The chemistry curriculum provides students with the knowledge and skills to continue their studies in areas that range from chemistry, medicine, and allied health to agriculture. Chemists may work in many areas that involve research and teaching.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Chemistry.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:	Credits
1. College Composition (ENGL 110 and 120).....	6
2. Fundamentals of Public Speaking (COMM 110).....	3
3. Humanities and Social Science	12
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science	18
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness.....	2

Suggested Courses:	Credits	
* CHEM 121 General Chemistry I L/L	5	
* CHEM 122 General Chemistry II L/L	5	
* CHEM 230 Quantitative Analysis	3	
* CHEM 230L Quantitative Analysis Lab	1	
* CHEM 241 Organic Chemistry I	3	
* CHEM 241L Organic Chemistry I Lab.....	1	
* CHEM 242 Organic Chemistry II.....	3	
* CHEM 242L Organic Chemistry II Lab.....	1	
CHEM 260 Elements of Biochemistry	3	
CHEM 260L Elements of Biochemistry Lab	1	
ECON 201 Principles of Microeconomics	3	
* MATH 103 College Algebra	3	
(Depending on math placement)		
* MATH 165 Calculus I	4	
* MATH 166 Calculus II.....	4	
* MATH 265 Calculus III.....	4	
* PHYS 251 University Physics I L/L.....	5	
* PHYS 252 University Physics II L/L	5	
Foreign Language-Level II proficiency		

* Required for many chemistry majors programs.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

CHIROPRACTIC

The chiropractic curriculum prepares students to apply for admission to a School of Chiropractic Medicine.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Chiropractic.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science..... 12
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

* BIOL	150	General Biology I L/L.....	4
* BIOL	151	General Biology II L/L.....	4
BIOL	215	Genetics.....	3
* BIOL	220	Anatomy & Physiology I L/L.....	4
* BIOL	221	Anatomy & Physiology II L/L.....	4
* CHEM	121	General Chemistry I L/L.....	5
* CHEM	122	General Chemistry II L/L.....	5
* CHEM	241	Organic Chemistry I.....	3
* CHEM	241L	Organic Chemistry I Lab.....	1
* CHEM	242	Organic Chemistry II.....	3
* CHEM	242L	Organic Chemistry II Lab.....	1
* CHEM	260	Elements of Biochemistry.....	3
* CHEM	260L	Elements of Biochemistry Lab.....	1
* MATH	103	College Algebra.....	3
MATH	105	Trigonometry.....	2
MATH	165	Calculus I.....	4
MATH	166	Calculus II.....	4
MICR	202	Microbiology.....	3
MICR	202L	Microbiology Lab.....	1
* PHYS	211	College Physics I L/L.....	4
* PHYS	212	College Physics II L/L.....	4
	or		
PHYS	251	University Physics I L/L.....	5
PHYS	252	University Physics II L/L.....	5
PSYC	111	Introduction to Psychology.....	3

* Required for admission to most programs.

Note: Students should note transfer application deadline.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

COMMUNICATION DISORDERS

A communication disorders curriculum provides a foundation in normal development, speech and hearing science, and communication processes. It is a pre-professional program for students wishing to pursue a graduate degree in speech-language pathology or audiology. It is recommended that students transfer to a four year program after one year at Williston State College.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Communication Disorders.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses: Credits

BIOL	111	Concepts of Biology L/L.....	4
ENGL	238	Children's Literature.....	3
MATH	210	Elementary Statistics.....	3
PHYS	100	Concepts of Physics L/L.....	4
PSYC	111	Introduction to Psychology.....	3
PSYC	250	Developmental Psychology.....	3
PSYC	270	Abnormal Psychology.....	3
SOC	110	Introduction to Sociology.....	3
SOC	235	Cultural Diversity.....	3
		History Electives.....	3
		Humanities Electives.....	6

Optional Courses Credits

ASL	101	American Sign Language I.....	4
ASL	102	American Sign Language II.....	4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

COMMUNICATIONS

The communication curriculum provides students a sound base in liberal arts and a theoretical basis of knowledge about human communication in preparation for transfer to a baccalaureate program.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Communications.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

- | | |
|--|----|
| 1. College Composition (ENGL 110 and 120)..... | 6 |
| 2. Fundamentals of Public Speaking (COMM 110)..... | 3 |
| 3. Humanities and Social Science | 18 |
| Minimum humanities credits – 6 | |
| Minimum social science credits – 6 | |
| 4. Mathematics, Science, Computer Science..... | 9 |
| Minimum mathematics credits – 2 | |
| Minimum science credits (at least 1 lab science) – 4 | |
| Minimum computer science credits – 2 | |
| 5. Wellness..... | 2 |

Suggested Courses: Credits

ART	110	Introduction to the Visual Arts	3
*COMM	211	Oral Interpretation	3
*COMM	212	Interpersonal Communication.....	3
ECON	201	Principles of Microeconomics	3
ENGL	125	Introduction to Professional Writing	3
ENGL	211	Introduction to Creative Writing.....	3
ENGL	225	Introduction to Film.....	3
HIST	103	United States To 1877	3
HIST	104	United States Since 1877	3
POLS	115	American Government.....	3
PSYC	111	Introduction to Psychology	3
SOC	110	Introduction to Sociology	3
SPAN	101	First Year Spanish I.....	4
SPAN	102	First Year Spanish II.....	4
SPAN	201	Second Year Spanish I.....	4
SPAN	202	Second Year Spanish II	4

*Required for admission to most programs.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

COMPUTER SCIENCE

If you enjoy working with computers and doing your work in a logical fashion, you will enjoy a career in computer science and/or computer engineering. A strong technical background is required for the Bachelor of Science Degree. Many individuals complete course work in graduate level classes to improve their technical background and job opportunities.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Computer Science.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses for AA: Credits

CSCI	160	Computer Science I.....	4
CSCI	161	Computer Science II.....	4
CSCI	242	Data Structures	3
CSCI	250	Assembly Language	4
CSCI	289	Social Implications of Computer Tech.....	2
MATH	165	Calculus I	4
MATH	166	Calculus II.....	4
MATH	208	Discrete Mathematics.....	3
SPAN	101	First Year Spanish I.....	4
SPAN	102	First Year Spanish II	4
SPAN	201	Second Year Spanish I	4
SPAN	202	Second Year Spanish II	4

Suggested Courses for AS: Credits

CHEM	121	General Chemistry I L/L	5
CHEM	122	General Chemistry II L/L	5
CSCI	160	Computer Science I	4
CSCI	161	Computer Science II.....	4
CSCI	242	Data Structures	3
CSCI	250	Assembly Language	4
CSCI	289	Social Implications of Computer Tech.....	2
MATH	165	Calculus I	4
MATH	166	Calculus II	4
MATH	208	Discrete Mathematics.....	3
PHYS	251	University Physics I L/L.....	5
PHYS	252	University Physics II L/L	5

Suggested Electives: Credits

CSCI	Programming Courses.....	12
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The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

COMPUTER SYSTEMS SPECIALIST

Mission of the Computer Systems Specialist

Program:

The computer systems specialist program is designed to prepare students for the information technology job market. The program will prepare students to enter the workforce with the knowledge, skills, and experience required to compete for jobs in computer technology.

The program fits the mission of the college by preparing students with the technical skills required to enter the work force. It also provides core course work, general education, and pre-professional courses for transfer.

The program options are career-oriented, but many of the courses within the options transfer as credit toward a baccalaureate degree at four-year colleges or universities.

Program Goals:

The goals of the program are to provide students with the skills and knowledge to enter a growing marketplace, to maintain and update computer software and/or hardware, and to provide new job opportunities or avenues for career advancement.

The program has several unique features. It is designed to provide students with the opportunity to customize their curriculum to match job requirements, interests, and skills. With the two program options (Programming and Systems Technician), students may elect to obtain Professional Certification or Certificates of Mastery. Professional Certification is awarded upon successful completion of a national/ industrial certification exam. Certificates of Mastery are used to determine competencies when national exams are not available. The Certificates of Mastery are given to students who have shown mastery level work based on recommended standards of business and industry. Professional Certification or Certificates of Mastery are available in Cisco Network Communications, COBOL, C++, VISUAL BASIC, Novell, Microsoft, and UNIX.

Student Goals:

Students may elect to pursue the Associate in Applied Science Degree with or without obtaining Professional Certification or Certificates of Mastery, or they may elect to work for only Professional Certification or Certificate(s) of Mastery. Since the program is customized, students may include courses from either of the two options as part of their program. Students may also elect to earn a Certificate of Completion within the Systems Technician option.

Long Range Goals:

The long range plans for the program are to maintain contact with business/industry to keep courses current, to offer the program to distant sites, and to increase the number of options for Professional Certification.

COMPUTER SYSTEMS SPECIALIST (OPTION: MCSE)

The MCSE option provides the student with the knowledge required to handle a wide range of network operating systems, and gives a strong emphasis on courses for passing the Microsoft Certified System Engineer (MCSE) certifications. Students will take courses related to the MCSE, as well as courses that will prepare them to test for their Microsoft Certified Professional (MCP), Certified Novell Administrator (CNA), A+, and Server+ certifications.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

15 General Education Credits including:

1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements:

Credits

CIS	219	Microcomputer Hardware	3
CIS	220	Operating Systems UNIX	3
CIS	222	Netware Administration	3
CIS	265	CISCO Networking	4
CIS	1560	Design and Update of Microsoft Win.....	3
CIS	1561	Design and Update of Microsoft Win.....	2
CIS	1572	Managing Microsoft Exchange	3
CIS	2126	Managing Microsoft Win Networks.....	3
CIS	2151	Implementation of Microsoft Products.....	2
CIS	2152	Implementation of Microsoft Products.....	3
CIS	2153	Implementation of Microsoft Products.....	3
CIS	2154	Implementation of Microsoft Products.....	3
CIS	2272	Managing Microsoft Windows	3
COOP	197	Cooperative Education	1-3
ENGL	125	Introduction to Professional Writing	3

Suggested Electives:

Credits

CIS	160	Operating Systems-Network.....	3
CIS	176	Fundamentals of Wireless LANS	3
CIS	180	Creating Web Pages	3
CIS	266	CISCO Routing, Config, & Trblshoot.....	4
CIS	267	CISCO Switching & LAN Topologies.....	3
CIS	268	CISCO Switching & Project Mgmt	3
CIS	299	Special Topics	1-4
CSCI	122	Visual Basic.....	3
CSCI	127	Beginning Java/Java ++.....	3
ENGL	105	Technical Communications	3
ENGL	110	College Composition I.....	3
MATH	102	Intermediate Algebra	3
MATH	103	College Algebra.....	3
PSYC	100	Human Relations in Organizations	3

COMPUTER SYSTEMS SPECIALIST (OPTION: Network Analyst)

The Network Analyst option provides the student with strong foundation in implementing, administering and maintaining a network infrastructure from hardware to software. Provides courses to help the student achieve certifications including: Microsoft Certified Professional (MCP), Microsoft Certified System Administrator (MCSA), Certified Cisco Networking Associate (CCNA), Certified Novell Administrator (CNA), A+, Server +, I-Net+, and Network +.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

CIS	219	Microcomputer Hardware.....	3
CIS	220	Operating Systems UNIX.....	3
CIS	222	Network Administration.....	3
CIS	265	CISCO Networking.....	4
CIS	266	CISCO Routing, Config & Troublesht.....	4
CIS	267	CISCO Switching & LAN Topologies.....	3
CIS	268	CISCO Switching & Project Mgmt.....	3
CIS	1560	Design and Update of Microsoft Win.....	3
CIS	2151	Implementation of Microsoft Products.....	2
CIS	2152	Implementation of Microsoft Products.....	3
CIS	2153	Implementation of Microsoft Products.....	3
CIS	2272	Managing Microsoft Windows.....	3
COOP	197	Cooperative Education.....	1-3
ENGL	125	Introduction to Professional Writing.....	3

Suggested Electives: Credits

CIS	160	Operating Systems-Network.....	3
CIS	176	Fundamentals of Wireless LANS.....	3
CIS	180	Creating Web Pages.....	3
CIS	299	Special Topics.....	1-4
CSCI	122	Visual Basic.....	3
ENGL	105	Technical Communications.....	3
ENGL	110	College Composition I.....	3
MATH	102	Intermediate Algebra.....	3
MATH	103	College Algebra.....	3
PSYC	100	Human Relations in Organizations.....	3

COMPUTER SYSTEMS SPECIALIST (OPTION: Programming/Web Design)

Program Certificate

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 32 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements: Credits

CIS	180	Creating Web Pages.....	3
CIS	250	Advanced Web Design.....	3
CSCI	122	Visual Basic.....	3
CSCI	160	Computer Science I.....	4
CSCI	161	Computer Science II.....	4
CSCI	192	Database Programming.....	3
		CIS or CSCI Electives.....	11

COMPUTER SYSTEMS SPECIALIST (OPTION: Programming/Web Design)

The programming option provides students with the ability to write and maintain the detailed instructions called 'programs' or 'software' that list, in logical order, the steps that computers must execute to perform their functions.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

CIS	161	Operating Systems – DOS	2
CIS	162	Operating Systems-Windows.....	1
CIS	180	Creating Web Pages.....	3
CIS	250	Advanced Web Design	3
CIS	265	CISCO Networking	4
COOP	197	Cooperative Education/Internship.....	1-3
CSCI	122	Visual Basic	3
CSCI	160	Computer Science I.....	4
CSCI	161	Computer Science II	4
CSCI	191	Database Design	3
CSCI	192	Database Programming.....	3
CSCI	289	Social Implications of Computer Tech	2
ENGL	110	College Composition I.....	3
ENGL	125	Introduction to Professional Writing.....	3
MATH	103	College Algebra	3
		CIS or CSCI Electives	11

Suggested Electives: Credits

CIS	220	Operating Systems-UNIX.....	3
CIS	232	Graphic Design	3
CIS	235	Advanced Graphic Design	3
CIS	266	CISCO Routing, Config, & Troublsht	4
CIS	267	CISCO Switching & LAN Topologies	3
CIS	268	CISCO Switching & Project Mgmt	3
CSCI	124	Beginning C++/Visual C++	3
CSCI	125	Beginning COBOL	3
CSCI	126	Beginning Fortran	3
CSCI	172	Intermediate Visual Basic	3
CSCI	174	Intermediate C++/Visual C++	3
CSCI	175	Intermediate COBOL.....	3
CSCI	242	Data Structures	3
CSCI	250	Assembly Language.....	4

COMPUTER SYSTEMS SPECIALIST (OPTION: Systems Technician)

The systems technician option provides students with the ability to upgrade and repair personal computers, provide computer service, supply technical support, and work in network administration positions. Students will take courses towards Certified Cisco Networking Associate (CCNA), A+, Network+, Certified Novell Administrator (CNA), and Microsoft Certified Professional (MCP).

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

CIS	161	Operating Systems – DOS	2
CIS	162	Operating Systems – Windows.....	1
CIS	219	Microcomputer Hardware	3
CIS	220	Operating Systems UNIX.....	3
CIS	222	Netware Administration	3
CIS	265	CISCO Networking	4
CIS	266	CISCO Routing, Config, & Troublesht	4
CIS	267	CISCO Switching & LAN Topologies	3
CIS	268	CISCO Switching & Project Mgmt	3
CIS	2152	Implementation of Microsoft Products	3
COOP	197	Cooperative Education/Internship	1-3
CSCI	122	Visual Basic	3
CSCI	289	Social Implications of Computer Tech	2
ENGL	110	College Composition I.....	3
ENGL	125	Introduction to Professional Writing	3

Suggested Electives: Credits

CIS	176	Fundamentals of Wireless LANS	3
CIS	180	Creating Web Pages	3
CIS	2272	Managing Microsoft Windows	3
COMM	110	Fundamentals of Public Speaking	3
ENGL	105	Technical Communications	3
MATH	102	Intermediate Algebra.....	3
MATH	103	College Algebra.....	3
POLS	115	American Government	3
PSYC	100	Human Relations in Organizations.....	2
or			
PSYC	111	Introduction to Psychology.....	3

CORPORATE FITNESS

The corporate fitness curriculum is designed to prepare students for positions in fitness, wellness, and health promotion programs in corporate business, resort, and community settings. The curriculum includes a study of physical activity, program implementation, behavioral and health sciences, and business skills. Contact your advisor at Williston State College to determine curriculum for the first two years.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Corporate Fitness.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

		<u>Credits</u>
ACCT	200 Elements of Accounting I.....	3
ACCT	201 Elements of Accounting II.....	3
BADM	202 Principles of Management	3
BIOL	115 Human Structure & Function	3
BIOL	115L Human Structure & Function Lab.....	1
COMM	110 Fundamentals of Public Speaking.....	3
COOP	197 Cooperative Education/Internship	1/2 - 6
CIS	105 Microcomputer Spreadsheets -Excel	2
CSCI	101 Introduction to Computers	3
ECON	201 Principles of Microeconomics	3
ECON	202 Principles of Macroeconomics.....	3
HPER	100 Concepts of Fitness and Wellness.....	2
HPER	101 Activity: Introductory Level	1/2 - 3
HPER	126 Lifetime Fitness	2
HPER	204 Dance Skills and Techniques	1
HPER	207 Prevention and Care of Injuries	3
HPER	208 Introduction to Physical Education.....	3
HPER	210 First Aid & CPR	1
HPER	217 Personal and Community Health	3
HPER	218 Personal Trainer Preparation	3
HPER	253 Health and the Aging Population.....	2
NUTR	240 Principles of Nutrition	3
PSYC	100 Human Relations in Organizations	2
PSYC	111 Introduction to Psychology.....	3
POLS	115 American Government.....	3
or		
SOC	110 Introduction to Sociology	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

CRIMINAL JUSTICE

Students who complete the suggested criminal justice curriculum will be prepared for transfer into a bachelor's degree program. Since each college has slightly different requirements to complete the degree, it is important that students consult a Williston State College advisor and review the curriculum of the transfer college.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Criminal Justice.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>Credits</u>
1. College Composition (ENGL 110 and 120).....	6
2. Fundamentals of Public Speaking (COMM 110).....	3
3. Humanities and Social Science	18
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science	9
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness.....	2

Suggested Courses:

		<u>Credits</u>
ACCT	215 Business in the Legal Environment.....	3
CJ	201 Introduction to Criminal Justice	3
ECON	201 Principles of Microeconomics.....	3
ECON	202 Principles of Macroeconomics	3
HIST	103 United States To 1877	3
HIST	104 United States Since 1877.....	3
POLS	115 American Government	3
POLS	116 State & Local Government.....	3
PSYC	111 Introduction to Psychology	3
SOC	110 Introduction to Sociology	3
SOC	115 Social Problems.....	3

Suggested Electives

		<u>Credits</u>
HIST	220 North Dakota History	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

CROP & WEED SCIENCES

This curriculum prepares students for employment in sales, research, and crop consulting for seed and chemical businesses in natural resource conservation areas and production agriculture.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Crop & Weed Sciences.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120)	6	6
2. Fundamentals of Public Speaking (COMM 110)	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:

		Credits
ARSC 114	Introduction to Animal Science	2
ARSC 225	Natural Resources & Agro-Ecosystems.....	3
AGEC 242	Introduction to Agricultural Mgmt	3
AGEC 244	Introduction to Agricultural Marketing.....	3
BIOL 150	General Biology I L/L.....	4
BIOL 151	General Biology II L/L	4
CHEM 121	General Chemistry I L/L.....	5
CHEM 122	General Chemistry II L/L	5
ENGL 125	Introduction to Professional Writing.....	3
H&CE 241	Leadership & Presentation Techniques.....	3
PLSC 101	Introduction to Biotechnology	2
PLSC 110	World Food Crops	3
PLSC 220	Principles of Forage Production.....	3
PLSC 223	Principles of Weed Science	3
PLSC 225	Principles of Crop Production.....	3
SOIL 210	Introduction to Soil Science.....	4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

DENTAL ASSISTING

The duties of the dental assistant are comprehensive and varied in the dental office. The dental assistant performs a wide range of tasks requiring both interpersonal and technical skills.

(*Students are advised to complete a maximum of one semester at WSC before transferring.)

Suggested Courses:

		Credits
BIOL 115	Human Structure & Function	3
BIOL 115L	Human Structure & Function Lab	1
HPER 210	First Aid & CPR.....	1
MICR 202	Microbiology.....	3
MICR 202L	Microbiology Lab.....	1
PSYC 111	Introduction to Psychology.....	3
ENGL 105	Technical Communications	3

*Williston State College offers one semester of general education/related courses for transfer to a Dental Assisting Program.

DENTAL HYGIENE

Dental hygienists work together with the dentist to meet the oral health needs of each patient. Dental hygienists are usually employed in general dental practices or in specialty practices. Williston State College offers one year of courses generally required for acceptance into a hygiene program.

(*Students are advised to complete a maximum of one year at WSC before transferring.)

Suggested Courses:

		Credits
* BIOL 220	Anatomy & Physiology I L/L.....	4
* BIOL 221	Anatomy & Physiology II L/L.....	4
* CHEM 115	Introductory Chemistry L/L.....	4
or		
CHEM 121	General Chemistry I L/L	5
* CHEM 116	Intro to Organic & Biochemistry L/L.....	4
COMM 110	Fundamentals of Public Speaking	3
CSCI 101	Introduction to Computers.....	3
* ENGL 110	College Composition I.....	3
ENGL 120	College Composition II	3
MATH 103	College Algebra.....	3
MICR 202	Microbiology	3
MICR 202L	Microbiology Lab.....	1
NUTR 240	Principles of Nutrition	3
PSYC 111	Introduction to Psychology.....	3
SOC 110	Introduction to Sociology	3

* One year of college courses are generally required before students are accepted into a hygiene program. Required course work includes: CHEM 115, CHEM 116, BIOL 220, BIOL 221 and ENGL 110.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific degree requirements, students should consult the catalog of the campus to which they intend to transfer.

DENTISTRY

The pre-dentistry curriculum provides the foundation course work students need to continue their studies toward admission into dental school.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Dentistry.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 12
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science..... 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

* BIOL	150	General Biology I L/L 4
* BIOL	151	General Biology II L/L 4
BIOL	215	Genetics 3
BIOL	220	Anatomy & Physiology I L/L 4
BIOL	221	Anatomy & Physiology II L/L 4
* CHEM	121	General Chemistry I L/L 5
* CHEM	122	General Chemistry II L/L 5
* CHEM	241	Organic Chemistry I 3
* CHEM	241L	Organic Chemistry I Lab 1
* CHEM	242	Organic Chemistry II 3
* CHEM	242L	Organic Chemistry II Lab 1
* CHEM	260	Elements of Biochemistry 3
* CHEM	260L	Elements of Biochemistry Lab 1
* MATH	103	College Algebra 3
MATH	105	Trigonometry 2
MATH	165	Calculus I 4
MATH	166	Calculus II 4
MICR	202	Microbiology 3
MICR	202L	Microbiology Lab 1
* PHYS	211	College Physics I L/L 4
* PHYS	212	College Physics II L/L 4
or			
PHYS	251	University Physics I L/L 5
PHYS	252	University Physics II L/L 5
PSYC	111	Introduction to Psychology 3

* Required for admission to most programs

Note: Students should note transfer application deadline.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

DIESEL TECHNOLOGY

Mission of the Diesel Technology Program:

The diesel technology program provides students the ability to serve effectively in current and new generation technologies of complex diesel-powered equipment and related systems.

Program Goals:

The diesel technology program strives to provide students the education and skills necessary to find employment in the diesel technology field.

Student Goals:

- A. The student will gain knowledge of the working principles of diesel-powered equipment and related systems.
- B. The student will gain the ability to read and understand technical manuals and procedures.
- C. The student will gain technical skills required to work safely and productively in a work environment.
- D. The student will learn how to develop working relationships with future employees, customers, and the general public.

Long Range Goals:

- A. Diesel program personnel will remain current with applicable technology.
- B. Consistent with fiscal constraints, department personnel will use the latest available technological and instructional processes and materials to provide optimum information transfer to the students enrolled in classes or workshops.
- C. Consideration of advisory information from Diesel Technology Advisory Board members, peers, professional associations, and private sector contacts, and direction from those sources will ensure that the program adapts to the needs of the student and is consistent with employment objectives.
- D. The diesel technology program and personnel will become nationally recognized and certified by National Automotive Technicians Education Foundation (NATEF).
- E. Program instructors will encourage students to develop a lifetime desire to seek educational training in the field of diesel technology as changes in the field continue to take place.

Program Objective:

The objective of the diesel technology program is to provide quality training for students to serve effectively in current and new generation technologies of complex diesel engines and related systems. The student receives instruction in rebuilding, testing, and troubleshooting brakes, suspension, electrical, drive trains, heating and air conditioning, engines, fuel, and hydraulic systems.

The diesel technician of today must possess a high degree of proficiency in reading and understanding technical manuals. The technician must be able to diagnose and correct equipment malfunctions and also relate to customers, supervisors, and the general public.

The employment possibilities in the diesel field have more than doubled over the past ten years. Some employment areas are in trucking, heavy equipment, implement, railroad, and automotive. Positions include shop technicians, shop foremen, service managers, company service representatives, and private shop owners.

Job opportunities will increase along with the number of diesel units. Each year several thousand technicians retire; thus, the demand for diesel technicians will continue to rise.

(Continued)

DIESEL TECHNOLOGY (Continued)

Associate in Applied Science (AAS) or Diploma

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

Associate in Applied Science

15 General Education Credits including:

1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Diploma

9 General Education Credits including 1 class from each of the following 2 areas:

- a. Communications
- b. Mathematics

Program Course Requirements:		Credits
DTEC	106	Drive Lines Theory 2.5
DTEC	107	Drive Lines Lab 3.5
DTEC	126	Clutch Theory 2.5
DTEC	127	Clutch Lab 3.5
DTEC	136	Brake Theory 1.5
DTEC	137	Brake Lab 2.5
DTEC	146	Suspension Theory 1
DTEC	147	Suspension Lab 1
DTEC	156	Electrical Theory 2.5
DTEC	157	Electrical Lab 3.5
DTEC	216	Diesel Engines Theory 5.5
DTEC	217	Diesel Engines Lab 8.5
DTEC	220	Power Trains 0.5
DTEC	266	Hydraulics Theory 2.5
DTEC	267	Hydraulics Lab 3.5
DTEC	296	Electronic Diesel Theory 2.5
DTEC	297	Electronic Diesel Lab 3.5
DTEC	299	Special Topics 0.5
HPER	210	First Aid & CPR 1
TECH	118	Orientation 1
TECH	120	Applied Welding 1
TECH	178	Heavy Duty Air Conditioning 2

DIETETICS

This curriculum prepares students to apply for admission to coordinated programs in dietetics. Dietitians work in hospitals, nursing homes, outpatient clinics, businesses, and community agencies.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Dietetics.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

		Credits
AH	171	Medical Terminology 3
ANTH	171	Introduction to Cultural Anthropology 3
BADM	201	Principles of Marketing 3
or		
BADM	202	Principles of Management 3
* BIOL	220	Anatomy & Physiology I L/L 4
* BIOL	221	Anatomy & Physiology II L/L 4
* CHEM	121	General Chemistry I L/L 5
* CHEM	122	General Chemistry II L/L 5
* CHEM	240	Survey of Organic Chemistry L/L 5
* CHEM	260	Elements of Biochemistry 3
* CHEM	260L	Elements of Biochemistry Lab 1
CSCI	114	Microcomputer Packages 3
ECON	105	Elements of Economics 3
HPER	126	Lifetime Fitness 2
HPER	217	Personal and Community Health 3
* MATH	103	College Algebra 3
* MICR	202	Microbiology 3
* MICR	202L	Microbiology Lab 1
MATH	210	Elementary Statistics 3
* NUTR	240	Principles of Nutrition 3
* PSYC	111	Introduction to Psychology 3
PSYC	250	Developmental Psychology 3

* Required for admission to most programs

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

ELEMENTARY EDUCATION

The elementary education curriculum prepares students to teach in elementary schools. It encourages students to see learning as an ongoing process that challenges them to effect change for the welfare of children and youth. Additional areas are kindergarten and middle school endorsement, as well as special education.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Elementary Education.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

ART	122	Two-Dimensional Design	3
BIOL	111	Concepts of Biology L/L	4
CHEM	115	Introductory Chemistry L/L	4
COMM	211	Oral Interpretation	3
EDUC	250	Introduction to Teaching	2
EDUC	298	Pre-Professional Experience	1
ENGL	238	Children's Literature	3
GEOG	150	Principles of Geography	3
GEOL	105	Physical Geology	3
GEOL	105L	Physical Geology I Lab	1
HIST	103	United States To 1877	3
HPER	126	Lifetime Fitness	2
HPER	205	PE for Elementary Children	2
HPER	210	First Aid & CPR	1
MATH	277	Math for Elementary Teachers	4
MUSC	101	Fundamentals of Music	3
POLS	115	American Government	3
PSYC	111	Introduction to Psychology	3
PSYC	250	Developmental Psychology	3
SOC	235	Cultural Diversity	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

ENGINEERING

A career in engineering is a rewarding and challenging career for students who have creativity, design, and construction skills.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Engineering.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 125) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 12
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

CHEM	121	General Chemistry I L/L	5
CHEM	122	General Chemistry II L/L	5
CSCI	126	Beginning FORTRAN	3
ECON	201	Principles of Microeconomics	3
ECON	202	Principles of Macroeconomics	3
ENGR	101	Graphical Communication	3
ENGR	201	Statics	3
ENGR	202	Dynamics	3
MATH	165	Calculus I	4
MATH	166	Calculus II	4
MATH	265	Calculus III	4
MATH	266	Introduction to Differential Equations	3
PHYS	251	University Physics I L/L	5
PHYS	252	University Physics II L/L	5

Note: Since there are many different careers in the engineering field, students must learn specific program requirements as soon as possible.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

ENGLISH

This curriculum provides a foundation for careers in writing, teaching, publishing, business, library science, and professional studies.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in English.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science..... 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

ART	110	Introduction to the Visual Arts 3
ANTH	171	Introduction to Cultural Anthropology 3
ENGL	125	Introduction to Professional Writing 3
ENGL	211	Introduction to Creative Writing 3
ENGL	220	Introduction to Literature 3
ENGL	222	Introduction to Poetry 3
ENGL	224	Introduction to Fiction 3
ENGL	225	Introduction to Film 3
ENGL	231	Bible as Literature 3
ENGL	238	Children's Literature 3
ENGL	261	American Literature I 3
ENGL	262	American Literature II 3
ENGL	265	Native American Literature 3
ENGL	299	Special Topics 1-3
HIST	101	Western Civilization I 3
HIST	102	Western Civilization II 3
HUMS	251	Humanities Survey: Mythical Realities & the Classical World 3
HUMS	252	Humanities Survey: Medieval Solutions & Renaissance Achievements 3
HUMS	253	Humanities Survey: Modern Revolutions & Contemporary Problems 3
PHIL	101	Introduction to Philosophy 3
PSYC	111	Introduction to Psychology 3
SPAN	101	First Year Spanish I 4
SPAN	102	First Year Spanish II 4
SPAN	201	Second Year Spanish I 4
SPAN	202	Second Year Spanish II 4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

ENTREPRENEURSHIP

The Entrepreneurship Certificate of Completion is designed to enhance business knowledge and specialized skills to increase effectiveness of current business practices.

