CATALOG 2025-2026

This catalog is published by Williston State College to provide prospective students and other interested individuals with information about this institution.

The information, announcements, tuition rates, fees, programs, and course descriptions in this catalog are subject to change without notice, and may not serve as binding obligations with the State of North Dakota or Williston State College.

WILLISTON
STATE COLLEGE

WELCOME TO WSC

ACCREDITATION

Williston State College (WSC) is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, 230 South LaSalle St., Suite 7-500, Chicago, IL 60604. [800.621.7440 www.ncahlc.org]

EQUAL OPPORTUNITY POLICY

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

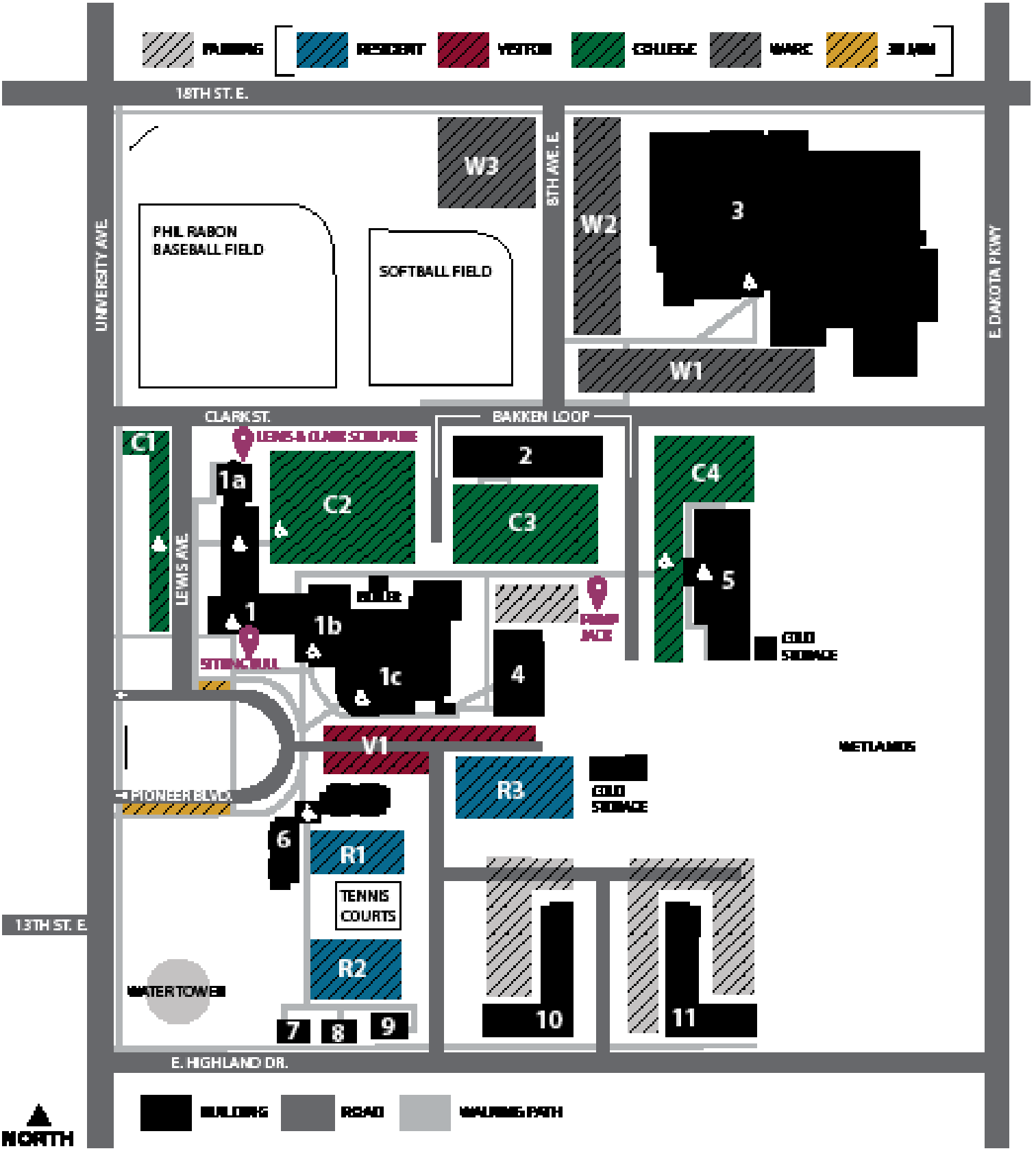
The Coordinator for Title VI, Section 504 and Section 35.107 of the Department of Justice regulations is Director for Human Resources. They may be contacted by writing to Williston State College,1410 University Avenue, Williston, ND 58801, by calling 701.774.4200, or by email harrison.lucas@willistonstate.edu.

VISITORS

Visitors are welcome. Campus tours may be arranged in advance by contacting Enrollment Services at 701.774.4200 or www.willistonstate.edu/tour. Prospective students are encouraged to visit campus when classes are in session to get a genuine feel for campus life. Campus tours may, however, be arranged at other times.

DISCLAIMER FROM THE NORTH DAKOTA STATE BOARD OF HIGHER EDUCATION

The State Board of Higher Education requires that the following announcement be published in all catalogs and bulletins of information issued by the state educational institutions of North Dakota: “Institutions shall publish electronic and/or hard copies of catalogs and bulletins for the purpose of furnishing prospective students and other interested persons with information about the institutions. Announcements contained in such printed or electronic material are subject to change without notice, and may not be regarded in the nature of binding obligations on the institutions and the State.”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E DAKOTA PKWY
W3
W2
W1
3
PHIL RABON
BASEBALL FIELD
SOFTBALL FIELD
CLARK ST.
BAKKEN LOOP
C1
LEWIS & CLARK SCULPTURE
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C2
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C4
LEWIS AVE
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1b
1c
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GOLD
SIGNAGE
STERNBERG
PIONEER BLVD
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TENNIS
COURTS
R2
WATER TOWER
7
8
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10
11
13TH ST. E
E. HIGHLAND DR.
NORTH
BUILDING
ROAD
WALKING PATH

WSC [CAMPUS MAPS]

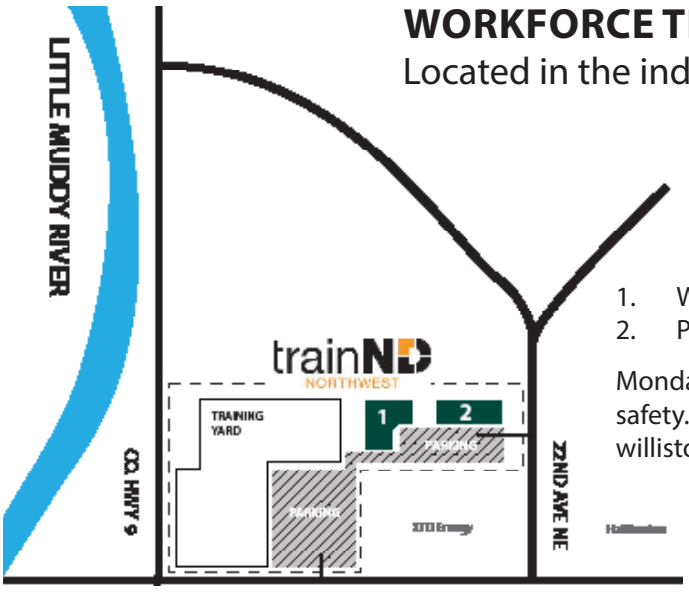
1. **STEVENS HALL**
   Main campus building that contains classrooms, the Learning Commons (library), Student Services, Teton Grill, Andrea's (bookstore), Skadeland gym, Teton Lounge, Student Life, and administrative, staff, and faculty offices.

1a. SCIENCE CENTER
Labs and faculty offices for biology, anatomy, physics, and chemistry.

1b. LEONARD P. NELSON HEALTH & WELLNESS WING
Classrooms and staff and faculty offices for the Health, Physical Education, and Nursing programs.

1c. THOMAS WITT LEACH COMPLEX (THE WELL)
A 2,200-seat sports arena, with walking track, fitness facility, faculty, and athletic offices.

2. **CRIGHTON BUILDING**
   Classrooms, labs, and offices for the Diesel Technology program.
3. **WILLISTON AREA RECREATION CENTER**
   State-of-the-art 250,000+ square foot community rec center with indoor walking/ running tracks, cardio/weight lifting areas, and indoor waterpark.
4. **ART WOOD BUILDING**
   Campus Services offices.
5. **WESTERN STAR CAREER AND TECHNOLOGY CENTER**
   Business and technology, art, welding, petroleum, and massage therapy classrooms, labs, and faculty offices. Also houses the Marketing Department. Western Star also houses adult education, continuing education, and the testing center.
6. **FRONTIER HALL** (CAMPUS HOUSING)
7. **ABRAMSON HALL** (CAMPUS HOUSING)
8. **MANGER HALL** (CAMPUS HOUSING)
9. **NELSON HALL** (CAMPUS HOUSING)
10. **WSC FOUNDATION APARTMENTS II**
11. **WSC FOUNDATION APARTMENTS I**
    WSC Foundation offices. Retail space on lower level includes DMV, Jason's Barbershop, and Jimmy Johns.



WORKFORCE TRAINING CAMPUS (TRAINND)

Located in the industrial park on the east side of Williston.

1. WORKFORCE TRAINING CENTER | 415 22ND AVE NE
2. PETROLEUM SAFETY & TECH CENTER | 421 22ND AVE NE

Monday-Thursday: 8AM-4:30PM | Friday: 8AM-4PM
safety.training@willistonstate.edu
willistonstate.edu/TrainND | 701.572.2835

STEVENS HALL

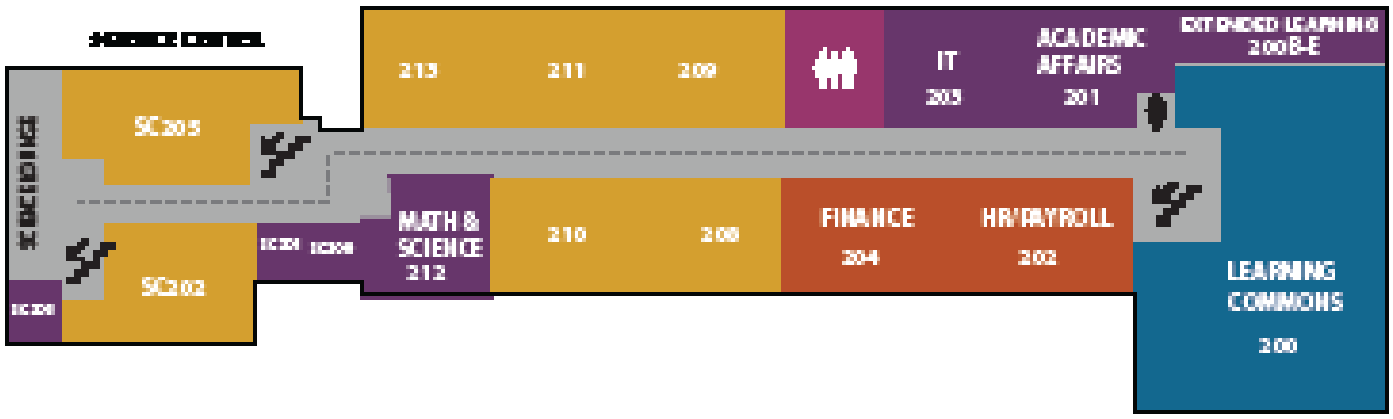
STUDENT SERVICES
- 105 Enrollment Services
- 105 Financial Aid
- 105 Registrar
- 130 Counselor
- 131 Student Life
- 202 HR/Payroll
- 204 Finance