Certificate of Completion

General Requirements:

- 2.00 (C) grade point average
- 15 total credits
- ASC 100-Freshman Seminar

Program Course Requirements: Credits

ACCT	102	Fundamentals of Accounting 3
or			
ACCT	200	Elements of Accounting I 3
ENTR	170	Introduction to Entrepreneurship 3
ENTR	285	Small Bus Strategy and Implementation	.. 3
Elective credits from following list 6			
ACCT	200	Elements of Accounting I (3)	
BADM	201	Principles of Marketing (3)	
BADM	202	Principles of Management (3)	
BADM	210	Advertising I (3)	
BADM	212	Intro to Advanced Advertising (2)	
BADM	240	Sales (2)	
BADM	260	Principles of Retailing (3)	
BADM	262	Retail Management (3)	
BOTE	188	Computerized Accounting (2)	
ENTR	224	Small Business Finance (3)	
ENTR	234	Cust Srvce for Small Entrprs (3)	
ENTR	236	E-Commerce & Intern't'l Bus (3)	
ENTR	299	Special Topics in Entrprnshp (1-3)	

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

ENTREPRENEURSHIP

The Entrepreneurship Certificate Program is designed for persons preparing for careers as a small business owner or as an employee in a small business. Course offerings are designed to provide a broad range of general business knowledge and specific specialized skills. Current business owners and employees may find particular courses helpful in strengthening skills to assist in the effectiveness of the business.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 33 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements: Credits

ACCT	200	Elements of Accounting	3
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management	3
BOTE	210	Business Communications	3
ENTR	170	Introduction to Entrepreneurship	3
ENTR	285	Small Bus Strategy and Implementation...	3
PSYC	100	Human Relations in Organizations	2
Elective credits from following list.....			10
ACCT	201	Elements of Accounting II (3)	
BADM	210	Advertising I (3)	
BADM	240	Sales (2)	
BADM	260	Principles of Retailing (3)	
CIS	115	Introduction to the Internet (1)	
CIS	180	Creating Web Pages (2)	
CSCI	101	Introduction to Computers (3)	
ECON	201	Principles of Microeconomics (3)	
ECON	202	Principles of Macroeconomics (3)	
ENTR	224	Small Business Finance (3)	
ENTR	234	Cust Srv for Small Enterprises (3)	
ENTR	236	E-Commerce & Intern'l Bus (3)	

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

ENTREPRENEURSHIP (OPTION: AGRIBUSINESS)

The agribusiness industry employs close to one-fourth of the US labor force. There is a continuous strong demand by agribusiness firms, ranging from large multi-national corporations to emerging food manufacturing and input supply firms, for more and better employees trained in management. Students who have mastered business concepts do extremely well in finding rewarding careers. The Agribusiness Certificate Program is designed to prepare people for employment or starting their own business in this challenging and rewarding field.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 33 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements: Credits

AGEC	141	Principles of Agribusiness Management ..	2
AGEC	242	Intro to Agricultural Management	3
AGEC	246	Intro to Agricultural Finance	2
AGEC	275	Applied Agricultural Law	2
PSYC	100	Human Relations in Organizations.....	2
1 Additional Course with Ag Prefix			2-3
Elective credits from following list.....			14-15
AGEC	240	Holistic Management (3)	
BADM	201	Principles of Marketing (3)	
BADM	202	Principles of Management (3)	
BADM	210	Advertising I (3)	
BADM	240	Sales (2)	
BADM	260	Principles of Retailing (3)	
BUSN	120	Fundamentals of Business (3)	
ENTR	170	Intro to Entrepreneurship (3)	
ENTR	224	Small Business Finance (3)	
ENTR	234	Cust Srv for Small Enterprises (3)	
ENTR	236	E-Commerce & Intern'l Bus (3)	
ENTR	299	Special Top in Entrprnshp (1-3)	

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

ENTREPRENEURSHIP (OPTION: RECREATION & TOURISM)

The recreation and tourism option prepares students for careers as a small business owner or employee in a small business in the recreation and tourism industry.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 33 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements:

			Credits
TOUR	150	Survey of the Midwest.....	3
TOUR	210	Principles of Interpretation	3
TOUR	212	Principles of Tourism.....	3
TOUR	214	Tour Planning and Promotion.....	3
TOUR	216	Recreation Programming	3
HPER	101	Activity Courses	1-10
		Backpacking, Bike Fitness, Canoeing, Cross Country Skiing, Downhill Skiing, Fly Fishing, Ice Skating, Snow Shoeing, Winter Survival	
HPER	210	First Aid & CPR	1
PSYC	100	Human Relations in Organizations	2
		Elective credits from following list	10
	BADM	201 Principles of Marketing (3)	
	BADM	202 Principles of Management (3)	
	ENTR	170 Intro to Entrepreneurship (3)	
	ENTR	224 Small Business Finance (3)	
	ENTR	234 Cust Srv for Small Enterprises (2)	
	ENTR	236 E-Commerce & Intern'l Bus(3)	
	ENTR	299 Special Top in Entrprnrshp (1-3)	

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

ENTREPRENEURSHIP

An AAS Degree in Entrepreneurship provides the graduate necessary skills for starting and operating a small business. It is directed toward the potential or current entrepreneur, one who chooses to open and manage a business, and to persons who serve as employees of small business.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements:

			Credits
ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II.....	3
ACCT	215	Business in the Legal Environment	3
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management	3
BOTE	210	Business Communications.....	3
ENTR	170	Introduction to Entrepreneurship.....	3
ENTR	224	Small Business Finance.....	3
ENTR	234	Customer Service for Small Enterprises... 3	
ENTR	285	Small Bus Strategy and Implementation .. 3	
PSYC	100	Human Relations in Organizations	2

*Suggested Electives:

			Credits
ACCT	207	Managerial Accounting	3
BADM	210	Advertising I.....	3
BADM	212	Introduction to Advanced Advertising 2	
BADM	240	Sales	2
BADM	260	Principles of Retailing.....	3
BUSN	120	Fundamentals of Business	3
CIS	105	Microcomputer Spreadsheets-Excel	2
CIS	115	Introduction to the Internet.....	1
CIS	180	Creating Web Pages	2
CSCI	101	Introduction to Computers.....	3
ECON	201	Principles of Microeconomics.....	3
ECON	202	Principles of Macroeconomics	3
ENTR	236	E-Commerce & International Business 3	
ENTR	299	Special Topics in Entrepreneurship	1-3

*Students, with consent of their advisor, may choose other appropriate electives to complete this section.

ENTREPRENEURSHIP (OPTION: AGRIBUSINESS)

The agribusiness industry employs close to one-fourth of the U.S. labor force. There is a continuous strong demand by agribusiness firms, ranging from large multinational corporations to emerging food manufacturing and input supply firms, for more and better employees trained in management. Students who have mastered business concepts do extremely well in finding rewarding careers. The Agribusiness Associate of Applied Science degree is designed to prepare people for employment or starting their own business in this challenging and rewarding field.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II.....	3
ACCT	215	Business in the Legal Environment	3
AGEC	141	Principles of Agribusiness Management...	2
AGEC	242	Intro to Agricultural Management	3
AGEC	246	Intro to Agricultural Finance	2
AGEC	275	Applied Agricultural Law	2
		2 Additional Courses with Ag Prefix.....	4-6
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management	3
BADM	240	Sales	2
BOTE	210	Business Communications.....	3
ENTR	170	Introduction to Entrepreneurship	3
ENTR	224	Small Business Finance	3
ENTR	234	Customer Service for Small Enterprises ...	3
ENTR	285	Small Bus Strategy and Implementation...	3
PSYC	100	Human Relations in Organizations	2

Suggested Electives: Credits

AGEC	240	Holistic Management.....	3
BADM	210	Advertising I.....	3
BADM	260	Principles of Retailing	3
BUSN	120	Fundamentals of Business	3
ENTR	236	E-Commerce and International Business...3	
ENTR	299	Special Topics in Entrepreneurship	1-3

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

ENTREPRENEURSHIP (OPTION: RECREATION & TOURISM)

The recreation and tourism option prepares students for careers as a small business owner or employee in a small business in the recreation and tourism industry.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II	3
ACCT	215	Business in the Legal Environment	3
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management.....	3
BOTE	210	Business Communications	3
ENTR	170	Introduction to Entrepreneurship.....	3
ENTR	224	Small Business Finance.....	3
ENTR	234	Customer Service for Small Enterprises...3	
ENTR	285	Small Bus Strategy and Implementation ..3	
HPER	101	Activity Course	1
HPER	210	First Aid & CPR.....	1
PSYC	100	Human Relations in Organizations.....	2
TOUR	150	Survey of the Midwest	3
TOUR	210	Principles of Interpretation.....	3
TOUR	212	Principles of Tourism	3
TOUR	214	Tour Planning and Promotion	3
TOUR	216	Recreation Programming.....	3

ENVIRONMENTAL SCIENCE

Students entering the field of environmental science may work for engineering firms, industry, and contractors to study human or industrial impact on the environment.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Environmental Science.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science..... 12
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

AGEC	240	Holistic Management.....	3
or			
ARSC	225	Natural Resources & Agro-Ecosys	3
BIOL	150	General Biology I L/L.....	4
BIOL	151	General Biology II L/L	4
BIOL	230	Ecology.....	3
BIOL	230L	Ecology Lab.....	1
BIOL	215	Genetics	3
BIOL	215L	Genetics Lab.....	1
CHEM	121	General Chemistry I L/L.....	5
CHEM	122	General Chemistry II L/L	5
CHEM	241	Organic Chemistry I	3
CHEM	241L	Organic Chemistry I Lab	1
ENGL	125	Introduction to Professional Writing.....	3
GEOL	105	Physical Geology	3
GEOL	105L	Physical Geology I Lab.....	1
MATH	103	College Algebra.....	3
MATH	165	Calculus I.....	4
MATH	166	Calculus II.....	4
MATH	210	Elementary Statistics	3
MICR	202	Microbiology	3
MICR	202L	Microbiology Lab	1
PHYS	211	College Physics I L/L	4
PHYS	212	College Physics II L/L	4
PLSC	101	Introduction to Biotechnology	2
PLSC	280	GIS-Technology in Precision Ag.....	1-3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

FARM & RANCH MANAGEMENT

This curriculum option is for the student who desires flexibility in course selection, and is based on student needs and interests to operate and manage the modern farm or ranch. The transfer degree may focus on any of these departments:

- Agricultural Economics
- Animal and Range Sciences
- Agricultural Systems Management
- Crop and Weed Sciences

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Farm & Ranch Management.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses: Credits

ACCT	102	Fundamentals of Accounting.....	3
AGEC	242	Introduction to Agricultural Mgmt	3
AGEC	244	Introduction to Agricultural Marketing	3
AGEC	246	Introduction to Agricultural Finance	2
AGEC	275	Applied Agricultural Law.....	2
ARSC	114	Introduction to Animal Science	2
ARSC	123	Feeds & Feeding.....	3
ARSC	220	Livestock Production.....	3
ARSC	225	Natural Resources & Agro-Ecosystems ...	3
ARSC	236	Introduction to Range Management	2
ECON	201	Principles of Microeconomics	3
ECON	202	Principles of Macroeconomics	3
ENGL	125	Introduction to Professional Writing	3
H&CE	241	Leadership & Presentation Techniques	3
PLSC	110	World Food Crops	3
PLSC	220	Principles of Forage Production	3
PLSC	223	Principles of Weed Science.....	3
PLSC	225	Principles of Crop Production	3
PLSC	280	GIS-Technology in Precision Ag	1-3
SOIL	210	Introduction to Soil Science	4
SOIL	222	Soil Fertility & Fertilizers	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

FOOD & NUTRITION

This curriculum prepares students for careers in the food industry. Students with majors in food and nutrition are employed in areas such as hospitals, nursing homes, hotels, motels, restaurants, catering firms, schools, and industry.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Food & Nutrition.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

			Credits
ACCT	200	Elements of Accounting I.....	3
AH	171	Medical Terminology	3
ANTH	171	Introduction to Cultural Anthropology	3
BADM	201	Principles of Marketing	3
or			
BADM	202	Principles of Management	3
* BIOL	220	Anatomy & Physiology I L/L	4
* BIOL	221	Anatomy & Physiology II L/L.....	4
* CHEM	121	General Chemistry I L/L.....	5
* CHEM	122	General Chemistry II L/L	5
* CHEM	240	Survey of Organic Chemistry L/L	5
* CHEM	260	Elements of Biochemistry.....	3
* CHEM	260L	Elements of Biochemistry Lab	1
CSCI	114	Microcomputer Packages.....	3
ECON	201	Principles of Microeconomics	3
or			
ECON	202	Principles of Macroeconomics.....	3
HPER	126	Lifetime Fitness	2
HPER	217	Personal and Community Health	3
* MATH	103	College Algebra	3
MATH	210	Elementary Statistics	3
* MICR	202	Microbiology	3
* MICR	202L	Microbiology Lab	1
* NUTR	240	Principles of Nutrition	3
PLSC	101	Introduction to Biotechnology	2
* PSYC	111	Introduction to Psychology	3
PSYC	250	Developmental Psychology	3
* SOC	110	Introduction to Sociology	3

* Required for admission to most programs

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

FOOD SCIENCE

This curriculum is designed for careers in the food industry: Food safety, processing, preservation, sanitation, storage, and marketing of foods.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Food Science.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

			Credits
H&CE	241	Leadership & Presentation Techniques	3
NUTR	240	Principles of Nutrition	3
OSEH	200	Occupational Safety & Health.....	3
PLSC	101	Introduction to Biotechnology.....	2

* See specific general education recommendations in appropriate university catalog.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

GENERAL STUDIES

The general studies curriculum offers students the opportunity to customize their curriculum to meet their unique interests, needs, and goals. Contact your advisor at Williston State College to determine your curriculum for the first two years.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in General Studies.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120)	6	6
2. Fundamentals of Public Speaking (COMM 110)	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:

Pre-Professional exploratory courses as selected by student and advisor.

GENERAL & TECHNICAL STUDIES

Program Goals:

The general & technical studies program is designed for students who wish to pursue a personalized Associate in Applied Science Degree or certificate program. The curriculum includes career-technical, general education/transfer, and topics courses. Program requirements are flexible so as to help students establish their educational goals.

The general & technical studies program falls within the mission of Williston State College by providing students with general, transfer, and developmental education courses. In addition, the program provides assistance in student development through career exploration, advisement, and diversity of course options.

Program Objectives:

- A. Provide students with opportunities for input and greater flexibility while earning their degree
- B. Encourage students to explore career options while earning credit toward a degree
- C. Provide opportunities for people in the work force to enhance and broaden their skills
- D. Provide a competency-based, individualized core curriculum
- E. Provide a seamless transition between secondary, college, and work environments
- F. Provide opportunities for self-enrichment
- G. Prepare students for technical careers

Long Range Goals:

- A. Assist students in making career decisions
- B. Provide students with opportunities to enhance job success
- C. Improve work skills
- D. Increase personal satisfaction
- E. Create choices for students
- F. Promote ties between the community, area businesses, and the College
- G. Promote lifelong learning

GENERAL & TECHNICAL STUDIES (OPTION: Career Enhancement)

The career enhancement option is designed to provide additional training to enhance a student's present career or update his/her technical skills. It can expose students to new skills and technologies related to their present career.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 32 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Required Components:

	Credits
Technical Courses	20
Work Experience/Cooperative Education	0-5
Career Exploration	0-3

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Required Components:

	Credits
Technical Courses	25
Work Experience/Cooperative Education	0-20
Career Exploration	0-3

GENERAL & TECHNICAL STUDIES (OPTION: Self-Enrichment)

The self-enrichment option can assist students in learning about new technologies, increasing their cultural awareness, or learning for lifelong pleasure while earning a degree. Students can earn up to 20 credits for approved previous work and cooperative education experiences. This option is customized to fit individual interests, goals, and needs.

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 32 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Required Components:

	Credits
Technical Courses	20
Work Experience/Cooperative Education	0-4
Career Exploration	0-3

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Required Components:

	Credits
Technical Courses	25
Work Experience/Cooperative Education	0-20
Career Exploration	0-3

GENERAL & TECHNICAL STUDIES (OPTION: Workplace Readiness)

This option is designed to assist students in choosing a career and in building communication, problem solving, and life-long learning skills in order to meet the changing demands of a competitive workplace. It will enhance the transition from school to work. It provides a student with opportunities to explore career fields, technical courses, and general education courses to build a solid educational background for life-long learning. Students may earn up to 20 credits for approved previous work and cooperative education experiences.

Program Certificate

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 32 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Required Components:

	Credits
Technical Courses	15-22
Work Experience/Cooperative Education	0-3
Career Exploration	0-2

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Required Components:

	Credits
Technical Courses	25
Work Experience/Cooperative Education	0-20
Career Exploration	0-3

HEALTH

The general health curriculum provides a foundation for students to select careers in health-related fields.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Health.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

Credits

1. College Composition (ENGL 110 and 120)..... 6
2. Fundamentals of Public Speaking (COMM 110)..... 3
3. Humanities and Social Science 12
 - Minimum humanities credits – 6
 - Minimum social science credits – 6
4. Mathematics, Science, Computer Science..... 18
 - Minimum mathematics credits – 2
 - Minimum science credits (at least 1 lab science) – 4
 - Minimum computer science credits – 2
5. Wellness..... 2

Suggested Courses:

Credits

* BIOL	220	Anatomy & Physiology I L/L.....	4
* BIOL	221	Anatomy & Physiology II L/L.....	4
* CHEM	115	Introductory Chemistry L/L.....	4
		or	
* CHEM	121	General Chemistry I L/L	5
* CHEM	116	Intro to Organic & Biochemistry L/L.....	4
		or	
* CHEM	122	General Chemistry II L/L	5
* MATH	103	College Algebra.....	3
	NUTR	240 Principles of Nutrition	3
	PHYS	211 College Physics I L/L.....	4
	PHYS	212 College Physics II L/L.....	4
	PSYC	111 Introduction to Psychology.....	3
	SOC	110 Introduction to Sociology	3
		Biology Electives: 200 level.....	8-11

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

HEALTH EDUCATION

The health education curriculum prepares students for teaching or leadership roles in schools, sports, business, community fitness programs, and related fields. Students are encouraged to select a second major or minors to qualify for emerging occupational opportunities. Contact your advisor at Williston State College to determine curriculum for the first two years.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Health Education.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses: Credits

BIOL	151	General Biology II L/L	4
BIOL	115/115L	Human Structure & Function L/L.....	4
or			
BIOL	220/221	Anatomy and Physiology I & II L/L.....	8
CHEM	115	Introductory Chemistry L/L.....	4
or			
CHEM	121	General Chemistry I L/L.....	5
CSCI	101	Introduction to Computers	3
EDUC	250	Introduction to Teaching.....	2
EDUC	298	Pre-Professional Experience.....	1
HPER	100	Concepts of Fitness and Wellness.....	2
HPER	101	Activity: Introductory Level	1/2 - 2
HPER	101	Weight Training.....	1
HPER	126	Lifetime Fitness	2
HPER	207	Prevention and Care of Injuries	3
HPER	208	Introduction to Physical Education.....	3
HPER	210	First Aid & CPR	1
HPER	217	Personal and Community Health	3
HPER	260	Vital Health Issues.....	2
MICR	202	Microbiology	3
MICR	202L	Microbiology Lab	1
NUTR	240	Principles of Nutrition	3
PSYC	111	Introduction to Psychology	3
PSYC	250	Developmental Psychology	3
SOC	110	Introduction to Sociology	3
SOC	235	Cultural Diversity	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

HEALTH INFO TECHNOLOGY

This curriculum provides a foundation for information technology careers in health related fields.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Health Information Technology.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses: Credits

ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II	3
AH	171	Medical Terminology	3
AH	172	Medical Terminology	2
AH	220	Fundamentals of Medical Transcription...	3
AH	281	Medical Insurance/Billing	3
AH	282	Medical Law & Ethics.....	2
BIOL	220	Anatomy and Physiology I L/L	4
BIOL	221	Anatomy and Physiology II L/L.....	4
BOTE	152	Keyboarding II	2
HPER	210	First Aid & CPR.....	1
PHRM	137	Pharmacology for Business	2
PSYC	100	Human Relations in Organizations.....	2

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

HISTORY

This curriculum provides a foundation for students planning to teach history, government service, or professional studies.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in History.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science..... 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

ANTH	171	Introduction to Cultural Anthropology 3
ECON	201	Principles of Microeconomics 3
ECON	202	Principles of Macroeconomics 3
ENGL	125	Introduction to Professional Writing 3
HIST	101	Western Civilization I 3
HIST	102	Western Civilization II 3
HIST	103	United States To 1877 3
HIST	104	United States Since 1877 3
HIST	220	North Dakota History 3
HIST	223	History of the Lewis and Clark Exped 3
POLS	115	American Government 3
POLS	116	State & Local Government 3
PSYC	111	Introduction to Psychology 3
SOC	110	Introduction to Sociology 3
SPAN	101	First Year Spanish I 4
SPAN	102	First Year Spanish II 4
SPAN	201	Second Year Spanish I 4
SPAN	202	Second Year Spanish II 4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

HUMAN PERFORMANCE & FITNESS

The human performance and fitness curriculum is designed to prepare students for positions in fitness, wellness, and health promotion programs in corporate, business, resort, or community settings. The program includes the study of physical activity, program implementations, and behavioral and health sciences. Students are encouraged to select an additional area of study such as business, nutrition, psychology or gerontology. Contact your advisor at Williston State College to determine curriculum for the first two years.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Human Performances & Fitness.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses: Credits

BIOL	220	Anatomy and Physiology I L/L 4
BIOL	221	Anatomy and Physiology II L/L 4
CHEM	115	Introductory Chemistry L/L 4
or			
CHEM	121	General Chemistry I L/L 5
COMM	110	Fundamentals of Public Speaking 3
CSCI	101	Introduction to Computers 3
ENGL	110	College Composition I 3
ENGL	120	College Composition II 3
HPER	100	Concepts of Fitness and Wellness 2
HPER	126	Lifetime Fitness 2
HPER	207	Prevention and Care of Injuries 3
HPER	208	Introduction to Physical Education 3
HPER	217	Personal and Community Health 3
HPER	253	Health and the Aging Population 2
MATH	104	Finite Mathematics 3
or			
CSCI	122	Visual Basic 3
NUTR	240	Principles of Nutrition 3
PSYC	111	Introduction to Psychology 3
PSYC	250	Developmental Psychology 3
SOC	110	Introduction to Sociology 3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

INFORMATION MANAGEMENT

This curriculum provides broad preparation for students in a variety of records and management careers in corporate, government, and small business environments.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Information Management.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

	<u>Credits</u>	
ACCT 200 Elements of Accounting I.....	3	
ACCT 201 Elements of Accounting II.....	3	
ACCT 215 Business in the Legal Environment	3	
BADM 201 Principles of Marketing	3	
BADM 202 Principles of Management	3	
BOTE 152 Keyboarding II.....	2	
ECON 201 Principles of Microeconomics	3	
ECON 202 Principles of Macroeconomics.....	3	
MATH 103 College Algebra.....	3	
or		
MATH 104 Finite Math	3	
MATH 146 Applied Calculus	3	
MATH 210 Elementary Statistics	3	
POLS 115 American Government.....	3	
PSYC 111 Introduction to Psychology	3	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

LAW

This curriculum provides a foundation for students in a variety of majors. Entrance into an accredited law school requires a bachelor's degree. No specific major is required for admission to an American School of Law.

The curriculum outlined below is based on most common general baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in preparation for application to law school.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>Credits</u>
1. College Composition (ENGL 110 and 120).....	6
2. Fundamentals of Public Speaking (COMM 110).....	3
3. Humanities and Social Science	18
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science	9
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness.....	2

Suggested Courses:

	<u>Credits</u>	
ACCT 200 Elements of Accounting I.....	3	
ACCT 201 Elements of Accounting II	3	
ECON 201 Principles of Microeconomics.....	3	
ECON 202 Principles of Macroeconomics	3	
ENGL 125 Introduction to Professional Writing	3	
HIST 101 Western Civilization I	3	
HIST 102 Western Civilization II.....	3	
HIST 103 United States To 1877	3	
HIST 104 United States Since 1877.....	3	
HIST 220 North Dakota History	3	
HIST 223 History of the Lewis and Clark Exped	3	
POLS 115 American Government	3	
POLS 116 State & Local Government.....	3	
PSYC 111 Introduction to Psychology	3	
SOC 110 Introduction to Sociology	3	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

MANAGEMENT INFO SYSTEMS

This curriculum provides a foundation for students interested in careers such as systems analysts, application programmers, information managers, information center managers, and trainers in business information systems.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Management Information Systems.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120)	6	6
2. Fundamentals of Public Speaking (COMM 110)	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:

	Credits	
ACCT 200 Elements of Accounting I.....	3	
ACCT 201 Elements of Accounting II.....	3	
ACCT 215 Business in the Legal Environment	3	
BADM 201 Principles of Marketing	3	
BADM 202 Principles of Management	3	
CSCI 101 Introduction to Computers	3	
CSCI 125 Beginning COBOL	3	
CSCI 160 Computer Science I.....	4	
ECON 201 Principles of Microeconomics	3	
ECON 202 Principles of Macroeconomics.....	3	
MATH 103 College Algebra.....	3	
or		
MATH 104 Finite Math	3	
MATH 146 Applied Calculus	3	
MATH 210 Elementary Statistics	3	
POLS 115 American Government.....	3	
PSYC 111 Introduction to Psychology.....	3	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

MARKETING

This curriculum provides a foundation for students interested in careers in sales, advertising, distribution, marketing research, and product planning.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Marketing.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	AA	AS
1. College Composition (EGNL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

	Credits	
ACCT 200 Elements of Accounting I.....	3	
ACCT 201 Elements of Accounting II.....	3	
ACCT 207 Managerial Accounting	3	
ACCT 215 Business in the Legal Environment	3	
BADM 201 Principles of Marketing	3	
BADM 202 Principles of Management.....	3	
ECON 201 Principles of Microeconomics.....	3	
ECON 202 Principles of Macroeconomics	3	
MATH 103 College Algebra.....	3	
or		
MATH 104 Finite Math.....	3	
MATH 146 Applied Calculus	3	
MATH 210 Elementary Statistics	3	
POLS 115 American Government	3	
POLS 116 State and Local Government	3	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

MARKETING-MANAGEMENT

The marketing-management program is designed for men and women preparing for careers in accounting, marketing, management, retail merchandising, advertising, or sales. The three options offered in this program—Accounting, Management, and Marketing—provide general knowledge, yet are specialized to allow the graduate to readily adapt to a chosen career. The dynamics of business provide many rewarding opportunities.

Career opportunities for marketing-management graduates include accounting, manufacturer's representative, media sales representative, purchasing agent, department head, marketing research assistant, publicity manager, personnel supervisor, real estate salesperson, sales manager, retail store manager, resident buyer, retail management trainee, and others.

Program Goals:

- A. Training in marketing and management courses that will lead to completion of a certificate program or an Associate in Applied Science Degree program.
- B. Training in marketing and management courses that transfer to a four-year program.
- C. Training in marketing and management courses for personal enrichment.
- D. Training in marketing and management courses for job advancement.
- E. Customized training for business and industry.

Student Goals:

Students are expected to:

- A. Develop skills to attain an entry-level position in accounting, marketing, or management.
- B. Attain knowledge and skills to integrate technology into the workplace.
- C. Achieve the institutional general education goals.
- D. Enhance knowledge and skills of effective leadership.
- E. Possess the skills and motivation necessary to be a lifelong learner.

MARKETING-MANAGEMENT

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 33 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements:

Credits

ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II	3
ACCT	215	Business in the Legal Environment	3
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management.....	3
BOTE	210	Business Communications	3
COMM	110	Fundamentals of Public Speaking	3
CSCI	101	Introduction to Computers.....	3
PSYC	100	Human Relations in Organizations.....	2
Elective credits from following list.....			7
ACCT	102	Fundamentals of Accounting (3)	
BADM	210	Advertising I (3)	
BADM	212	Intro to Advanced Advertising (2)	
BADM	240	Sales (2)	
BADM	260	Principles of Retailing (3)	
BUSN	120	Fundamentals of Business (3)	
CIS	102	Computer Software Apps (2)	
CIS	104	Microcmpr Database-Access (2)	
CIS	105	Microcmpr Spreadshts-Excel (2)	
ECON	201	Principles of Microeconomics (3)	
ECON	202	Principles of Macroeconomics (3)	
ENGL	125	Intro to Professional Writing (3)	
MATH	103	College Algebra (3)	
MATH	104	Finite Math (3)	

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

MARKETING-MANAGEMENT (OPTION: Accounting)

An AAS degree in marketing-management with the accounting option provides the graduate necessary skills for seeking positions in places such as accounting firms, small businesses, manufacturing companies, department stores, construction companies, and schools.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements:		Credits
ACCT	200	Elements of Accounting I.....3
ACCT	201	Elements of Accounting II.....3
ACCT	207	Managerial Accounting.....3
ACCT	215	Business in the Legal Environment3
BADM	201	Principles of Marketing3
BADM	202	Principles of Management3
BOTE	188	Computerized Accounting2
BOTE	210	Business Communications.....3
CIS	105	Microcomputer Spreadsheets.....2
COMM	110	Fundamentals of Public Speaking.....3
ECON	201	Principles of Microeconomics3
ECON	202	Principles of Macroeconomics.....3
MATH	104	Finite Math3
PSYC	100	Human Relations in Organizations2

Suggested Electives:		Credits
ACCT	102	Fundamentals of Accounting.....3
BADM	210	Advertising3
BADM	212	Introduction to Advanced Advertising.....2
BADM	240	Sales.....2
BADM	260	Principles of Retailing3
BUSN	120	Fundamentals of Business3
CIS	102	Computer Software Applications-Word ...2
CIS	104	Microcomputer Database-Access2
CIS	115	Introduction to the Internet1
ENGL	125	Introduction to Professional Writing.....3
ENTR	170	Introduction to Entrepreneurship.....3
ENTR	224	Small Business Finance3
ENTR	236	E-Commerce & International Business.....3
MATH	103	College Algebra.....3
MATH	210	Elementary Statistics3

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

MARKETING-MANAGEMENT (OPTION: Management)

An AAS degree in marketing-management with the management option provides the graduate necessary skills for seeking management positions in all areas of business and industry including retail and wholesale sales, manufacturing, and service organizations.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements:		Credits
ACCT	200	Elements of Accounting I.....3
ACCT	201	Elements of Accounting II.....3
ACCT	215	Business in the Legal Environment3
BADM	201	Principles of Marketing3
BADM	202	Principles of Management3
BOTE	210	Business Communications.....3
CIS	105	Microcomputer Spreadsheets-Excel.....2
COMM	110	Fundamentals of Public Speaking3
ECON	201	Principles of Microeconomics3
ECON	202	Principles of Macroeconomics3
MATH	104	Finite Math3
PSYC	100	Human Relations in Organizations2

Suggested Electives:		Credits
ACCT	102	Fundamentals of Accounting.....3
BADM	210	Advertising3
BADM	212	Introduction to Advanced Advertising2
BADM	240	Sales2
BADM	260	Principles of Retailing3
BUSN	120	Fundamentals of Business3
CIS	102	Computer Software Applications-Word ...2
CIS	104	Microcomputer Database-Access2
CIS	115	Introduction to the Internet1
ENGL	125	Introduction to Professional Writing3
ENTR	170	Introduction to Entrepreneurship.....3
ENTR	224	Small Business Finance.....3
ENTR	234	Customer Service for Small Enterprises...3
ENTR	236	E-Commerce & International Business ...3
MATH	103	College Algebra.....3
MATH	210	Elementary Statistics3

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

MARKETING-MANAGEMENT (OPTION: Marketing)

An AAS degree in marketing-management with the marketing option provides the graduate necessary skills for seeking marketing positions in all areas of business and industry. Employment opportunities can be found in domestic and global markets in areas of production and distribution.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

15 General Education Credits including:

1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements:

			Credits
ACCT	200	Elements of Accounting I.....	3
ACCT	201	Elements of Accounting II.....	3
ACCT	215	Business in the Legal Environment	3
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management	3
BADM	210	Advertising I.....	3
BADM	212	Introduction to Advanced Advertising.....	2
BADM	240	Sales	2
BADM	260	Principles of Retailing	3
BOTE	210	Business Communications	3
CIS	180	Creating Web Pages.....	2
COMM	110	Fundamentals of Public Speaking.....	3
ECON	201	Principles of Microeconomics	3
ECON	202	Principles of Macroeconomics.....	3
MATH	104	Finite Math	3
PSYC	100	Human Relations in Organizations	2

Suggested Electives:

			Credits
ACCT	102	Fundamentals of Accounting.....	3
BUSN	120	Fundamentals of Business	3
CIS	102	Computer Software Applications-Word ...	2
CIS	104	Microcomputer Database-Access	2
CIS	105	Microcomputer Spreadsheets-Excel	2
CIS	115	Introduction to the Internet	1
ENGL	125	Introduction to Professional Writing	3
ENTR	170	Introduction to Entrepreneurship	3
ENTR	234	Customer Service for Small Enterprises ...	3
ENTR	236	E-Commerce & International Business.....	3
MATH	103	College Algebra.....	3
MATH	210	Elementary Statistics	3

Students, with consent of their advisor, may choose other appropriate electives to complete this section.

MESSAGE THERAPY

Mission of the Massage Therapy Program:

The massage therapy program prepares students to become practicing massage therapists. Massage therapists use the art of massage and other complementary modalities for treatment of body dysfunction and general wellness benefits. Graduates will work with a wide variety of neuromusculoskeletal conditions as well as in providing clients massage for general relaxation. The majority of massage therapists are self-employed, although many are employed at resorts, cruise lines, casinos, wellness centers, hospitals, nursing homes, and outpatient clinics.

Program Goals:

The massage therapy program goals include developing, advancing, transforming, disseminating, and exchanging knowledge, methods, and techniques in massage therapy as a means for preparing massage therapists for the work force and enhancing the current work force's skill level. The program will:

- A. Develop and deliver curriculum materials that reflect the current practice of massage therapy.
- B. Establish and maintain channels of communication with area practitioners, national and state organizations, and other programs in massage therapy.
- C. Provide professional development opportunities for program instructors and regional practitioners. Provide access to equipment that is reflective of that used in the work place.
- D. Provide assistance to students in making career decisions and/or securing academic help.

Student Goals:

- A. Begin practice as an entry-level massage therapist.
- B. To perform all treatments skillfully and safely.
- C. Demonstrate a knowledge of treatment precautions, contraindications and indications.
- D. Respond to acute changes in client's physiologic state to ensure client safety and comfort.
- E. To teach others about the benefits of massage.
- F. Demonstrate ethical behavior and awareness of legal responsibilities.
- G. Demonstrate knowledge of the structure/function of the human body as applied in massage therapy procedures, and describe the essential features of selected pathologies.
- H. Demonstrate a basic understanding of the psycho-social effects of injury/disease on clients/families by providing appropriate support and respecting dignity and individuality.
- I. Demonstrate basic knowledge for marketing and managing a business.
- J. Demonstrate an understanding of his/her role as a massage therapist with its privileges and limitations.
- K. Recognize the need to adapt to the ever-changing technology and advancement of knowledge in health care.