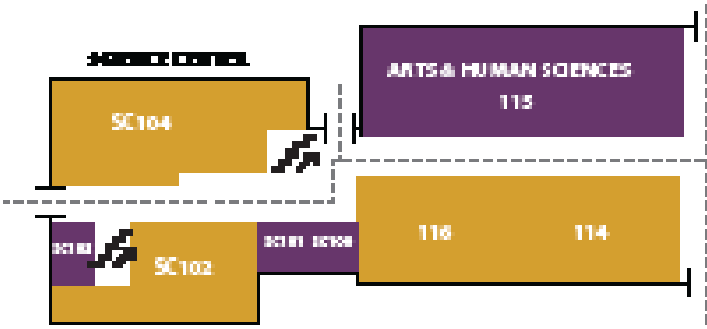
FACULTY/STAFF OFFICES
- 115 Arts & Human Sciences
- 147 Athletics
- 201 Academic Affairs
- 203 Extended Learning
- 205 IT
- 212 Math & Science

COMMON AREAS
- 102 Andrew's Bookstore
- 120 Math & Careers Lab
- 121 Tetons Grill
- 145 Alumni room
- 200 Learning Commons

CLASSROOMS

SECOND FLOOR



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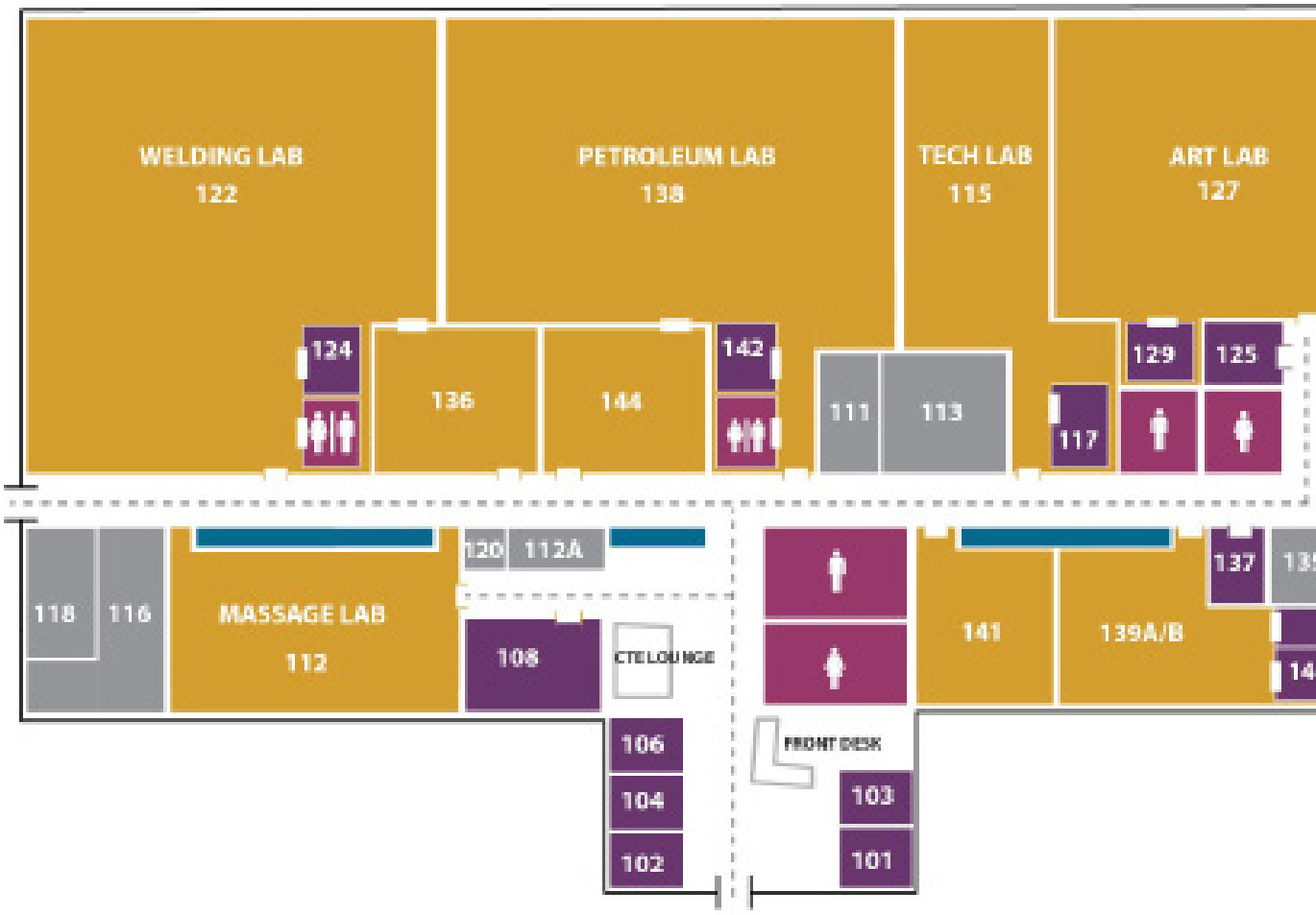

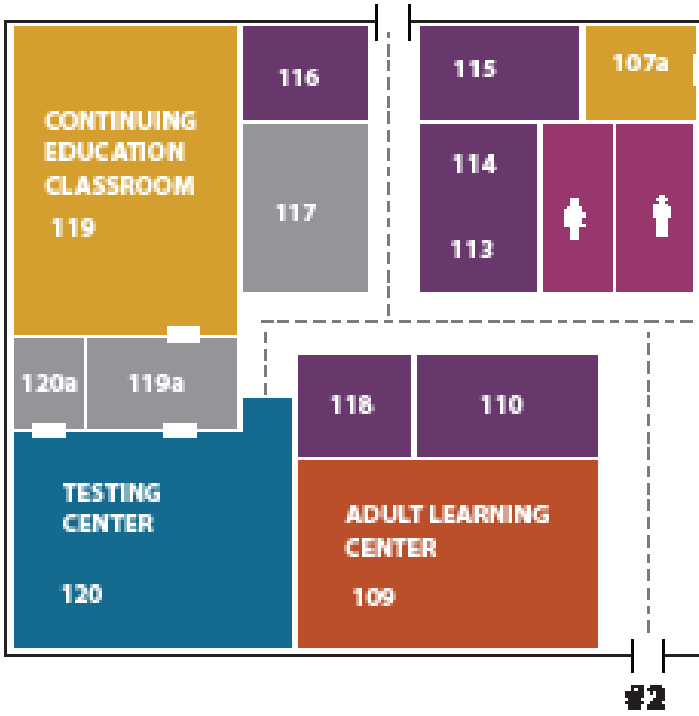

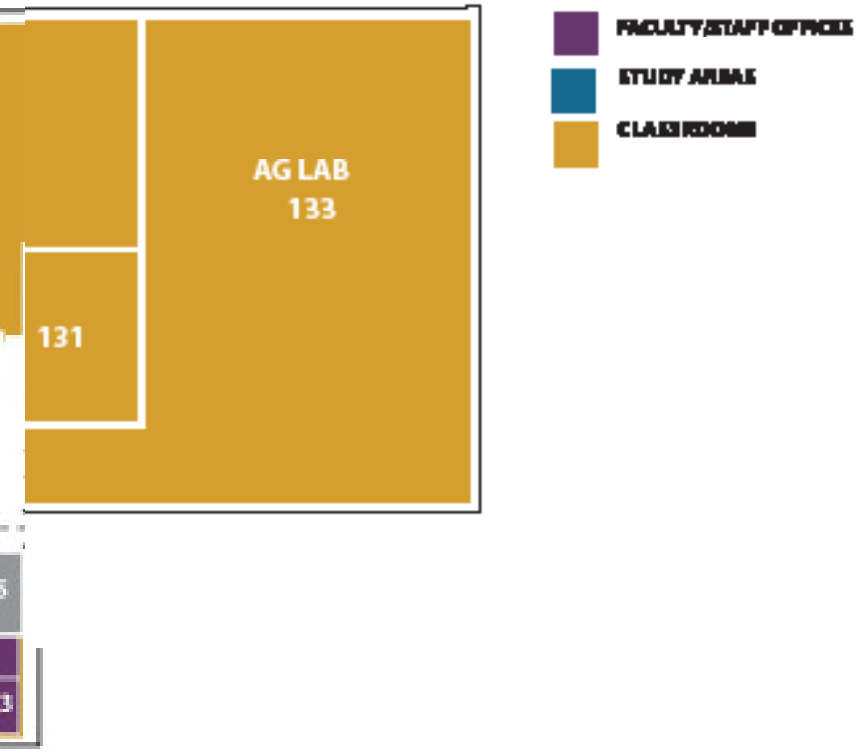
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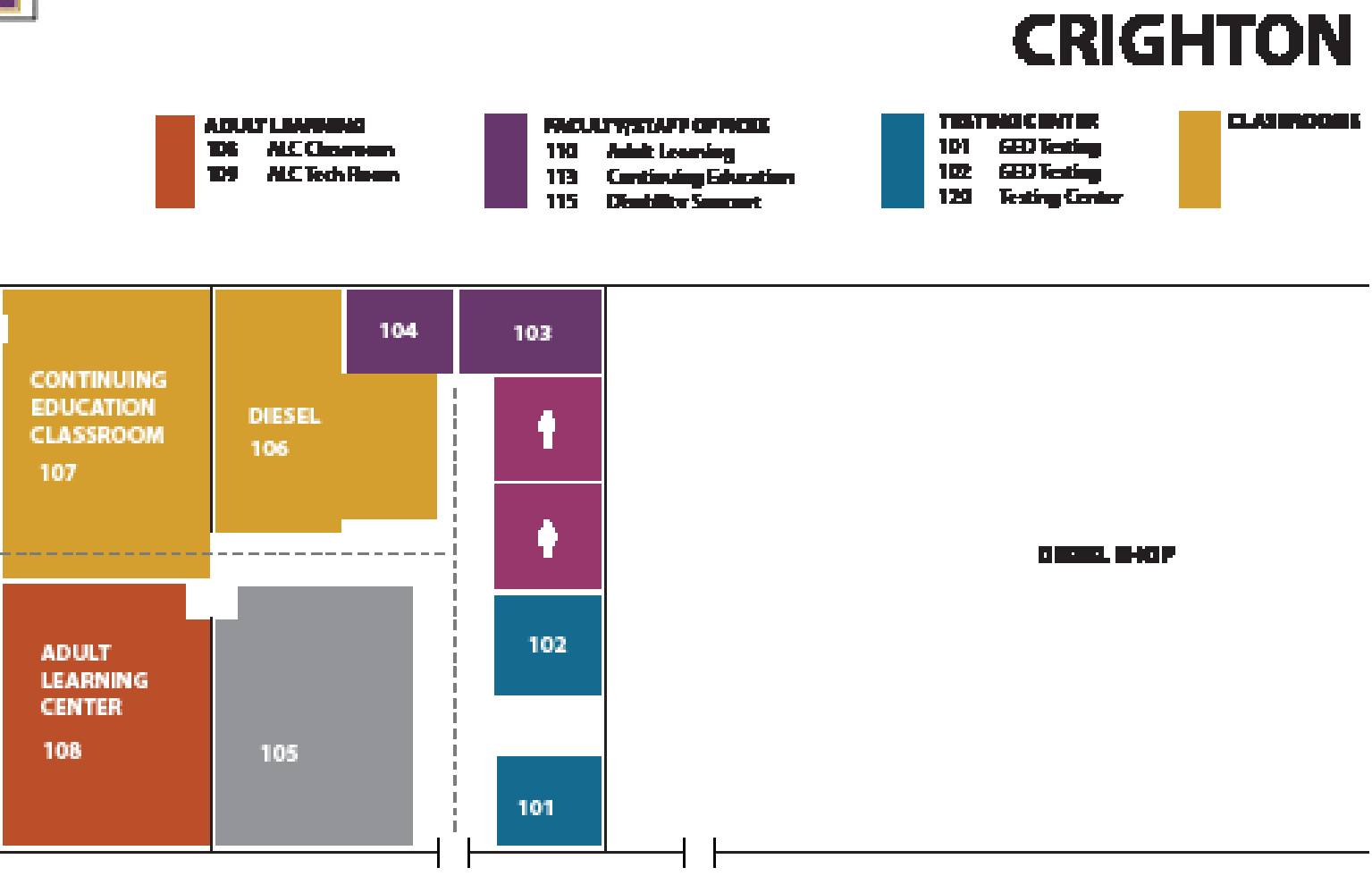
CRIGHTON
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WSC [IMPORTANT DATES]

FALL SEMESTER 2025

Student charges available online	August 1
Book charging begins for students with pending financial aid	August 1
Payment plan registration begins	August 2
Classes after 4:00PM begin	August 25
Tuition, fees, housing, & meal plan charges due, less financial anticipated financial aid (Statements sent to firstname.lastname@willistonstate.edu)	August 25
First full day of classes	August 26
Last day to **ADD** a course **FOR CREDIT** (via Campus Connection Self Service)	August 39
Deadline to apply for tuition waivers or scholarships	August 30
HOLIDAY | LABOR DAY	September 1
Last day to choose to **AUDIT** a course	September 3
Last day to **WITHDRAW** to receive **100%** refund*	September 3*
Last day to **ADD** a course **FOR CREDIT** (w/ faculty permission)	September 3
Last day to **DROP** a full semester course **W/OUT TRANSCRIPT NOTATION***	September 3 *
Last day to charge or return books (WSC Bookstore)	September 4
Last day to enroll in WSC payment plan	September 10
Financial aid disbursement	September 10
Final payment deadline	**September 10**
Disbursement of excess financial aid	September 12
Enrollment census date	September 22
Last day to **WITHDRAW** to **ZERO** credits & receive **75%** refund*	October 3*
International student health insurance deadline	October 3
Last day to pay Fall 2025 Campus Connection charges (tuition, fees, room & meal plan) to avoid late payment fee	October 13
Late fee charges assessed on past due balances	October 15
Last day to **WITHDRAW** to **ZERO** credits & receive **50%** refund*	November 2
Spring & Summer Schedules released	November 3
HOLIDAY | VETERANS DAY observed	November 11
Last day to **WITHDRAW** from full term or **DROP W/ RECORD***	November 14*
HOLIDAY | THANKSGIVING break	November 26-28
Last week of classes/Final examinations	December 15-19

*The dates listed above refer to full term courses only. For any courses with special session dates please refer to the course syllabi. Williston State College academic calendars for upcoming years can be found on the North Dakota University System website, www.ndus.edu/students/academic-calendar.

SPRING SEMESTER 2026

Student charges available online	December 1
Book charging begins for students with pending financial aid	January 2
Payment plan registration begins	January 2
Tuition, fees, housing, & meal plan charges due, less anticipated financial aid (Statements sent to firstname.lastname@willistonstate.edu)	January 12
Classes after 4:00PM begin	January 12
First full day of classes	January 13
Last day to **ADD** a course **FOR CREDIT** (via Campus Connection Self Service)	January 16
Last day to choose to **AUDIT** a course	January 16
Deadline to apply for tuition waivers or scholarships	January 17
HOLIDAY |MARTIN LUTHER KING JR DAY	January 29
Last day to **WITHDRAW** to receive **100%** refund*	January 22
Last day to **ADD** a course **FOR CREDIT** (w/ faculty permission)	January 22
Last day to **DROP** a full semester course **W/OUT TRANSCRIPT NOTATION***	January 22*
Last day to charge or return books (WSC Bookstore)	January 23
Financial aid disbursement	January 28
Last day to enroll in WSC payment plan	January 28
Final payment deadline	January 28
Disbursement of excess financial aid	January 30
Enrollment census date	February 9
HOLIDAY | PRESIDENTS DAY	February 16
International student health insurance deadline	February 20
Last day to **WITHDRAW** to **ZERO** credits and receive **75%** refund*	February 23*
Last day to pay Spring 2020 Campus Connection charges (tuition, fees, room & meal plan) to avoid late payment fee	March 2
Late fee charges assessed on past due balances	March 3
HOLIDAY | SPRING BREAK	March 19-13
Fall Schedule released	March 16
Last day to **WITHDRAW** to **ZERO** credits and receive **50%** refund*	March 25*
HOLIDAY | GOOD FRIDAY	April 3
HOLIDAY | EASTER MONDAY	April 6
Last day to **WITHDRAW** from full term or **DROP W/ RECORD***	April 10*
Last week of classes/Final examinations	May 11-15
Commencement	May 15

SUMMER SESSION

Instruction Begins	TBA
Drop, Add, Refund Dates	TBA

*The dates listed above refer to full term courses only. For any courses with special session dates please refer to the course syllabi. Williston State College academic calendars for upcoming years can be found on the North Dakota University System website, www.ndus.edu/students/academic-calendar.

GENERAL INFORMATION

NORTH DAKOTA STATE BOARD OF HIGHER EDUCATION

The State Board of Higher Education (SBHE) is the policy-setting and advocacy body for the North Dakota University System (NDUS) and the governing body for North Dakota's 11 publicly supported colleges and universities. The SBHE also oversees the North Dakota State University Extension Service and Agricultural Research Stations, Northern Crops Institute, State Forest Service, and the Upper Great Plains Transportation Institute.

The SBHE is made up of seven citizen members appointed to four-year terms and one student appointed to a one-year term by the governor. The Council of College Faculties selects the board's non-voting faculty advisor, and the NDUS Staff Senate selects the board's non-voting staff advisor.

THE COLLEGE

Williston, (estimated) population 31,000, offers cultural events and many entertaining options. The surrounding countryside offers unique opportunities for hiking, cycling, canoeing, fishing, hunting, and one of the best public golf courses in the nation. Once explored by Lewis and Clark, this area where the Missouri and Yellowstone rivers meet is dotted with reminders of North Dakota's rich history including restored Forts Buford and Union.

WSC operates as a two-year public community college in the NDUS. The College is one of 11 institutions under the North Dakota SBHE's jurisdiction. WSC is authorized under Federal law to enroll nonimmigrant students.

WSC 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 and the certificate program 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.

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

MISSION

The mission of WSC, "Where the People Make the Difference," is to provide accessible, affordable, life changing, and life-long educational pathways to residents of North Dakota, the Upper Plains, and beyond.

VISION

We are committed to student excellence. We embrace quality student experiences, open communication, and actionable data that enrich personal relationships among our college, faculty, and students.

We believe that people make the difference; that the College is the heart of the communities we serve; that our facilities are a needed, neutral, and central community space; and that our faculty and staff serve multiple and diverse needs in a global environment.

We strive for a strong student presence on-campus, expanded offerings, fiscal sustainability, modern facilities, current technologies, and continuous improvement as a result of both our master and strategic plans.

VALUES

Truthfulness
Empowerment
Inspiration
Personal & Professional Growth
Relationships
Vision
Achievement
Success

PURPOSE

The two-year colleges respect and acknowledge the need to remain open to evolutionary change to ensure 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 that 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 exceeding 10,000. The Legislative Assembly amended the law in 1941 to allow junior colleges in cities with a population exceeding 5,000. An extension of junior college legislation came in 1961 with the approval of the North Dakota SBHE to establish an off-campus education center in conjunction with a state-supported college or university. WSC resulted from this legislation.

The University of North Dakota (UND) first offered extension classes in Williston during the fall of 1957. In 1961, WSC, then known as the UND-Williston Center, founded its own resident campus, faculty, and curricula through a contractual arrangement between UND and Williston School District #1. This arrangement continued until July 1, 1984 when the North Dakota SBHE assumed responsibility for the College. What was once the UND-Williston Center became UND-Williston.

In 1999, legislative action expanded the College's mission to include workforce training and resulted in UND-Williston's transition to an autonomous campus renamed Williston State College.

WSC has grown from an extension center, established in 1961, to an institution with a student body of more than 1,000 students and over 125 faculty and staff providing educational opportunities to the greater Williston area.

CAMPUS

Stevens Hall - Stevens Hall has been the main building on campus since 1967. Renovated December 2014, Stevens Hall houses classrooms, the Learning Commons (library), Student Services, the Teton Grill, Andrea's (campus bookstore), the Skadeland gym, the Teton Lounge, Student Life, and administrative, staff, and faculty offices.

Science Center - Constructed in 2011, the Science Center houses four state-of-the-art labs for biology, anatomy, physics, and chemistry; along with offices for instructors.

Leonard P. Nelson Health and Wellness Wing - Constructed in 1975, the Leonard P. Nelson Health and Wellness Wing houses classrooms, lab spaces, and offices for the Health, Physical Education, and Nursing programs. It was extensively remodeled in 2004 and again in 2022.

Thomas Witt Leach Complex (The Well) - Completed in 2004, the Well boasts a 2,200 seat sports arena, a walking track open to the community, a fitness facility, and additional faculty and athletic offices. This complex provides the College and surrounding communities a premier activity, cultural, and sports venue.

Crighton Building - Constructed in 1977, the Crighton Building was expanded in 1993. Until fall 2015, the Crighton Building housed TrainND, faculty offices, classrooms, and labs. Since TrainND's relocation, the Crighton Building now houses the Diesel Technology program, which includes a faculty office, classroom, and shop; Student Success Center with its offices, classrooms, and learning labs; and the Continuing Education department. The Continuing Education department provides enrichment classes, workshops, and kids' programs to the community.

Art Wood Building - Constructed in 1972, the Art Wood Building previously housed faculty offices, classrooms, and shops for the Automotive Technology and Welding programs. Since the Welding program's move to the Western Star Career and Technology Center, or CTE, and the Automotive program's termination, the Art Wood Building now houses Campus Services.

Western Star Career and Technology Center (CTE) - Completed in 2010, the CTE Building houses business, technology, art, welding, petroleum, and massage therapy classrooms, labs, and faculty offices. Marketing also occupies this building.

On Campus Housing - Built in 2011 and the largest residence hall at 60,800 square feet, Frontier Hall houses a maximum of 171 students. Nelson Hall, the second largest, houses 17 students. Manger and Abramson Hall both have four units each.

Phil Rabon Baseball Field and Softball Field - The Phil Rabon baseball field was constructed in 2003 and is home to Teton baseball. A softball field was added in 2015 and is home to Teton softball. Both regulation size fields are located on the north side of campus.

Williston Area Recreation Center (WARC) - A world-class 250,000+ square foot community recreation center, the WARC, or ARC, opened in Spring 2014 and is open to WSC student, faculty, and staff use. The ARC has indoor walking/running tracks, turf fields, a golf simulator, tennis courts, batting cages, cardio/weightlifting areas, multi-sport courts, a 50m Olympic-size pool, teaching pool, water park, lazy river, and kid areas.

HOW TO USE THIS CATALOG

This catalog is designed to assist students in choosing and completing a program of study that best fits their personal aspirations and goals. The catalog is a tool that assists you in making educated decisions about your future.