Purpose of the Massage Therapy Program:

The massage therapy program assists students in obtaining the skills required to successfully function in the delivery of health care as a massage therapist. It is designed to allow students the opportunity to learn about the human body, how it functions, the effects of injury or disease, and the benefits of massage to maximize function. It also provides them hands-on, practical experience in preparation for the State Board Examination.

MASSAGE THERAPY

Criteria for Admission to the Massage Therapy Program:

This program has a competitive admission policy based on the number of seats available in each class. A supplemental application process and interview will be held each spring semester to choose each class. Students are required to pass all required courses with a minimum grade of "C". Unless waived by the program chair for good cause, students must have successfully completed a two semester anatomy/physiology series (equivalent to Williston State College's BIOL 220 & 221) before enrolling in any of the MASG courses. The only exception being MASG 101, Introduction to Massage Therapy, which is open to all.

Program Certificate

Certificate Requirements:

16 credits completed in residence
2.00 (C) grade point average
39 total credits
ASC 100-Freshman Seminar

Program Course Requirements:			Credits
* BIOL	220	Anatomy & Physiology I L/L	4
* BIOL	221	Anatomy & Physiology II L/L	4
BIOL	260	Kinesiology	3
HPER	210	First Aid & CPR	1
MASG	101	Introduction to Massage Therapy	1
MASG	120	Swedish Massage I	3
MASG	121	Massage Therapy Clinical I	3
MASG	150	Kinesiology Techniques I	3
MASG	220	Swedish Massage II	3
MASG	221	Massage Therapy Clinical II	6
MASG	240	The Business of Massage	2
MASG	250	Kinesiology Techniques II	6
MASG	260	Advanced Massage Techniques	4
MASG	270	Professional Conference	1
NUTR	230	Herbs & Supplements	2
PTA	130	Pathology for PTA	3

* Must be completed before enrolling in MASG courses.

MASSAGE THERAPY

Associate in Applied Science (AAS)

Degree Requirements:

16 credits completed in residence
2.00 (C) grade point average
62 total credits
ASC 100-Freshman Seminar

General Education Requirements:

15 General Education Credits including:

1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements:			Credits
BIOL	220	Anatomy & Physiology I L/L	4
BIOL	221	Anatomy & Physiology II L/L	4
BIOL	260	Kinesiology	3
ENGL	110	College Composition I	3
or			
ENGL	125	Introduction to Professional Writing	3
HPER	210	First Aid & CPR	1
MASG	101	Introduction to Massage Therapy	2
MASG	120	Swedish Massage I	3
MASG	121	Massage Therapy Clinical I	3
MASG	150	Kinesiology Techniques I	3
MASG	220	Swedish Massage II	3
MASG	221	Massage Therapy Clinical II	6
MASG	240	The Business of Massage	2
MASG	250	Kinesiology Techniques II	3
MASG	260	Advanced Massage Techniques	4
MASG	270	Professional Conference	1
NUTR	230	Herbs & Supplements	2
PSYC	111	Introduction to Psychology	3
PTA	130	Pathology for PTA	3
		Computer Technology Course	1-3
		Approved Electives	8

Electives: Nutrition, Physics, Prevention & Care of Athletic Injuries, Fundamentals of Accounting, Introduction to Sociology, Introduction to PT, Microbiology, Chemistry, Developmental Psychology, Introduction to Pharmacology, Customer Service and Employee Relations, Marketing for Small Business, Medical Terminology, Speech, Fundamentals of Business, or other courses approved by the Massage Therapy Program Chair.

MATHEMATICS

Careers in mathematical fields allow students to utilize their logical scientific thinking skills. Common careers are teaching, research, mathematics in industry and government, and actuarial work.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Mathematics.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

Credits

(Depending on math background, MATH 102, 103, and/or 105 may be required)

CSCI	160	Computer Science I	4
MATH	208	Discrete Mathematics	3
MATH	165	Calculus I.....	4
MATH	166	Calculus II	4
MATH	265	Calculus III	4
MATH	266	Introduction to Differential Equations	3
PHYS	251	University Physics I L/L.....	5
PHYS	252	University Physics II L/L.....	5
		Biology Courses	
		Chemistry Courses	
		Computer Science Courses	
		Engineering Courses	
		Physics Courses	

Note: Students planning to continue beyond a Bachelor's Degree should be knowledgeable in at least one (preferably two) foreign languages with Level IV proficiency; German, Russian, or French are recommended.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

MEDICAL TECHNOLOGY (CLINICAL LABORATORY SCIENCE)

The medical technology curriculum is designed to prepare students to work in a laboratory setting in health care facilities. Medical technologists may work in such areas as hematology, immunology, bacteriology, or microbiology.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Medical Technology-Clinical Laboratory Science.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

Credits

BIOL	150	General Biology I L/L	4
BIOL	151	General Biology II L/L.....	4
BIOL	220	Anatomy & Physiology I L/L.....	4
BIOL	221	Anatomy & Physiology II L/L	4
CHEM	121	General Chemistry I L/L	5
CHEM	122	General Chemistry II L/L.....	5
CHEM	240	Survey of Organic Chemistry L/L.....	5
CHEM	260	Elements of Biochemistry	3
CHEM	260L	Elements of Biochemistry Lab	1
ECON	201	Principles of Microeconomics.....	3
MICR	202	Microbiology.....	3
MICR	202L	Microbiology Lab.....	1

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

MIDDLE SCHOOL EDUCATION

See Secondary Education

MEDICAL TRANSCRIPTION

Mission of the Medical Transcription Program:

The medical transcription program is designed to prepare students for employment as medical transcriptionists in a variety of medical settings as well as to prepare them for home employment.

Program Objectives:

The objectives of the medical transcription program are to provide students with the skills and knowledge required for entry-level employment as medical transcriptionists and to prepare students to take the national examination for certification.

Long-range Goals:

The long-range goals of the medical transcription program are to:

1. Reach local students and those students located in rural or remote areas who are otherwise unable to complete courses in the traditional campus setting.
2. Offer the medical transcription program and its courses via Distance Education.

Program Goals:

1. Training in medical office and medical transcription courses that will lead to the completion of a certificate or Associate in Applied Science Degree in medical transcription.
2. Training in medical office and medical transcription courses for job advancement and independence.
3. Training in medical transcription skills to enable the student to take the national certification exam.
4. Focusing on the necessity and developing the desire for lifelong learning.

Student Goals:

Students are expected to:

1. Develop the medical knowledge and transcription skills to obtain employment in the healthcare field.
2. Achieve the institutional general education goals.
3. Develop the skills necessary to take the national certification test for transcriptionists.
4. Develop skills to be productive members of society.
5. Gain the motivation and skills to continue learning throughout life.

Certificate or Associate in Applied Science:

Medical transcriptionists are men and women who transcribe physician-dictated material that becomes a permanent part of the patient's medical record. The medical transcriptionist is an important part of the allied health team. Medical transcriptionists must be trained in a variety of areas such as medical terminology, pharmacology, anatomy, laboratory procedures; as well as grammar, keyboarding, and transcribing. Important skills required in medical transcription include listening, hand-eye coordination, hand-ear coordination, keyboarding, and patience.

Students in the medical transcription program must have a keyboarding speed of 45 correct words per minute on a five-minute timing and must maintain an 83% in all required program courses, except Applied Medical Transcription II which requires a 93%.

MEDICAL TRANSCRIPTION

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.50 grade point average
- 34 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements: Credits

AH	171	Medical Terminology	3
AH	172	Medical Terminology	2
AH	220	Fundamentals of Medical Transcription ...	2
AH	266	Laboratory Procedures.....	2
AH	267	Human Diseases and Surgical Proced	2
AH	268	Applied Medical Transcription I	5
AH	269	Applied Medical Transcription II	5
AH	270	Applied Surgical Transcription	3
AH	271	Medical Transcription Internship	3
AH	282	Medical Law & Ethics.....	2
BIOL	115	Human Structure and Function.....	3
BOTE	121	Business English	3
BOTE	152	Keyboarding II	2
		(or keyboarding skills of 45 wpm)	
PHRM	137	Pharmacology for Business	2

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.50 grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:

1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

		Completion of Medical Transcription Certificate Program.....	37
AH	138	Medical Coding I.....	3
BOTE	210	Business Communications.....	3
BOTE	275	Administrative Office Procedures	3
HPER	100	Concepts of Fitness and Wellness	2

Suggested Electives:

AH	139	Medical Coding II	3
AH	281	Medical Insurance/Billing	3
CSCI	101	Introduction to Computers.....	3
ENGL	125	Introduction to Professional Writing	3

MEDICINE

A rigorous curriculum of study and training is designed to prepare students to enter the medical profession. Physicians may work in such diverse areas as direct patient care, research, and teaching with settings that range from hospitals and clinics to private offices.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree before entering medical school.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 12
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

* BIOL	150	General Biology I L/L 4
* BIOL	151	General Biology II L/L 4
* BIOL	215	Genetics 3
BIOL	220	Anatomy & Physiology I L/L 4
BIOL	221	Anatomy & Physiology II L/L 4
* CHEM	121	General Chemistry I L/L 5
* CHEM	122	General Chemistry II L/L 5
* CHEM	241	Organic Chemistry I 3
* CHEM	241L	Organic Chemistry I Lab 1
* CHEM	242	Organic Chemistry II 3
* CHEM	242L	Organic Chemistry II Lab 1
* CHEM	260	Elements of Biochemistry 3
* CHEM	260L	Elements of Biochemistry Lab 1
* MATH	103	College Algebra 3
MATH	105	Trigonometry 2
MATH	165	Calculus I 4
MATH	166	Calculus II 4
MICR	202	Microbiology 3
MICR	202L	Microbiology Lab 1
* PHYS	211	College Physics I L/L 4
* PHYS	212	College Physics II L/L 4
or			
PHYS	251	University Physics I L/L 5
PHYS	252	University Physics II L/L 5
PSYC	111	Introduction to Psychology 3

* Required for admission to most programs.

Note: Students should note transfer application deadline.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

MENTAL HEALTH/ADDICTION TECHNICIAN

Purpose of the Mental Health/Addiction Studies Program:

The two-year associate degree program is designed to prepare students to work in entry-level positions in mental health or addictions facilities. Completers of the program may be employed in mental health centers, drug treatment centers, human service organizations, hospitals, and public and private residential treatment centers. Technicians will typically work under the supervision of social workers, psychiatrists, psychologists, addiction counselors, and nurses.

The curriculum provides a background in psychology, sociology, related laws and regulations and the core courses in mental health and addictions. The curriculum is designed to prepare students to assist in problem solving, crisis management, case management, medication monitoring, and living activities. The curriculum consists of theory courses and hands-on internships.

Students can complete a program certificate with one year of study, or an Associate in Applied Science Degree after completing a second year of additional study.

Criteria for Admission to the MHA Program:

Admission to the MHA program is on a competitive basis. Applications are available in the spring of each year. The following criteria must be met to be considered for admission:

1. Admission to Williston State College
2. Minimum GPA of 2.25
3. Pass a drug test if required
4. Completion of program application packet

Students will be notified of admission status in July to begin studies the following fall semester (August). In the unlikely event there are insufficient numbers of qualified applicants to fill the available student slots, the college reserves the right to reduce the number of applicants accepted or to consider outstanding applicants who have not completely fulfilled all admission criteria.

Program Certificate

Degree Requirements:

- 16 credits completed in residence
- 2.25 grade point average
- 37 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements: Credits

CSCI	101	Introduction to Computers 3
ENGL	110	College Composition I 3
MHA	201	Mental Health I 4
MHA	205	Mental Health II 4
MHA	210	Addictions I 4
MHA	215	Addictions II 4
MHA	220	Internship 3
PSYC	111	Introduction to Psychology 3
PSYC	270	Abnormal Psychology 3
SWK	200	Introduction to Helping Relationships 3
SWK	256	Introduction to Human Services 3

(Continued)

MENTAL HEALTH/ADDICTION TECHNICIAN (Continued)

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.25 grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

AH	282	Medical Law and Ethics	2
BIOL	115	Human Structure & Function.....	3
CSCI	101	Introduction to Computers	3
ENGL	110	College Composition I.....	3
HPER	210	First Aid & CPR	1
MATH	100	Applied Mathematics (or higher).....	3
MHA	201	Mental Health I.....	4
MHA	205	Mental Health II.....	4
MHA	210	Addictions I.....	4
MHA	215	Addictions II.....	4
MHA	220	Internship.....	3
PSYC	111	Introduction to Psychology	3
PSYC	250	Developmental Psychology	3
PSYC	270	Abnormal Psychology.....	3
SOC	115	Social Problems	3
SOC	235	Cultural Diversity	3
SWK	200	Introduction to Helping Relationships	3
SWK	256	Introduction to Human Services	3

MORTUARY SCIENCE

This curriculum plan is designed to meet the two-year requirement in pre-mortuary science. Ordinarily, this program would be followed by one year in a school of mortuary science and one year of apprenticeship. The apprenticeship would come before or after the year in mortuary science depending on state requirements. (As approved by the North Dakota Board of Embalmers.)

The curriculum outlined below is based on most mortuary science program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to another campus to complete a Bachelor's degree or Associate's Degree in Mortuary Science.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

Credits
AA AS

1. College Composition (ENGL 110 and 120)..... 6 6
2. Fundamentals of Public Speaking (COMM 110)..... 3 3
3. Humanities and Social Science

 - 18 12
 - Minimum humanities credits – 6
 - Minimum social science credits – 6

4. Mathematics, Science, Computer Science..... 9 18

 - Minimum mathematics credits – 2
 - Minimum science credits (at least 1 lab science) – 4
 - Minimum computer science credits – 2

5. Wellness..... 2 2

Suggested Courses:

Credits

ACCT	102	Fundamentals of Accounting.....	3
		or	
ACCT	200	Elements of Accounting I.....	3
* ACCT	215	Business in the Legal Environment	3
BIOL	150	General Biology I L/L	4
BIOL	151	General Biology II L/L.....	4
* BIOL	220	Anatomy & Physiology I L/L.....	4
* BIOL	221	Anatomy & Physiology II L/L.....	4
* CHEM	115	Introductory Chemistry L/L.....	4
		or	
* CHEM	121	General Chemistry I L/L	5
* CHEM	116	Intro to Organic & Biochemistry L/L.....	4
COMM	110	Fundamentals of Public Speaking	3
CSCI	101	Introduction to Computers.....	3
* MATH	103	College Algebra.....	3
MICR	202	Microbiology	3
MICR	202L	Microbiology Lab.....	1
* PSYC	111	Introduction to Psychology.....	3
* SOC	110	Introduction to Sociology	3

* Required for many mortuary science programs.

Note: Students should note transfer application deadline.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific program requirements, students should consult the campus to which they intend to transfer.

MUSIC

This curriculum provides a foundation for students interested in careers in teaching or performance.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Music.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

EDUC	250	Introduction to Teaching.....	2
EDUC	298	Pre-Professional Experience.....	1
ENGL	238	Children's Literature.....	3
MUSC	100	Music Appreciation.....	3
MUSC	101	Fundamentals of Music.....	3
MUSC	117	Concert Choir.....	1-4
PSYC	111	Introduction to Psychology.....	3
PSYC	250	Developmental Psychology.....	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

NATURAL RESOURCE MGMT

This curriculum combines a broad background in natural resources with the biological, engineering, social, and economic aspects of managing natural resources.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Natural Resource Management.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses: Credits

AGEC	242	Introduction to Agricultural Mgmt.....	3
ARSC	114	Introduction to Animal Science.....	2
ARSC	225	Natural Resources & Agro-Ecosystems ...	3
ARSC	236	Introduction to Range Management.....	2
ECON	201	Principles of Microeconomics.....	3
ENGL	125	Introduction to Professional Writing.....	3
H&CE	241	Leadership & Presentation Techniques	3
PLSC	101	Introduction to Biotechnology.....	2
PLSC	110	World Food Crops.....	3
PLSC	220	Principles of Forage Production.....	3
PLSC	225	Principles of Crop Production.....	3
PLSC	280	GIS-Technology in Precision Ag.....	1-3
PSYC	100	Human Relations in Organizations.....	2
SOIL	210	Introduction to Soil Science.....	4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

NURSING **Dakota Practical Nursing Program**

The Dakota Practical Nursing Program prepares students to work as licensed practical nurses (LPN) under the supervision of a registered nurse, physician, or dentist. LPNs perform acts utilizing specialized knowledge, skills, and abilities for people in a variety of settings (2003 ND Nurse Practices Act). Employment is found in hospitals, nursing homes, health centers, and clinics, as well as in a variety of other settings. This program of study leads to a Certificate. Upon completion of the program, the individual is qualified to apply to take the National Council Licensure Examination for Practical Nurses, as required by the North Dakota State Board of Nursing for licensure as an LPN. Graduates may apply to the Dakota Associate Degree Nursing Program at the consortium colleges or transfer many of the credits earned to another community college or university. The Dakota Practical Nursing Program is offered in collaboration between four colleges; Bismarck State College, Lake Region State College, Minot State University-Bottineau, and Williston State College.

Students in the Practical Nursing Program will be required to attend summer school. Students enrolled in programs that require attendance during summer term in order to graduate, must consider additional financial planning in order to meet costs during the summer term.

The summer semester is considered the 3rd term in an academic year. Students should work with the Financial Aid Office before the previous fall semester to plan for expected costs.

Mission of the Practical Nursing Program:

The mission of the Dakota Nursing Program is to provide quality undergraduate education, which prepares graduates for nursing practice in multiply structured, culturally diverse health care settings for clients across the lifespan.

This mission is consistent with the missions of the consortium colleges (Williston State College, Lake Region State College, Bismarck State College, and Minot State University–Bottineau). The curriculum is based on liberal arts and biological sciences and integrates nursing content and clinical experiences. Nursing faculty strive to provide a learning environment which promotes active participation, a spirit of inquiry, self-development, and sound, knowledge-based decision making. Integral to goal attainment of the nursing program is the continuing development of alliances in the community, which strengthen the college's mission to provide services that will improve quality of life for individuals of the communities they serve.

Purpose of the Practical Nursing Program:

The Practical Nursing Curriculum prepares individuals with the knowledge, abilities and skills to provide basic nursing care to individuals across the life span. Students will participate in the application of safe nursing care in a dependent manner under the supervision of a registered nurse, advanced practice nurse, or a licensed practitioner to meet the basic health needs of individuals. Graduates are eligible to apply to take the National Council Licensure Examination (NCLEX-PN), which is required for practice as a Licensed Practical Nurse. Employment opportunities include acute care practice, long term care practice, and community-based practice.

Program Outcomes:

The Dakota Practical Nursing Program will:

1. Produce safe, competent practical nurses capable of passing the State Board Examination for Licensed Practical Nurses.

(Continued)

NURSING (Continued) **Dakota Practical Nursing Program**

2. Serve as the foundation for further professional advancement and lifelong learning.
3. Assist in meeting the need in the community and greater surrounding area for licensed practical nurses.

Graduate Outcomes:

These outcomes describe the consortium expectations for graduates from the Dakota Practical Nursing Program. The graduate will:

1. Utilize the nursing process with guidance, to provide basic nursing care in meeting the human health needs of individuals across the lifespan with diverse cultural backgrounds.
2. Apply principles of social, biological, behavioral, and nursing sciences to the practice of nursing to identify the physical, psychological, and cognitive human needs of individuals along the health-illness continuum.
3. Demonstrate verbal, written and therapeutic communication when caring for individuals and interacting with families.
4. Practice within the ethical and legal framework for the practical nurse.
5. Function as an interdisciplinary team member by participating, planning, and implementing nursing care for clients with stable or predictable health problems and assisting with clients whose conditions are critical or unpredictable.

Criteria for Admission to the Practical Nursing Certificate Program:

Admission to the Practical Nursing Program is on a competitive basis. The following criteria must be met to be considered for admission:

1. Admission to Williston State College
2. Possession of a high school diploma or equivalent
3. Proof of CNA training and certification in North Dakota
4. Proof of current CPR training for Health Care Providers
5. ENGL 110-College Composition I
6. High School Algebra or the equivalent within the last five years (May verify skills via COMPASS examination)
7. ACT composite score of 19 (or COMPASS test with comparable scores)
8. CHEM 115-Introductory Chemistry L/L
9. Minimum overall GPA of 2.50
10. Minimum GPA of 2.50 in all prerequisite and program requirements
11. If taken earlier, Pharmacology, Developmental Psychology, and Anatomy and Physiology I & II and laboratories must not be older than five years from the date of entrance to the nursing program.

Application forms for admission to the Dakota Associate Degree Nursing Program may be obtained from the nursing office during the spring semester. The admissions committee will review the application and qualifications of each individual. Students will be notified in writing of their acceptance status. The number of students admitted will vary by location.

(Continued)

NURSING (Continued) Dakota Practical Nursing Program

Program Certificate

Certificate Requirements:

- 16 credits completed in residence
- 2.50 (C) grade point average
- 40 total credits
- Minimum grade of 'C' in all program courses
- ASC 100-Freshman Seminar

General Education Requirements:

- 5 General Education Credits

Program Course Requirements: Credits

BIOL	220	Anatomy & Physiology I L/L	4
BIOL	221	Anatomy & Physiology II L/L	4
NURS	120	Foundations of Nursing	3
NURS	121	Practical Nursing I	3
NURS	122	Clinical Practice I	3
NURS	124	Clinical Practice II	3
NURS	126	Clinical Practice III	3
NURS	127	Practical Nursing II: Introduction to Medical Surgical Nursing	2
NURS	129	Practical Nursing III	4
NURS	145	Introduction to Maternal Child Nursing	2
PHRM	215	Introduction to Pharmacology	3
PSYC	111	Introduction to Psychology	3
PSYC	250	Developmental Psychology	3

Upon completion of the 11 month program, students will be eligible for a Certificate in Practical Nursing.

Students must have an e-mail account. Some course components may be offered in an on-line format. Classes will be presented using a variety of technology.

Clinical experiences are supervised by Williston State College nursing faculty. Clinical experiences will be provided at Mercy Hospital and Bethel Lutheran Home in Williston, the North Dakota State Hospital in Jamestown, ND, and at other specified locations.

NOTE: Alternate Methods to Validate Course Objectives

Opportunity for validation of student achievement of specific course objectives by alternate methods is provided by the nursing department. Nursing faculty will review each situation on an individual basis. For further information, contact the nursing program coordinator.

NURSING Dakota Associate Degree Nursing Program

The Dakota Associate Degree Nursing Program is designed to be a 1+1 nursing program in which completion of the first year of the program meets the requirements for a practical nursing certificate and completion of the second year of this program meets the requirements for an Associate in Applied Science Degree in Nursing. Students must be licensed to practice as a Practical Nurse in North Dakota or be in the final process of completion of the Dakota Practical Nursing Program. The Dakota Associate Degree Nursing curriculum prepares individuals with the knowledge, abilities, and skills to practice nursing independently and interdependently through application of the nursing process to provide safe nursing care to individuals and families across the lifespan in a variety of settings. Upon completion of the program, the individual is qualified to apply to take the National Council Licensure Examination for Registered Nurses, as required by the North Dakota State Board of Nursing for licensure as an RN.

Employment opportunities include acute care centers, long-term care facilities, clinics, outpatient offices, industry, and community agencies. Graduates may transfer many of the credits earned in the Associate Degree program to a Baccalaureate Nursing Program. The Dakota Associate Degree Nursing Program is offered in collaboration between four colleges; Bismarck State College, Lake Region State College, Minot State University-Bottineau, and Williston State College.

Mission of the Associate Degree Nursing Program:

The mission of the Dakota Nursing Program is to provide quality undergraduate education, which prepares graduates for nursing practice in multiply structured, culturally diverse health care settings for clients across the lifespan.

This mission is consistent with the missions of the consortium colleges (Williston State College, Lake Region State College, Bismarck State College, and Minot State University-Bottineau). The curriculum is based on liberal arts and biological sciences and integrates nursing content and clinical experiences. Nursing faculty strive to provide a learning environment which promotes active participation, a spirit of inquiry, self-development, and sound, knowledge-based decision making. Integral to goal attainment of the nursing program is the continuing development of alliances in the community, which strengthen the college's mission to provide services that will improve quality of life for individuals of the communities they serve.

Purpose of the Associate Degree Nursing Program:

This associate degree nursing curriculum prepares individuals with the knowledge, abilities, and skills to practice nursing independently and interdependently through the application of the nursing process to provide safe nursing care to individuals and families across the life span in a variety of settings. Graduates of this program may apply to take the National Council Licensure Examination (NCLEX-RN) which is required for practice as a registered nurse. Employment opportunities include acute care centers, long term care facilities, clinics, outpatient offices, industry, and community agencies.

Program Outcomes:

The Dakota Associate Degree Nursing Program will:

1. Produce safe, competent associate degree nurses capable of passing the State Board Examination for Registered Nurses.
2. Serve as the foundation for further professional advancement and life-long learning.
3. Assist in meeting the need in the community and surrounding areas for registered nurses.

(Continued)

NURSING

Dakota Associate Degree Nursing Program (Continued)

Graduate Outcomes:

These outcomes describe the consortium expectations for graduates from the Dakota Associate Degree Nursing Program. The graduate will:

1. Adapt the nursing process to provide nursing care in diverse settings to meet the human needs of individuals along the health-illness continuum.
2. Incorporate various communication techniques in developing therapeutic relationships with individuals, families, and members of the interdisciplinary team.
3. Function within the legal and ethical scope of practice as an accountable member of the health care team, providing leadership and management in the delivery of quality nursing care consistent with the associate degree registered nurse.
4. Demonstrate professional behaviors as a member of the dynamic health care discipline of nursing, incorporating independent and continuous learning.
5. Integrate teaching-learning principles in providing individuals and families with health care information and skills related to health promotion and maintenance.
6. Integrate social, biological, behavioral and nursing sciences when providing evidence-based nursing care to diverse individuals across the lifespan.

Criteria for Admission to the Associate Degree (RN) Nursing Program:

For current Dakota Practical Nursing Students:

1. Successful completion of the first year of the Dakota Nursing Program with a minimum GPA of 2.5 in all prerequisite and program courses.
2. Proof of current CPR training for health care providers
3. A letter of intent confirming desire for continuation submitted by the designated date.
4. Submission of appropriate forms available from the Nursing Department by the designated date.
5. Successful completion of the preadmission examination

For all other applicants:

1. Unrestricted license to practice as a Licensed Practical Nurse in the United States
2. Proof of current CPR training for health care providers
3. Admission to WSC, as well as completion of a formal application to the Dakota Associate Degree Nursing Program. **Admission to the college does not guarantee admission to the ADN program.** Application forms for admission to the Dakota Associate Degree Nursing Program may be obtained from the Nursing Department during the second half of the spring semester.
4. Successful completion of the preadmission examination
5. Completion of the following courses, each with a grade of C or better and an overall GPA of at least 2.5:
 - CHEM 115 Introductory Chemistry L/L
 - ENGL 110 College Composition I
 - PSYC 111 Introduction to Psychology
 - BIOL 220 Anatomy & Physiology I L/L
 - BIOL 221 Anatomy & Physiology II L/L
 - PHRM 215 Introduction to Pharmacology
 - PSYC 250 Developmental Psychology(all must be within five years of ADN admission)
6. A minimum GPA of 2.5 in all prerequisite and program courses.

Application forms for admission to the Dakota Associate Degree Nursing Program may be obtained from the Nursing Department during the spring semester. The Admissions Committee will review the application and qualifications of each individual.

NURSING

Dakota Associate Degree Nursing Program (Continued)

Students will be notified in writing of their acceptance status. The number of students admitted will vary by location.

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.50 (C) grade point average
- 67 total credits
- Minimum grade of 'C' in all program courses
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements:

Credits

BIOL	220	Anatomy & Physiology I L/L.....	4
BIOL	221	Anatomy & Physiology II L/L.....	4
MICR	202	Microbiology.....	3
MICR	202L	Microbiology Lab.....	1
NURS	120	Foundations of Nursing.....	3
NURS	121	Practical Nursing I.....	3
NURS	122	Clinical Practice I.....	3
NURS	124	Clinical Practice II.....	3
NURS	126	Clinical Practice III.....	3
NURS	127	Practical Nursing II: Introduction to Medical Surgical Nursing.....	2
NURS	129	Practical Nursing III.....	4
NURS	145	Introduction to Maternal Child Nursing ...	2
NURS	224	Professional Role Development.....	2
NURS	225	Alterations in Health I.....	3
NURS	226	Maternal Child Nursing.....	3
NURS	227	Clinical Applications I.....	4
NURS	228	Alterations in Health II.....	4
NURS	229	Health Promotion and Psychosocial Nurs	2
NURS	237	Clinical Applications II.....	6
PHRM	215	Introduction to Pharmacology.....	3
PSYC	111	Introduction to Psychology.....	3
PSYC	250	Developmental Psychology.....	3
		Computer or Humanities Elective.....	3

The wellness general education requirement has been waived in lieu of educational content.

Upon completion of the second year, students will be eligible for an Associate in Applied Science degree.

Students must have an e-mail account. Some course components may be offered in an on-line format. Classes will be presented using a variety of technology.

Clinical experiences are supervised by Williston State College nursing faculty. Clinical experiences will be provided at Mercy Hospital and Bethel Lutheran Home in Williston, the North Dakota State Hospital in Jamestown, ND, and at other specified locations.

NOTE: Alternate Methods to Validate Course Objectives

Opportunity for validation of student achievement of specific course objectives by alternate methods is provided by the nursing department. Nursing faculty will review each situation on an individual basis. For further information, contact the nursing program coordinator.