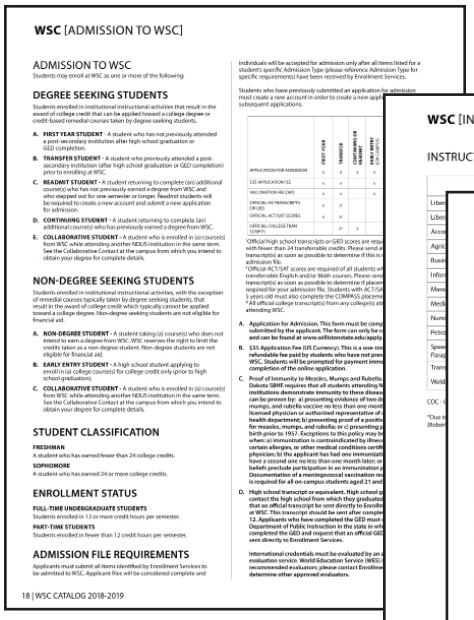
If you are thinking about applying to WSC, follow these steps:

1. For information on admission, registration, tuition, expenses, financial aid, and student conduct, see **Step 1**.
2. Review the Instructional Programs Offered at WSC matrix for a full list of program offerings at WSC and their classification (i.e. Associate in Arts, Associate in Science, Associate in Applied Science, Program Certificate, or Certificate of Completion). Identify programs of study that fall within your area of interest. Please see **Step 2**. Refer to page 17 for additional degree and program information.
3. See the CTE Programs and Transfer Degree Requirements sections for each program that interests you. Please see **Step 3.**
4. Look up descriptions for some of the courses listed in the program (see **Step 4**). Courses are listed alphanumerically by course prefix, e.g. ACCT 102.
5. Once you've reviewed the programs offered, follow **Step 5** to learn about student academic support, activities, and services at WSC.

If you are already a student at WSC, you can use this document for the following:

1. Choose a major (follow **Steps 1**, **2**, & **3**). Once you have declared a major, contact your advisor to discuss your academic goals and plan. If undeclared, meet with your advisor to discuss options.
2. Review degree requirements for CTE programs on page 36 and requirements for the Associate in Arts and Associate in Science degrees on page 50.
3. Review courses, both required and elective (courses are listed alphanumerically by prefix, e.g. ACCT 102)
4. Keep track of your academic progress using the Student Education Plan for your degree and the Academic Advisement Report. Review the requirements for your program of study and meet with your advisor at least once a semester.

Step 1:
Learn about admission, registration, tuition, expenses, financial aid, and student conduct on pages 18-26.


WSC [ADMISSION TO WSC]

ADMISSION TO WSC

DEGREE SEEKING STUDENTS

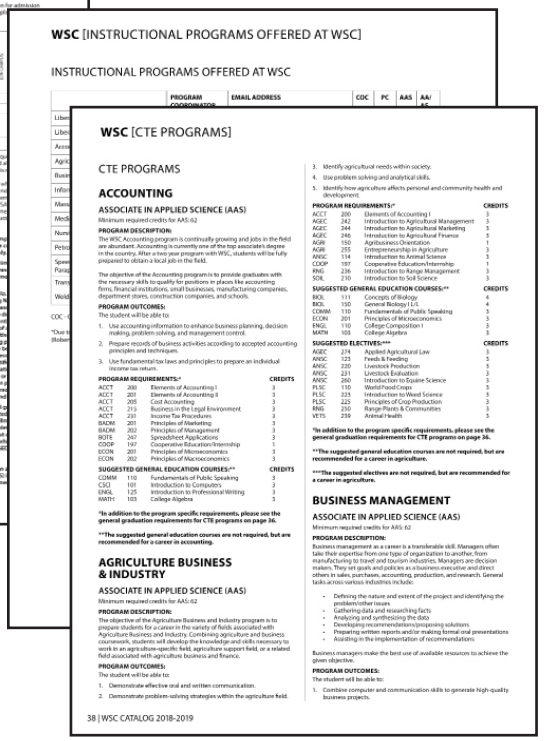
NON-DEGREE SEEKING STUDENTS

STUDENT CLASSIFICATION

ENROLLMENT STATUS

ADMISSION FILE REQUIREMENTS

Steps 2 & 3:
Review the Instructional Programs Offered at WSC matrix on page 35. For details, visit pages 36-48.


WSC [INSTRUCTIONAL PROGRAMS OFFERED AT WSC]

INSTRUCTIONAL PROGRAMS OFFERED AT WSC

WSC [CTE PROGRAMS]

CTE PROGRAMS

ACCOUNTING

ASSOCIATE IN APPLIED SCIENCE (AAS)

AGRICULTURE BUSINESS & INDUSTRY

ASSOCIATE IN APPLIED SCIENCE (AAS)

BUSINESS MANAGEMENT

ASSOCIATE IN APPLIED SCIENCE (AAS)

Step 4:
Look up course descriptions on pages 52-70.


WSC [COURSE DESCRIPTIONS]

COURSE DESCRIPTIONS

ACADEMIC SKILLS COURSE

ACCOUNTING

AGRICULTURAL ECONOMICS

AGRICULTURE

ALLIED HEALTH

Step 5:
Learn about student support, activities, and services on pages 27-32.


WSC [STUDENT SERVICES]

STUDENT SERVICES

ACADEMIC ADVISEMENT

ADULT BASIC & SECONDARY EDUCATION

DEMONSTRATION OF COMPETENCIES

ACCESSIBILITY SUPPORT SERVICES

COUNSELING SERVICES

DEGREE & PROGRAM INFORMATION

INSTITUTIONAL STUDENT LEARNING OUTCOMES

1. Students will demonstrate effective communication skills.
2. Students will use reasoning skills to analyze and solve problems.
3. Students will demonstrate knowledge of diverse cultures and value systems.
4. Students will apply health-related knowledge to promote physical and mental well-being.

DEGREES AWARDED

WSC offers the following degrees and certificates:

ASSOCIATE IN APPLIED SCIENCE (AAS)

The Associate in Applied Science (AAS) degree combines career-technical coursework with general education coursework. In the career-technical specialty field, the degree prepares students for jobs. The general education area provides broader education than would be available in a certificate or diploma program with at least 15 credit hours of general education required, but typically does not meet the 36 credit hour General Education Transfer Agreement (403.7) requirements. The AAS requires a minimum of 62 semester credit hours, and it may designate a specific field of study.

ASSOCIATE IN ARTS (AA) & ASSOCIATE IN SCIENCE (AS)

The Associate in Arts (AA) and Associate in Science (AS) degrees consist primarily of diverse, introductory-level courses in general education and professional areas and require at least 62 semester credit hours. Required courses for the AS degree place greater emphasis on the sciences than the AA. Both degrees prepare students for transfer to baccalaureate programs and meet General Education Transfer Agreement (403.7) requirements. They do not designate a specific program or major.

PROGRAM CERTIFICATE

A program certificate is a course of study requiring at least nine credit hours at the undergraduate level or eight credit hours at the graduate level. A certificate program can be completed in one year of study or less.

CERTIFICATE OF COMPLETION

A certificate awarded for the completion of:
A. a non-credit course of study, or
B. an undergraduate course of study of less than nine credit hours, or
C. a graduate course of study of less than eight credit hours.

ADMISSION TO WSC

Students may enroll at WSC as one or more of the following:

DEGREE SEEKING STUDENTS

Students enrolled in institutional instructional activities that result in the award of college credit that can be applied toward a college degree or credit-based remedial courses taken by degree seeking students.

A. FIRST YEAR STUDENT - A student who has not previously attended a post-secondary institution after high school graduation or GED completion.

B. TRANSFER STUDENT - A student who previously attended a post-secondary institution (after high school graduation or GED completion) prior to enrolling at WSC.

C. READMIT STUDENT - A student returning to complete (an) additional course(s) who has not previously earned a degree from WSC and who stepped out for one semester or longer. Readmit students will be required to create a new account and submit a new application for admission.

D. CONTINUING STUDENT - A student returning to complete (an) additional course(s) who has previously earned a degree from WSC.

E. COLLABORATIVE STUDENT - A student who is enrolled in (a) course(s) from WSC while attending another NDUS institution in the same term. See the Collaborative Contact at the campus from which you intend to obtain your degree for complete details.

NON-DEGREE SEEKING STUDENTS

Students enrolled in institutional instructional activities, with the exception of remedial courses typically taken by degree seeking students, that result in the award of college credit which typically cannot be applied toward a college degree. Non-degree seeking students are not eligible for financial aid.

A. NON-DEGREE STUDENT - A student taking (a) course(s) who does not intend to earn a degree from WSC. WSC reserves the right to limit the credits taken as a non-degree student. Non-degree students are not eligible for financial aid.

B. EARLY ENTRY STUDENT - A high school student applying to enroll in (a) college course(s) for college credit only (prior to high school graduation).

C. COLLABORATIVE STUDENT - A student who is enrolled in (a) course(s) from WSC while attending another NDUS institution in the same term. See the Collaborative Contact at the campus from which you intend to obtain your degree for complete details.

STUDENT CLASSIFICATION

FRESHMAN

A student who has earned fewer than 24 college credits.

SOPHOMORE

A student who has earned 24 or more college credits.

ENROLLMENT STATUS

FULL-TIME UNDERGRADUATE STUDENTS

Students enrolled in 12 or more credit hours per semester.

PART-TIME STUDENTS

Students enrolled in fewer than 12 credit hours per semester.

ADMISSION FILE REQUIREMENTS

Applicants must submit all items identified by Enrollment Services to be admitted to WSC. Applicant files will be considered complete and individuals will be accepted for admission only after all items listed for a student's specific Admission Type (please reference Admission Type for specific requirements) have been received by Enrollment Services.

Students who have previously submitted an application for admission must create a new account in order to create a new application for all subsequent applications.

	FIRST-YEAR	TRANSFER	CONTINUING OR READMIT	EARLY ENTRY [ON CAMPUS]	EARLY ENTRY [OFF CAMPUS]	NON-DEGREE	ONLINE ONLY
APPLICATION FOR ADMISSION	X	X	X	X	X	X	X
VACCINATION RECORD	X	X		X		X	
OFFICIAL HS TRANSCRIPTS OR GED/ HiSET	X	X[I]					X[I]
OFFICIAL ACT/SAT SCORES	X	X[II]					X[II]
OFFICIAL COLLEGE TRANSCRIPTS		X[III]	X				X[III]

[I] Official high school transcripts or GED/ HiSET scores are required of all students with fewer than 24 transferrable credits. Please send all official college transcript(s) as soon as possible to determine if this is required for your admission file.

[II] Official ACT/SAT scores are required of all students who do not have transferrable English and/or Math courses. Please send all official college transcript(s) as soon as possible to determine if placement scores are required for your admission file. Students with ACT/SAT scores more than 5 years old must also complete our placement exam.

[III] All official college transcript(s) from any college(s) attended since attending WSC.

A. Application for Admission. This form must be completed and submitted by the applicant. The form can only be completed online and can be found at www.willistonstate.edu/apply.

B. Proof of Immunity to Measles, Mumps, Rubella, and Meningococcal. The North Dakota SBHE 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 beliefs preclude participation in an immunization program. Documentation of a meningococcal vaccination received after age 16 is required for all on-campus students aged 21 and younger.

C. High school transcript or equivalent. High school graduates must contact the high school from which they graduated and request that an official transcript be sent directly to Enrollment Services at WSC. This transcript should be sent after completion of grade 12. Applicants who have completed the GED or HiSET must contact the Department of Public Instruction in the state in which they completed the GED or HiSET and request that an official GED or HiSET transcript be sent directly to Enrollment Services.

Homeschool students must also submit and official transcript that must contain the following:

- **Student Name**
- **Registered address associated with homeschool facility**
- **Semester-by-semester or year-by-year listing of all courses taken and grades received in each course**
- **Date of graduation, complete with month, day, and year**

-Parent or homeschool supervisor signature
-Sealed envelope with parent or homeschool supervisor signature over the seal

Enrollment Services reserves the right to verify homeschool with appropriate school district superintendent office.

International credentials must be evaluated by an approved evaluation service. Spantran and World Education Service (WES) are two of the recommended evaluators; please contact Enrollment Services to determine other approved evaluators.

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

D. Transcripts from other colleges attended. Applicants who have attended other post-secondary institutions prior to applying to WSC must contact each institution and request that an official transcript of all coursework be sent directly from that institution to Enrollment Services at WSC. International credentials will need to be evaluated by an approved evaluation service such as World Education Service (WES) or Spartan. Failure to provide information pertaining to all institutions previously attended may result in loss of credit and/or dismissal from WSC.