NURSING

The following course work prepares students to apply for most baccalaureate nursing programs. Students should be aware of the nursing program requirements of each school to which they will be applying. Nursing provides career opportunities in hospitals, nursing homes, schools, administration, teaching, and many other areas. There is currently a large demand for nurses.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Nursing

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

- 1. College Composition (ENGL 110 and 120)..... 6
- 2. Fundamentals of Public Speaking (COMM 110)..... 3
- 3. Humanities and Social Science 12
Minimum humanities credits – 6
Minimum social science credits – 6
- 4. Mathematics, Science, Computer Science..... 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
- 5. Wellness..... 2

Suggested Courses: Credits

- | | | | |
|------|------|-----------------------------------|---|
| BIOL | 220 | Anatomy & Physiology I L/L..... | 4 |
| BIOL | 221 | Anatomy & Physiology II L/L..... | 4 |
| CHEM | 115 | Introductory Chemistry L/L..... | 4 |
| or | | | |
| CHEM | 121 | General Chemistry I L/L..... | 5 |
| MATH | 103 | College Algebra..... | 3 |
| MICR | 202 | Microbiology..... | 3 |
| MICR | 202L | Microbiology Lab..... | 1 |
| NUTR | 240 | Principles of Nutrition..... | 3 |
| PHRM | 215 | Introduction to Pharmacology..... | 3 |
| PSYC | 111 | Introduction to Psychology..... | 3 |
| PSYC | 250 | Developmental Psychology..... | 3 |
| PSYC | 270 | Abnormal Psychology..... | 3 |
| SOC | 110 | Introduction to Sociology..... | 3 |

Suggested Electives: Credits

- | | | | |
|----------------------------------|-----|--------------------------------|-----|
| ASC | 075 | College Study Skills..... | 1 |
| HPER | 210 | First Aid & CPR..... | 1 |
| PHIL | 215 | Contemporary Moral Issues..... | 3 |
| Computer Technology courses..... | | | 1-4 |
| Wellness courses..... | | | 1-2 |

Note: Students should note the requirements at the four-year degree granting institution to determine the specific curriculum. Students should also be aware of transfer application deadlines.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

OCCUPATIONAL THERAPY

This curriculum provides a foundation for students planning to apply to occupational therapy programs. Occupational therapists are employed in hospitals, nursing homes, schools, rehab centers, and other health care facilities.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Occupational Therapy.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

- 1. College Composition (ENGL 110 and 120)..... 6
- 2. Fundamentals of Public Speaking (COMM 110)..... 3
- 3. Humanities and Social Science 12
Minimum humanities credits – 6
Minimum social science credits – 6
- 4. Mathematics, Science, Computer Science..... 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
- 5. Wellness..... 2

Suggested Courses: Credits

- | | | | |
|--------|-----|----------------------------------|---|
| * BIOL | 151 | General Biology II L/L..... | 4 |
| * BIOL | 220 | Anatomy & Physiology I L/L..... | 4 |
| * BIOL | 221 | Anatomy & Physiology II L/L..... | 4 |
| BOTE | 171 | Medical Terminology..... | 3 |
| * CHEM | 115 | Introductory Chemistry L/L..... | 4 |
| or | | | |
| * CHEM | 121 | General Chemistry I L/L..... | 5 |
| * MATH | 103 | College Algebra..... | 3 |
| or | | | |
| MATH | 104 | Finite Math..... | 3 |
| * MATH | 210 | Elementary Statistics..... | 3 |
| PHIL | 215 | Contemporary Moral Issues..... | 3 |
| PSYC | 111 | Introduction to Psychology..... | 3 |
| PSYC | 250 | Developmental Psychology..... | 3 |
| PSYC | 270 | Abnormal Psychology..... | 3 |
| SOC | 110 | Introduction to Sociology..... | 3 |

Note: Students should note transfer application deadline.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

OFFICE ADMINISTRATION

The office administration curriculum provides students with a basic understanding of the world of business and commerce, and the foundation courses for a bachelor's degree program in a business related field.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Office Administration.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120)	6	6
2. Fundamentals of Public Speaking (COMM 110)	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:

	Credits	
ACCT 200 Elements of Accounting I	3	
ACCT 201 Elements of Accounting II	3	
ACCT 207 Managerial Accounting.....	3	
ACCT 215 Business in the Legal Environment	3	
BADM 202 Principles of Management	3	
BOTE 152 Keyboarding II.....	2	
BOTE 188 Computerized Accounting	2	
BOTE 275 Administrative Office Procedures.....	3	
CSCI 114 Microcomputer Packages.....	3	
ECON 201 Principles of Microeconomics	3	
ECON 202 Principles of Macroeconomics.....	3	
PSYC 100 Human Relations in Organizations	2	

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

OPTOMETRY

This curriculum meets the requirements for students applying for admission to schools of optometry. Optometrists frequently work in clinics or private practice.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a degree in Optometry.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits
1. College Composition (ENGL 110 and 120).....	6
2. Fundamentals of Public Speaking (COMM 110).....	3
3. Humanities and Social Science	12
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science.....	18
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness.....	2

Suggested Courses:

	Credits	
* BIOL 150 General Biology I L/L	4	
* BIOL 151 General Biology II L/L.....	4	
BIOL 215 Genetics.....	3	
* BIOL 220 Anatomy & Physiology I L/L.....	4	
* BIOL 221 Anatomy & Physiology II L/L.....	4	
* CHEM 121 General Chemistry I L/L	5	
* CHEM 122 General Chemistry II L/L	5	
* CHEM 241 Organic Chemistry I	3	
* CHEM 241L Organic Chemistry I Lab.....	1	
* CHEM 242 Organic Chemistry II.....	3	
* CHEM 242L Organic Chemistry II Lab.....	1	
* CHEM 260 Elements of Biochemistry	3	
* CHEM 260L Elements of Biochemistry Lab	1	
* MATH 103 College Algebra.....	3	
MATH 105 Trigonometry.....	2	
* MATH 165 Calculus I	4	
MATH 166 Calculus II	4	
MICR 202 Microbiology	3	
MICR 202L Microbiology Lab.....	1	
* PHYS 211 College Physics I L/L.....	4	
* PHYS 212 College Physics II L/L.....	4	
or		
PHYS 251 University Physics I L/L.....	5	
PHYS 252 University Physics II L/L	5	
PSYC 111 Introduction to Psychology.....	3	

* Required for admission to most programs

Note: Students should note transfer application deadlines.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

OUTDOOR EDUCATION

The outdoor education program acquaints students with various aspects of the outdoor education industry. The curriculum focuses on outdoor education, biological sciences, and physical sciences, and prepares students for careers in outdoor recreation, leisure industries, and outdoor adventure activities. Contact your advisor at Williston State College to determine curriculum for the first two years.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Outdoor Education.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

	Credits	
	AA	AS
General Education Requirements:		
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses:

		Credits	
ACCT	102	Fundamentals of Accounting.....	3
AGEC	240	Holistic Management.....	3
BADM	201	Principles of Marketing.....	3
BADM	202	Principles of Management.....	3
BIOL	150	General Biology I L/L.....	4
BIOL	151	General Biology II L/L.....	4
COMM	110	Fundamentals of Public Speaking.....	3
COOP	197	Cooperative Education/Internship.....	½ -6
CSCI	101	Introduction to Computers.....	3
GEOG	151	Human Geography.....	3
GEOL	105	Physical Geology.....	3
GEOL	105L	Physical Geology Lab.....	1
HPER	100	Concepts of Fitness and Wellness.....	2
HPER	101	Activity: Introductory Level.....	2-5
HPER	126	Lifetime Fitness.....	2
HPER	207	Prevention and Care of Injuries.....	3
HPER	208	Introduction to Physical Education.....	3
HPER	210	First Aid & CPR.....	1
HPER	217	Personal and Community Health.....	3
MATH	103	College Algebra.....	3
PSYC	100	Human Relations in Organizations.....	2
PSYC	111	Introduction to Psychology.....	3
POLS	115	American Government.....	3
or			
SOC	110	Introduction to Sociology.....	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

PARAEDUCATOR

The Paraeducator Program provides an option for paraprofessionals and teacher aides to meet the No Child Left Behind Act of 2001 (NCLB) and the North Dakota Department of Public Instruction certification requirements. Paraprofessionals and aides hired after Jan. 8, 2002, must have:

- completed at least two years of study at a higher education institution, or
- obtained an associate degree or higher, or
- met a rigorous standard of quality through a formal state assessment.

Program Content:

The Paraeducator Program is organized around core courses that emphasize math, reading and writing. Program elective courses allow an individual to select areas of knowledge applicable to his or her employment situation.

This program will allow you to:

- access technology-based, flexible, and affordable education close to home;
- demonstrate accumulated knowledge and experience while learning from faculty at various North Dakota colleges;
- increase competencies in math, reading and language to meet student needs;
- establish a career ladder to a teaching profession, if desired;
- meet the NCLB requirements for employment or job retention;
- receive college credit for prior learning.

Distance Delivery:

Individuals who need flexibility, accessibility and convenience will be able to complete the degree via distance learning. Online courses, videoconferencing, face-to-face mentors and seminars will allow individuals to continue to work and to complete the degree close to home. Individuals can also elect to take courses on campus in the traditional campus setting.

Agreements among North Dakota campuses allow individuals to identify a home campus, enroll in courses from multiple campuses, receive financial aid for these courses, receive a single billing from the home campus, and receive a comprehensive academic record from the home campus.

Degree Options:

Individuals can obtain an Associate in Applied Science Degree by completing a minimum of 62 semester hours in an approved curriculum. Individuals with previous college credits will meet DPI certification requirements by completing the Paraeducator Certificate Program.

Certification Questions:

Individuals having questions about certification requirements or the process can contact:

Nita Wirtz
 North Dakota Department of Public Instruction
 (701) 328-1876
nwirtz@mail.dpi.state.nd.us

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PARAEDUCATOR (Continued)

Program Certificate

Certificate Program Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 48 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

English/Communications	6
Arts and Humanities	3
Social and Behavioral Sciences	3
Business, Mathematics, Science and Technology	8
(Including at least 1 Math & 1 Technology Course)	

Program Course Requirements:

Credits

16 Credits from the following Core:

COMM	212	Interpersonal Communication	3
EDUC	250	Introduction to Teaching	2
EDUC	298	Pre-Professional Experience	1
ENGL	238	Children's Literature	3
HPER	210	First Aid & CPR	1
MATH	277	Math for Elementary Teachers I	3
* PARA	101	Introduction to Paraeducation	1
PSYC	250	Developmental Psychology	3

Elective credits from the following list

* CHLD	123	Activities for Children (3)	
CHLD	186	Family Studies (2)	
* COOP	197	Coop Education/Internship (1-6)	
* EDUC	150	Intro to Early Childhood Educ (3)	
* EDUC	265	Audio-Visual Aids (3)	
* PARA	210	Classroom Management (3)	
* PSYC	211	Intro to Behavior Modification (3)	
* PSYC	230	Educational Psychology (3)	
* PSYC	260	Psychology of Adjustment (3)	
* SPED	101	Intro to Developmental Disabilities (3)	
* SPED	110	Intro to Exceptional Children (3)	
* SPED	120	Intro to Behavior Intervention (3)	
SOC	235	Cultural Diversity (3)	
* SWK	257	Human Behavior in the Social Environment (4)	

* Courses available through Distance Education means from other campuses within the North Dakota University System. Contact the WSC Distance Education Department for specific course information.

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PARAEDUCATOR (Continued)

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

English/Communications	6
Arts and Humanities	3
Social and Behavioral Sciences	3
Mathematics, Science, and Technology	8
(Including at least 1 Math & 1 Technology Course)	

Program Course Requirements:

Credits

* COMM	212	Interpersonal Communications	3
EDUC	250	Introduction to Teaching	2
EDUC	298	Pre-Professional Experience	1
ENGL	238	Children's Literature	3
HPER	210	First Aid & CPR	1
MATH	277	Math for Elementary Teachers I	3
* PARA	101	Introduction to Paraeducation	1
PSYC	250	Developmental Psychology	3

Elective credits from the following list:

* CHLD	123	Activities for Children (3)	
* CHLD	186	Family Studies (2)	
COOP	197	Coop Education/Internship (1-6)	
* EDUC	150	Intro to Early Childhood Educ (3)	
* PARA	210	Classroom Management (3)	
* PSYC	211	Intro to Behavioral Modification (3)	
* PSYC	230	Educational Psychology (3)	
* PSYC	260	Psychology of Adjustment (3)	
* SPED	101	Intro to Developmental Disabilities (3)	
* SPED	110	Intro to Exceptional Children (3)	
* SPED	120	Intro to Behavioral Intervention (3)	
SOC	235	Cultural Diversity (3)	
* SWK	257	Human Behavior in the Social Environment (4)	

* Courses available through Distance Education means from other campuses within the North Dakota University System. Contact the WSC Distance Education Department for specific course information.

PHARMACY

This curriculum includes both basic and clinical sciences. It provides students with the knowledge, skills, and attitudes essential to the practice of pharmacy. The curriculum has a strong science emphasis.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a graduate campus to complete a Ph.D. in Pharmacy.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:	Credits
1. College Composition (ENGL 110 and 120)	6
2. Fundamentals of Public Speaking (COMM 110)	3
3. Humanities and Social Science	12
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science	18
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness	2

Suggested Courses:	Credits
* BIOL 150 General Biology I L/L	4
* BIOL 151 General Biology II L/L	4
BIOL 215 Genetics	3
* BIOL 220 Anatomy & Physiology I L/L	4
* BIOL 221 Anatomy & Physiology II L/L	4
* CHEM 121 General Chemistry I L/L	5
* CHEM 122 General Chemistry II L/L	5
* CHEM 241 Organic Chemistry I	3
* CHEM 241L Organic Chemistry I Lab	1
* CHEM 242 Organic Chemistry II	3
* CHEM 242L Organic Chemistry II Lab	1
CHEM 260 Elements of Biochemistry	3
CHEM 260L Elements of Biochemistry Lab	1
ECON 201 Microeconomics	3
* MATH 103 College Algebra	3
MATH 105 Trigonometry	2
* MATH 165 Calculus I	4
* MATH 166 Calculus II	4
MICR 202 Microbiology	3
MICR 202L Microbiology Lab	1
* PHYS 211 College Physics I L/L	4
PHYS 212 College Physics II L/L	4
or	
PHYS 251 University Physics I L/L	5
PHYS 252 University Physics II L/L	5
PSYC 111 Introduction to Psychology	3

* Required for admission to most programs.

Note: Students should note transfer application deadlines.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

PHILOSOPHY

This curriculum provides a foundation for students interested in careers of religion or philosophy.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Philosophy.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:	Credits
1. College Composition (ENGL 110 and 120)	6
2. Fundamentals of Public Speaking (COMM 110)	3
3. Humanities and Social Science	18
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science	9
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness	2

Suggested Courses:	Credits
ART 110 Introduction to the Visual Arts	3
ANTH 171 Introduction to Cultural Anthropology	3
BADM 269 Business Ethics	3
ENGL 220 Introduction to Literature	3
ENGL 222 Introduction to Poetry	3
GEOG 151 Human Geography	3
HIST 101 Western Civilization I	3
HIST 102 Western Civilization II	3
HUMS 251 Humanities Survey: Mythical Realities & the Classical World	3
HUMS 252 Humanities Survey: Medieval Solutions & Renaissance Achievements	3
HUMS 253 Humanities Survey: Modern Revolutions & Contemporary Problems	3
PHIL 101 Introduction to Philosophy	3
PHIL 210 Ethics	3
PHIL 215 Contemporary Moral Issues	3
POLS 115 American Government	3
PSYC 111 Introduction to Psychology	3
RELS 120 Religion in America	3
RELS 203 World Religions	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

PHYSICAL EDUCATION

The physical education curriculum prepares students for teaching or leadership roles in schools, sports, business, community fitness programs, and related fields. Students are encouraged to select a second major or minors to qualify for emerging occupational opportunities. Contact your advisor at Williston State College to determine curriculum for the first two years.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Physical Education.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	<u>AA</u>	<u>AS</u>
1. College Composition (ENGL 110 and 120)	6	6
2. Fundamentals of Public Speaking (COMM 110)	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:

		Credits	
BIOL	151	General Biology II L/L	4
BIOL	115	Human Structure & Function.....	3
BIOL	115L	Human Structure & Function Lab.....	1
CHEM	115	Introductory Chemistry L/L.....	4
or			
CHEM	121	General Chemistry I L/L.....	5
CSCI	101	Introduction to Computers	3
EDUC	250	Introduction to Teaching.....	2
EDUC	298	Pre-Professional Experience	1
HPER	100	Concepts of Fitness and Wellness.....	2
HPER	101	Activity: Introductory Level	½-1
HPER	102	Activity: Intermediate Level.....	½-1
HPER	103	Activity: Advanced Level.....	½-1
HPER	110	Sports Officiating – Fall	1-3
HPER	111	Sports Officiating – Spring	1-3
HPER	126	Lifetime Fitness	2
HPER	204	Dance Skills and Techniques	1
HPER	205	Physical Ed for Elementary Children.....	2
HPER	207	Prevention and Care of Injuries	3
HPER	208	Introduction to Physical Education	3
HPER	210	First Aid & CPR	1
HPER	217	Personal and Community Health	3
HPER	260	Vital Health Issues	2
MATH	103	College Algebra	3
NUTR	240	Principles of Nutrition	3
PSYC	111	Introduction to Psychology	3
PSYC	250	Developmental Psychology	3
SOC	110	Introduction to Sociology	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

PHYSICAL SCIENCE

The primary goals of the physical science curriculum are:

1. To encourage development of a liberal arts education;
2. To help students select a major and plan a program of study that leads to a baccalaureate degree;
3. To develop a solid foundation of fundamental knowledge both in the sciences and mathematics; and
4. To assist the student in choosing and successfully transferring to a university for completion of a baccalaureate curriculum.

The physical science curriculum is not generally a college major in itself, but is a springboard into a variety of college majors. Therefore, the academic advisor will assist the student in selecting a major during the freshman or sophomore year. The course of study will depend upon which university the student plans to attend. Possible university majors for the physical science student to consider include astronomy, chemistry, consumer food science, geology, meteorology, and physics.

The major distinction between the physical science and the natural science curriculums is the mathematical rigor. A physical science program requires three semesters of analytical geometry and calculus. The natural science curriculum requires one semester of statistics and two semesters of introductory calculus. The physical science curriculum requires university physics while the natural science curriculum requires concepts of physics. A natural science program is well suited for majors in zoology, entomology, microbiology, botany, and ecology. The physical science curriculum is designed to accommodate majors in chemistry, physics, and geology.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Physical Science.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:

	Credits
1. College Composition (ENGL 110 and 120)	6
2. Fundamentals of Public Speaking (COMM 110).....	3
3. Humanities and Social Science	12
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science.....	18
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness	2

Suggested Courses:

		Credits	
(Depending on math background, MATH 102, 103, and/or 105 may be required)			
ASTR	110	Introductory Astronomy	3
ASTR	110L	Introductory Astronomy Lab	1
BIOL	150	General Biology I L/L	4
CHEM	121	General Chemistry I L/L	5
CHEM	122	General Chemistry II L/L	5
CHEM	230	Quantitative Analysis	3
CHEM	230L	Quantitative Analysis Lab	1
CSCI	122	Visual Basic.....	3
GEOL	105	Physical Geology.....	3
GEOL	105L	Physical Geology Lab	1

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PHYSICAL SCIENCE (Continued)

MATH	165	Calculus I.....	4
MATH	166	Calculus II.....	4
MATH	265	Calculus III.....	4
PHYS	251	University Physics I L/L.....	5
PHYS	252	University Physics II L/L.....	5

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

PHYSICAL THERAPIST ASSISTANT

Mission of the Physical Therapist Assistant

Program:

The Physical Therapist Assistant (PTA) Program prepares students to be able to work under the supervision of a physical therapist. PTAs carry out the daily activities of physical therapy such as performing exercises and massage. They also carry out various treatments such as heat, cold, whirlpools, and electrical stimulation. Students work with a variety of injuries, diseases, and birth defects. Employment is found in hospitals, nursing homes, health centers, schools, or private clinics. The Williston State College Physical Therapist Assistant Program is accredited by the Commission on Accreditation in Physical Therapy Education.

Program Goals:

The Physical Therapist Assistant Program goals include developing, advancing, transforming, disseminating, and exchanging knowledge, methods, and techniques in physical therapy as a means for preparing PTAs for the work force, and enhancing the current work force's skill level. The program will:

- A. Develop and deliver curriculum materials that reflect the content of information that the physical therapy profession expects the PTA student to know as an entry-level practitioner.
- B. Establish and maintain channels of communication with affiliating clinical sites, national and state professional organizations, accrediting agencies, and other programs in physical therapy.
- C. Provide professional development opportunities for program instructors.
- D. Provide access to equipment that is reflective of the technology students will be required to be familiar with in the work place.
- E. Provide assistance to students in making career decisions and/or in securing academic help.
- F. Provide continuing education opportunities designed to meet the needs of the licensed physical therapist assistant.

Student Goals:

- A. Begin practice as an entry-level physical therapist assistant.
- B. Provide physical therapy services as specified in the plan of care developed by the physical therapist.
 1. Perform skillfully and safely all treatment, rehabilitation, and selected exercise.
 2. Demonstrate a knowledge of treatment precautions and contraindications in carrying out these activities.
 3. Respond to acute changes in physiological state (to insure the safety and comfort of the patient).
- C. Teach other health care providers, patients, and families to perform selected treatment procedures and functional activities.
- D. Identify architectural barriers.
- E. Demonstrate ethical behavior and awareness of legal responsibilities in patient care.
- F. Demonstrate knowledge of the structure/function of the human body as applied in physical therapy procedures and describe the essential features of selected pathologies.
- G. Demonstrate a basic understanding of the psycho-social effects of injury on patients/families by providing appropriate support and respecting dignity and individuality.

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PHYSICAL THERAPIST ASSISTANT (Continued)

- H. Demonstrate appropriate and effective written, oral, and non-verbal communication skills with patients, their families, colleagues, and the public.
- I. Contribute to the overall effective management of a physical therapy department through application of the basic principles of levels of authority and responsibility, planning, time management, supervisory processes, performance evaluations, policies, procedures, and fiscal consideration.
- J. Demonstrate an understanding of his/her role as a PTA with its privileges and limitations.
- K. Recognize the need to adapt to the ever-changing technology and advancement of knowledge in health care.

Purpose of the Physical Therapist Assistant Program:

The Physical Therapist Assistant Program assists students in obtaining the skills required to successfully function in the delivery of health care as a PTA. The program is designed to provide students the opportunity to learn about the human body, how it functions, the effects of injury or disease on the body, and the physical measures used to maximize function. It also gives them hands-on practical experience and practical preparation for the National Board Examination. Continuing education and its role as an informational resource to the physical therapist assistant work force is also a vital part of the program.

Criteria for Admission to the PTA program

Admission to the sophomore level of the PTA program is on a competitive basis. Applications are available beginning in December of each year for the following fall semester. The following criteria must be met (through completion of course work or demonstrable competency) to be considered for admission:

1. BIOL 220 Anatomy & Physiology I L/L*
BIOL 221 Anatomy & Physiology II L/L*
ENGL 110 College Composition I
HPER 210 First Aid & CPR
PHYS 100 Concepts of Physics L/L*
PSYC 111 Introduction to Psychology*
PTA 101 Introduction to Physical Therapy*+
Approved Electives-10 Credits
2. Cumulative science GPA of 2.50 on a 4.00 scale (anatomy & physiology, physics, chemistry, and psychology).
3. 40-60 hours of volunteer or work experience prior to admission to PTA 101.
4. Three letters of recommendation.
5. Interview with the admission committee to be held during the month of April.
6. (*) must be completed or in the process of completion by the time of interviews.
7. (+) may be completed by correspondence or challenge exam.
8. Verification of satisfactory health completed by a physician (if admitted).

Students will be notified of admission status after spring semester final grades are calculated. In the unlikely event that there are insufficient numbers of qualified applicants to fill the available student slots, the college reserves the right to reduce the number of applicants accepted or to consider outstanding applicants who have not completely fulfilled all admission criteria.

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PHYSICAL THERAPIST ASSISTANT (Continued)

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 84 total credits
- Minimum grade of 'C' in all PTA courses
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements:

BIOL	220	Anatomy & Physiology I L/L.....	4
BIOL	221	Anatomy & Physiology II L/L.....	4
BIOL	260	Kinesiology	3
BIOL	260L	Kinesiology Lab	1
ENGL	110	College Composition I.....	3
or			
ENGL	125	Introduction to Professional Writing	3
HPER	210	First Aid & CPR.....	1
PHYS	100	Concepts of Physics L/L.....	4
PSYC	111	Introduction to Psychology.....	3
PTA	101	Introduction to Physical Therapy	2
PTA	121	Treatment Issues.....	2
PTA	130	Pathology for PTA.....	3
PTA	140	Therapeutic Exercise L/L	3
PTA	150	Modalities L/L.....	4
PTA	151	Medical Records.....	2
PTA	240	Advanced Techniques L/L	3
PTA	241	Assessment.....	1
PTA	249	Physical Therapy Clinical.....	5
PTA	250	Neurological Rehabilitation L/L.....	5
PTA	251	Fieldwork A.....	6
PTA	252	Fieldwork B.....	6
PTA	259	Muscles & Their Functions	3
PTA	260	Advanced Exercise	3
PTA	261	Exercise Application	2
Computer		Technology course	1
Elective credits from the following list			1-10
ACCT	102	Fundamentals of Accounting (3)	
AH	171	Medical Terminology (3)	
BIOL	151	General Biology II L/L (4)	
BUSN	120	Fundamentals of Business (3)	
CHEM	115	Introductory Chemistry L/L (4)	
COMM	110	Fundamentals of Public Speaking (3)	
ENTR	170	Introduction to Entrepreneurship (3)	
HPER	207	Prevention & Care of Injuries (3)	
MASG	101	Introduction to Massage Therapy (2)	
MATH	103	College Algebra (3)	
MICR	202	Microbiology (3)	
MICR	202L	Microbiology Lab (1)	
NUTR	240	Principles of Nutrition (3)	
PHRM	215	Introduction to Pharmacology (3)	
PSYC	250	Developmental Psychology (3)	
SOC	110	Introduction to Sociology (3)	

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PHYSICAL THERAPIST ASSISTANT (Continued)

NOTE: Students in the PTA program will be required to complete their final affiliations during summer school. Students enrolled in programs that require attendance during summer term in order to graduate must consider additional financial planning in order to meet costs during the summer term.

There are maximum amounts of financial aid that can be received during an academic year starting July 1 and ending June 30. Students who attend fall and spring semester full-time can be eligible for the maximum amounts for that whole year. If these amounts are accepted and received during the fall and spring semester there may not be federal aid available for the summer semester.

The summer semester is considered a trailer or the 3rd term in an academic year. If students are required to attend a summer semester they should work with the Financial Aid Office before the previous fall semester to plan for expected costs.

PHYSICAL THERAPY

Physical therapy is an allied health profession open to men and women who wish to be involved in the evaluation and treatment of many types of disabilities. They are employed in hospitals, rehabilitative centers, nursing homes, schools, community health agencies, and private practice. Most programs require the completion of a four year degree prior to starting the physical therapy curriculum. WSC can provide your first two years of undergraduate coursework.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a graduate campus to complete a Ph.D. in Physical Therapy.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120)..... 6
2. Fundamentals of Public Speaking (COMM 110)..... 3
3. Humanities and Social Science 12
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness..... 2

Suggested Courses: Credits

BIOL	150	General Biology I L/L.....	4
BIOL	151	General Biology II L/L.....	4
BIOL	220	Anatomy & Physiology I L/L.....	4
BIOL	221	Anatomy & Physiology II L/L.....	4
CHEM	121	General Chemistry I L/L.....	5
CHEM	122	General Chemistry II L/L.....	5
MATH	103	College Algebra.....	3
PHYS	211	College Physics I L/L.....	4
PHYS	212	College Physics II L/L.....	4
		or	
PHYS	251	University Physics I L/L.....	5
PHYS	252	University Physics II L/L.....	5
PSYC	111	Introduction to Psychology.....	3
PSYC	250	Developmental Psychology.....	3
SOC	110	Introduction to Sociology.....	3

Note: 12 credits from three (3) departments in the Humanities area must be completed before transferring. Students should also note transfer application deadlines.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific physical therapy program requirements, students should consult the catalog of the campus to which they intend to transfer.

PHYSICS

The physics curriculum is designed with considerable flexibility in order to accommodate the variety of interests, plans, and needs of the major. At the same time, it provides a broad and thorough understanding of the fundamental ideas and concepts related to the physical world surrounding us. Using this broad base, which stresses fundamentals, the undergraduate may enter graduate work in one of the pure or applied sciences or one of the non-sciences such as education, business administration, law, journalism, or philosophy. She or he may also choose to pursue a career in education, industry, government, or business.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Physics.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

- 1. College Composition (ENGL 110 and 120) 6
- 2. Fundamentals of Public Speaking (COMM 110) 3
- 3. Humanities and Social Science..... 12
Minimum humanities credits – 6
Minimum social science credits – 6
- 4. Mathematics, Science, Computer Science..... 18
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
- 5. Wellness 2

Suggested Courses: Credits

- (Depending on math background, MATH 102, 103, and/or 105 may be required)
- ASTR 110 Introductory Astronomy I..... 3
 - ASTR 110L Introductory Astronomy I Lab..... 1
 - BIOL 124 Environmental Science 3
 - BIOL 124L Environmental Science Lab 1
 - CHEM 121 General Chemistry I L/L..... 5
 - CHEM 122 General Chemistry II L/L 5
 - CHEM 230 Quantitative Analysis..... 3
 - CHEM 230L Quantitative Analysis..... 1
 - CSCI 122 Visual Basic 3
 - CSCI 160 Computer Science I..... 4
 - CSCI 161 Computer Science II 4
 - ENGR 101 Graphical Communications 3
 - ENGR 201 Statics 3
 - ENGR 202 Dynamics 3
 - GEOL 105 Physical Geology 3
 - GEOL 105L Physical Geology Lab..... 1
 - MATH 165 Calculus I..... 4
 - MATH 166 Calculus II..... 4
 - MATH 265 Calculus III 4
 - MATH 266 Introduction to Differential Equations 3
 - PHYS 251 University Physics I L/L 5
 - PHYS 252 University Physics II L/L..... 5
 - SPAN 101 First Year Spanish I 4
 - SPAN 102 First Year Spanish II..... 4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

PLANT PROTECTION

The specialties of agronomy and horticulture are similar, yet specific. The student is prepared as a professional to work with pest management. Much of the work can be done as a consultant or advisor.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Plant Protection.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

- | | <u>AA</u> | <u>AS</u> |
|--|-----------|-----------|
| 1. College Composition (ENGL 110 and 120)..... | 6 | 6 |
| 2. Fundamentals of Public Speaking (COMM 110)..... | 3 | 3 |
| 3. Humanities and Social Science..... | 18 | 12 |
| Minimum humanities credits – 6 | | |
| Minimum social science credits – 6 | | |
| 4. Mathematics, Science, Computer Science..... | 9 | 18 |
| Minimum mathematics credits – 2 | | |
| Minimum science credits (at least 1 lab science) – 4 | | |
| Minimum computer science credits – 2 | | |
| 5. Wellness..... | 2 | 2 |

Suggested Courses: Credits

- | | | |
|----------|---|-----|
| AGEC 242 | Intro to Agricultural Management..... | 3 |
| ARSC 225 | Natural Resources & Agro-Ecosystems ... | 3 |
| BADM 201 | Principles of Marketing..... | 3 |
| BIOL 150 | General Biology I L/L..... | 4 |
| BIOL 151 | General Biology II L/L..... | 4 |
| CHEM 121 | General Chemistry I L/L..... | 5 |
| CHEM 122 | General Chemistry II L/L..... | 5 |
| H&CE 241 | Leadership & Presentation Techniques | 3 |
| PLSC 101 | Introduction to Biotechnology..... | 2 |
| PLSC 110 | World Food Crops..... | 3 |
| PLSC 220 | Principles of Forage Production..... | 3 |
| PLSC 223 | Principles of Weed Science..... | 3 |
| PLSC 225 | Principles of Crop Production..... | 3 |
| PLSC 270 | High Value & Specialty Crops..... | 3 |
| PLSC 280 | GIS-Technology in Precision Ag..... | 1-3 |
| SOIL 210 | Introduction to Soil Science..... | 4 |

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

POLITICAL SCIENCE

The political science program is designed to provide students with a broad background in liberal arts. The program prepares students for employment in the public, non-profit and private sector, graduate studies, law school, and teaching.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Political Science.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses:

ECON	201	Principles of Microeconomics	3
ECON	202	Principles of Macroeconomics	3
ENGL	125	Introduction to Professional Writing	3
HIST	101	Western Civilization I	3
HIST	102	Western Civilization II	3
HIST	103	United States To 1877	3
HIST	104	United States Since 1877	3
HIST	220	North Dakota History	3
HIST	223	History of the Lewis and Clark Exped	3
POLS	115	American Government	3
POLS	116	State & Local Government	3
PSYC	111	Introduction to Psychology	3
SOC	110	Introduction to Sociology	3
SPAN	101	First Year Spanish I	4
SPAN	102	First Year Spanish II	4
SPAN	201	Second Year Spanish I	4
SPAN	202	Second Year Spanish II	4

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

PSYCHOLOGY

Psychology is the study of behavior and mental processes. Most psychologists have master's or doctorate degrees. Some of the various areas in psychology include clinical, developmental, experimental, physiological, and social. Individuals with a bachelor's degree may find jobs assisting psychologists, mental health, and human services professionals. They may also work in vocational rehabilitation offices and correctional programs or as research assistants. Other positions may be in areas that require extensive scientific knowledge and understanding of human behavior patterns in a variety of social settings.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Psychology.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

*BIOL	150	General Biology I L/L	4
*BIOL	151	General Biology II L/L	4
*BIOL	115	Human Structure & Function	3
*BIOL	115L	Human Structure & Function Lab	1
MATH	165	Calculus I	4
MATH	210	Elementary Statistics	3
PSYC	111	Introduction to Psychology	3
PSYC	250	Developmental Psychology	3
PSYC	270	Abnormal Psychology	3
SOC	110	Introduction to Sociology	3
SPAN	101	First Year Spanish I	4
SPAN	102	First Year Spanish II	4
SPAN	201	Second Year Spanish I	4
SPAN	202	Second Year Spanish II	4
SOC	235	Cultural Diversity	3
		History Course	3
		Humanities Course	4

*Students must complete any two of these three

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

PUBLIC ADMINISTRATION

This curriculum consists of liberal arts courses, combined with courses from business and administrative sciences. Students in public administration find jobs in public, not-for-profit, and private sectors.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Public Administration.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120)	6	6
2. Fundamentals of Public Speaking (COMM 110)	3	3
3. Humanities and Social Science.....	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness	2	2

Suggested Courses:			Credits
ACCT	200	Elements of Accounting I	3
ACCT	201	Elements of Accounting II	3
ACCT	207	Managerial Accounting.....	3
ACCT	215	Business in the Legal Environment	3
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management	3
ECON	201	Principles of Microeconomics	3
ECON	202	Principles of Macroeconomics.....	3
MATH	103	College Algebra	3
or			
MATH	104	Finite Math	3
MATH	146	Applied Calculus	3
MATH	210	Elementary Statistics	3
POLS	115	American Government.....	3
POLS	116	State & Local Government	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

RADIOLOGIC TECHNOLOGY

Radiology technologists work in hospitals, clinics, and radiologic clinics. They take X-rays, and provide support for radiology. With additional training, radiologic technologists perform CAT scans, MRIs, and other specialized procedures.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to another campus to complete a Bachelor's degree or an Associate's degree in Radiologic Technology.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:	Credits
1. College Composition (ENGL 110 and 120)	6
2. Fundamentals of Public Speaking (COMM 110)	3
3. Humanities and Social Science	12
Minimum humanities credits – 6	
Minimum social science credits – 6	
4. Mathematics, Science, Computer Science.....	18
Minimum mathematics credits – 2	
Minimum science credits (at least 1 lab science) – 4	
Minimum computer science credits – 2	
5. Wellness.....	2

Suggested Courses:			Credits
ACCT	102	Fundamentals of Accounting.....	3
BADM	202	Principles of Management.....	3
* BIOL	220	Anatomy & Physiology I L/L.....	4
* BIOL	221	Anatomy & Physiology II L/L.....	4
* BIOL	260	Kinesiology	3
BIOL	260L	Kinesiology Lab	1
BUSN	120	Fundamentals of Business	3
* CHEM	115	Introductory Chemistry L/L.....	4
or			
* CHEM	121	General Chemistry I L/L	5
CSCI	101	Introduction to Computers.....	3
* MATH	103	College Algebra.....	3
MATH	210	Elementary Statistics	3
* PHYS	211	College Physics I L/L.....	4
* PHYS	212	College Physics II L/L.....	4
or			
PHYS	251	University Physics I L/L.....	5
PHYS	252	University Physics II L/L	5
* PSYC	111	Introduction to Psychology.....	3
PSYC	270	Abnormal Psychology	3
* SOC	110	Introduction to Sociology	3

* Required for most radiologic technology programs.