E. Placement scores are required for all degree-seeking students. For further information regarding WSC's placement testing procedures, please refer to https://www.wilistonstate.edu/Admissions/placement-testing. Transfer applicants that have math and English transfer from a previous institution are not required to submit or complete a placement exam.

ADMISSION REQUIREMENTS FOR PERMANENT RESIDENTS

Applicants who hold permanent residency in the United States will be required to submit a photocopy of the front and back of their permanent resident card or submit the Form 1797-C, Notice of Action, with permanent residency approval status prior to admission at Williston State College. A copy of the front and back of the permanent resident card will be required to be present upon approval. This requirement will be listed on a student's checklist within Campus Connection, and no student claiming permanent residency will be matriculated without this documentation.

Applicants that are pending approval for permanent residency will be required to submit their form 1797-C, Notice of Action, with their permanent residency application pending status. Applicants will then be conditionally accepted if Enrollment Services have received all other documents. Enrollment Services will then place a conditional acceptance hold on applicant's account with a note stating, "1797-C Form has been received. Pending Approval Status". Enrollment Services will follow up with applicant each semester regarding approval status. Hold will then be removed once photocopy of the front and back of their permanent resident card had been received.

EARLY ENTRY

WSC collaborates with regional high schools by allowing their students to advance their education and take college courses to earn college credit as Early Entry students. WSC's Early Entry program is open to high school students who are academically ready to take advanced college courses while still working towards a high school diploma. Students are considered college students and must abide by the same college course pre-requisites, associated course costs, and college policies and academic regulations. This higher education pathway allows academic advancement, rigorous coursework, and career exploration in higher education. If high school administrators approve the college courses as meeting the same educational course requirements for high school courses, high school graduation credit may be issued when the student earns college course credit. North Dakota high schools will be able to pull grades from their ND e-transcript. Schools outside of North Dakota can receive grades from the Enrollment Services Office This allows students the possibility to earn "dual credit" for a course. Some courses require placement guideline scores.

The Early Entry program allows high school students to apply and enroll to take college courses and earn college credit before graduating with a high school diploma. This coursework may or may not be applied toward high school graduation requirements. Students must meet the application and course requirements to become a WSC student. Some courses require placement guidelines scores. Early Entry students must enroll in courses by filling out an Early Entry Enrollment form from the Enrollment Services. All Early Entry students must apply as non-degree seeking students.

DUAL CREDIT

Area high schools work collaboratively with WSC to provide advanced college courses at their schools. When high school administrators also count these courses for high school credit, students may additionally earn high school graduation credit. Thereby, the process of awarding credit on transcripts in this fashion is referred to as "dual credit". All courses are college courses; however, they may be located at the high school with an approved WSC instructor, taught via distance education, or on the WSC campus. The College only issues college course credit and sends copies of course grades to the student's requested high school. If you have previously taken dual credit courses, you will not have to reapply online. A dual enrollment student can take any course offered through WSC, providing they meet the prerequisites stated in the WSC Catalog. Students wanting to pursue dual enrollment opportunities at WSC should visit with their high school guidance counselor or call WSC Admissions to determine what is the best fit for their academic goals.

Eligibility
- Must be a high school sophomore, junior, or senior;
- Must have at least a cumulative GPA of 2.0 or higher;
- Must meet course specific placement score and/or prerequisite requirements as determined by the NDUS and WSC policies;
- Permission from parent/legal guardian and high school administration.

ADMISSION REQUIREMENTS FOR INTERNATIONAL STUDENTS

WSC is authorized under Federal law to enroll nonimmigrant students. In addition to the application for admission, proof of immunity to Measles, Mumps, Rubella, and meningitis, evaluated high school and/or evaluated college records, and official placement scores, as described above, international student applicants must provide the items listed below to complete the admission process:

F. English Proficiency Requirement. An applicant whose native language is not English is required to demonstrate proficiency in the English language. Students from Canada, Australia, New Zealand, and the United Kingdom are exempt from this requirement. Campuses shall have the discretion to use higher secondary admission criteria and English proficiency scores for specific programs.

1. College Composition I and College Composition II, or equivalent courses, with a grade of B or higher from a regionally accrediting organization or national recognized agencies.
2. English standardized measures listed in NDUS Procedure 413.1 (2).
3. At least two years of study, in good standing at one of the following:

   a. U.S. high school

   b. Regionally accrediting organization

   c. Nationally recognized agencies

   d.Post-secondary institutions with English as the language of instruction to include a minimum of 6 credits in subjects that require reading and/or speaking with a B or higher (not to include ELS courses)

4. A degree or diploma from an institution in which English was the language of instruction.
5. A U.S. General Education Diploma (GED) (from 2014 or later) administered in English with a minimum score of 145.
6. A minimum score from one of the following shall be recognized by NDUS institutions: The International English Language Testing Systems (IELTS), Pearson Test of Academic English (PTE-A), Michigan English Test (MET), Duolingo English Test (DET), Test of English as a Foreign Language (TOEFL), or Cambridge English Qualifications (CES).
    a. IELTS- 5.5
    b. PTE-A- 46
    c. MET- 53
    d. DET- 100
    e. TOEFL
    f. iBT socre of 65 or PBT score of 513
7. Other Vice Chancellor of Academic and Student Affairs approved demonstration of proficiency.

G. Medical/health insurance. International students from countries other than Canada and Norway are required to carry a health insurance policy while enrolled at WSC. WSC makes this coverage available for international students through contract with a health insurance vendor. Applicants may contact Enrollment Services for additional information.

H. International student applicants must provide Enrollment Services with an official evaluation of all post-secondary and applicable secondary credentials. It is recommended students have these completed by World Education Services at www.wes.org or Spantran at www.spantran.com.

I. All international students must complete the Tuberculosis Questionnaire. This can be found on the Admissions Forms page of www.willistonstate.edu/admissions/admissions-forms

J. Copy of Passport

K. To receive an I-20, students must be accepted for admissions and show proof of funds for one academic school year. This is done by completing the Certificate of Finance Packet and providing necessary financial documents. for further information please visit www.willistonstate.edu/admission/how-to-apply/International-Students/Financial-Responsibility.

L. 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 $350 SEVIS processing fee. Upon completion of all admission requirements, applicants will be issued necessary educational immigration forms. Applicants are responsible for obtaining necessary passports and visas.

M. International students must be enrolled as a full-time student which is a minimum of 12 credits. Only one online course or a 3-credit online course may count towards this requirement. International students must also maintain good academic standing each semester. If an international student does not maintain the requirements for their visa, the student's SEVIS record will be terminated and must return home immediately. For more information, students may contact Enrollment Services.

INTERNATIONAL STUDENT TUBERCULOSIS (TB) SCREENING POLICY

TB is a highly contagious and life threatening disease that can be transmitted quickly amongst people living in close quarters such as a campus housing unit or classroom facility. The North Dakota SBHE requires that all NDUS institutions require a TB test of all international students who are not from a country identified as "low risk."

PROCEDURES

TUBERCULOSIS SCREENING QUESTIONNAIRE

All international students will be required to submit the Tuberculosis Screening Questionnaire as part of their admission checklist. This form can be found on www.willistonstate.edu/admission/how-to-apply/International-Students/. If a student answers yes to any of the questions, a TB test will be required. A TB hold will be placed on the student's account. Once proper documentation has been received, the hold will then be removed. If a student answers no to any of the questions, no further action will be necessary.

TESTING

Mantoux tuberculin skin testing will be required of all international students from countries not listed as low risk for TB infection. The testing must be done in the United States before the first day of class or the student will be denied access to classes until such results are made available to WSC by the testing agency. The test is available at the Upper Missouri District Health Unit by appointment only. Appointments can be made by calling 701.774.6400. The Health Unit is located at 110 West Broadway. Current testing fees can be obtained by contacting the Upper Missouri District Health Unit. If a student has completed a TB test within the last 12 months in the United States, those results can be sent to Enrollment Services.

IN CASE OF A POSITIVE TEST

Students who present a positive skin test for TB will be required to obtain a chest x-ray to determine if they have the active Tuberculosis disease. The x-ray may be acquired at CHI St. Alexius, Craven Hagen Clinic, or Trinity Western Dakota Clinic by appointment. The student must have the written report from the chest x-ray forwarded to the Enrollment. Services Office:

Williston State College
Attn: Enrollment Services
1410 University Ave
Williston ND 58801

Any follow up treatment required will be a mandatory aspect of consideration for enrollment at WSC. Follow up treatment is available through the Upper Missouri District Health Unit.

CONSEQUENCES OF NONCOMPLIANCE WITH TB TESTING REQUIREMENTS

Students failing to comply with the TB testing requirements will be denied access to their classes and housing on the WSC campus. Students will be able to attend classes and gain access to campus housing when they are proven to be in compliance with all aspects of the testing requirements. Students are required to make their own arrangements for testing and treatment. Students are also responsible for any costs not covered under the provisions of their International Student Health Insurance policy.

To view the list of countries that are considered "High Burden", please visit this link: https://www.vdh.virginia.gov/content/uploads/sites/175/2020/01/High-Burden-TB-Countries-2020.pdf. If a student's home country is listed, a TB test will be required.

REGISTRATION

NEW STUDENT REGISTRATION

Students new to WSC are able to attend our registration days or schedule a time to meet with their advisors on their own. In order to register for classes and attend a registration day, students MUST be accepted for admission. Students that sign up for a registration day that are not accepted will not be assigned a time.

RETURNING STUDENT REGISTRATION

To enroll for the next semester, returning students are able to follow the steps provided on the registration page www.willistonstate.edu/admissions/registration/. If you have any questions regarding registration please contact Enrollment Services at wsc.admission@willistonstate.edu, texting 701.595.7389 or by calling 701.774.4200

CHANGES IN REGISTRATION

After students have registered for classes, they may make changes to their class schedules via the Campus Connection 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 and must be made according to the guidelines listed.

ADDING A CLASS

Students may self-add full-term classes to their existing schedules, or change sections through the fifth calendar day of the course. These changes are allowed via the Campus Connection Self-Service portal. With instructor approval, students may add full-term classes to their existing schedules, or change sections through the tenth calendar day of the course. Instructor approved adds are made administratively through the Academic Records Office. Students may add shorter-term classes to their existing schedules on a pro-rated time schedule.

CHANGING GRADE STATUS

Students may change a full-term class to or from audit status or S/U grading anytime through the 10th calendar day of the course. These changes are allowed via the Campus Connection Self-Service portal through the fifth calendar day of the course, or with instructor approval through the tenth calendar day of the course. Instructor approved grade status changes are made administratively through the Registrar's office. Students may change a shorter-term class to or from audit status or S/U grading on a prorated time schedule.

DROPPING A CLASS

Students may drop a full-term class anytime through the 10th calendar day of the course 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.

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 75% of the 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.

COLLEGE WITHDRAWAL

Students wishing to withdraw from WSC prior to the end of the semester must submit the Cancel/Withdraw to Zero eForm located in campus connection.

Students may withdraw their enrollment in all courses not yet completed any time prior to completion of 75% of the term. Contact Records office for exceptions.

Students leaving WSC without completing the official withdrawal process will earn a grade of "F" in all courses.

ACADEMIC REQUIREMENTS FOR TRANSFER STUDENTS

Students must be in good academic standing upon leaving their previous college to be admitted at WSC. Students leaving their previous college(s) on academic probation will be admitted to WSC on academic probation. These students may be enrolled in a limited number of credits. 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 WSC) will be admitted to WSC after one complete semester has passed or an admission appeal has been accepted.