Note: Students should note transfer application deadlines.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

RECREATION

The recreation curriculum is designed to prepare students for professional administrative and leadership positions in parks and recreation. Students are advised to pursue a second major or minors in business administration, sociology, gerontology, or related area to enhance career opportunities. Contact your advisor at Williston State College to determine curriculum for the first two years.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Recreation.

Associate in Arts (AA) or Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements:	Credits	
	AA	AS
1. College Composition (ENGL 110 and 120).....	6	6
2. Fundamentals of Public Speaking (COMM 110).....	3	3
3. Humanities and Social Science	18	12
Minimum humanities credits – 6		
Minimum social science credits – 6		
4. Mathematics, Science, Computer Science.....	9	18
Minimum mathematics credits – 2		
Minimum science credits (at least 1 lab science) – 4		
Minimum computer science credits – 2		
5. Wellness.....	2	2

Suggested Courses: Credits

ACCT	102	Fundamentals of Accounting.....	3
AGEC	240	Holistic Management.....	3
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management	3
BIOL	150	General Biology I L/L	4
BIOL	151	General Biology II L/L.....	4
COMM	110	Fundamentals of Public Speaking.....	3
COOP	197	Cooperative Education/Internship	1/2-6
CSCI	101	Introduction to Computers	3
GEOG	151	Human Geography.....	3
GEOL	105	Physical Geology.....	3
GEOL	105L	Physical Geology Lab.....	1
HPER	100	Concepts of Fitness and Wellness.....	2
HPER	101	Activity: Introductory Level.....	2-5
HPER	126	Lifetime Fitness	2
HPER	204	Dance Skills and Techniques.....	1
HPER	207	Prevention and Care of Injuries	3
HPER	208	Introduction to Physical Education.....	3
HPER	210	First Aid & CPR	1
HPER	217	Personal and Community Health	3
HPER	253	Health and the Aging Population.....	2
PSYC	100	Human Relations in Organization.....	2
PSYC	111	Introduction to Psychology	3
POLS	115	American Government.....	3
or			
SOC	110	Introduction to Sociology	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

RELIGION

This curriculum provides a foundation for students interested in careers in religious studies and complements programs in nursing, science, business, criminal justice, and the humanities disciplines.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Religion.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120)..... 6
2. Fundamentals of Public Speaking (COMM 110)..... 3
3. Humanities and Social Science
- Minimum humanities credits – 6
- Minimum social science credits – 6
4. Mathematics, Science, Computer Science
- Minimum mathematics credits – 2
- Minimum science credits (at least 1 lab science) – 4
- Minimum computer science credits – 2
5. Wellness..... 2

Suggested Courses: Credits

ANTH	171	Introduction to Cultural Anthropology.....	3
ENGL	231	Bible as Literature	3
ENGL	261	American Literature I.....	3
ENGL	265	Native American Literature.....	3
HIST	101	Western Civilization I	3
HIST	102	Western Civilization II.....	3
HUMS	251	Humanities Survey: Mythical Realities & the Classical World	3
HUMS	252	Humanities Survey: Medieval Solutions & Renaissance Achievements	3
HUMS	253	Humanities Survey: Modern Revolutions & Contemporary Problems.....	3
MUSC	100	Music Appreciation	3
PHIL	101	Introduction to Philosophy	3
PHIL	210	Ethics.....	3
PHIL	215	Contemporary Moral Issues	3
PSYC	111	Introduction to Psychology	3
PSYC	250	Developmental Psychology	3
RELS	120	Religion in America	3
RELS	203	World Religions	3
SOC	115	Social Problems.....	3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

SECONDARY EDUCATION

The secondary education curriculum prepares students to work in high school settings. See catalog descriptions under each department of interest. A middle school endorsement may be earned with additional appropriate course work. Students should review the requirements of the colleges they plan to transfer to after completing the associate degree at WSC.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Secondary Education.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science..... 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science..... 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

- | | | | |
|------|-----|----------------------------------|---|
| EDUC | 250 | Introduction to Teaching..... | 2 |
| EDUC | 298 | Pre-Professional Experience..... | 1 |
| PSYC | 111 | Introduction to Psychology..... | 3 |
| PSYC | 250 | Developmental Psychology..... | 3 |
| SOC | 110 | Introduction to Sociology..... | 3 |
| SOC | 235 | Cultural Diversity..... | 3 |

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

SOCIAL WORK

This curriculum provides a foundation for students interested in careers in social work, addiction counseling, rehabilitation services, or gerontology.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Social Work.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120)..... 6
2. Fundamentals of Public Speaking (COMM 110)..... 3
3. Humanities and Social Science 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science..... 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness..... 2

Suggested Courses: Credits

- | | | | |
|------|-----|---|---|
| BIOL | 111 | Concepts of Biology L/L..... | 4 |
| CSCI | 101 | Introduction to Computers..... | 3 |
| ECON | 202 | Principles of Macroeconomics..... | 3 |
| ENGL | 120 | College Composition II..... | 3 |
| ENGL | 125 | Introduction to Professional Writing..... | 3 |
| MATH | 103 | College Algebra..... | 3 |
| or | | | |
| MATH | 104 | Finite Math..... | 3 |
| MATH | 210 | Elementary Statistics..... | 3 |
| PHIL | 101 | Introduction to Philosophy..... | 3 |
| POLS | 115 | American Government..... | 3 |
| POLS | 116 | State & Local Government..... | 3 |
| PSYC | 111 | Introduction to Psychology..... | 3 |
| PSYC | 270 | Abnormal Psychology..... | 3 |
| SOC | 110 | Introduction to Sociology..... | 3 |
| SOC | 115 | Social Problems..... | 3 |
| SOC | 235 | Cultural Diversity..... | 3 |
| SWK | 255 | Social Work in Modern Society..... | 3 |
| | | History Course..... | 3 |
| | | Literature Course..... | 3 |

Optional Courses: Credits

- | | | | |
|------|-----|--|---|
| ANTH | 171 | Introduction to Cultural Anthropology..... | 3 |
| ENGL | 265 | Native American Literature..... | 3 |
| HPER | 126 | Lifetime Fitness..... | 2 |
| NUTR | 240 | Principles of Nutrition..... | 3 |
| SPAN | 101 | First Year Spanish I..... | 4 |
| SPAN | 102 | First Year Spanish II..... | 4 |
| SPAN | 201 | Second Year Spanish I..... | 4 |
| SPAN | 202 | Second Year Spanish II..... | 4 |

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

SOCIOLOGY

This curriculum focuses on the study of human social interactions and social organization.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Sociology.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

ANTH	171	Introduction to Cultural Anthropology 3
GEOG	151	Human Geography 3
PSYC	111	Introduction to Psychology 3
RELS	203	World Religions 3
SOC	110	Introduction to Sociology 3
SOC	115	Social Problems 3
SOC	299	Special Topics 3
SPAN	101	First Year Spanish I 4
SPAN	102	First Year Spanish II 4
SPAN	201	Second Year Spanish I 4
SPAN	202	Second Year Spanish II 4

Optional Course: Credits

PHIL	215	Contemporary Moral Issues 3
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The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

SPANISH

This curriculum provides a foundation for students interested in careers in any public service, public business, health care, education, or other international fields.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Spanish.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

GEOG	151	Human Geography 3
HIST	101	Western Civilization I 3
HIST	102	Western Civilization II 3
HUMS	210	Integrated Cultural Studies 2-3
HUMS	211	Integrated Cultural Studies Excursion 1
RELS	203	World Religions 3
SPAN	101	First Year Spanish I 4
SPAN	102	First Year Spanish II 4
SPAN	201	Second Year Spanish I 4
SPAN	202	Second Year Spanish II 4
		Literature Classes 3-6

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

SPECIAL EDUCATION

This curriculum provides the foundation for students interested in careers in teaching children or adults with impairments and other developmental disabilities.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Special Education.

Associate in Arts (AA)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science..... 18
Minimum humanities credits – 6
Minimum social science credits – 6
4. Mathematics, Science, Computer Science 9
Minimum mathematics credits – 2
Minimum science credits (at least 1 lab science) – 4
Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

ART	122	Two-Dimensional Design 3
BIOL	111	Concepts of Biology L/L 4
CHEM	115	Introductory Chemistry L/L 4
EDUC	250	Introduction to Teaching 2
EDUC	298	Pre-Professional Experience 1
ENGL	238	Children's Literature 3
GEOG	121	Physical Geography 3
GEOG	121L	Physical Geography Lab 1
GEOL	105	Physical Geology 3
GEOL	105L	Physical Geology Lab 1
HIST	103	United States To 1877 3
HPER	126	Lifetime Fitness 2
HPER	205	PE for Elementary Children 2
HPER	210	First Aid & CPR 1
MATH	277	Math for Elementary Teachers 4
MUSC	101	Fundamentals of Music 3
POLS	115	American Government 3
PSYC	111	Introduction to Psychology 3
PSYC	250	Developmental Psychology 3
SOC	235	Cultural Diversity 3

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

SPEECH LANGUAGE PATHOLOGY ASSISTANT

The SLPA program prepares students to be able to work in a school setting under the supervision of a qualified Speech-Language Pathologist. The Speech-Language Pathology Assistant-Paraprofessional provides speech-language screenings without interpretation, following specified screening protocols developed by the supervising Speech-Language Pathologist; performs documented tasks developed by the supervising Speech-Language Pathologist; documents students' progress toward meeting objectives and reports this information to the supervising Speech-Language Pathologist; prepares materials, performs scheduling and maintains space or equipment. Employment is found in school settings.

The Speech-Language Pathology Assistant-Paraprofessional Program is an online two-year Associate in Applied Science Degree program. The Program is offered through a collaboration between colleges in North Dakota: Lake Region State College, Minot State University and Williston State College. This program leads to a Speech-Language Pathology Paraprofessional Certificate in the state of North Dakota. Students wishing to be certified in other states will need to contact the Department of Public Instruction of that particular state in order to become aware of the necessary state-specific requirements.

School districts may require criminal background checks before entering a school setting.

Purpose of the SLPA Program:

The Speech-Language Pathology Assistant-Paraprofessional Curriculum prepares individuals with the knowledge, abilities, and skills necessary to provide the following services while working under the direct supervision of a qualified Speech-Language Pathologist (SLP) in a school-based setting:

Provide speech-language screenings without interpretation, following specified screening protocols developed by the supervising Speech-Language Pathologist.

Perform documented tasks developed by the supervising Speech-Language Pathologist.

Document students' progress toward meeting objectives and report this information to the supervising Speech-Language Pathologist.

Prepare materials, perform scheduling and maintain space or equipment.

Students must complete a minimum of an Associate in Applied Science Degree and must participate in 100 hours of practicum in schools under the supervision of a qualified Speech-Language Pathologist. Graduates are eligible to apply for a Speech-Language Pathology-Paraprofessional (SLPP) Certificate. In North Dakota, the SLPP can work only in schools and must be supervised by a qualified Speech-Language Pathologist.

The American Speech-Language-Hearing Association (ASHA) is not currently accrediting or certifying programs. The SLPA-Paraprofessional Program is utilizing the ASHA guidelines to be in position to seek accreditation if ASHA resumes accrediting programs.

(Continued)

SPEECH LANGUAGE PATHOLOGY ASSISTANT (Continued)

Mission of the SLPA Program:

The mission of the Associate in Applied Science Degree in Speech-Language Pathology Assistant-Paraprofessional is dedicated to providing quality education which prepares graduates for working in schools under the supervision of a qualified Speech-Language Pathologist. This mission is consistent with the missions of the collaborative colleges (Lake Region State College, Minot State University, and Williston State College). The curriculum is based on requirements established by the American Speech-Language-Hearing Association (ASHA) and the North Dakota Department of Public Instruction (DPI) for certification of the Speech-Language Pathology Paraprofessional (SLPP).

Program Outcomes:

The Speech-Language Pathology Assistant-Paraprofessional Program will:

1. Produce competent Speech-Language Pathology Paraprofessionals.
2. Serve as the foundation for further professional advancement and lifelong learning.
3. Assist in meeting the needs of the community and greater surrounding area for Speech-Language Pathology Assistant-Paraprofessionals.

Graduate Outcomes:

These outcomes describe the collaboration's expectations for graduates from the Speech-Language Pathology Assistant-Paraprofessional Program. The graduate will:

1. Utilize the necessary skills to provide support services for meeting the speech-language needs of students in a school setting from early childhood through grade twelve and may include ages three through twenty-one with diverse cultural backgrounds.
2. Apply principles of social, biological, behavioral, and health sciences to meeting the speech-language needs of children in the school setting.
3. Demonstrate verbal, written and empathetic communication when interacting with students, their families, and other educational professionals.
4. Practice within the ethical and legal framework for the Speech-Language Pathology Assistant-Paraprofessional.
5. Function as an interdisciplinary team member by documenting and reporting progress toward meeting objectives.

(Continued)

SPEECH LANGUAGE PATHOLOGY ASSISTANT (Continued)

Criteria for Admission to the SLPA Program:

Admission to the program is on a competitive basis.

Applicants must meet the code of ethical conduct for Support Personnel established by the American Speech-Language-Hearing Association (ASHA). The facts and circumstances surrounding a matter of concern will determine whether the activity is ethical.

The following criteria must be met to be considered for admission to the SLPA program:

1. Admission to Williston State College
2. Submission of high school transcript (or equivalent) and all college transcripts
3. Submission of completed application to the Speech-Language Pathology Assistant Paraprofessional Program
4. Application letter (typed)
5. Two letters of reference
6. Completion (or in the process of completing) the following courses with a minimum GPA of 2.50:
 - ENGL 110-College Composition I
 - CSCI 101-Introduction to Computers
 - BIOL 111-Concepts of Biology L/Lor
 - BIOL 115/115L-Human Structure & Function L/L
 - CD 110-Survey of Communication Disorders
7. Overall college GPA of 2.25
8. School districts may require criminal background checks before entering a school setting.

Contact the Distance Education Office at Williston State College for application forms for admission to the Speech-Language Pathology Assistant-Paraprofessional Program. The admissions committee will review the applications and qualifications of each individual. Each student who has completed the application process will be notified in writing of her/his acceptance into the program. A maximum of 10 students will be admitted to each class at Lake Region State College and 10 students will be admitted to each class at Williston State College.

(Continued)

SPEECH LANGUAGE PATHOLOGY ASSISTANT (Continued)

Associate in Applied Science (AAS)

Degree Requirements:

- 16 credits completed in residence
- 2.25 grade point average
- 62 total credits
- Minimum grade of 'C' in all required courses
- ASC 100-Freshman Seminar

General Education Requirements:

- 15 General Education Credits including:
 1. 1 class from each of the following 2 areas:
 - a. Communications
 - b. Math or Science
 2. 1 class from 3 of the following 4 areas:
 - a. Humanities
 - b. Social Science
 - c. Computer Technology
 - d. Wellness

Program Course Requirements: Credits

BIOL 115 & 115L	Human Structure & Function L/L	4
or		
BIOL 111	Concepts of Biology L/L	4
CD 110	Survey of Communication Disorders	3
CD 210	Intro to Speech Language Pathology	3
* CD 212	Anatomy for Speech Language Pathology Assistants	3
* CD 220	Applied Phonetics for Speech Language Pathology Assistants	3
* CD 221	Language Theory & Treatment for Speech-Language Assistants	3
* CD 222	Articulatory/Phonological Disorders for Speech Language Pathology Assistants	3
* CD 224	Techniques for Speech Language Pathology Assistants	3
CD 241	Practicum (min. 100 hours)	4
* CD 242	Audiology for Speech Language Pathology Assistants	2
COMM 110	Fundamentals of Public Speaking	3
CSCI 101	Introduction to Computers	3
ENGL 110	College Composition I	3
ENGL 120	College Composition II	3
PSYC 111	Introduction to Psychology	3
PSYC 250	Developmental Psychology	3
SOC 110	Introduction to Sociology	3
SPED 110	Introduction to Exceptional Children	3
SPED 120	Introduction to Behavior Management	3
HPER	Wellness Course(s)	2
MATH	Mathematics Course (100 or above)	3

Suggested Electives: Credits

ASL 101	American Sign Language	3
ASL 102	American Sign Language II	3
PSYC 270	Abnormal Psychology	3
SOC 235	Cultural Diversity	3

* Course does not meet requirements of a baccalaureate Speech Language Program degree.

VETERINARY MEDICINE VETERINARY TECHNOLOGY

This career field offers students the opportunity to work with large, small, and exotic animals. Veterinarians may work in private practice or in larger clinic settings. Course work has a strong emphasis on science.

The curriculum outlined below is based on most common baccalaureate program requirements. Students may earn an Associate's degree in Liberal Arts at WSC, but must transfer to a baccalaureate campus to complete a Bachelor's degree in Veterinary Medicine.

Associate in Science (AS)

Degree Requirements:

- 16 credits completed in residence
- 2.00 (C) grade point average
- 62 total credits
- ASC 100-Freshman Seminar

General Education Requirements: Credits

1. College Composition (ENGL 110 and 120) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. Humanities and Social Science 12
 - Minimum humanities credits – 6
 - Minimum social science credits – 6
4. Mathematics, Science, Computer Science 18
 - Minimum mathematics credits – 2
 - Minimum science credits (at least 1 lab science) – 4
 - Minimum computer science credits – 2
5. Wellness 2

Suggested Courses: Credits

AGEC 240	Holistic Management	3
AGEC 240L	Holistic Management Lab	1
ARSC 114	Introduction to Animal Science	2
ARSC 123	Feeds and Feeding	3
ARSC 220	Livestock Production	3
* BIOL 150	General Biology I L/L	4
* BIOL 151	General Biology II L/L	4
BIOL 215	Genetics	3
* CHEM 121	General Chemistry I L/L	5
* CHEM 122	General Chemistry II L/L	5
* CHEM 241	Organic Chemistry I	3
* CHEM 241L	Organic Chemistry I Lab	1
* CHEM 242	Organic Chemistry II	3
* CHEM 242L	Organic Chemistry II Lab	1
CHEM 260	Elements of Biochemistry	3
CHEM 260L	Elements of Biochemistry Lab	1
* MATH 103	College Algebra	3
* MICR 202	Microbiology	3
* MICR 202L	Microbiology Lab	1
PLSC 101	Introduction to Biotechnology	2
* PHYS 211	College Physics I L/L	4
* PHYS 212	College Physics II L/L	4
or		
PHYS 251	University Physics I L/L	5
PHYS 252	University Physics II L/L	5

* Required for admission to most programs.

The courses listed above are reflective of those most commonly required in preparation for transfer to another college or university. For specific baccalaureate degree requirements, students should consult the catalog of the campus to which they intend to transfer.

Course Descriptions

All courses defined hereafter are subject to change. Courses may be added or withdrawn from any term schedule due to need, enrollment, or other factors.

ACADEMIC SKILLS Credits

ASC 075 COLLEGE STUDY SKILLS.....1
Designed to introduce and/or enhance the study skills necessary for college success. Topics include personal learning styles, textbook reading, note taking, memory and memory techniques, time management, test preparation, and test techniques. Also available as a non-credit seminar for which no tuition is charged. (Not applicable toward total hours required for graduation at any campus.) S/U

ASC 076 APPLIED STUDY SKILLS.....1
This course applies to specific content areas. Instruction includes tutorials in keyboarding, computer applications, mathematics, and accounting. (Not applicable toward total hours required for graduation at any campus.) S/U

ASC 081 COLLEGE READING PREPARATION.....1
Designed to engage the student in the process of reading. The student is given the opportunity to evaluate individual needs and develop strategies for comprehension, vocabulary, spelling, and reading styles. (Not applicable toward total hours required for graduation at any campus.) S/U

ASC 083 SPEED READING.....1
This course is designed to prepare students for better comprehensive textbook reading, to improve reading efficiency through increased reading rate with good comprehension, and to develop greater flexibility of reading speed. (Not applicable toward total hours required for graduation at any campus.) S/U

ASC 087 COLLEGE WRITING PREPARATION.....3
Designed for students whose ACT scores or performance on the English department's diagnostic essay and exam indicates a need for review of basic writing components. Instruction is provided in basic structure, organization, topic choice, punctuation, language mechanics, grammar, and editing. (Not applicable toward total hours required for graduation at any campus.) S/U

ASC 092 BEGINNING ALGEBRA.....3
Fundamental operations, factoring, fractions, exponents, radicals, and equations. For students with little or no background in algebra. (Not applicable toward total hours required for graduation at any campus.)

ASC 100 FRESHMAN SEMINAR.....1
A freshman experience that begins the opening week and extends through the entire semester. Topics include, but are not limited to, team building, campus services, adjusting to college, time management, academic advising, academic policies, learning styles, stress management, and paying for college. S/U

ACCOUNTING Credits

ACCT 102 FUNDAMENTALS OF ACCOUNTING.....3
Basic principles of partnership accounting and the accrual basis of accounting.

ACCT 200 ELEMENTS OF ACCOUNTING I.....3
Prerequisite: ACCT 102 or equivalent. Principles and concepts of the accounting cycle. Internal controls as needed for special journals, cash management, and inventories are presented along with an understanding of financial statements.

ACCT 201 ELEMENTS OF ACCOUNTING II.....3
Prerequisite: ACCT 200. Accounting for partnerships and corporations with special emphasis on accounting procedures for the assets and liabilities commonly found in business.

ACCT 207 MANAGERIAL ACCOUNTING.....3
Prerequisite: ACCT 201. Application of accounting concepts and techniques to managerial problems of planning, control, decision making.

ACCT 215 BUSINESS IN THE LEGAL ENVIRONMENT.....3
Prerequisite: Sophomore standing. Consideration of the nature, formation, and application of law in general; emphasis on public law and regulation of business.

AGRICULTURE Credits

AGEC 141 PRINCIPLES OF AGRIBUSINESS MGMT..... 2
This is an introductory course dealing with the economic importance of the agribusiness community and the potential for employment with the agribusiness industry.

AGEC 142 AGRICULTURAL ACCOUNTING..... 2
An introduction to the preparation of farm records and financial statements for use in business analysis.

AGEC 240 HOLISTIC MANAGEMENT..... 3
Comparison of scientific and holistic thought models as applied to personal, organizational, and biological problem solving and goal setting.

AGEC 240L HOLISTIC MANAGEMENT LAB..... 1
Corequisite: AGECE 240. Applications of the holistic model to biological, financial, and land planning.

AGEC 242 INTRO TO AGRICULTURAL MANAGEMENT ... 3
Economic and managerial concepts related to farm or agribusiness production process, development of cost data, enterprise analysis, organization and management of production inputs.

AGEC 244 INTRO TO AGRICULTURAL MARKETING..... 3
A study of the agricultural marketing system to include cash marketing, commodity futures trading, branded products merchandising, and the interrelationship of the government and international trade.

AGEC 246 INTRO TO AGRICULTURAL FINANCE..... 2
Introduction to agricultural finance; provides background in farm and agribusiness credit use and evaluation. Discussion of specific financial conditions on farms and in agribusiness.

AGEC 249 COMPUTERIZED FARM RECORD KEEPING..... 2
Use of computer systems to initialize, maintain, and summarize farm/ranch financial and production records.

AGEC 275 APPLIED AGRICULTURAL LAW..... 2
Study of laws affecting agriculture and agribusiness including property ownership, financial relations, and environmental regulation.

AGRI 241 FARM MANAGEMENT EDUCATION..... 2
A practical study of the farming business for farm families currently engaged in managing their farms or ranches. S/U

AGRI 242 FARM MANAGEMENT EDUCATION..... 2
This course continues the application of farm management principles for decision-making. S/U

AGRI 294 INDEPENDENT PROJECTS..... 1-2
With the advice and direction of the instructor, the student investigates a subject of interest or studies a problem; a written report of the project plan and findings is required. May be repeated.

AGRI 299 SPECIAL TOPICS..... 1-4
Variable instructional topics in the field of agriculture. Requires departmental approval. May be repeated.

ARSC 114 INTRODUCTION TO ANIMAL SCIENCE..... 2
General principles of the livestock industry and relationship to mankind.

ARSC 123 FEEDS AND FEEDING..... 3
Principles of feeding livestock including digestive systems, nutrient requirements, nutrient characteristics, and sources utilized in the formulation of balanced rations.

ARSC 133 SPECIALTY ANIMAL PRODUCTION..... 2
Study of specialty and emerging animal species with emphasis on selection, nutrition, facilities, processing, and marketing.

ARSC 220 LIVESTOCK PRODUCTION..... 3
General production and management of major meat animal species. Topics include production systems, feeding, facilities, health, economics, and marketing.

ARSC 225 NATURAL RESOURCES AND AGRO-ECOSYS.... 3
Introduction to scientific theories and their relation to natural resources and agriculture. Influence of these theories on current perspectives toward the environment.

(Continued)

AGRICULTURE (Continued) Credits

- ARSC 236 INTRODUCTION TO RANGE MANAGEMENT2**
Principles of range management which include plant identification, range evaluation, and range improvement.
- ARSC 238 LIVESTOCK BREEDING2**
The anatomy and physiology of the reproductive systems of farm animals, management practices related to breeding livestock, genetics, and performance testing programs.
- ASM 155 AGRICULTURAL WELDING2**
Principles and operation of oxyacetylene, electrode, and wire feed welding.
- ASM 255 ADVANCED WELDING2**
Includes use of the MIG welder and plasma arc torch; also includes hard surfacing, brazing, welding cast iron, aluminum, stainless and spring steel, and out-of-position welding.
- H&CE 241 LEADERSHIP AND PRESENTATION TECH.....3**
Development of youth leadership professionals in educational settings; methods, principles, and practices in organizing, developing, conducting, and evaluating community-based student organizations and student leadership programs.
- PLSC 101 INTRODUCTION TO BIOTECHNOLOGY2**
Introduction to an ever-growing industry. Course is designed to demonstrate the significance of biotechnology in today's world.
- PLSC 110 WORLD FOOD CROPS3**
Scientific principles of crop growth, worldwide production, management alternatives, and processing for domestic and international consumption.
- PLSC 220 PRINCIPLES OF FORAGE PRODUCTION3**
Introduction to several forage crops and their management; principles of range and grazing management, forage quality characteristics, the use of legumes in rotations, and preservation of forages.
- PLSC 223 PRINCIPLES OF WEED SCIENCE.....3**
Introduction to biological, chemical, cultural, and mechanical weed control, characteristics of weeds and their identification, pesticide application, and dissipation.
- PLSC 225 PRINCIPLES OF CROP PRODUCTION3**
Scientific principles of field crop production in the Northern Great Plains.
- PLSC 230 GRAIN & SEED ANALYSIS3**
Principles of grain grading and seed analysis in accordance with state and federal regulations and standards; other crops of regional importance will also be discussed.
- PLSC 270 HIGH VALUE & SPECIALTY CROPS.....3**
Recognition of production, processing, market, and rotational adaptations of current, new and emerging high value crops.
- PLSC 280 GIS-TECHNOLOGY IN PRECISION AG 1-3**
Basic operation and application of electronic components to precision agriculture or site specific management. Real time global positioning, yield monitors, sensors, variable rate applications and field guidance systems.
- SOIL 210 INTRODUCTION TO SOIL SCIENCE4**
Physical, chemical, and biological properties of soils as related to use, conservation, and plant growth.
- SOIL 222 SOIL FERTILITY AND FERTILIZERS3**
Principles of plant nutrition and soil nutrient availability; soil testing and fertilizer recommendations and management. Macro nutrient emphasis.

ALLIED HEALTH Credits

- AH 138 MEDICAL CODING I3**
Prerequisites: BIOL 115 and AH 170 or AH 171. Introduces the student to the basic coding principles of the CPT and ICD-9 CM coding systems. The format of each system, coding rules, and coding selection are studied. Application of correct coding standards and principles for coding of physician services, diagnoses, and procedures are presented.
- AH 139 MEDICAL CODING II.....3**
Prerequisite: AH 138. A continued study of the CPT and ICD-9-CM coding systems, with focus on coding actual cases. Other topics include legislation affecting coding/reimbursement, documentation requirements, and ethical coding principles.

ALLIED HEALTH (Continued) Credits

- AH 140 CODING CERTIFICATION PREPARATION2**
Prerequisite: AH 139. A capstone course to prepare students for the Certified Coding Associate exam.
- AH 171 MEDICAL TERMINOLOGY3**
Study of prefixes, suffixes, and root words of medical terms and their meaning, spelling, and pronunciation. Emphasis on building a working medical vocabulary based on body systems.
- AH 172 MEDICAL TERMINOLOGY2**
Prerequisite: AH 171. Medical terminology related to pathology, diagnostic, surgical, clinical and laboratory procedures, and common abbreviations and acronyms for each body system.
- AH 220 FUND OF MEDICAL TRANSCRIPTION3**
Basic theory of medical documents is covered. This includes formatting, spelling, number expression, punctuation, English grammar, and proofreading. Introduction to applied transcription.
- AH 266 LABORATORY PROCEDURES2**
A comprehensive study of laboratory tests and procedures by body system; radiology procedures; pathology procedures.
- AH 267 HUMAN DISEASES & SURG PROCEDURES.....2**
Comprehensive study of disease processes (causes, symptoms, and treatments), organized by body systems. Study of surgical techniques, instruments, and operative procedures.
- AH 268 APPLIED MEDICAL TRANSCRIPTION I.....5**
Prerequisite: Admission to the medical transcription program. Emphasis on development of accuracy, speed, and medical knowledge for transcription of letters, chart notes, history and physical examination reports, consultations, emergency room reports, and discharge summaries. Grammar and punctuation review.
- AH 269 APPLIED MEDICAL TRANSCRIPTION II.....5**
Prerequisite: AH 268. Emphasis on development of accuracy, speed, and medical knowledge for transcription of consultations, history and physicals, operative procedures, diagnostic procedures, cardiac catheterizations in specialties of cardiology, gastroenterology, orthopedics, and pathology.
- AH 270 APPLIED SURGICAL TRANSCRIPTION 3**
Transcription of surgical dictation; eg. chart notes, operative reports, consultations, etc.
- AH 271 MEDICAL TRANSCRIPTION INTERNSHIP.....3**
Advanced practice in all areas of medical transcription including foreign accents. Students receiving a 97% or better accuracy rate will receive a Certificate of Completion in addition to academic credit. S/U grading only.
- AH 281 MEDICAL INSURANCE/BILLING3**
Prerequisite: AH 138. An introduction to the major nationwide medical insurance programs, diagnostic and procedural coding systems, and the filing of claim forms.
- AH 282 MEDICAL LAW & ETHICS2**
The study of the legal aspects of health information. Introduction to the legal system and legal terminology. Medical records as legal documents. Emphasis on confidentiality, release of medical information, consents, federal and state law will be explored. Includes information and training in HIPAA.

AMERICAN SIGN LANGUAGE Credits

- ASL 101 AMERICAN SIGN LANGUAGE I.....4**
Provides students with the opportunity to develop a basic knowledge of American Sign Language (ASL) vocabulary, basic grammar, and basic conversational skills. Fundamental aspects of Deaf culture and Deaf community are incorporated.
- ASL 102 AMERICAN SIGN LANGUAGE II.....4**
Prerequisite: ASL 101. Provides students with an opportunity to develop an increased understanding of American Sign Language and its cultural features. ASL vocabulary is also increased. This course is a continuation of ASL 101 with greater emphasis on expressive signing skills.
- ASL 201 AMERICAN SIGN LANGUAGE III.....4**
Prerequisite: ASL 102. Further study American Sign Language and its syntax, grammar, and cultural features. This course is a continuation of ASL 102, but students will be provided opportunities to develop competency and fluency in ASL.

Course Descriptions

AMERICAN SIGN LANGUAGE

(Continued)

Credits

ASL 202 AMERICAN SIGN LANGUAGE III4
Prerequisite: ASL 103. Further study American Sign Language and its syntax, grammar, and cultural features. This course is a continuation of ASL 103, but students will be provided with opportunities to develop competencies and fluency in ASL.

ANTHROPOLOGY

Credits

ANTH 171 INTRO TO CULTURAL ANTHROPOLOGY3
Nature and development of culture utilizing data drawn from peoples of the world.

ART

Credits

ART 110 INTRODUCTION TO THE VISUAL ARTS3
Films, original works, slides, discussions, demonstrations. Structure and meaning of visual art forms as revealed through the analysis of psychological, sociological, and philosophical applications of art mediums.

ART 122 TWO-DIMENSIONAL DESIGN3
A basic course in the study of two-dimensional design for the studio artist.

ART 210 ART HISTORY I3
A survey of Western art from Paleolithic to the Renaissance.

ART 211 ART HISTORY II3
A survey of Western art from the Renaissance to the present.

ART 299 SPECIAL TOPICS 1-3
Prerequisite: Consent of instructor. An examination of special topics in art. May be repeated.

ASTRONOMY

Credits

ASTR 110 INTRODUCTORY ASTRONOMY3
An introductory study of the universe. Topics will include ancient astronomy (Greek & Native American), solar system, stars & stellar evolution, galaxies, black holes, cosmology, and the expanding universe.