TRANSFER CREDIT

WSC accepts credits in transfer from regionally accredited colleges and universities. All credits from regionally accredited colleges and universities will be evaluated for transfer eligibility. The Registrar, in consultation with Academic Departments, determines acceptability of transfer credits. Contact the Registrar for specific information on credit transfer and course evaluation. Credits earned from unaccredited and non-degree granting institutions may be considered for review through the Credit for Prior Learning Process. Please contact the Extended Learning Department for more information.

RIGHTS OF STUDENTS CALLED TO ACTIVE MILITARY SERVICE

1. A student not on active military service at the beginning of an academic term who is called or ordered to active military service for fourteen consecutive days or longer during the term shall have the right, at the student's option:

    a. To withdraw from any or all classes in which the student is enrolled, even if after the established deadline for withdrawal, and be entitled, subject to applicable laws or regulations governing federal or state financial aid programs and allocation or refund as required under those programs, to a full refund of tuition and mandatory fees. The student shall not receive credit or a grade for classes from which the student withdraws. A student in good standing at the time of exercising this right shall have the right to be readmitted and reenroll, without penalty or redetermination of admission eligibility, within one year following release from active military service;

    b. To request an incomplete under the institution's incomplete policy; or

    c. Except for science labs, internships and other classes for which attendance or in-person participation is an essential part continue and complete the course for full credit if, in the opinion of the faculty member teaching the class, the student has completed sufficient work and has demonstrated sufficient progress toward meeting course requirements to justify the award of credit and grade. Upon a student's request and at the discretion of the faculty member, this option may be made available for a science lab or internship.

2. A student called or ordered to active military service during a term shall have the right to a refund of fees other than mandatory fees for that term as follows:

    a. A refund on a pro rata basis for a housing contract and a traditional term board contract, and a full refund of any unused balance for a "declining balance" board contract, or a board contract by which a student purchased a specified number or dollar value of meals;

    b. A refund on a pro rata basis of parking fees and other optional fees;

    c. No refund is due for course challenge or similar fees for classes for which the student is awarded full credit;

    d. No refund is due for flight training or similar fees for specialized training.

3. The chancellor may adopt procedures implementing this policy.

STUDENT RECORDS

FERPA

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

Student records maintained by WSC 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 the personnel of this institution.

DIRECTORY INFORMATION includes:

1. Name (all names on record)
2. Address (all addresses on record)
3. Email address (WSC email address only)
4. Phone number (all phone numbers on record)
5. Height, weight, and photos of athletic team members
6. Major field of study (all declared majors)
7. Minor field of study (all declared minors)
8. Class level
9. Dates of attendance
10. Enrollment status
11. Names of previous institutions attended
12. Participation in officially recognized activities and sports
13. Honors/awards received
14. Degree earned (all degrees earned)
15. Date degree earned (dates of all degrees earned)
16. Photographic, video, or electronic images of students taken and maintained by the institution

Under FERPA, students have the right to request that directory information not be made public by notifying the 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 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 the 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 the 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, WSC 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 WSC, regardless of age.

Specific exemptions do apply to the release of educational records. These exemptions include the following situations:

1. Parents of students, who are dependents, as defined under tax code must be permitted to inspect and review the educational records of the student.
2. Educational records must be disclosed pursuant to lawfully issued subpoenas or court orders.
3. 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.

ACADEMIC TRANSCRIPTS

In compliance with FERPA, transcripts will not be issued to a third party without prior written consent of the student.

Official academic transcripts, including the Registrar's signature and the College seal, will be mailed to third parties only after a written signed request from the student has been received by the Records Office.

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	Exceptional Performance	4
B	Good Performance	3
C	Expected Performance	2
D	Approaching Expected Performance	1
F	Failing Performance	0
I	Incomplete	–
S	Satisfactorily Completed, non-graded	–
U	Unsatisfactorily completed, non-graded	–
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 students' 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 students' transcripts.

GRADUATION HONORS

Graduates who achieve an institutional academic average of 3.80 or greater will graduate with high honors. Those with an institutional average of and between 3.50 – 3.79 will graduate with honors. Graduate honors will be recorded on students' transcripts.

ACADEMIC STANDING

ACADEMIC SUSPENSION AND PROBATION POLICY

The purpose of the Academic Probation and Suspension policy is 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 as indicated in the procedure below.

ACADEMIC PROBATION

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

ACADEMIC SUSPENSION

Academic Suspension will be issued to students on academic probation whose institutional 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.

INCOMPLETE

An incomplete grade may be assigned 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 course, and whose work is incomplete as a result of extenuating reasons. An Incomplete Grade Reporting Form detailing the work to be completed, expected completion date, and grading standard is to be signed and dated by both the instructor and the student. The form is to be submitted to the Academic Records Office by the grade submission deadline for the semester in which the course was taken.

An incomplete must be completed within four weeks of the close of the semester in which the grade was received. Extensions beyond the standard administrative conversion deadlines require department chair approval, and may not exceed two incomplete conversion cycles (8 weeks total). For developmental courses, these time frames may be longer. Please see the instructor for details.

A Grade Change Form to change the grade is submitted prior to the administrative conversion deadline set by the College.

The student is completely responsible for the completion of the course. Work not completed within the approved time period will be assigned zero credit, and a final grade computed and submitted to the Registrar 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

For a standard 16 week semester, a "W" will appear on the permanent academic transcripts of students who withdraw from any class after the last day to add or drop a course. The last day to drop a course without a record is the 10th calendar day in the fall term and the 11th calendar day in the spring term. Withdrawal dates for sessions less than 16 weeks in length are set proportionately.

S-U GRADING

Grades of "S" or "U" rather than the traditional grades of "A" through "F" are used at WSC 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 15 S/U credits may be applied toward program completion requirements for any certificate program, Associate in Applied Science, Associate in Arts, or Associate in Science degrees. Approval of the department chair is required for 13 or more S/U credits.
3. Some courses, as approved by the WSC 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.

PRE-COLLEGE GRADING

Some courses, as approved by the WSC Curriculum Committee, will be numbered lower than 100-level or deemed developmental in nature. These courses will not be counted in GPA Calculations, nor will they count toward total credits successfully completed for graduation purposes. Individual course descriptions should be consulted at the back of the catalog for grading information.

AUDIT

Students enrolled in college classes as auditors have a status and responsibility in class distinctly different from those taking the course for credit. Auditors are not required to participate in the oral or written work of the class. They take no examinations. They will 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. An audit fee for courses available for audit is not less than one half of the per credit hour resident tuition charge for the course. 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 GPA.

GRADE APPEAL

A student with a grievance about an academic circumstance (e.g. grading, testing, quality of instruction, etc.) that the student believes to be unfair or unwarranted may file an academic grievance according to the guidelines found in the *WSC Student Code of Conduct*. For a complete description of the grade appeal process, please consult the *WSC Student Code of Conduct.*

ACADEMIC STANDARDS

To remain in good academic standing, students must maintain a 2.00 GPA (C) or higher. Students in good academic standing 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 WSC. 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 an institutional GPA below 2.00.

Academic Suspension will be issued to students on academic probation whose institutional 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 following the

procedure outlined in the Academic Standing Letter.

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

GRADE FORGIVENESS

A currently enrolled WSC student may request to exclude all grades earned in selected full semester(s) completed at WSC from GPA calculations if he or she has not completed an associate degree, diploma, or a certificate and time has lapsed five or more years from the semester for which Grade Forgiveness is requested.

A student may only exercise the option of Grade Forgiveness once.
Courses completed in a semester granted Grade Forgiveness cannot satisfy academic requirements.
Students considering Grade Forgiveness will consult with the Academic Records Office to be counseled on proper procedures and receive the Grade Forgiveness form. Students may request the Grade Forgiveness form from the Academic Records Office by email: wsc.records@willistonstate.edu or visiting Stevens 105C. If all elements of the completed request comply with policy, the Academic Records Office will record necessary Grade Forgiveness information on student record. If not, the Academic Records Office will counsel the student on the appeal process. Grades will be excluded from calculating the student's GPA, however, the courses and grades will remain on the student's transcript. Student appeals are made following procedures outlined in Section VIII of the *WSC Student Code of Conduct*.

GRADUATION

Candidates for degrees must formally apply for graduation. Spring graduates must complete the application by the deadline set by the WSC Recorsd Office. Applications for graduation are available online at willistonstate.edu/graduation.

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

on their achievements at the annual graduation ceremony.

TUITION & FEES

All US residents are charged the state resident rate. The international rate is 175% of the resident rate. Please visit the WSC website for current tuition and fees at http://www.willistonstate.edu/Future-Students/Financing-Your-Education/Cost-of-Attendance.html.

Tuition and fees are due in full at the beginning of each semester by the payment deadlines. Deadlines are available on the College online calendar. Billing statements are emailed prior to the fee deadline.

All WSC charges can be viewed online from your Campus Connection account. To view your charges:

1. Sign in to **CAMPUS CONNECTION**
2. Go to **STUDENT CENTER**
3. Click **Financial Account tile**
4. Click **"Account Summary"**
5. **VERIFY** your charges for accuracy

Non-native state residents may be eligible to obtain North Dakota residency through an application process, with documentation of proof of residency. Applications are available online and reviewed by the Student Accounts Office.

Students may not be allowed to enroll in new term until their current term charges are paid in full.

PAYMENT OPTIONS

1. Electronic check or credit card via Campus Connection: Campus Connection > Financial Account> Pay online Now
2. In-person in the Student Accounts Office in Stevens Hall 204B between 8:30AM and 3:30PM
3. Mail to (non-foreign accounts): Student Accounts, 1410 University Ave., Williston, ND 58801
4. Credit Card payments via phone: 701.774.4299 between 8:30AM and 3:30PM

NON-RESIDENT TUITION REGULATIONS

If a student is not a North Dakota resident, but he or she wishes to declare residency for tuition purposes, that student must contact the Student Finance Office. Students will be asked to complete an Application for Resident Student Status found at www.willistonstate.edu/NDresidentappeal. Information provided on the application will provide the basis for residency determination for tuition purposes.

The following guidelines are condensed from the SBHE 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, & WITHDRAWAL REGULATIONS

PAYMENT PLAN

WSC offers Payment Plan options for tuition, fees, room, and board charges after financial aid has been applied. This program offers students the opportunity to spread their payments over three or four monthly installments, depending on which payment plan option is chosen. For Payment Plan option #1, online enrollment is open through the third week of enrollment. Payment Plan option #2, online enrollment is open through the 7th week of enrollment. Payment plans are not available during the summer session. Please visit the Student Accounts office for more details.

REFUND OF TUITION AND FEES WHEN DROPPING A CLASS AND CLASS CHANGES

Any student who drops a class during the first 8.9% of the class days of a term will receive a 100% refund of tuition and fees for the credit hours of the class or classes dropped. After the first 8.9% of the class days have passed, no refunds are available for course drops. However, classes of the same or fewer credits may be substituted when added prior to the 8.9% deadline for the dropped class at no additional tuition and fee charge.

REFUNDS FOR WITHDRAWING STUDENTS

Any student who withdraws (i.e., drops all classes for the current term) shall receive a refund of tuition and fees according to the refund schedule in effect for the term. The amount of the refund is based on the date of the withdrawal. Refunds for withdrawals are processed at the following percentages based on the number of class days completed compared to the total number of class days in the term.

% Completed Class Days	Refund %
0% to 8.999%	100%
9.0% to 34.999%	75%
35.0% to 59.999%	50%
60.0% to 100%	0%

Please note that students will only be refunded for the classes that they were enrolled in at the time of withdrawal. No refund consideration shall be given for previously dropped classes. Also, if a class is added after the 100% refund dates, and subsequently dropped, no refund is available for that course regardless of date dropped.

FINANCIAL LIABILITIES

Students with unsettled financial liabilities to WSC will have a HOLD placed on their academic record. 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.

FORM 1098-T

IRS Form 1098-T is an information return which reports qualified education expenses paid during the calendar year. Grants or scholarships processed by WSC are also required to be reported on this form. The information on the form is intended to assist students with their tax return preparation. Students should consult their tax advisor to determine their specific tax responsibilities concerning Form 1098-t.

The IRS has approved the electronic delivery of Form 1098-T. Consent is automatically established at time of enrollment and applies to current and future years. To revoke Consent for electronic receipt, students will need to visit with the Financial Service Office. Students will need to access the 1098-T form in via their student account in Campus Connection, please follow the navigations below:

1. Go to WSC's website:
2. Click on **Campus Connection**
3. Enter you **Campus Connection** login credentials
4. Select the **Financial Account Tile**
5. Click **View 1098-T**
6. Select the form you wish to view by tax year

FINANCIAL AID

Through federal financial aid programs and local resources, WSC provides financial assistance to students in the form of grants, scholarships, loans work study opportunities, fee waivers, or any combination of the above.

FEDERAL FINANCIAL AID

The student application to request federal financial aid is the Free Application for Federal Student Aid (FAFSA) available at www.studentaid.gov/h/apply-for-aid/fafsa.

To be considered eligible for federal financial aid programs, students must be enrolled in an eligible program, be a U.S. citizen or eligible non-citizen, demonstrate satisfactory academic progress, be free from default on any U.S. Department of Education loan and be registered with the Selective Service (males only).

Federal Pell Grants are available to all students who qualify based on financial need, regardless of enrollment status.

Federal Supplemental Educational Opportunity Grants (SEOG) are provided to a limited number of students with financial need. Students must be eligible for the Federal Pell Grant.

Federal Work Study provides flexible part-time employment to students with financial need. Positions and responsibilities vary and may be on-campus, off-campus, major related, or community service based.

Federal Direct Subsidized Loans are student loans in which the federal government pays the interest on the loan while the student is in school. Repayment and interest begin six months after the student graduates, leaves school, or drops below half-time enrollment.

Federal Direct Unsubsidized Loans have the same benefits and interest rates as the federal Direct Subsidized Loan, however, the student is responsible for the interest while in school.

Federal Direct PLUS Loans repayment of principal and interest begin 60 days after the loan is applied to your account. Parents may borrow up to the cost of education, less other financial aid the student receives.

SCHOLARSHIPS

WSC scholarship applications are completed annually online. Applications can be completed by visiting: http://www.willistonstate.awardspring.com/. Scholarship applications for fall 2024 semester have priority deadline of March 15, 2024 and a final deadline of August 31, 2024 .

Students must maintain a 2.0 GPA and be enrolled full-time to be eligible for any WSC scholarships.

GAINFUL EMPLOYMENT

Gainful Employment regulations provide students and consumers with the information they need to make good education related choices. To review this information, please visit: www.willistonstate.edu/gainfulemployment

SATISFACTORY ACADEMIC PROGRESS

SASTISFACTORY ACADEMIC PROGESS (SAP) POLICY

A student has the right to appeal the disqualification of their financial aid eligibility by completing a Satisfactory Academic Appeal Form. Please indicate the reason for your appeal and follow the instructions. Incomplete appeals that lack the appropriate documentation will be denied.

SAP STANDARDS ARE EVALUATED IN THE FOLLOWING THREE CATEGORIES:

Minimum Grade Point Average (GPA)

- Students are required to maintain a minimum cumulative GPA of 2.0 at the conclusion of each semester based on all WSC and transfer undergraduate credits.
- Students receiving a GPA of 0.0 (an F or U in all courses attempted) will automatically be placed in Financial Aid Disqualification. Remedial courses are not counted in a student's GPA calculation.

Completion of Attempted Credits

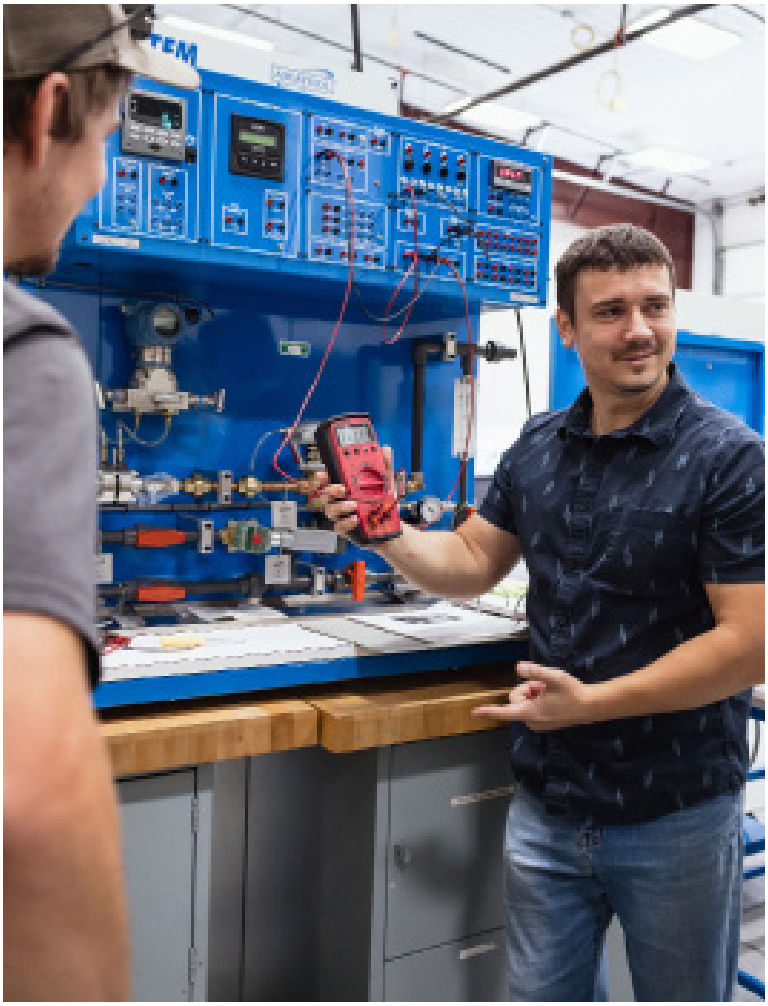
- Students must successfully complete a minimum of 66.667% of the cumulative attempted credits.
- Attempted credits include any credits students are enrolled in as of each semester's census date (the last day to drop a full semester course and receive a 100% refund; approximately the tenth calendar day of fall or spring term or fifth calendar day of summer term) and any credits added after the census date. Credits dropped or withdrawn from after the census date and failed credits are considered attempted but not completed.
- Successfully completed credits include those courses in which a student receives a passing grade (A, B, C, D, P, or S). Credit hours that are not considered successfully completed include all courses with a grade of F (Failed), I (Incomplete), W (Withdrawn or dropped), or U (unsuccessful).
- The percentage is calculated by dividing the total number of successfully completed credits by the total numbers of credits attempted.

Maximum Time Frame

- Students must successfully complete their degree within 150% of the published number of credits needed to complete their program of study. The maximum number of credits includes all prior credits attempted while attending Williston State College as well as any credits attempted at other colleges or universities whether or not federal financial aid was received while completing those credits.
- Students who are approaching the maximum attempted credit hour limit will receive a Financial Aid Information Service Indicator on Campus Connection to warn them that they are close to reaching this limit.

Review and Notification Process

At the end of each semester, SAP will be evaluated for all students. Students will be notified of their SAP Information, Warning, or Disqualification status via email or postal mail and a service indicator will be posted on their Campus Connection



STUDENT CONDUCT

CONDUCT

WSC is a learning community dedicated to the intellectual and personal growth of its students. All students, staff, faculty, and campus community members are treated with dignity and respect.

The *WSC Student Code of Conduct* serves to enrich the College experience and serves as a guide for College conduct procedures. The Code outlines the rights and responsibilities of all WSC students and includes processes intended to ensure fair and equitable treatment of all students. The intent of the Code is to foster personal and educational development and commitment to the campus community.

PARTICIPATION & ATTENDANCE

Attendance and participation in class activities are deemed essential parts of college education at WSC. 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 students grade on class participation which may include attendance.

After the last day to withdraw to receive a 100% refund for a class, any student who has never attended a particular class will be dropped from that class and charged appropriately. 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.

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

Students who must miss class for reasons not related to college functions or ALL college sanctioned events must inform instructors prior to the absence from classes concerned. Instructors will be informed of school-related absences by the activity advisor and/or coach to confirm times of departure and return.

STUDENT ACADEMIC INTEGRITY

ACADEMIC DISHONESTY

Acts of cheating and plagiarism are prohibited. Cases of academic dishonesty may be treated as an academic matter or as a disciplinary matter at the discretion of the instructor. .

CHEATING

is defined as fraud, deceit, or dishonesty in an academic assignment. It includes using or attempting to use materials, or assisting other in using materials that are prohibited or inappropriate in the context of the academic assignment is question.

PLAGIARISM

is presenting someone else's work or ideas as your own, with or without their consent, by incorporating it into your work without full acknowledgement. All published and unpublished material, whether in manuscript, printed or electronic form, is covered under this definition.

SELF-PLAGIARISM

is the use of one's own pervious work in another context without citing that it was used previously.

The instructor may reflect the incident of academic dishonesty through the assignment of the student's grade in the course. If the student has a grievance related to this action, that grievance would be directed to the chair of the department in which the course is housed.

Alternatively, the instructor may refer the cast as a disciplinary matter to the Vice President for Academic Affairs. The Vice President for Academic Affairs may refer the case to the Student Review Committee for action.

TITLE 38 UNITED STATES CODE SECTION 3679

Our policy permits any *covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the education institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 and ending on the earlier of the following dates:

1. The date on which payment from VA is made to the institution.
2. 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

Our policy also ensures our educational institution will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligation to the institution due to the delayed disbursement funding from VA under chapter 31 or 33

*A covered individual is any individual who is entitled to education assistance under chapter 31, Vocational Rehabilitation and Employment, or Chapter 33, Post-9/11 GI Bill benefits.

STUDENT SERVICES

ACADEMIC ADVISEMENT

Making decisions about college can be confusing, especially if you try and go it alone. At WSC we are committed to helping make sense of your educational journey with advising opportunities offered through a variety of means. Whether you are interested in a terminal degree in a technical field or plan to transfer to another college or university after WSC, you should take advantage of advising services available to you. Program scheduling and class planning for students is coordinated through the Office for Academic Affairs. Students are assigned advisors based on their selected field of study. Advisors assist students with program selection, course selection, and formulation of future plans. Students must meet with their advisor prior to each term of enrollment. Students may change advisors by request to the Office for Academic Affairs.

Look beyond your degree at WSC and plan to continue your education by working closely with your WSC advisor and with representatives of your intended transfer school. You may find significant tuition savings by completing an associate degree with WSC before transfer to a four-year college or university to complete your bachelor's degree. Generally, lower-division credits will normally be accepted for transfer from accredited North Dakota community colleges to North Dakota four-year institutions, but checking with your intended transfer institution about rules and limitations relating to the transfer of WSC credits is important.

Even if you are still undecided on what program you want to study, or you are just curious about what careers may fit you best, WSC is the perfect place for you to discover a program of interest and discover your college pathway to success.

ADULT BASIC & SECONDARY EDUCATION

The WSC 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:

A. **Literacy Skills: Provide literacy skills to adults who are unable to read.**

B. **Basic Skills: Enable adults to acquire basic skills in mathematics, English, social studies, science, basic computer skills, employability skills, and career planning.**

C. **GED: Prepare adults for the General Education Development (GED) tests. A GED High School Diploma is issued through the State Adult Education and Family Literacy office of the Department of Public Instruction to those who successfully complete the exams.**

D. **English Language Learning: Provide adults who are unable to speak, read, or write the English language with skills to learn the English language.**

For more information visit www.willistonstate.edu/adultlearning.