ASTR 110L INTRODUCTORY ASTRONOMY LAB1
Hands-on exercises in the study of the universe.

ATMOSPHERIC SCIENCE

Credits

ATSC 110 METEOROLOGY I3
Elements of the atmosphere with emphasis on those processes that affect the global atmospheric circulation.

ATSC 110L METEOROLOGY I LAB1
Experiments and exercises in Meteorology.

AUTOMOTIVE TECHNOLOGY

Credits

AUTO 146 SUSPENSION & STEERING THEORY1
Introduction to the theory of steering geometry, front and rear suspension systems, two and four wheel alignment procedures, manual and power steering gears, power steering pumps, rack and pinion units; factory specifications and procedures stressed.

AUTO 147 SUSPENSION & STEERING LAB4
All types of steering units disassembled, inspected, reassembled, and adjusted according to manufacturers' specifications; alignment and wheel balance operations performed and practiced.

AUTO 156 BRAKES THEORY2
Introduction to brake hydraulics, operation of brake systems (drum and disc), power assist units, anti-skid and anti-lock systems, related electrical and wiring circuits; factory specifications and procedures stressed.

(Continued)

AUTOMOTIVE TECHNOLOGY (Continued)

Credits

AUTO 157 BRAKES LAB 6
Practical application of the theory of brake systems (hydraulic, mechanical, and electrical-ABS); diagnosis and repair in accordance with established rules and safety standards.

AUTO 166 ELECTRICAL THEORY 1
Introduction to theory of electricity and its uses; operation of the charging, starting, ignition, lighting, and wiring systems.

AUTO 167 ELECTRICAL LAB 2
Starters, alternators and distributors diagnosed, disassembled, inspected, repaired, properly reassembled, and tested; practical wiring performed on mock and live units; engine tune-up; use of engine analyzers in diagnosing engine performance.

AUTO 176 HEATING AND AIR CONDITIONING THEORY .. 1
Introduction to theory of air conditioning and heating systems, controls; safety in recovering, recycling, and handling of refrigerants stressed; special emphasis on government regulations.

AUTO 177 HEATING AND AIR CONDITIONING LAB 3
Practical application of theories and practices in testing and repairing vehicle heating and air conditioning systems; special attention given to governmental regulations as to handling materials.

AUTO 186 ENGINE PERFORMANCE I THEORY 3
Prerequisite: AUTO 166. Introduction to fundamentals of fuel supply systems, carburetion, electronically controlled carburetors, fuel injection (gas & diesel), emission control systems, air supply, exhaust systems, and engine tune-up. Introduction to computerized engine controls as applied in the modern automobile. Factory and governmental regulations explained and strictly adhered to.

AUTO 187 ENGINE PERFORMANCE I LAB 6
Prerequisite: AUTO 167. Diagnosis and repair of carbureted systems, gas and diesel fuel injection systems; engine tune-up; diagnosis and repair of computerized engine control systems with the use of diagnostic scan tools, oscilloscopes, and gas analyzers; factory specifications and procedures demonstrated and strictly adhered to.

AUTO 198 MECHANICAL AND SHOP ORIENTATION 1
Safety in the operation of hand and power tools, jacks and safety stands, lift equipment; safety procedures and rules stressed; introduction to bench shop and measuring.

AUTO 216 ENGINE REPAIR THEORY 2 1/2
Introduction to fundamentals of automotive engines; engine principles, engine measurements, types of engine design, basic engine construction, cylinder heads and valves, lubrication systems, and engine cooling systems.

AUTO 217 ENGINE REPAIR LAB 6 1/2
Diagnosis, removal from chassis, disassembly, cleaning, and inspecting components for possible future failure; cleanliness and attention to detail highly emphasized; all aspects of major overhaul demonstrated, including reconditioning and proper reassembly according to manufacturers' specifications; practice, including cylinder head service, piston ring and cylinder preparation, camshaft installation, connecting rod and main bearing installation, methods for checking clearances, and proper torquing of bolts.

AUTO 226 AUTO TRANSMISSION/TRANSAXLE TH'Y 2
Introduction to operation of automatic transmissions and transaxles. Systems covered include: Torque converters, planetary gearsets, hydraulic fundamentals and systems, apply devices, fluids, gaskets and seals, electrical and electronic transmission controls.

AUTO 227 AUTO TRANSMISSION/TRANSAXLE LAB 5
Maintenance, diagnosis, disassembly, inspection, and reassembly of automatic transmissions/transaxles according to manufacturers' specifications and procedures. Diagnosis and repair of electrical and electronic transmission controls.

AUTO 231 STANDARD TRANSMISSION THEORY 1
Introduction to operation of clutches, standard transmissions, transaxles, and transfer cases.

AUTO 232 STANDARD TRANSMISSION LAB 3
Maintenance, disassembly, inspection, reassembly, and adjustment according to manufacturers' specifications of different types of standard transmissions, transfer cases, and transaxles.

(Continued)

AUTOMOTIVE TECHNOLOGY (Continued) Credits

- AUTO 234 DIFFERENTIAL & DRIVELINE THEORY1**
Introduction to operation of differentials, final drives, constant velocity joints, standard universal joints, 4-wheel drive lockout front axles.
- AUTO 235 DIFFERENTIAL & DRIVELINE LAB2**
Practical application in maintenance, diagnosis, disassembly, inspection, reassembly, and adjustment according to manufacturers' specifications of the different types of differentials, final drives, constant velocity joints, 4-wheel drive lockout front axles.
- AUTO 288 ENGINE PERFORMANCE II5**
Prerequisite: Instructor's approval. Advanced course in electronic engine controls; diagnose, test, and repair using multimeters, labsopes, scan tools, digital oscilloscopes.
- AUTO 299 SPECIAL TOPICS.....1-3**
Prerequisite: Departmental approval. Designed to meet students' special needs and interests; utilize particular faculty expertise in a varied environment.

AVIATION Credits

- AVIT 100 AVIATION ORIENTATION1**
This course is required for all aviation majors. Its purpose is to prepare new students for their college and professional careers by discussing students' responsibilities and options concerning the aviation industry. Aviation career options will be explored. Academic and airport requirements and procedures will be covered.
- AVIT 102 INTRODUCTION TO AVIATION5**
Co-requisite: ATSC 110. The course will develop the student's knowledge and skills that are needed to safely exercise the privileges and responsibilities of a private pilot. Course content includes instruction in aerodynamics, aircraft systems, FAA regulations, U.S. Airspace System, weight and balance, aircraft performance, aviation weather, flight publications, radio navigation, cross country planning and navigation, basic flight physiology, and flight safety. The student must complete the appropriate flight lessons to satisfactorily complete the course.
- AVIT 104 AVIATION HISTORY3**
Topics covered include history from its very beginning through the Apollo space program. It will be a composite of lecture and videos and will also require written research papers.
- AVIT 105 SURVEY OF AVIATION2**
This course is designed to provide basic knowledge of the aviation field and related careers.
- AVIT 221 BASIC ATTITUDE INSTRUMENT FLYING.....3**
Prerequisite: AVIT 102. This course will include an in-depth study of pilot/static and gyro instruments and basic attitude instrument flying. In addition, the operation, interpretation and practical use of VOR, ADF, DME, GPS, RNAV, RMI, HIS, and Integrated Flight Control systems will be studied. The student must complete the appropriate flight lessons to satisfactorily complete the course.
- AVIT 222 IFR REGULATIONS AND PROCEDURES.....3**
Prerequisite: AVIT 221. This course will provide the student with a detailed study of the regulations, procedures, and publications necessary for operating IFR in the airspace system. Terminal and enroute procedures will be studied in detail. The student must complete the appropriate flight lessons to satisfactorily complete the course.
- AVIT 223 AERODYNAMICS-AIRPLANES.....3**
Prerequisite: PHYS 211, AVIT 222, Co-requisite 224. This course will provide the student a study of the physical principles of airplane aerodynamics, thereby fostering an appreciation of the factors affecting aircraft performance, stability and control, and special flight conditions often experienced by commercial pilots of fixed-wing aircraft. The student must complete the appropriate flight lessons to satisfactorily complete the course.
- AVIT 224 AIRCRAFT SYSTEMS.....3**
Prerequisite: AVIT 222. Co-requisite: AVIT 223. This course provides an in-depth study of reciprocating engine, propeller, electrical, environmental, hydraulic, and pneumatic, fuel, ignition, lubrication, and pressurization systems.

BIOLOGY Credits

- BIOL 111 CONCEPTS OF BIOLOGY L/L.....4**
This is an introductory level non-majors transferable class. It is designed to meet the requirements for a lab science course. It covers major concepts in biology; chemistry of life, cellular biology, ecology, human systems and disease. Includes lab.
- BIOL 115 HUMAN STRUCTURE & FUNCTION.....3**
One semester course that integrates the structure and function of the human body. The course begins with cells and tissues and includes the organ systems. Directed toward majors in transcription, social work, psychology, physical education, and education.
- BIOL 115L HUMAN STRUCTURE & FUNCTION LAB1**
Corequisite: BIOL 115. Examines the structure and function of cells, tissues, and the organ systems through models, preserved specimens, and physiological tests.
- BIOL 124 ENVIRONMENTAL SCIENCE3**
Study of the effect of man's activities upon the environment in which he lives. Topics include general ecology, biomes, and environmental problems.
- BIOL 124L ENVIRONMENTAL SCIENCE LAB1**
Experiments and exercises in Environmental Science.
- BIOL 150 GENERAL BIOLOGY I L/L.....4**
A two-semester sequenced study of the fundamental topics of biology. Emphasis on cellular biology. Topics include chemistry of life, cell biology, molecular genetics, genetics, cellular respiration, photosynthesis, simple life forms at the cellular level, and evolution and ecology. Includes lab.
- BIOL 151 GENERAL BIOLOGY II L/L4**
A two-semester sequenced study of the fundamental topics of biology. Emphasis on organismal biology. Topics include animal structure and physiology, including unity and diversity of animal systems, overview of human systems, plant structure and physiology including unity and diversity of plant systems, evolution, and ecology. Includes lab.
- MICR 202 MICROBIOLOGY.....3**
Prerequisite: Course in chemistry or biology. Topics include microbial survey, bacterial structure and physiology, viral and bacterial diseases, immune system, personal and community health.
- MICR 202L MICROBIOLOGY LAB 1**
Experiments and exercises in Microbiology.
- BIOL 215 GENETICS3**
Prerequisite: BIOL 150. Study of the basis of heredity, with emphasis on structure and function of DNA and Mendelian Genetics. Topics include molecular genetics, Mendelian genetics, human genetic diseases and microbial genetics.
- BIOL 215L GENETICS LAB1**
Corequisite: BIOL 215. Experiments and exercises in prokaryotic, eukaryotic, and molecular genetics.
- BIOL 220 ANATOMY & PHYSIOLOGY I L/L4**
A systematic study of the structure and function of the human body. The study includes the cell and tissues, skeletal, muscular, and nervous systems. The course is directed toward allied health, nursing, life science, and physical education majors. Includes lab.
- BIOL 221 ANATOMY & PHYSIOLOGY II L/L4**
Prerequisite: BIOL 220. Systematic study of the structure and function of the following systems: Endocrine, cardiovascular, digestive, respiratory, urinary, and reproductive systems. Emphasis is given to the physiology of the systems and includes fluids and electrolytes. Includes lab.
- BIOL 230 ECOLOGY.....3**
Prerequisite: BIOL 150. Topics include succession, biomes, community structure and functions.
- BIOL 230L ECOLOGY LAB1**
Corequisite: BIOL 230. Sampling and aging techniques for plant and animal populations; concepts and application of statistical methodology to ecological data; methods of measuring population structures.
- BIOL 260 KINESIOLOGY3**
Prerequisites: BIOL 220 & 221. In-depth study of the musculoskeletal system. Biomechanics of normal and abnormal posture, gait patterns, and body mechanics are presented.

(Continued)

Course Descriptions

BIOLOGY (Continued) Credits

- BIOL 260L KINESIOLOGY LAB.....1**
Corequisite: BIOL 260. Basic evaluative techniques of the body are learned. Including, but not limited to, manual muscle testing, goniometry, reflexes, dermatones, and myotomes.
- BIOL 271 BIO-TECHNOLOGY.....2**
Prerequisite: BIOL 150. This is a laboratory oriented course to gain experience in the various techniques to be studied. Topics include isolation of chromosomal and plasmid DNA, electrophoresis and tissue culture.
- BIOL 271L BIO-TECHNOLOGY LAB.....1**
Experiments and exercises in Bio-Technology.
- BIOL 295 INDEPENDENT PROJECTS..... 1-4**
Prerequisite: Departmental approval. Opportunity to do independent study in an area of particular interest under the advisement of a biology instructor.
- BIOL 299 SPECIAL TOPICS..... 1-4**
Designed to meet students' needs and interests. Uses participating faculty resources. Topics will be selected on interest and relevance to needs.

BUSINESS Credits

- BADM 201 PRINCIPLES OF MARKETING.....3**
Introductory marketing course concerned with fundamentals of the distribution of goods and services, pricing, promotion, and products.
- BADM 202 PRINCIPLES OF MANAGEMENT.....3**
Study of basic management and organization principles of American business firms; developing managerial knowledge and skill including basic concepts and principles; focuses on the major functions of management; planning, organizing, influencing, and controlling.
- BADM 203 LEADERSHIP TECHNIQUES.....3**
This course covers the elements of contemporary leadership and the principles that are important in the development of a leader. Discussion of the role and function of leadership will include an in-depth analysis and study of needs impacting individuals, organizations and society. The course provides students with a set of leadership skills and competencies on which to build an individual model for effective leadership.
- BADM 208 EVENT AND SPORTS MANAGEMENT.....3**
A practical approach to the planning, organizing, staging and evaluation of events in the sports, recreation, business, and entertainment industries.
- BADM 210 ADVERTISING I.....3**
Basics of advertising theory and principles including purpose of advertising, methods of appeal, selection of media, and creation of advertising campaigns.
- BADM 212 INTRO TO ADVANCED ADVERTISING.....2**
Provides practical experience in developing advertising campaigns for a local business, public agency, or nonprofit benefit.
- BADM 220 CONSUMER BEHAVIOR.....3**
Prerequisite: BADM 201. Theoretical and applied analysis of consumption-related activities of individuals. Investigation of the reasons behind and the forces influencing the selection, purchase, use and disposal of goods and services.
- BADM 240 SALES.....2**
Develops a professional concept of the function of sales in today's economy; pre-approach, approach, determining customer needs, handling objections, closing the sale.
- BADM 251 PERSONAL FINANCE.....3**
The personal financial planning and management process: goal identification and budgeting; minimizing tax liability; uses and costs of various forms of credit; buying, selling, and/or leasing real estate, automobiles and other major items; life, health, property and income insurance; various investment options; the retirement planning process; and estate planning options.
- BADM 260 PRINCIPLES OF RETAILING.....3**
Fundamentals course dealing with the importance of marketing institutions and their methods of operation. Economic order quantities, location, profits, employee relations are some of the topics covered.

(Continued)

BUSINESS (Continued) Credits

- BADM 269 BUSINESS ETHICS..... 3**
This course will present a framework for understanding ethical decision-making and social responsibility as it applies to the business world.
- BADM 299 SPECIAL TOPICS..... 1-3**
Prerequisite: Departmental approval. Special intermediate and advanced investigation of business related topics.
- BOTE 102 KEYBOARDING I..... 2**
Basic instruction and practice using the alphanumeric keyboard. Emphasis on proper fingering for touch operation of the keyboard, development of speed and accuracy, and exploration of business document formatting.
- BOTE 108 BUSINESS MATH..... 3**
Review of mathematical fundamentals with emphasis on business applications and problem solving.
- BOTE 121 BUSINESS ENGLISH..... 3**
Basic review of sentence structure, spelling, vocabulary, punctuation, grammar, and number usage.
- BOTE 152 KEYBOARDING II..... 2**
Prerequisite: BOTE 102 or equivalent. Development of speed and accuracy on data/word processing equipment; letter writing, envelopes, tabulation techniques, outlines, printed forms, rough drafts, memorandums, manuscript preparation.
- BOTE 188 COMPUTERIZED ACCOUNTING..... 2**
Prerequisite: ACCT 102 or equivalent. Provides a realistic approach to computerized, integrated accounting principles. Consists of six major accounting systems commonly found in computerized accounting environments; general ledger, accounts receivable, accounts payable, financial statement analysis, depreciation, and payroll systems.
- BOTE 210 BUSINESS COMMUNICATIONS..... 3**
Composition of business letters, memos, reports; includes oral presentations.
- BOTE 217 RECORDS MANAGEMENT..... 2**
Study of the systematic control of business records' manual and electronic applications. Records creation, distribution, utilization, retention, storage, protection, preservation, and final disposition are discussed.
- BOTE 218 DESKTOP PUBLISHING..... 2**
Prerequisites: BOTE 102 or equivalent & CSCI 101. Software application course providing students skills in electronic layout, editing, and production of documents.
- BOTE 275 ADMINISTRATIVE OFFICE PROCEDURES..... 3**
A course emphasizing duties, responsibilities, and personal qualities of office personnel in today's automated office. Use of advanced computer applications and related office technologies are included.
- BOTE 299 SPECIAL TOPICS..... 1-6**
Designed to meet student needs or interests; offered to utilize particular faculty resources; topics will be selected on the basis of currency and relevancy to student needs.
- BUSN 120 FUNDAMENTALS OF BUSINESS..... 3**
Introduction to the various aspects of business: Ownership, organization, administration, decision making, legal and regulatory environment, marketing, finance, and personnel.
- BUSN 250 PRINCIPLES OF REAL ESTATE..... 3**
General introduction to real estate as a business and as a profession. The course is designed to acquaint the student with the wide range of subjects and terminology necessary to the practice of real estate. This introductory course in fundamentals will include the nature of real estate and ownership, principles and concepts of title transfer, title insurance, real estate marketing, financing, contract law and agency, leasing, taxation, insurance development, appraising, and state license law. Upon successful completion of the course with a 75% or higher average, a certificate will be issued, allowing the student to sit for the North Dakota and the National Real Estate licensing exams, as administered by the North Dakota Real Estate Commission.

CAREER STUDIES

Credits

CARS 101 CAREER EXPLORATION..... 1-3
 Designed for students to explore their interests and aptitudes and utilize that information in making informed career decisions. The course will provide students the opportunity to acquire the essential skills and information necessary for effective lifelong career decision making.

CHEMISTRY

Credits

CHEM 115 INTRODUCTORY CHEMISTRY L/L.....4
 Prerequisite: High school algebra. An introductory non-majors course covering topics in measurement, atomic structure, stoichiometry, solutions, gas laws and acid/bases. Includes lab.

CHEM 116 INTRO TO ORGANIC & BIOCHEMISTRY L/L.....4
 Prerequisite: CHEM 115 or CHEM 121. Non-majors course that includes topics on functional groups, nomenclature, organic reactions, proteins, enzyme action, carbohydrates, lipids and metabolism. Course is directed toward nursing and allied health majors. Includes lab.

CHEM 121 GENERAL CHEMISTRY I L/L.....5
 Prerequisite: Two years of high school algebra and concurrent enrollment in college algebra or higher math recommended. Topics include atomic structure, stoichiometric relationships, chemical reactions, gas laws, thermochemistry, bonding, and molecular geometry. Course required for science, pre-med, allied health, agriculture, and engineering majors. Includes lab.

CHEM 122 GENERAL CHEMISTRY II L/L.....5
 Prerequisite: CHEM 121. Topics include solutions, physical states, reaction rates and mechanisms, chemical equilibrium, electrochemistry, and thermochemistry. Includes lab.

CHEM 230 QUANTITATIVE ANALYSIS.....3
 Prerequisite: CHEM 122. Topics include analytical procedures, gravimetric, volumetric, instrumental, and spectrometric analysis. Course is directed toward chemistry majors, laboratory technicians, and environmental health and safety majors.

CHEM 230L QUANTITATIVE ANALYSIS LAB.....1
 Experiments and exercises in Quantitative Analysis.

CHEM 240 SURVEY OF ORGANIC CHEMISTRY L/L.....5
 Prerequisite: CHEM 121. A one semester survey course that includes topics on nomenclature, reaction mechanisms, reaction types, properties of functional groups and stereochemistry. Directed toward majors in dietetics, medical technology, allied health, agriculture and natural science. Includes lab.

CHEM 241 ORGANIC CHEMISTRY.....3
 Prerequisite: CHEM 122. First semester of a two-semester sequence designed for science and pre-professional students. Required for chemistry majors. Structure and bonding, nomenclature, stereochemistry, functional groups, and spectroscopy.

CHEM 241L ORGANIC CHEMISTRY LAB.....1
 Experiments and exercises in Organic Chemistry

CHEM 242 ORGANIC CHEMISTRY II.....3
 Prerequisite: CHEM 241. Second semester of a two-semester sequence. Structure and reactivity, name reactions, carbon-carbon bond formation reactions, aromatic and heterocyclic chemistry, multi-step synthesis, and polymers.

CHEM 242L ORGANIC CHEMISTRY II LAB.....1
 Experiments and exercises in Organic Chemistry

CHEM 260 ELEMENTS OF BIOCHEMISTRY.....3
 Prerequisite: CHEM 240 or CHEM 241. Survey course on the dynamic nature of the chemistry of life. Includes topics on cellular structure, proteins, enzymes, carbohydrates, lipids, nucleic acids and metabolism. Directed toward majors in dietetics, health fields, agriculture, and bio-technology.

CHEM 260L ELEMENTS OF BIOCHEMISTRY LAB.....1
 Experiments and exercises in Biochemistry.

CHEM 299 SPECIAL TOPICS..... 1-4
 Designed to meet student needs or interests; offered to utilize particular faculty resources; topics will be selected on interest and relevancy to students' need.

COMMUNICATIONS

Credits

COMM 110 FUNDAMENTALS OF PUBLIC SPEAKING.....3
 Basic principles of speech from the viewpoint of composition and delivery. Emphasis on student performance, critical thinking skills, effective organization, and direct communication of ideas.

COMM 211 ORAL INTERPRETATION.....3
 The communication of literary texts via dynamic oral delivery. Involves the study, analysis, and interpretation of literature as well as mastering strategies and techniques for oral communication.

COMM 212 INTERPERSONAL COMMUNICATION.....3
 Introduces fundamental concepts of communication between individuals. Examines positive and effective intrapersonal and interpersonal communication skills. Explores aspects of self-expression and relationship communication.

COMMUNICATION DISORDERS

Credits

CD 110 SURVEY OF COMMUNICATION DISORDERS.....3
 This class is designed to introduce the student to the Speech-Language Pathology Assistant-Paraprofessional program. It will review the legal guidelines for the North Dakota Certificate of Completion, the academic requirements, the scope of practice for the paraprofessional, and include basic terminology and disorders. The class will help a student decide if he or she should apply for admission to the program.

CD 210 INTRO TO COMMUNICATION DISORDERS.....3
 Prerequisite: CD 110. A Survey of various communication disorders: Language, phonology, fluency, voice, hearing impairment, cleft palate, cerebral palsy, aphasia. Ten hours of clinical observation are required.

CD 212 ANATOMY FOR SPEECH-LANGUAGE PATHOLOGY ASSISTANTS.....3
 Prerequisites: CD 220 and CD 222. An anatomical and physiological study of the head, neck, and thorax, the central and peripheral nervous systems, and the relationship of these systems to the total communication process as related to the assistant's responsibility.

CD 220 APPLIED PHONETICS FOR SPEECH-LANGUAGE PATHOLOGY ASSISTANTS.....3
 Prerequisite: CD 210 and CD 221. The purpose of this course is to study the production and perception of speech sounds and to learn to transcribe spoken language. It will include learning and using the International Phonetic Alphabet (IPA) to transcribe both normal and disordered speech production.

CD 221 LANGUAGE THEORY AND TREATMENT FOR SPEECH-LANGUAGE PATHOLOGY ASSISTANTS.....3
 Prerequisite: CD 110. The study of those events and processes which combine in relatively predictable and observable ways and are evidenced in the acquisition of language.

CD 222 ARTICULATORY/PHONOLOGICAL DISORDERS FOR SPEECH-LANGUAGE ASSISTANTS.....3
 Prerequisites: CD 210 and CD 221. A study of normal articulatory phonological development and the types, causes, and treatment of Articulatory-Phonological disorders. Ten hours of clinical observation are required.

CD 224 TECHNIQUES FOR SPEECH-LANGUAGE PATHOLOGY ASSISTANTS.....3
 Prerequisite: CD 220 and CD 222. Therapy approaches and techniques for planning and carrying out clinical practicum designed for assistants.

CD 241 PRACTICUM (Minimum of 100 Hours).....4
 Prerequisite: CD 212 and CD 224. Supervised practicum in a clinical setting. Students must enroll for a minimum of 4 credits.

CD 242 AUDIOLOGY FOR SPEECH-LANGUAGE PATHOLOGY ASSISTANTS.....2
 This 2-hour elective course is designed to introduce the paraprofessional to the basic anatomy of the hearing mechanism. Information will also be presented about hearing disorders, basic audiometric test procedures, and educational, medical, and technological intervention procedures.

Course Descriptions

COMPUTER INFORMATION SYSTEMS

Credits

CIS 102 COMPUTER SOFTWARE APPLICATIONS-WORD.....2
Prerequisite: CSCI 101 & BOTE 102 or equivalent. Provides hands-on operation of microcomputer equipment with the word processing software Microsoft Word for Windows.

CIS 104 MICROCOMPUTER DATABASE-ACCESS.....2
Prerequisite: BOTE 102 or equivalent. This course is designed to teach database concepts, the use of database software, and the types of applications adaptable to this software.

CIS 105 MICROCOMPUTER SPREADSHEETS-EXCEL.....2
Prerequisite: CSCI 101 & BOTE 102 or equivalent. Provides hands-on experience in the use of spreadsheet software.

CIS 107 TIME MANAGEMENT SOFTWARE-OUTLOOK...2
Microsoft Outlook Core course to increase the possibility of a student gaining MOUS Master certification.

CIS 115 INTRODUCTION TO THE INTERNET1
This course is designed to introduce students to the Internet; what it is, its exciting history, and how it works. Also covered is how to explore the Internet and the World Wide Web using Netscape Navigator software, as well as how to communicate and share information with the Internet community through the use of e-mail, news groups, mailing lists, chat sessions, FTP, Telnet, and Gopher.

CIS 130 PRESENTATIONS.....2
Prerequisite: BOTE 102 or equivalent. This class provides hands-on production of searching, creating, and delivering electronic business presentation projects using Microsoft PowerPoint and other graphic packages.

CIS 160 OPERATING SYSTEMS-NETWORKING3
Fundamentals of basic network operating systems. Provides skills needed for the installation and basic operation.

CIS 180 CREATING WEB PAGES.....3
Prerequisite: CIS 115 or Internet experience. This course is designed to help with the study and application of communication of the World Wide Web with emphasis on web site design. The course does require prior experience with the Internet. It is a hands-on course with work to be done both in and out of the classroom. By the end of the course, each class member will complete Web pages/sites ready for placement on the Internet and Web pages to be incorporated into established Web sites.

CIS 202 ADVANCED SOFTWARE APPLICATIONS2
Prerequisites: CIS 102 and CIS 105. This class will provide students with instruction and projects using the advanced features in Microsoft Word and Microsoft Excel.

CIS 219 MICROCOMPUTER HARDWARE.....3
This lecture course with several labs covers most of the hardware items of the modern personal computer. Discussion will include networks, communications, office structure, and future technologies. Students will have opportunities to experiment with different software and hardware components during labs.

CIS 220 OPERATING SYSTEMS-UNIX3
This course is designed to acquaint the student with the UNIX operating system. It will provide practical skills in using UNIX commands and utilities, including editors and file system management.

CIS 222 NETWARE ADMINISTRATION.....3
Basic introduction on the insight and capabilities of a network system. Through practical exercises, this course explains how PCs interact and how efficient use of the network can increase productivity.

CIS 232 GRAPHIC DESIGN.....3
Learn the fundamentals of Adobe PhotoShop. Students will learn the essentials of digital imaging, including color models and theory, resolution types, color correction tools, and much more.

CIS 235 ADVANCED GRAPHIC DESIGN.....3
This course covers advanced theories and practices in the field of computer design. Emphasis is placed on advanced use of color palettes, layers, and paths. Upon completion, students will be able to creatively produce designs and articulate their rationale. Additionally, students will be able to utilize the design process throughout the project and understand that the computer is the tool.

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COMPUTER INFORMATION SYSTEMS

(Continued)

Credits

CIS 242 NT CORE TECHNOLOGIES..... 3
Prerequisite: CIS 234. This class will provide students with the knowledge to perform installation and day-to-day administration tasks in a single-domain or multiple-domain Microsoft Windows NT based network.

CIS 250 ADVANCED WEB DESIGN 3
Prerequisite: CIS 180. Continued coverage of web design using more advanced tools.

CIS 265 CISCO NETWORKING 4
This is the first level of a three-part series on computer networking. Participants will learn about current and emerging networking technology. The course will cover safety, networking terminology and protocols, network standards, LANs, WANs, the OSI model, cabling, router configuration, typologies, IP addressing, and other general networking information. The goal is for participants completing Levels 1-3 to be prepared to take the industry certification exam and become a Certified CISCO Networking Associate.

CIS 266 CISCO ROUTING, CONFIGURATION, & TROUBLESHOOTING..... 4
Prerequisite: CIS 265. This is the second level of a three part series on computer routing. Participants will review what they learned in Level I and continue to learn about more advanced computer routing skills. Following a review of the basic concepts, participants will concentrate on router configuration and LAN switching. Beginning network management principles will be learned.

CIS 267 CISCO SWITCHING & LAN TOPOLOGIES 3
Prerequisite: CIS 266. The main focus of this class is successfully configuring routers and switches and using network management techniques.

CIS 268 CISCO SWITCHING & PROJECT MANAGEMENT..... 3
Prerequisite: CIS 267. The main focus of this course is on participating on a project in which the students will see a computer networking project from design, to building, to implementing, to troubleshooting.

CIS 276 FUNDAMENTALS OF WIRELESS LANS..... 3
The course will be an introduction to Wireless LANs, focusing on the design, planning, implementation, operation and troubleshooting of Wireless LANs and bridging. It will cover a comprehensive overview of technologies, security and design best practices with particular emphasis on hands on skills in the following areas: Wireless LAN setup & troubleshooting, 802.11a & 802.11b technologies, products & solutions, Site Surveys, Resilient WLAN design, installation & configuration, WLAN Security, Vendor interoperability strategies.

CIS 299 SPECIAL TOPICS.....1-4
Various topics in the area of computer application technology. The course can be repeated in accordance with department specifications.

CIS 1560 DESIGN AND UPDATE OF MICROSOFT WINDOWS -UPDATING SUPPORT SKILLS..... 3
Learn to install, configure and troubleshoot the DNS Server service and explain the relationship between Active Directory organization and the network organization. Configure and install Active Directory and populate and manage Active Directory objects. Install and configure Remote Installation Services, Terminal Services, DHCP, WINS and Routing and Remote Access.

CIS 1561 DESIGN AND UPDATE OF MICROSOFT WINDOWS-DESIGN AND UPDATE OF MICROSOFT WINDOWS..... 2
Learn to design an Active Directory naming strategy and how to secure and delegate administrative authority over Active Directory objects.

CIS 1572 MANAGING MICROSOFT EXCHANGE IMPLEMENTING AND MANAGING MICROSOFT EXCHANGE..... 3
Learn to install Microsoft Exchange. Configure, create and manage users, groups, folders, policies and protocols in Microsoft Exchange.

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**COMPUTER INFORMATION SYSTEMS
(Continued) Credits**

- CIS 2126 MANAGING MICROSOFT WINDOWS
MANAGING A MICROSOFT WINDOWS
NETWORK ENVIRONMENT3**
Acquire the knowledge to implement, manage and troubleshoot existing network and server environments running Microsoft Windows.
- CIS 2151 IMPLEMENTATION OF MICROSOFT
PRODUCTS-MICROSOFT WINDOWS
NETWORK AND OPERATING SYSTEM
ESSENTIALS2**
Learn the basics of networking with Microsoft Windows. This course covers the types of user accounts, tools and security features of a Windows network. Learn about TCP/IP, Classless Inter-Domain Routing (CIDR) and types of network architectures.
- CIS 2152 IMPLEMENTATION OF MICROSOFT
PRODUCTS-IMPLEMENTING MICROSOFT
WINDOWS PROFESSIONAL AND SERVER.....3**
Learn to install or upgrade to Microsoft Windows, configure the environment, create and manage users, manage printing, configure security and optimize performance.
- CIS 2153 IMPLEMENTATION OF MICROSOFT
PRODUCTS-IMPLEMENTING A MICROSOFT
WINDOWS NETWORK INFRASTRUCTURE.....3**
Learn to configure DHCP, DNS, WINS, network security protocols, Routing and Remote Access and Remote Installation Services (RIS) server.
- CIS 2154 IMPLEMENTATION OF MICROSOFT
PRODUCTS - IMPLEMENTING AND
ADMINISTERING MICROSOFT WINDOWS
DIRECTORY SERVICES3**
Learn about Active Directory in a networked environment. Learn to setup users, groups, printers, software and Group Policy to manage and maintain a Windows Active Directory environment. Work with sites, forests, trees, and domains.
- CIS 2272 MANAGING MICROSOFT WINDOWS
IMPLEMENTING AND SUPPORTING
MICROSOFT WINDOWS PROFESSIONAL.....3**
Learn to implement and support Windows professional including installation, configuring, deploying, monitoring and troubleshooting.

COMPUTER SCIENCE Credits

- CSCI 101 INTRODUCTION TO COMPUTERS3**
This course will address general hardware and software issues, such as terminology and environments, and applications, including Microsoft Windows, Microsoft Office, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Access and integration of these applications.
- CSCI 114 MICROCOMPUTER PACKAGES.....3**
Intermediate level of experience with word processing, spreadsheet, database, and presentation applications on personal computers.
- CSCI 120 COMPUTER PROGRAMMING I3**
Introduction to programming in a high-level language. Emphasis on problem solving and logical thinking. Design, implementation and testing of programs for small-scale problems using elementary data types and control structures.
- CSCI 122 VISUAL BASIC.....3**
Introduction to programming in the BASIC/VISUAL BASIC language.
- CSCI 124 BEGINNING C++/VISUAL C++3**
Introduction to programming in the C++/VISUAL C++ language.
- CSCI 126 BEGINNING FORTRAN.....3**
Introduction to programming in the FORTRAN language.
- CSCI 127 BEGINNING JAVA/J++3**
Introduction to programming in the Java/J++ language.
- CSCI 160 COMPUTER SCIENCE I.....4**
An introduction to computer science including problem solving, algorithm development, and structure programming in the high-level language. Emphasis on design, coding, testing, and documentation of programs using accepted standards of style.

(Continued)

COMPUTER SCIENCE (Continued) Credits

- CSCI 161 COMPUTER SCIENCE II.....4**
Prerequisite: CSCI 160. Advanced concepts in computer science including data structures, algorithm analysis, standard problems such as searching and sorting, and memory management issues.
- CSCI 172 INTERMEDIATE VISUAL BASIC.....3**
Prerequisite: CSCI 122. Intermediate-level programming in the BASIC/VISUAL BASIC language.
- CSCI 174 INTERMEDIATE C++/VISUAL C++.....3**
Intermediate-level programming in the C++/VISUAL C++ language.
- CSCI 191 DATABASE DESIGN.....3**
This course lays the foundation for understanding relational databases and database design. Students plunge into the theory and practice of data modeling. A data model is a conceptual representation of the data structures in a database. The data structures include the data objects (entities), the associations between data objects (relationships), and the rules that dictate operations on the objects (business rules).
- CSCI 192 DATABASE PROGRAMMING3**
Prerequisites: CSCI 191. In this course students gain an understanding of relational databases through the powerful Structured Query Language (SQL). The SQL commands, functions, and operators supported by Oracle as extensions to standard SQL are emphasized. Students learn to create and maintain database objects such as tables, indexes, views, constraints, and sequences.
- CSCI 242 DATA STRUCTURES.....3**
Prerequisites: CSCI 161 and MATH 208. Manipulation of graphs and trees. Internal and external sort/merge/search techniques. Dynamic memory allocation. Time/space analysis of algorithms.
- CSCI 250 ASSEMBLY LANGUAGE.....4**
Programming in assembly language.
- CSCI 289 SOCIAL IMPLICATIONS OF COMPUTER
TECHNOLOGY.....2**
An introduction to the effects of computer technology on society and individuals and to ethical problems faced by computer professionals. Topics covered include privacy, the nature of work, centralization versus decentralization, and the need for human factors analysis in the development of a new computer system.
- CSCI 299 SPECIAL TOPICS..... 1-4**
A course designed to meet special departmental needs.

COOPERATIVE EDUCATION Credits

- COOP 197 COOPERATIVE EDUCATION/INTERNSHIP ..1/2-6**
Provides opportunities to explore career interests and develop professional skills through work experiences. Work under the supervision of the employer and the instructor while receiving credit. May be repeated.

CRIMINAL JUSTICE Credits

- CJ 201 INTRODUCTIO TO CRIMINAL JUSTICE.....3**
Examination of the criminal justice system and process. Including crime, lawmaking, criminality, prosecution, police, courts, and corrections.

DIESEL TECHNOLOGY Credits

- DTEC 106 DRIVELINES THEORY 2 1/2**
Introduction to the fundamentals and operation of drivelines and differentials used in light and heavy duty trucks, agricultural equipment, and heavy equipment.
- DTEC 107 DRIVELINES LAB..... 3 1/2**
Maintenance, disassembly, inspection, reassembly, and adjustments according to manufacturers' specifications of various drivelines and differentials used in light and heavy duty trucks, agricultural equipment, and heavy equipment.
- DTEC 126 CLUTCH THEORY 2 1/2**
Introduction to the fundamentals and operation of clutches and transmissions used in light and heavy duty trucks, agricultural equipment, and heavy equipment.

Course Descriptions

DIESEL TECHNOLOGY (Continued) Credits

DTEC 127 CLUTCH LAB.....	3 1/2
Maintenance, disassembly, inspection, reassembly, and adjustment according to manufacturers' specifications of various clutches and transmissions used in light and heavy duty trucks, agricultural equipment, and heavy equipment.	
DTEC 136 BRAKE THEORY	1 1/2
Introduction to the fundamentals and operation of brake systems. Operation of hydraulic brake systems, including agricultural brake systems, air brake systems, and anti-lock brake systems.	
DTEC 137 BRAKE LAB.....	2 1/2
Practical application of the theory of hydraulic, air, and mechanical brakes. Diagnosis and repair in accordance with established rules and safety standards.	
DTEC 146 SUSPENSION THEORY	1
Introduction to the theory of steering geometry, front and rear suspension systems, wheel alignment procedures, manual and power steering gear systems. Factory specifications and procedures are stressed.	
DTEC 147 SUSPENSION LAB.....	1
Manual and power steering units disassembled, inspected, and reassembled according to manufacturers' specifications. Leaf spring systems, king pins and bushings, removal, inspection, and reinstallation according to manufacturer's specifications. Alignment operations also stressed.	
DTEC 156 ELECTRICAL THEORY	2 1/2
Introduction to the theory of electricity and its uses in automobile, light and heavy duty trucks, agricultural, and industrial equipment. Operation of charging and starting systems. Reading and use of wiring diagrams when troubleshooting electrical systems.	
DTEC 157 ELECTRICAL LAB.....	3 1/2
Starters and alternators diagnosed, disassembled, inspected, repaired, and properly reassembled and tested. Practical use of wiring diagrams and proper use of meters used in troubleshooting electrical systems.	
DTEC 216 DIESEL ENGINES THEORY.....	5 1/2
Introduction to fundamentals of diesel engines and diesel fuel systems; engine principles, fuel system principles, engine measuring, types of engine designs, types of fuel system designs, basic engine construction, cylinder heads and valves, lubrication systems, and cooling systems.	
DTEC 217 DIESEL ENGINES LAB.....	8 1/2
Diagnosis, removal from chassis, disassembly, cleaning, and inspecting components for possible future failure; cleanliness and attention to detail emphasized; all aspects of major overhaul demonstrated, including reconditioning and proper reassembly according to manufacturers' specifications; practice including fuel systems, cylinder head service, piston ring and cylinder preparation, camshaft installation, connecting rod and main bearing installation, methods for checking clearances, and proper torquing of bolts.	
DTEC 220 POWER TRAINS.....	1/2
Review troubleshooting, repairing, and adjusting all aspects of the drivetrain.	
DTEC 266 HYDRAULICS THEORY.....	2 1/2
Principles and operation of various hydraulic systems and system components; hydrostatic drives. F,Sp	
DTEC 267 HYDRAULICS LAB.....	3 1/2
Practical experience testing, diagnosing, and rebuilding hydraulic systems and their components.	
DTEC 296 ELECTRONIC DIESEL THEORY.....	2 1/2
Prerequisites: DTEC 156 & 216. Introduction to computers and their sensors as applied in modern diesel engines. Introduction to the fundamentals of the computerized fuel systems components.	
DTEC 297 ELECTRONIC DIESEL LAB.....	3 1/2
Prerequisites: DTEC 157 & 217. Practical application in diagnosing with modern diagnostic equipment on vehicles with onboard computers; proper procedures in testing, repairing, and replacing components stressed.	
DTEC 299 SPECIAL TOPICS.....	1/2
Prerequisite: Instructor's approval. Assist in diagnosis of new model year changes; use of advanced test equipment.	

ECONOMICS

Credits

ECON 105 ELEMENTS OF ECONOMICS.....	3
Survey of economic principles for students planning no further formal study of economics; analysis of factors influencing aggregate levels of output, employment, and prices; introduction to U.S. monetary system; price determination and resource allocation under competitive and monopolistic conditions; review of selected contemporary economic issues.	
ECON 201 PRINCIPLES OF MICROECONOMICS	3
Nature, method, and scope of economic analysis; economic scarcity, resources, specialization and division of labor, supply and demand, production and cost, technology, product and resource market structures, distribution of income, and international trade.	
ECON 202 PRINCIPLES OF MACROECONOMICS	3
Analysis of aggregate levels of income and employment, inflation, monetary and fiscal policy, economic growth and development, international finance, and comparative economic systems.	

EDUCATION

Credits

EDUC 250 INTRODUCTION TO TEACHING	2
Corequisite: EDUC 298. A study of teaching as a profession, including historical, philosophical, and social and psychological foundations of education.	
EDUC 298 PRE-PROFESSIONAL EXPERIENCE.....	1
Corequisite: EDUC 250. Field-based observation of teaching.	

ENGINEERING

Credits

ENGR 101 GRAPHICAL COMMUNICATION	3
Development of visualization, technical communication, and documentation skills. 3-D geometric modeling as applied to CADD applications using current methods and techniques commonly found in industry. Introduction to engineering, design and team problem solving.	
ENGR 201 STATICS.....	3
Vector approach to principles of statics; resultants of force systems, equilibrium of force systems, analysis of structures, centroids and moments of inertia.	
ENGR 202 DYNAMICS.....	3
Vector approach to principles of dynamics; rectilinear and curvilinear translation, rotation, plane motion, force-mass-inertia, work-energy, and impulse-momentum.	

ENGLISH

Credits

ENGL 100 INTERMEDIATE COMPOSITION.....	3
A course to assist in transition to college Composition I. Emphasizes necessary diction, language mechanics, and structure skills. Develops use of communication problem-solving resources; exs: dictionary, writing lab, peer review.	
ENGL 105 TECHNICAL COMMUNICATIONS	3
This course for technical education students concentrates on professional communications, resource searches, and speech.	
ENGL 110 COLLEGE COMPOSITION I.....	3
First course in sequence. Offers guided practice in college-level writing and in critical reading. Emphasis on traditional rhetorical strategies from description, narration, and summary through more demanding analytical writing: Classification and division, comparison and contrast, process and procedure, and definition. Course requires three graded papers and an in-class, written, final examination.	
ENGL 120 COLLEGE COMPOSITION II.....	3
Prerequisite: ENGL 110 with a minimum grade of 'C'. Second course. Expands on ENGL 110, offering advanced practice in writing from resources and applying rhetorical strategies including persuasion, advanced analyses (casual and problem solving), and critical or speculative essays. Course requires two graded project papers, one graded research paper, and one in-class, final examination.	

(Continued)

ENGLISH (Continued) Credits

- ENGL 125 INTRO TO PROFESSIONAL WRITING.....3**
Prerequisite: ENGL 110 or both BOTE 121 & 210 or consent of instructor. Emphasizes writing and research in professional settings in business, technical, and service fields.
- ENGL 211 INTRO TO CREATIVE WRITING.....3**
Students in this course will practice a range of skills related to the imaginative uses of language in genres such as poetry, fiction, non-fiction, and scriptworks.
- ENGL 220 INTRODUCTION TO LITERATURE.....3**
Reading and discussion of representative samples of poetry, drama, fiction, nonfiction, and film, with emphasis on the use of common literary terminology.
- ENGL 222 INTRODUCTION TO POETRY.....3**
This course provides an opportunity to develop an understanding of the skills of reading and writing poetry.
- ENGL 224 INTRODUCTION TO FICTION.....3**
This course will include reading and understanding representative examples of short stories and novels, and appreciation of critical standards of the genre.
- ENGL 225 INTRODUCTION TO FILM.....3**
This course provides the opportunity for the study of filmed drama, especially motion pictures, as a literary form.
- ENGL 231 BIBLE AS LITERATURE.....3**
Students in this course read the Bible as a literary document including its cultural sources and transmission, issues of translation, and its various genres.
- ENGL 238 CHILDREN'S LITERATURE.....3**
This course will include the reading of texts suitable for reading by elementary school-age children and will emphasize analysis of characteristics of literature which determine age-appropriateness.
- ENGL 261 AMERICAN LITERATURE I.....3**
Examines representative readings in English written by Americans from the British Colonial Period until the Civil War.
- ENGL 262 AMERICAN LITERATURE II.....3**
Study of American writers and writing; begins with selected major works since the Civil War, continuing to the present.
- ENGL 265 NATIVE AMERICAN LITERATURE.....3**
A broad survey of Native American Literature, beginning with legends and tales from the oral tradition, and ending with contemporary literature written in English by and about Native Americans.
- ENGL 299 SPECIAL TOPICS..... 1-3**
Prerequisite: Instructor's consent. Topics courses have varying areas of content, issues, or themes in American, British, or World literature and are typically taught only on occasion determined by faculty availability and student demand.

ENTREPRENEURSHIP Credits

- ENTR 170 INTRODUCTION TO ENTREPRENEURSHIP.....3**
This course is designed for students who want to evaluate going into business for themselves or working for a small business. Opportunities in small business are discussed as well as the risks and rewards of business owner. Important elements of developing and operating a small business are briefly reviewed, and helpful traits as well as important skills of a small business owner are discussed. The course is practically oriented including interaction with business owners.
- ENTR 224 SMALL BUSINESS FINANCE.....3**
Pre-requisite: ACCT 102. Students will study financial issues affecting small business. Topics will include financial statement analysis, basic bookkeeping and recordkeeping, budgeting and cash flow management, financing and structure of the financing package.
- ENTR 234 CUSTOMER SERVICE FOR SMALL ENTERPRISES.....3**
Students will learn the importance of customer service as it applies to small business. Training will be provided in meeting customer wants and needs, providing superior customer service, handling difficult customers, and building permanent customer relations.

(Continued)

ENTREPRENEURSHIP (Continued) Credits

- ENTR 236 E-COMMERCE & INTERNATIONAL BUSINESS.....3**
A study of the global business environment (economic, cultural, legal, political), current practices using Internet strategy in business and application of basic business principles to the world of e-commerce.
- ENTR 285 SMALL BUSINESS STRATEGY AND IMPLEMENTATION.....3**
This is the capstone course of the Entrepreneurship Program. Here the student brings together everything they have learned in the program for a detailed analysis of their business idea. By the end of the course, the student will have completed a detailed business plan ready for start-up.
- ENTR 299 SPECIAL TOPICS IN ENTREPRENEURSHIP 1-3**
Coverage of various topics in the area of entrepreneurship. The course can be repeated in accordance with department specifications.

GEOGRAPHY Credits

- GEOG 121 PHYSICAL GEOGRAPHY.....3**
A study of the pattern of distribution of the physical elements of man's environment. The origin and characteristics of the terrestrial grid, earth-space relations, climate, landforms, vegetation, and soils.
- GEOG 121L PHYSICAL GEOGRAPHY LAB.....1**
Experiments and exercises in Physical Geography.
- GEOG 150 PRINCIPLES OF GEOGRAPHY.....3**
Study of geography in a modern context and its synthesizing role in relation to both physical and social sciences. Major emphasis is on the relationship between people and their environment, spatial interactions, and regional structures.
- GEOG 151 HUMAN GEOGRAPHY.....3**
Non-Ethnocentric understanding of geography of human lifestyles and actualities, their place and role in human environment interactions.
- GEOG 263 GEOGRAPHY OF NORTH DAKOTA.....3**
Study of the interrelationships that exist between North Dakota's physical and cultural environments. Specific topics include physiography, climate, flora, prehistoric occupation, historic development, demography, and economic structures.
- GEOG 299 SPECIAL TOPICS..... 1-4**
Prerequisite: Consent of instructor. Designed to meet students' special needs and interests; utilize particular faculty expertise in a varied environment.

GEOGRAPHIC INFORMATION SYSTEMS Credits

- GIS 107 GEOGRAPHIC INFORMATION SYSTEM APPLICATIONS.....3**
This course will provide an introduction to theory and hands-on experience in GIS techniques using ArcGIS software. The course will include an introduction to map projections and coordinate systems; data capture; attribute tables; data manipulation, editing, query and analysis; remote sensing, aerial and satellite imagery; using Global Position Systems (GPS) and transferring data to GIS; vector and raster data, spatial mapping; and the basics of creating aesthetically pleasing maps and charts. This course will include lab, field, and project work.

GEOLOGY Credits

- GEOG 105 PHYSICAL GEOLOGY.....3**
Introduction to the dynamics of the earth, including volcanism, plate tectonics, earthquakes, rivers, erosion and landslides, glaciers, winds and waves, and the processes involved. Included is a study and identification of minerals, rocks, and maps, as well as a section on astronomy.
- GEOG 105L PHYSICAL GEOLOGY LAB.....1**
Experiments and exercises in Physical Geology.

Course Descriptions

GERMAN

Credits

GERM 101 FIRST YEAR GERMAN I.....4
Pronunciation and fundamental grammatical principles introduced through the development of skills in listening, comprehension, and speaking, followed by practice in reading and writing.

GERM 102 FIRST YEAR GERMAN II.....4
Prerequisite: GERM 101 or equivalent. Continued study of pronunciation and fundamental grammatical principles introduced through the development of skills in listening, comprehension, and speaking, followed by practice in reading and writing.

HEALTH, PHYSICAL EDUCATION, AND RECREATION

Credits

HPER 100 CONCEPTS OF FITNESS & WELLNESS.....2
Study designed to introduce students to concepts of holistic living. Focus is on self-evaluation and personal program planning emphasizing the relation of lifestyle choices to optimal wellness.

HPER 101 ACTIVITY: INTRODUCTORY LEVEL..... ½ -1
Students may select from the following: Aerobic fitness, archery, aqua dynamics, badminton, basketball, bowling, canoeing, curling, dance, fitness walking, golf, racquetball, social dance, softball, swimming, taekwondo, tennis, volleyball, wallyball, water fitness, weight training, social games, and others as determined by department. May be repeated.

HPER 102 ACTIVITY: INTERMEDIATE LEVEL..... ½ -1
Students may select from the following: Aerobic fitness, archery, aqua dynamics, badminton, basketball, bowling, canoeing, curling, dance, fitness walking, golf, racquetball, social dance, softball, swimming, taekwondo, tennis, volleyball, wallyball, water fitness, weight training, social games, and others as determined by department. May be repeated.

HPER 103 ACTIVITY: ADVANCED LEVEL..... ½ -1
Students may select from the following: Aerobic fitness, archery, aqua dynamics, badminton, basketball, bowling, canoeing, curling, dance, fitness walking, hiking, golf, racquetball, social dance, softball, swimming, taekwondo, tennis, volleyball, wallyball, water fitness, weight training, social games, and others as determined by department. May be repeated.

HPER 110 SPORTS OFFICIATING-FALL.....1
Knowledge of the rules and techniques for officiating selected sports; preparation for officiating ratings.

HPER 111 SPORTS OFFICIATING-SPRING.....1
Knowledge of the rules and techniques for officiating selected sports; preparation for officiating ratings.

HPER 126 LIFETIME FITNESS.....2
Designed to help students understand the basis of physical fitness and to provide information for developing a program of exercise and physical activity that meets the lifetime needs of each student.

HPER 204 DANCE SKILLS AND TECHNIQUES.....1
Corequisite: HPER 101-Social Dance. Methods and techniques for teaching square dance, line dance, folk dance, social dance, and mixers.

HPER 205 PHYSICAL EDUCATION FOR ELEMENTARY CHILDREN.....2
Practice in teaching of fundamental and specialized motor skills and self-testing activities for the elementary school level.

HPER 207 PREVENTION AND CARE OF INJURIES.....3
Prerequisite: BIOL 220. Study of basic taping, bracing, and padding techniques; concepts of post-injury treatment; covers requirements of education and certification for professionals.

HPER 208 INTRODUCTION TO PHYSICAL EDUCATION.....3
Specific information about the nature of the field, its opportunities, rewards, and the requirements of a sound program of professional preparation.

HPER 210 FIRST AID & CPR.....1
Basic knowledge and skills in dealing with emergency medical situations; includes CPR instruction. Red Cross Certification available. Open to all students.

HPER 217 PERSONAL AND COMMUNITY HEALTH.....3
Overview of factors affecting wellness; topics include mental and physical health, relationships and sexuality, drugs, diseases, and aging; emphasis on the impact of individual decisions on level of holistic wellness.

HEALTH, PHYSICAL EDUCATION, AND RECREATION (Continued)

Credits

HPER 218 PERSONAL TRAINER PREPARATION..... 3
A semester-long course which will prepare the student for the Personal Trainer Certification Exam from the National Council on Strength and Fitness. Learn the biomechanics of the human body and its response to exercise based on an individual's age and fitness level. Gain knowledge of resistance training, flexibility instruction, body composition testing and various assessment techniques.

HPER 219 LIFEGUARD TRAINING..... 2
American Red Cross techniques and methods of aquatic safety and life guarding. Meets Red Cross standards.

HPER 220 EMT-BASIC (PART ONE)..... 3
Requires enrollment in consecutive fall and spring classes. Written, verbal and practical training in prehospital emergency care and transportation. Provides partial training to prepare students for the National Registry Examination for Emergency Medical Technicians. Attendance is mandatory at all classes.

HPER 221 EMT-BASIC (PART TWO)..... 3
Prerequisite: HPER 220 or current certification as an EMT and instructor consent. Requires enrollment in consecutive fall and spring classes. Written, verbal and practical training in prehospital emergency care and transportation. Completes training to prepare students for the National Registry Examination for Emergency Medical Technicians. Attendance is mandatory at all classes.

HPER 250 VARSITY ATHLETICS..... 1
Daily practice and participation in intercollegiate athletics, including baseball, basketball, golf, and volleyball. May be repeated.

HPER 253 HEALTH AND THE AGING POPULATION..... 2
Provides basic information on the normal aging process and pathophysiological changes directly related to chronic and degenerative disease; identifies and addresses changes in human needs as related to the aging person.

HPER 260 VITAL HEALTH ISSUES..... 2
Study of current health issues including health care systems, health hazards, mental health, drugs, nutrition, exercise, weight control, major causes of death, and consumer health; emphasis on healthful practices and preventive measures.

HPER 299 SPECIAL TOPICS..... 1-3
Designed to meet student's needs and interests. Uses participating faculty resources. Topics to be selected on interest and relevance to needs.

HISTORY

Credits

HIST 101 WESTERN CIVILIZATION I..... 3
Interpretive survey of cultural continuity from 3000 B.C. to the end of the European Middle Ages.

HIST 102 WESTERN CIVILIZATION II..... 3
Interpretive survey with emphasis on movements common to Western Europe from the Reformation through World War II.

HIST 103 UNITED STATES TO 1877.....3
Survey of early American history, including old world background, transformations of British institutions into American institutions, revolution, and the establishment of the Union with its temporary breakup in the Civil War.

HIST 104 UNITED STATES SINCE 1877..... 3
Survey of the last century of American history, including the transformation of an isolationist, agrarian nation into an urban, industrial, and world power; emphasis upon the resulting domestic maladjustments.

HIST 220 NORTH DAKOTA HISTORY..... 3
A survey emphasizing settlement and development, noting the consequences of the state's climate and settlers on the situation in which it now finds itself. Special attention is paid to the Nonpartisan League and the evolution of isolationist sentiment among North Dakotans.

HIST 222 HISTORY OF THE WESTERN FRONTIER..... 3
Survey of the developments of the American frontier from the Mississippi Valley westward and how those developments have played a role in America's cultural, social, political, economic growth.

HISTORY (Continued) Credits

- HIST 223 HISTORY OF THE LEWIS & CLARK EXPEDITION.....3**
 A historical overview of the motivation, preparations, and exploits of the ‘Corps of Discovery’ (1804-1806) led by Meriwether Lewis and William Clark. Their successes, failures, and legacies will be examined.
- HIST 228 SELECTED READINGS IN EUROPEAN HISTORY..... 1-3**
 Under arrangement and advisement by the instructor, students may earn credit by doing research and reading in specialized areas and presenting the findings in formally written reviews.
- HIST 229 SELECTED READINGS IN AMERICAN HISTORY..... 1-3**
 Under arrangement and advisement by the instructor, students may earn credit by doing research and reading in specialized areas and presenting the findings in formally written reviews.
- HIST 257 THE COLD WAR.....3**
 This course is an examination of the historical backgrounds, motivations/actions, and key events of a period colloquially termed “The Cold War;” primarily the relations between the United States and the Soviet Union, on a global scale, from the year 1945 through the 1990s.
- HIST 299 SPECIAL TOPICS..... 1-3**
 Designed to meet students’ special needs and interests; utilize particular faculty expertise in a varied environment.

HUMANITIES Credits

- HUMS 210 INTEGRATED CULTURAL STUDIES..... 2-3**
 Interdisciplinary class designed to provide basic conversational language skills while studying culture and geography of a designated society.
- HUMS 211 INTEGRATED CULTURAL EXCURSION.....1**
 Intensive study session within the society studied in Integrated Cultural Studies; tour the society to attain first hand exposure to the culture while using language skills. S/U
- HUMS 251 HUMANITIES SURVEY: .MYTHICAL REALITIES AND THE CLASSICAL WORLD3**
 Humanities 251, the first in a historical series of three humanities survey courses which may be taken independently of others, examines the development of ancient myths in Mesopotamia, Greece, and the Pre-European America, and the roles those myths played, as well as exploring the effects of the emphasis on reason in both Greek and Roman cultures by focusing on architecture, art, literature, theater, history, theology, and philosophy of the mythological and classical world.
- HUMS 252 HUMANITIES SURVEY: MEDIEVAL SOLUTIONS AND RENAISSANCE ACHIEVEMENTS.....3**
 Humanities 252, the second in a historical series of three humanities courses which can be taken in any order, focuses on the rise of Christian, Islamic and secular cultures of the fall of Rome, as well as tracing the developing emergence, and achievements, of the Italian and Northern Renaissance by examining the art, music, architecture, history, literature, theology, and philosophy of the post-classical world.
- HUMS 253 HUMANITIES SURVEY: MODERN REVOLUTIONS AND CONTEMPORARY PROBLEMS3**
 Humanities 253, the third in a historical series of courses which require no prerequisites, covers the emergence of science and reason as the modern catalyst for revolution, traces the reaction of romanticism and realism to the Enlightenment world view, and attempts to understand the basis for the contemporary problems humanity currently faces by studying the philosophical, literary, artistic, and musical expressions of the last four centuries.
- HUMS 290 SPECIAL TOPICS FOR HONOR STUDENTS1**
 Phi Theta Kappa honor students with a GPA of 3.3 or higher may receive one or two credits by earning points in the four hallmark areas established by the national group: Scholarship, leadership, fellowship, and service. The hallmark areas must emphasize the topic chosen by the national group on a yearly basis. May be repeated.
- HUMS 299 SPECIAL TOPICS..... 1-4**
 Designed to meet students’ special needs and interests; utilize particular faculty expertise in a varied environment.

MESSAGE THERAPY Credits

- MASG 101 INTRODUCTION TO MESSAGE THERAPY2**
 An overview of the field of massage therapy. Topics covered include historical perspectives on massage, ethics and legalities, universal precautions, indications and contraindications, communication and documentation, reimbursement issues, informed consent, practice environments, and general policies and procedures in running a massage therapy practice.
- MASG 120 SWEDISH MASSAGE I.....3**
 Prerequisite: Admission to the Massage Therapy Program. The technique of traditional (Swedish) massage is presented. Students will learn the theory and practice the application of Swedish massage techniques including, but not limited to, effleurage, pertissage, tapotement. Students will also learn the theory and application of proper body mechanics, positioning, and draping. Primary emphasis will be in the application of these techniques to the lower extremities and back region.
- MASG 121 MESSAGE THERAPY CLINICAL I.....3**
 Prerequisite: Admission to the Massage Therapy Program. Students will obtain additional practice in the application of massage techniques studied in MASG 120 and MASG 150. Students are required to complete a minimum of fifty massages. Twenty-five massages will be completed under the supervision of the instructor and twenty-five completed independently. Students will practice obtaining medical histories and documenting services provided.
- MASG 150 KINESIOLOGY TECHNIQUES I.....3**
 Prerequisite: Admission to the Massage Therapy Program. Students will learn the assessment process including manual muscle testing as it applies to massage therapy. Students will study surface anatomy and identification of landmarks. The appropriate technique of stretching hypomobile tissues will be presented.
- MASG 220 SWEDISH MASSAGE II.....3**
 Prerequisite: Admission to the Massage Therapy Program. Students continue the application of techniques and theory of Swedish massage. Students will apply these techniques to the remaining regions of the body.
- MASG 221 MESSAGE THERAPY CLINICAL II6**
 Prerequisite: Admission to the Massage Therapy Program. Students will obtain additional practice in the application of massage techniques studied in MASG 120, 150, 220, and 250. Students are required to complete a minimum of one hundred massages. Fifty massages will be completed under the supervision of the instructor and fifty completed independently. Students will practice obtaining medical histories and documenting services provided.
- MASG 240 THE BUSINESS OF MESSAGE.....2**
 Prerequisite: Admission to the Massage Therapy Program. Students will learn how the basics of business apply to running your own clinic.
- MASG 250 KINESIOLOGY TECHNIQUES II.....3**
 Prerequisite: Admission to the Massage Therapy Program. Students will learn the theory and practice the application of various other massage techniques including, but not limited to, acupressure, on-site, deep tissue, sports massage, abdominal, and facial massage. Students will learn the theory and practice of the complementary modalities of heat, cold, and hydrotherapy.
- MASG 260 ADVANCED MESSAGE TECHNIQUES4**
 Prerequisite: Admission to the Massage Therapy Program. Students will learn a variety of techniques that complement Swedish Massage including modalities, Indian and Oriental massage approaches.
- MASG 270 PROFESSIONAL CONFERENCE.....1**
 Prerequisite: Admission to the Massage Therapy Program. Students will attend continuing education conference to familiarize themselves with the continuing education process. S/U

Course Descriptions

MATHEMATICS

Credits

- ASC 092 BEGINNING ALGEBRA**3
Fundamental operations, factoring, fractions, exponents, radicals, and equations. For students with little or no background in algebra. (Not applicable toward total hours required for graduation at any campus.)
- MATH 100 APPLIED MATHEMATICS**3
A review of mathematics including metrics, fractions, decimals, and percentages. Emphasis is placed on the strategies of problem solving using technical applications.
- MATH 102 INTERMEDIATE ALGEBRA**3
Properties of the real number system, factoring, linear and quadratic equations, functions, polynomial and rational expressions, inequalities, systems of equations, exponents and radicals. (A specific department may choose to not allow this course to count toward total hours required for graduation.)
- MATH 103 COLLEGE ALGEBRA**3
Prerequisite: MATH 102. Relations and functions, equations and inequalities, complex numbers; polynomial, rational, exponential and logarithmic functions; systems of equations, matrices and determinants, sequences and summation.
- MATH 104 FINITE MATH**3
Prerequisite: MATH 102 or higher. Systems of linear equations and inequalities, matrices, linear programming, mathematics of finance, elementary probability and descriptive statistics. On demand or as needed.
- MATH 105 TRIGONOMETRY**2
Prerequisite: MATH 103. Angle measure, trigonometric and inverse trigonometric functions, trigonometric identities and equations, polar coordinates, applications.
- MATH 107 PRE-CALCULUS**4
Equations and inequalities; polynomial, rational, exponential, logarithmic, and trigonometric functions; applications.
- MATH 139 APPLIED MATH FOR NURSES**2
Prerequisite: Admission to the Nursing Program. A review of basic math skills as applied to drug dosage calculation and medication administration. Includes a review of the metric and apothecary systems, reading drug labels, maintenance of medication records, calculating adult and pediatric drug dosages, and calculating intravenous flow rates and infusion times.
- MATH 146 APPLIED CALCULUS**3
Prerequisite: MATH 103 or MATH 104. Limits, derivatives, integrals, exponential and logarithmic functions, and applications.
- MATH 165 CALCULUS I**4
Prerequisite: MATH 103 & 105. Limits, continuity, differentiation, Mean Value Theorem, integration, Fundamental Theorem of Calculus, applications.
- MATH 166 CALCULUS II**4
Prerequisite: MATH 165. Applications and techniques of integration, polar equations, parametric equations, sequences and series, power series.
- MATH 208 DISCRETE MATHEMATICS**3
Prerequisite: MATH 103. Sets, relations and functions, combinatorics, logic, Boolean algebra, difference equations, graph theory, automata.
- MATH 210 ELEMENTARY STATISTICS**3
Prerequisite: MATH 102. An introduction to statistical methods of gathering, presenting and analyzing data; estimating means, proportions, confidence intervals, and testing hypotheses; probability and probability distributions; and linear regression and correlation.
- MATH 265 CALCULUS III**4
Prerequisite: MATH 166. Multivariate and vector calculus including partial derivatives, multiple integration, applications, line and surface integrals, Green's Theorem, Stoke's Theorem, Divergence Theorem.
- MATH 266 INTRO TO DIFFERENTIAL EQUATIONS**3
Prerequisite: MATH 265. Solution of elementary differential equations by elementary techniques. Laplace transforms, systems of equations, matrix methods, numerical techniques, applications.

(Continued)

MATHEMATICS (Continued)

Credits

- MATH 277 MATH FOR ELEMENTARY TEACHERS I** 4
Prerequisite: MATH 103. A mathematics course for prospective elementary school teachers. Topics include problem solving, number systems, elementary number theory, and proportional reasoning. Calculators, computers, and manipulatives are used in the course.

MENTAL HEALTH/ADDICTION STUDIES

Credits

- MHA 201 MENTAL HEALTH I** 4
Introduction to the current psychiatric categories and brief introduction of common diagnostic and functional assessment tools. Introduction to psychopharmacology.
- MHA 205 MENTAL HEALTH II** 4
Introduction to therapeutic intervention, case management, multicultural issues, confidentiality, facilitating psycho-social groups (group dynamics), and advanced interviewing skills.
- MHA 210 ADDICTIONS I** 4
Introduction to the theories of chemical addiction and dependence (12 step treatment), impact of drug abuse on individual, family and society. Native American issues will be addressed.
- MHA 215 ADDICTIONS II** 4
Psychopharmacology, overview of assessment, patient placement and treatment planning procedures, activity planning, and laws and regulations.
- MHA 220 INTERNSHIP** 3
100-hour internship in an approved mental health or addictions setting to provide students with an opportunity to develop and apply program-related competencies.

MICROBIOLOGY

Credits

- MICR 202 MICROBIOLOGY** 3
Prerequisite: Course in chemistry or biology. Topics include microbial survey, bacterial structure and physiology, viral and bacterial diseases, immune system, personal and community health.
- MICR 202L MICROBIOLOGY LAB** 1
Experiments and Exercises in Microbiology.

MUSIC

Credits

- MUSC 100 MUSIC APPRECIATION** 3
Music appreciation for students without an extensive background in music.
- MUSC 101 FUNDAMENTALS OF MUSIC** 3
Fundamentals of music, theoretical principles; music vocabulary for students without an extensive background in music.
- MUSC 117 CONCERT CHOIR** 1
Open to all interested students; mixed vocal group; includes sacred and secular music. May be repeated.
- MUSC 145 APPLIED MUSIC (PRIVATE LESSONS)** 1
Prerequisite: Consent of instructor. Individual, private instruction in piano, guitar, organ, voice, or instrument. May be repeated. Lab fee required. S/U
- MUSC 299 SPECIAL TOPICS IN MUSIC** 1

NURSING

Credits

- NURS 100 NURSE ASSISTANT TRAINING** 2
This course is designed to prepare the student for certification as a nurse assistant. Units of study consist of the following:
Introduction to long-term care, communication, infection control, safety, anatomy, physiology of aging, nutrition, skin care, and basic skills (personal care, transferring, positioning, vital signs, elimination, bed making). Course consists of classroom and supervised clinical practice.

(Continued)

NURSING (Continued) Credits

NURS 120 FOUNDATIONS OF NURSING3
 Prerequisite: Admission to the Practical Nursing Program. This course introduces concepts related to the practical nurse's roles and responsibilities in today's society. Emphasis is placed on effective communication, microbiology concepts, basic human needs, critical thinking, research, and ethical-legal and professional issues. Health promotion and disease prevention concepts are introduced. Upon completion the student will be able to understand the nursing process as it relates to the socially and culturally diverse clients along the health-illness continuum.

NURS 121 PRACTICAL NURSING I.....3
 Prerequisite: Admission to the Practical Nursing Program. This course introduces students to core concepts of pharmacology, nutrition, and health assessment as they relate to the nursing profession. Students will learn basic pharmacological principles, safe administration of medication; health promotion and disease prevention related to nutrition; and the data collection processes of health assessment.

NURS 122 CLINICAL PRACTICE I.....3
 Prerequisite: Admission to the Practical Nursing Program. This course takes place in the nursing laboratory and in health care facilities. The student will apply social, biological, behavioral and nursing science principles as they are acquired in the Foundations of Nursing and Practical Nursing I courses. Basic nursing skills and procedures are demonstrated and applied in a supervised laboratory/clinical setting. Beginning Practical Nursing Students will begin to participate with the nursing process for clients across the lifespan.

NURS 124 CLINICAL PRACTICE II.....3
 Prerequisite: Admission to the Practical Nursing Program. This course takes place in the nursing laboratory and in health care facilities. Complex nursing skills are introduced in the laboratory and applied in the clinical setting utilizing current technology. Clinical experiences will include nursing interventions, pain management, nutrition and drug therapy for disease and infectious processes of culturally diverse clients across the lifespan. Health promotion activities and disease prevention techniques will be incorporated into nursing care of the culturally diverse client. Mental health and therapeutic communication concepts are applied in caring for clients along the health illness continuum. Evidence based practice is applied in the holistic care of clients across the lifespan. Upon completion the student will assist in the nursing process as a member of the interdisciplinary health care team.

NURS 126 CLINICAL PRACTICE III.....3
 Prerequisite: Admission to the Practical Nursing Program. This clinical takes place in a variety of clinical settings. The student will apply evidence based nursing knowledge and skills in caring for clients across the lifespan with stable or predictable health problems and assisting with those whose conditions are critical or unpredictable. Critical thinking, effective and therapeutic communication, nursing process, management of nursing care, and delegation of unlicensed assistive persons are incorporated into the clinical experience. The student will provide safe and effective nursing care in a legal and ethical manner for clients along the health-illness continuum as an interdisciplinary member of the health care team. Upon completion of this clinical course, the student will have the knowledge and experience to practice in the role of a practical nurse.

**NURS 127 PRACTICAL NURSING II:
 INTRO TO MEDICAL-SURGICAL NURSING2**
 This didactic course expands on prior learning to increase evidence-based knowledge of nursing interventions, pain management, surgery, cancer, trauma and drug therapy for disease and infectious processes of the biopsychosocial individual along the health-illness continuum. This course will integrate teaching and learning activities that enhance critical thinking skills, involvement of clients in decision making, self-care, health promotion, disease prevention and intervention to responses to illness. Upon completion, the student will describe the application of the nursing process in caring for culturally unique clients across the lifespan in an ethical and legal manner.

(Continued)

NURSING (Continued) Credits

NURS 129 PRACTICAL NURSING III.....4
 Prerequisite: Admission to the Practical Nursing Program. This course will continue the learning of evidenced based nursing interventions, nursing process, nutrition and drug therapy for disease processes of the culturally diverse client across the lifespan along the health-illness continuum. Additional information presented will include accountability, roles, responsibilities and ethical, legal and professional issues of the entry level Practical Nurse. The principles of therapeutic communication are expanded and the impact of technology on nursing care is addressed.

**NURS 145 INTRODUCTION TO MATERNAL-CHILD
 NURSING.....2**
 This didactic course focuses on nursing care of the culturally diverse woman, infant, and child. Emphasis is placed on health maintenance and selected study of diseases and disorders affecting women, infants, children, and families. Growth and development of the infant and child, and common childhood illnesses are presented. The importance of family-centered care and therapeutic communication is addressed. This course will integrate teaching and learning activities that enhance involvement of clients in decision-making, self-care, health promotion, and disease prevention.

NURS 224 PROFESSIONAL ROLE DEVELOPMENT.....2
 Prerequisite: Admission to the Associate Degree Nursing Program. This Course is designed to assist the licensed practical nurse in transition to the role of the associate degree nurse. Emphasis is placed on the role of the registered nurse, evidence based practice, nursing process, and therapeutic communication. Historical trends of nursing will be discussed and management concepts will be introduced. Upon completion, students should be able to articulate professional aspects of the practice of nursing.

NURS 225 ALTERATIONS IN HEALTH I3
 Prerequisite: Admission to the Associate Degree Nursing Program. This course introduces concepts related to the nursing care of individuals experiencing acute and chronic alterations in health that build on knowledge and skills introduced in practical nursing programs and the supporting sciences. Emphasis is placed on utilizing scientific principles and the nursing process as a framework for providing and managing nursing care to individuals along the health-illness continuum. Upon completion, students will incorporate basic decision making skills and therapeutic communication to meet basic human needs for individuals experiencing acute and chronic alterations in health across the lifespan including end-of-life issues.

NURS 226 MATERNAL CHILD NURSING.....3
 Prerequisite: Admission to the Associate Degree Nursing Program. This course integrates prior learning to provide expanded knowledge of the neonate, developing child, women's health, and childbearing family. Maintenance and study of diseases and disorders affecting diverse neonates, children, women and families along the health-illness continuum, including end of life issues, are examined. Emphasis is placed on therapeutic communication, the role of the registered nurse, ethical/legal issues and health promotion and maintenance during life stage of growth and development for the neonates, children and women. As a member of the interdisciplinary health care team, the student will explore the human needs of diverse neonates, children and women utilizing the nursing process as a framework.

NURS 227 CLINICAL APPLICATIONS I.....4
 Prerequisite: Admission to the Associate Degree Nursing Program. Utilizing the nursing process the associate degree nursing student will administer care to meet the needs of individuals across the lifespan. The student will demonstrate assessment skills, IV therapy skills, and apply scientific principles and aseptic technique in caring for individuals across the lifespan along the health-illness continuum. The student will apply therapeutic communication in the management of patient care and as a member of the interdisciplinary health care team.

(Continued)

Course Descriptions

NURSING (Continued)

Credits

NURS 228 ALTERATIONS IN HEALTH II.....4
 Prerequisite: Admission to the Associate Degree Nursing Program. This course continues the study of acute and chronic alterations in health. Nursing care of individuals experiencing complex alterations in health is discussed. Emphasis is placed on the nurse's role as a member of an interdisciplinary team and as a manager of care for individuals across the lifespan. The student will analyze personal and professional values, leadership and management, and quality improvement processes. Upon completion, students will be able to provide comprehensive nursing care for individuals with acute, chronic, and complex alterations in health.

NURS 229 HEALTH PROMOTION AND PSYCHOSOCIAL NURSING.....2

Prerequisite: Admission to the Associate Degree Nursing Program. This course includes concepts related to the nursing care of individuals experiencing alterations in social and psychosocial functioning. Utilizing the nursing process, the students will explore human needs of individuals with mental health alterations. Utilization of therapeutic communication techniques, use of self and cultural awareness is stressed. Emphasis is also placed on health promotion, health maintenance, and accident/illness prevention for diverse individuals across the lifespan.

NURS 237 CLINICAL APPLICATIONS II6

Prerequisite: Admission to the Associate Degree Nursing Program. Utilizing the nursing process, the associate degree nursing student will meet the needs of individuals experiencing complex alterations in health as well as psychiatric/mental health issues across the life span along the health-illness continuum. Critical thinking, nursing process, group dynamics and management of nursing care are incorporated into the clinical experience. Students will apply evidence based nursing knowledge and skills in the implementation of health promotion activities. The student will utilize therapeutic communication and effective management skills in providing nursing care according to legal/ethical and professional standards.

*All Clinical experiences are based on a 1:3 credit to hour ratio.

NUTRITION

Credits

NUTR 230 HERBS & SUPPLEMENTS2
 An overview of the effects of the more common herbs and supplements and conditions for use.

NUTR 240 PRINCIPLES OF NUTRITION.....3
 Principles and concepts of nutrition throughout the life cycle for the purpose of health maintenance, prevention, and recovery of illness.

OCCUPATIONAL SAFETY & ENVIRONMENTAL HEALTH

Credits

OSEH 200 OCCUPATIONAL SAFETY & HEALTH3
 Introduces health and safety principles and skills needed to conduct field operations dealing with hazardous substances; meets the initial training requirements of the Occupational Safety and Health Administration for workers engaged in hazardous waste operations; includes the fundamentals of hazardous recognition, toxicology, selection, use, and limitations of personal protective equipment, and the safety procedures for conducting waste site investigations; consists of lectures and demonstrations, problem solving exercises, discussions, and field exercises. D; Arrangements made for workshops.

OSEH 296 OCCUPATIONAL SAFETY & HEALTH SEMINAR.....2

Provides job search skills, analysis of personal strengths and weaknesses, and examination of the state of the industry. Includes annual update of changes made in laws and regulations regarding hazardous waste training and seminar presentations by class participants. Students will receive 8-hour HAZWOPER Annual Refresher.

OSEH 299 SPECIAL TOPICS..... 1-4
 Features contemporary topics of interest or those of a specialized nature that need to be addressed.

PHARMACOLOGY

Credits

PHRM 137 PHARMACOLOGY FOR BUSINESS 2
 Covers the trade and generic names of the most commonly used drugs with emphasis on dosages, route of administration, and uses.

PHRM 215 INTRODUCTION TO PHARMACOLOGY 3
 Prerequisites: BIOL 220 & CHEM 115. Co or Prerequisite BIOL 221. A survey of drugs commonly used in health care, including basic principles, clinical uses, and possible adverse effects.

PHILOSOPHY

Credits

PHIL 101 INTRODUCTION TO PHILOSOPHY 3
 General survey of the philosophical eras and ideas of the Western world. The course will focus on identifying and understanding the underpinnings of contemporary thought through the study of philosophers from Ancient Greece to the modern day.

PHIL 210 ETHICS 3
 A study of the historical development of ethical systems, including an analysis of cultural factors which bring about values formation and an examination of the process of forming value judgements.

PHIL 215 CONTEMPORARY MORAL ISSUES 3
 An introduction to the problems connected with moral choice. This course examines the moral judgments that follow from the values held by a wide variety of people today on topics ranging from abortion to race, sexual behavior, the environment, etc.

PHYSICAL THERAPIST ASSISTANT Credits

PTA 101 INTRODUCTION TO PHYSICAL THERAPY..... 2
 Overview of the physical therapy profession and its place in health care.

PTA 121 TREATMENT ISSUES 2
 Prerequisite: Admission to the PTA program. Introduction to clinical concepts including patient positioning, body mechanics, gait training, vital signs, wheelchair management, asepsis, safety, infection control and patient transfers.

PTA 130 PATHOLOGY FOR PTA 3
 Prerequisites: BIOL 220 & 221 & instructor's consent. Introduction to medical and pathological conditions commonly encountered in physical therapy.

PTA 140 THERAPEUTIC EXERCISE L/L..... 3
 Prerequisite: Admission to the PTA program. Introduction to basic concepts of orthopedic management, review of tissue healing, gait and joint mobilization, and management of orthopedic conditions.

PTA 150 MODALITIES L/L..... 4
 Prerequisite: Admission to the PTA program. Theory, principles, and technical skills of the application of heat, cold, light, electricity, electromagnetic, and sound waves in physical therapy.

PTA 151 MEDICAL RECORDS 2
 Prerequisite: Admission to the PTA program. Documentation and record keeping in the physical therapy department, PTA responsibilities for documentation, legalities, and insurance issues.

PTA 240 ADVANCED TECHNIQUES L/L..... 3
 Prerequisite: Admission to the PTA program. Theory and application of cardiopulmonary treatment, orthotics, prosthetics, wound care, pharmacology, myofascial release, and counterstrain are examined. Special treatment topics are investigated.

PTA 241 ASSESSMENT..... 1
 Prerequisite: Admission to the PTA program. Students will learn different functional evaluation tools to use in the clinic. Other selected topics will be presented. Students will spend time in the clinic setting observing and practicing skills.

PTA 249 PHYSICAL THERAPY CLINICAL 5
 A PTA student operated clinic to provide hands on clinical experience. Clients will consist of students, faculty, staff and the public. Conditions will be rehabbed as they present themselves and will be treated in the scope of a student Physical Therapist Assistant.

PTA 250 NEUROLOGICAL REHABILITATION L/L 5
 Prerequisite: Admission to the PTA program. Theory of the developmental process is studied. Principles of neurological rehabilitation are explored.

(Continued)

**PHYSICAL THERAPIST ASSISTANT
(Continued)**

Credits

- PTA 251 FIELDWORK A.....6**
Prerequisite: Completion of all didactic work for the PTA program. 320 hours of full-time experience (8 weeks at 40 hours per week) working with a clinical instructor applying the concepts and techniques learned in the classroom. This is the student's first full-time field experience. Students are placed in numerous locations throughout the United States and Canada. S/U
- PTA 252 FIELDWORK B.....6**
Prerequisite: PTA 251. 320 hours of full-time experience (8 weeks at 40 hours per week) working with a clinical instructor applying the concepts and techniques learned in the classroom. This is the student's second fulltime field experience. Students are placed in numerous locations throughout the United States and Canada. S/U
- PTA 259 MUSCLES AND THEIR FUNCTIONS.....3**
Prerequisite: BIOL 220 L/L. An advanced anatomy course focusing on muscles and their origins, insertions and actions. Designed for students entering healthcare fields such as Physical Therapy, Physical Therapist Assistant, Occupational Therapy, Occupational Therapist Assistant, Chiropractic, Massage Therapy, etc.
- PTA 260 ADVANCED EXERCISE.....3**
Prerequisite: Admission to the PTA program. Theory and usage of advanced exercise protocols in the following areas: Geriatrics, vestibular dysfunction, cardiac, spine, pulmonary, isokinetics, plyometrics, resistance training, work hardening, aquatics, muscle energy technique, and Swiss ball.
- PTA 261 EXERCISE APPLICATION.....2**
An activity based course to teach PTA students proper exercise techniques and to experience various levels of difficulty with therapeutic exercise. The students will also learn how to modify exercises based on a client's individual condition.
- PTA 299 SPECIAL TOPICS..... 1-4**
Prerequisite: Departmental Approval. Opportunity to do independent study in an area of physical therapy under the advisement and direction of a PTA instructor. Credit hours will be awarded based on the complexity of the project.

PHYSICS

Credits

- PHYS 100 CONCEPTS OF PHYSICS L/L.....4**
An introduction to physics with applications in everyday life. Material is presented from a conceptual rather than mathematical viewpoint. Fundamental physical laws are studied and applied to explain a wide range of everyday phenomena. The course is designed for students who have a limited mathematical background. Includes lab.
- PHYS 211 COLLEGE PHYSICS I L/L.....4**
Prerequisite: MATH 103 or equivalent. The non-calculus physics course sequence recommended for pre-medical and pre-professional students. Topics: Newtonian mechanics and gravitation, work and energy, solids and fluids, heat and thermodynamics. Includes lab.
- PHYS 212 COLLEGE PHYSICS II L/L.....4**
Prerequisite: PHYS 211 or equivalent. The non-calculus general physics course sequence recommended for pre-medical and pre-professional students. Topics: vibration and waves, electricity and magnetism, light and optics, and an introduction to modern physics. Includes lab.
- PHYS 251 UNIVERSITY PHYSICS I L/L.....5**
Prerequisite: MATH 165. The general physics course sequence for students majoring in chemistry, physics or engineering. Topics: Newtonian mechanics and gravitation, work and energy, solids and fluids, heat and thermodynamics. Includes lab.
- PHYS 252 UNIVERSITY PHYSICS II L/L.....5**
Prerequisite: MATH 166. The general physics course sequence for students majoring in chemistry, physics or engineering. Topics: vibration and waves, electricity and magnetism, light and optics, and an introduction to modern physics. Includes lab.

POLITICAL SCIENCE

Credits

- POLS 115 AMERICAN GOVERNMENT.....3**
Introduction to political science through the study of the American political system, the Constitution, the political processes, the structure, powers, and procedures of the Presidency, Congress, and the Judiciary.
- POLS 116 STATE & LOCAL GOVERNMENT.....3**
Structure, function, and problems of state and local government; executive, legislative, and judicial processes; federalism and metropolitan government.
- POLS 195 STUDENT GOVERNMENT.....1**
Coordinate student functions and act as liaison between administration and students. Practical experience in the democratic process and committee procedure will be offered. Dynamics of negotiation, leadership, group process, and parliamentary procedure will be applied. May be repeated. (Credits do not apply to those required for graduation.) S/U

PSYCHOLOGY

Credits

- PSYC 100 HUMAN RELATIONS IN ORGANIZATIONS.....2**
Examination of human responses to the environment, relationships with other people, sociocultural factors in human development, one's relationship to others, and one's understanding of self for both career and personal development.
- PSYC 111 INTRODUCTION TO PSYCHOLOGY.....3**
A survey of the scientific study of behavior and mental processes, with consideration of the nature and scope of psychology as a science and a profession.
- PSYC 250 DEVELOPMENTAL PSYCHOLOGY.....3**
Prerequisite: PSYC 111. A survey of the psychology of human life span development including intellectual, social, and emotional aspects of the normal individual and emphasizing childhood and adolescent development.
- PSYC 270 ABNORMAL PSYCHOLOGY.....3**
Prerequisites: PSYC 111. A survey of the classification, symptoms, and etiology of psychological disorders, and behavior pathology.

RELIGION

Credits

- RELS 120 RELIGION IN AMERICA.....3**
Study of religious life in America; emphasis placed on the role of religion in the development of American life and character.
- RELS 203 WORLD RELIGIONS.....3**
An introduction to the origin and major tenets of Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam.

SMALL BUSINESS MANAGEMENT Credits

- SBMT 299 SPECIAL TOPICS..... 1 ½-4**
Provides specialized instruction and practical applications in vital areas of business. Some instructional programs are specially designed for startup and existing businesses. Special emphasis on business development and management organization.

SOCIAL WORK

Credits

- SWK 200 INTRODUCTION TO HELPING RELATIONSHIPS.....3**
An introduction and overview of the helping process. Emphasis given to evaluating one's beliefs, values and attitudes regarding the client/helper relationship and to developing effective interpersonal relationships and problem solving skills. Attention given to developing effective interviewing skills.

(Continued)

Course Descriptions

SOCIAL WORK (Continued) Credits

SWK 255 SOCIAL WORK IN A MODERN SOCIETY3
 This course is designed to provide an introduction to the profession of social work. Course content includes the history and development of the profession; the assumptions which underlie social work goals, functions, and methods; the professional values guiding practice; and description of practice methods. The course also offers the students opportunities to learn about social roles and practice settings.

SWK 256 INTRODUCTION TO HUMAN SERVICES3
 Overview of the structure and resources available through the human services delivery system, as well as the roles of professional and paraprofessional staff (technician).

SOCIOLOGY Credits

SOC 110 INTRODUCTION TO SOCIOLOGY3
 Introductory analysis of the nature of society, the interrelationships of its component groups, and the process whereby society persists and changes; interpretation of human behavior in groups.

SOC 115 SOCIAL PROBLEMS3
 Sociological analysis of major social problems in America.

SOC 220 FAMILY3
 A sociological examination of the development of the family as a social institution. An emphasis is given to mate selection problems, courtship, marriage, child-parent relations, divorce and later years of marriage, along with the contemporary American family from the standpoint of social class, ethnic background, and family situations. Practical problems in communications and child rearing are also explored.

SOC 235 CULTURAL DIVERSITY3
 This course examines the historical development of American ethnic and cultural diversity, including Native American, and places that diversity in global perspective.

SOC 299 SPECIAL TOPICS 1-3
 Prerequisite: Consent of instructor. Examination of special topics in sociology taught at the sophomore level; topics that include but are not limited to marriage and family, aging, rural issues, and community organizing.

SPANISH Credits

SPAN 101 FIRST YEAR SPANISH I4
 Pronunciation and fundamental grammatical principles introduced through the development of skill in listening, comprehension and speaking, followed by practice in reading and writing; language laboratory attendance required.

SPAN 102 FIRST YEAR SPANISH II4
 Prerequisite: SPAN 101 or equivalent. Continued study of pronunciation and fundamental grammatical principles through the development of skill in listening, comprehension, and speaking, followed by practice in reading and writing; language laboratory attendance required.

SPAN 201 SECOND YEAR SPANISH I4
 Prerequisite: SPAN 102 or equivalent. Review of the structure of the language; readings in Spanish; practice in oral and written expression.

SPAN 202 SECOND YEAR SPANISH II4
 Prerequisite: SPAN 201 or equivalent. Review of the structure of the language; readings in Spanish; practice in oral and written expression.

TECHNOLOGY Credits

TECH 118 ORIENTATION1
 Safety in the operation of hand and power tools; proper selection and use of fire extinguishers; safety procedures and rules stressed. Employee/worker right-to-know information will be discussed. Students will be developing small projects to use in the lab area.

TECH 120 APPLIED WELDING1
 Study and skill development of oxyacetylene welding (cutting, fusion, brazing); shielded metal arc welding of carbon steels in flat, vertical, overhead, horizontal positions; wire feed welding of carbon steels in various positions.

TECHNOLOGY (Continued) Credits

TECH 178 HEAVY DUTY AIR CONDITIONING 2
 Introduction to the theory and operation of air conditioning systems; practical application of theory and operation of air conditioning systems; safety in recovering, recycling, and handling of refrigerants stressed; special attention given to governmental regulations as to handling materials.

THEATER Credits

THEA 201 THEATER PRACTICUM 1
 Participation in various activities of theatrical production. May be repeated.

TOURISM Credits

TOUR 150 SURVEY OF THE MIDWEST 3
 A study of the interrelationships of the geography, history, and atmospheric conditions of Midwest America and its impact on tourism opportunities in the region.

TOUR 210 PRINCIPLES OF INTERPRETATION 3
 An introduction to the theory and principles of interpretation and to the planning, development, and use of interpretive techniques and media. Overview of the methods used to promote and communicate information about natural, historical, and cultural features of parks and recreation areas.

TOUR 212 PRINCIPLES OF TOURISM 3
 An overview of the private sector of leisure services, including historical issues and current trends in commercial recreation, the resort and hospitality industry, and the travel and tourism industry. The social, economic, and environmental consequences of tourism and commercial recreation are explored.

TOUR 214 TOUR PLANNING AND PROMOTION 3
 Techniques and skills for planning, directing, and promoting tours including principles and practices of attracting and serving customers who desire to experience the outdoors.

TOUR 216 RECREATION PROGRAMMING 3
 The development of programming skills for recreation programs in various settings including public, nonprofit, and commercial recreation enterprises. The emphasis of the class will be on planning, implementing, and evaluating recreation programs. Program areas (social, cultural, physical, mental, and special events) will be presented.

ONLINE ASSOCIATE IN ARTS DEGREE

To provide access to an Associate in Arts Degree, Williston State College, in collaboration with other North Dakota University System colleges, provides online courses to meet the requirements of the Associate in Arts Degree. With this collaboration, it is possible to make one application, take courses from multiple campuses during the same term, receive financial aid for each of those courses, and to complete the Associate in Arts Degree without a traditional campus residency.

The Associate in Arts Degree is awarded to students who complete courses consisting primarily of diverse, introductory level material in preparation for transfer to baccalaureate programs. The basis of study is in communications, humanities, social science, mathematics, science, computer science, and wellness; with humanities and social science areas being the primary areas of emphasis. Students must complete a minimum of 62 credits, including 38 credits of general education with a Grade Point Average of 2.0 to meet the requirements for an Associate in Arts Degree. Information about this program and courses can be obtained by contacting the Distance Education Department at WSC.

BACHELOR'S DEGREE IN UNIVERSITY STUDIES

Dickinson State University, in collaboration with Williston State College, offers a Bachelor of University Studies program in Williston. The curriculum for this degree is flexible to provide students choices in areas in which they want to concentrate. Requirements include:

- 128 semester hours of course work,
- 32 semester hours of course work at 300-400 level,
- 32 residential hours defined as Dickinson State University course work, and
- 39 hours general education credits (or meet Williston State College's general education requirements).

Courses will be conducted via interactive video, on-line, face-to-face at Williston State College, and directed study with a professor. Alternative credit options include transfer credit, experiential learning, CLEP, armed service credit, attached credit, and service learning. For more information on this program, contact Dickinson State University at 1-800-279-HAWK.

CONTINUING EDUCATION DIVISION

The Continuing Education Division extends the resources of Williston State College by providing excellent service for life-long learning through quality, educational programs for community and professional development, as well as personal enrichment.

Continuing Education is comprised of:

- Credit and non-credit course which lead to certification, recertification, or personal enrichment,
- Interactive courses available entirely over the Internet. All of our courses include expert instructors, many of whom are nationally known authors. Our online courses are affordable, fun, fast, convenient, and geared just for you
- Community education classes offered for information or self-enrichment purposes,
- Kids on Campus programs which provide fun, educational classes for area children, and
- The Division is a provider for planning and providing conferences and workshops.

WORKFORCE TRAINING DIVISION

Your employees need to learn new skills to contribute to your company's growth. In fact, their growth means growth for your business. Workforce Training provides the instruction that your employees need to succeed. We offer a comprehensive line-up of workforce training classes designed with your company's growth in mind.

Customized training programs work with business, industry, governmental and non-profit agencies to deliver timely, cost effective, quality, performance-based training. Customized training emphasizes four major areas: Computer Training, Technical Training, Employee Development and Organizational Development. Log on to www.trainND.com for more information.

The mission of the NW ND Workforce Training Division is to focus on training and retraining for State Planning Regions I and II. Partnerships with business and industry foster an environment of continuous improvement to provide the state with a competitive workforce.

ADULT BASIC EDUCATION

The Williston State College Adult Learning Center coordinates the Adult Basic and Secondary Education Program. This program provides services to help adults increase knowledge and improve skills essential in today's world. The four main areas of service are:

- **Literacy Skills:** Provide literacy skills to adults who are unable to read.
- **Basic Skills:** Enable adults to acquire basic skills in mathematics, English, social studies, science, basic computer skills, employability skills, and career planning.
- **High School Equivalency Preparation (GED):** Prepare adults for the General Education Development (GED) tests. A High School Equivalency Certificate is issued through the State Adult Education and Family Literacy office of the Department of Public Instruction to those who successfully complete the exams.
- **English as a Second Language:** Provide adults who are unable to speak, read, or write the English language with skills to learn the English language.

Other services are provided for displaced homemakers (job readiness/career planning, computer skills, and interpersonal skill building).

Non-Traditional Educational Opportunities

DISTANCE EDUCATION

Distance Education provides students greater access to college classes by helping to alleviate some of the obstacles created by work, family commitments, distance, and time. Distance Education provides students with opportunities to improve work skills, to learn new skills, to increase knowledge, and to obtain a degree or certificate while remaining in their home, at their job, or in their community. Distance Education courses/programs use various delivery modes that may include on-line, Interactive Video, CDs, audio-tapes, correspondence, or any combination thereof. Programs offered through distance education include:

1. Administrative Assistant-Information Processing Option (online)
2. Administrative Assistant-Front Office Option (online)
3. Administrative Assistant-Medical Billing & Coding Option (online)
4. Administrative Assistant-Accounting Option (online)
5. Administrative Assistant-Health Information Management Option (online)
6. Administrative Assistant-Information Processing Option (online)
7. Associate Degree Nursing (on-site and Interactive Video to Minot, ND and New Town, ND)
8. Entrepreneurship (online)
9. Marketing/Management (online)

10. Massage Therapy (on-site and Interactive Video to Minot, ND & Bismarck, ND)
11. Medical Transcription (online)
12. Mental Health/Addictions Technician (on-site and Interactive Video to Minot, ND)
13. Paraeducator (online)
14. Practical Nursing (on-site and Interactive Video to Minot, ND & New Town, ND)
15. Speech Language Pathology Assistant (online)

For specific information, go to www.wsc.nodak.edu/distance.

Collaborative Student Program

The North Dakota University System Online (NDUSO), a collaboration of the eleven institutions in the North Dakota University System, has made it possible for students to take courses by distance delivery from several campuses at the same time while retaining the benefits currently received by on-campus students. The collaborative student is defined as a student enrolled simultaneously (concurrently) in courses from more than one college within the North Dakota University System. Students select a home campus that provides services in advisement, registration, financial aid, and billing.

For additional information, please contact the Director for Distance Education by calling 701-774-4231 or 1-888-863-9455, or by emailing Wanda.Meyer@wsc.nodak.edu.

North Dakota State Board of Higher Education

North Dakota State Board of Higher Education

The North Dakota State Board of Higher Education, established in 1939 by the voters of North Dakota, is the governing body for the state's 11 publicly-funded institutions which comprise the North Dakota University System. The SBHE carries out its constitutional responsibilities through a comprehensive set of policies and administrative rules and regulations.

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Student representative appointed each year
Faculty representative appointed each year

ADMINISTRATION

Joseph E. McCann, Ph.D., President

Dawn M. Olson, Ph.D., Vice President for Academic & Student Affairs

Brenda S. Wigness, B.S., Vice President for Business Affairs

FACULTY

Anderson, Beau, Instructor/Coordinator of Farm Business Management; B.S., Montana State University-Bozeman

Anderson, Betty, Assistant Professor of Psychology & Program Coordinator for Speech Language Pathology Assistant Program; M.Ed., University of North Dakota

Anderson, Diane, Coordinator/Instructor of Academic Skills Center; B.U.S., Dickinson State University; Vocational Certification

Bell, Helen, Program Coordinator/Asst. Professor of Business, Office, Tech Ed & Med Transcription; M.S., Central Michigan University; Vocational Certification

Benson, Robert, Program Coordinator/Assistant Professor of Physical Therapist Assistant, Massage Therapy; M.A.Ed., Marian College; Vocational Certification

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