DEMONSTRATION OF COMPETENCIES

MILITARY TRAINING PROGRAMS

Credit may be granted based upon the recommendations of the American Council on Education, in accordance with the institutional Credit for Prior Learning Policy.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

WSC awards credit for completion of CLEP subject exams following the minimum requirements for CLEP test scores and credits as approved by the NDUS. WSC does not award credit for CLEP general exams.

ADVANCED PLACEMENT (AP)

AP credits awarded to students completing high school AP courses and exams according to the standards approved by the NDUS.

CREDIT FOR INDUSTRY / CERTIFICATION

WSC permits students to demonstrate college level competency and establish college credits through the successful completion of approved industry training, in accordance with the institutional Credit for Prior Learning Policy.

EXPERIENTIAL LEARNING PORTFOLIO

WSC permits students to demonstrate college level competency and establish college credits, in accordance with the institutional Credit for Prior Learning Policy by successfully completing portfolio(s) demonstrating and documenting learning gained from non-academic sources equivalent to traditional non-resident courses.

CHALLENGE EXAMINATION

WSC may permit students to demonstrate college level competency and establish college credits by successfully passing an institutional challenge examination, in accordance with the institutional Credit for Prior Learning Policy.

PROPER DOCUMENTATION

Proper documentation, as outlined in WSC's Credit for Prior Learning Policy, for each Demonstration of Competency shall be considered valid upon review and approval by the Credit for Prior Learning contact, in accordance with the institutional Credit for Prior Learning Policy.

NON-CREDIT EXAMINATIONS

AMERICAN COLLEGE TEST (ACT)

The ACT is a nationally developed and scored examination, administered several times each year. For specific test dates and registration deadlines visit their website at www.actstudent.org.

PEARSON VUE CERTIFICATION TESTING

Pearson Vue is a computer-based testing business and delivers exams on a secure network through WSC. GED is the main test given through Pearson Vue in our area. The North Dakota GED High School Diploma is based upon the successful completion of four exams: reasoning through language arts, science, social studies, and math. Persons who pass the GED test receive the North Dakota GED High School Diploma from the Department of Public Instruction. The GED is intended for persons 16+ years old and have withdrawn from their regular high school program.

Candidates are not required to take any courses or to prepare in any way for the GED test. However, candidates may wish to assess their current academic skills or improve skills by attending the Adult Learning Center, which provides instruction in the four content test areas, keyboarding and computer literacy, as well as career and college readiness. Instructional services are free and classes are held Monday - Friday and evenings to meet your personal schedule and needs. For more information visit www.willistonstate.edu/Community/Adult-Learning-Center.html.

CREDIT FOR PRIOR LEARNING

WSC 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 an enrolled student demonstrates the competencies required for existing courses at WSC. Prior learning credit may be awarded for a military training program, credit for an industry/certification program, experiential learning programs, or the challenge of an examination. Credit will be awarded upon verification of the approved Demonstration of Competencies established in WSC's Credit for Prior Learning Policy.

A maximum of fifteen credits may be awarded per student for prior learning through approved means to meet associate degree or diploma requirements.

A maximum of no more than half of the credits required for a certificate program may be awarded.

Grades will be awarded based on WSC's Credit for Prior Learning grading policy or established articulation agreements where they exist.

A recording fee of half the regular tuition rate per credit hour will be charged for posting the credits earned through the prior learning process.

Students intending to transfer to other institutions after study at WSC are advised to contact the transfer institution in regard to the acceptance of prior learning credits.

ACCESSIBILITY SUPPORT SERVICES

WSC provides appropriate and reasonable accommodations for students with disabilities, free of charge. The goal of support services is to provide equal access and opportunity to all academic programs and campus activities for students with disabilities and to serve as a resource for accessibility awareness and accommodations.

The Accessibility & Retention Specialist promotes the philosophy of equal access and opportunity with all WSC administrators, faculty, staff, and students, and is a resource for faculty and staff on accessibility issues. The Accessibility & Retention Specialist can refer eligible students with disabilities to academic support services and encourages self-advocacy for students with disabilities to increase their independence and level of self-sufficiency. The Accessibility & Retention Specialist also makes referrals to outside agencies when appropriate (e.g. Vocational Rehabilitation, Counseling Services).

For additional information, please contact the Accessibility & Retention Specialist at 701.774.4224.

COUNSELING SERVICES

WSC's campus Health and Wellness Services are available at no cost to currently enrolled students. This service offers confidential consultation, brief intervention, and referrals. Counseling/Health and Wellness services works to promote students' academic success while also caring for the student as a whole. Confidentially applies, with some exceptions including being in danger to oneself or others, child abuse, neglect, and medical emergencies. Health and Wellness Services offers students a trained Social Worker who can offer objective, non-judgmental feedback about student issues. A case manager will help connect and refer students to appropriate services and supports on campus and throughout the community. Health and Wellness Services is a holistic approach designed to help students meet their goals. By appointment, students also have the ability to connect to professional counselors on other North Dakota University System campuses.
For additional information, please visit https://www.willistonstate.edu/students/Student-Services/Counseling/
Health and Wellness Coordinator
701-774-4212
Steven's Hall, Office 129

HOUSING & DINING SERVICES

WSC campus housing provides students with community living opportunities that promote personal and social development, foster citizenship, generate a sense of belonging, and build community. Limited apartment style housing is also available. All housing units are governed by campus disciplinary policy as outlined in the WSC Housing Contract and *WSC Student Code of Conduct*.

Current WSC students may occupy campus housing units. A non-refundable $40 fee is required for all housing applications.

WSC provides coin operated laundry facilities, mail, and internet services to its campus housing residents. Dormitory-style housing is fully furnished but students are required to provide their own linens. Apartment style housing is unfurnished.

The Teton Grill is located in Stevens Hall. Students in Frontier and Nelson Halls are required to purchase a minimum meal plan each semester. Meal plans are optional for all other residence halls.

More detailed housing information, including housing contracts, applications, and rates, may be found on the WSC website at www.willistonstate.edu/housing.

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

International students from countries other than Canada and Norway are required to carry a health insurance policy while enrolled at WSC. Coverage is available for international students through NDUS's contracted insurance vendor. Applicants may contact the Student Affairs office at 701.774.4295 or wsc.studentaffairs@willistonstate.edu for more information.

Enrollment at WSC does not automatically provide insurance coverage to students. WSC 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.

ANDREA'S [BOOKSTORE]

The WSC bookstore, Andrea's, is operated as a service to students, faculty, and staff for the purchase of textbooks, supplies, drinks, and snacks as well as WSC apparel. Teton Java, located in Andrea's, is a full-service coffee bar. Andrea's is operated by the College, and its revenues are applied toward the financial obligation associated with WSC.

LEARNING COMMONS [LIBRARY]

The mission of WSC's Learning Commons (Library) is to provide access to the materials, services, and facilities necessary to meet the current and future informational needs of WSC students, faculty, and staff.

The Learning Commons, located on the second floor of Stevens Hall, 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, which is continually updated and expanded, supports the curriculum of the College with books, electronic databases, and audio/visual materials. The electronic databases provide access to academic journals, ebooks, newspapers, and news magazines.

Joining the Online Dakota Information Network (ODIN) has allowed the Learning Commons to expand its services. In addition to providing access to the WSC Learning Commons resources, ODIN provides access to a statewide Library Catalog. Resources not available locally may be requested through interlibrary loan.

The Learning Commons is designed with an open atmosphere, incorporating social areas with comfortable seating in addition to space for individual and group studying. There are computers available for use: desktops are located at a standing bar, and laptops are available for check out. All computers are connected to a printer/copier/scanner.

In addition to learning resources and computer use, the Learning Commons can provide students with graphing calculators to checkout, research assistance, and test proctoring. (Test proctoring available to WSC students only)

The College community and the general public are encouraged to utilize library services and facilities. The general public must check in with the circulation desk prior to any use of library computers. Printers are for student academic use only.

EXTENDED LEARNING

E-LEARNING

College classes aren't just for traditional classrooms anymore. There are more options than ever before for earning college credit. E-Learning at WSC utilizes technology to reach any student, regardless of location. This type of instruction is a great fit for students who enjoy a flexible class schedule and who are motivated to succeed. Many students choose to supplement their on-campus classes with online courses which affords them a larger variety of course options as they plan their schedules. High school students may also choose to enroll in online courses as an Early Entry student.

Where the people make **[the difference].**

WSC offers a variety of general education, elective, and technical courses that can lead to a Certificate of Completion, Program Certificate, Associate in Applied Science Degree, Associate in Arts degree, and/or an Associate in Science degree.

ONLINE OPTIONS

WSC offers several academic pathways that can be completed entirely online:

Accounting (AAS)
Business Management (AAS)
Liberal Arts Transfer (AA/AS)

TRAINND NORTHWEST

TrainND Northwest meets the workforce training needs of Northwestern North Dakota as part of statewide TrainND's workforce training network. TrainND Northwest focuses on creating partnerships with business and industry in an effort to foster an environment of safety and continuous improvement all centered on providing North Dakota with a competitive workforce

TrainND locations are strategically placed to meet the industry-specific needs in each region of the state. TrainND works with business, industry, government agencies, and non-profits to assess training needs and to deliver timely, relevant, cost effective training that maximizes employee productivity and improves entity performance. Well-trained, prepared employees consistently contribute more efficiently to the workplace. TrainND is served by expert trainers who are passionate about providing the instruction employees need to succeed. Trainers keep pace with emerging trends and technology as informed by industry and other professional experts. Training can be customized to teach employees new skills, and to retrain or update existing skills.

Training provided by TrainND is offered through open enrollment and industry contractual arrangements. For specific information related to your training needs, please log on to https://www.willistonstate.edu/Community/TrainND.html for further information and class enrollment. TrainND offerings are not for college credit. For college credit offerings, please contact WSC Admissions at wsc.admission@willistonstate.edu.

STUDENT ACTIVITIES

In addition to intellectual enrichment, WSC 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.

Please contact Student Life for any questions concerning any current student activities or to discuss possible new activities on campus at 701.774.4213 or wsc.studentlife@willistonstate.edu.

*Organizations that offer scholarships to active student members

ACTIVE MINDS

Active Minds is a national non-profit organization dedicated to utilizing the student voice to raise mental health awareness among college students. Membership is open to students who are passionate about eliminating the stigma surrounding mental health and students who have interest in working in the mental health field. Advisor: LeeAnn Clark at 701.774.4212 or leeann.clark@willistonstate.edu

AGRICULTURE CLUB

Agriculture Club gives students a chance to be involved in all aspects of the agriculture field and industry, while furthering their education and networking connections. Ag Club plays a key role in promoting student leadership and students will have the opportunity to participate in local, state (collegiate), and national agriculture conferences and activities. **Advisor:** Jessalyn Bachler at 701.774.4532 or Jessalyn.bachler@willistonstate.edu

ASTRONOMY CLUB

Astronomy Club is open to both WSC students and the public. Anyone interested in learning about current astronomy topics is welcome to attend the monthly meetings. In addition to monthly meetings, sky observation sessions for public outreach and education are held occasionally throughout the year. **Advisor:** Susan Zimmerman at 701.774.4232 or s.zimmerman@willistonstate.edu.

COMPUTER TECHNOLOGY CLUB

The WSC Computer Technology Club is a college-wide club that is designed for students planning careers in information technology, automation technology, computer, or business technology fields. The goals of the club are to: complement classroom studies, provide students with opportunities to participate in the information and automation technology community, explore various career opportunities, provide insight and guidance to Computer Technology Club members, help students majoring in information and automation technology be committed to a career, and help students become future leaders in information technology. **Advisor**: Leah Windnagle 701.774.4220 or leah.windnagle@willistonstate.edu.

CRU

This nondenominational student-led group is a Christian organization that meets regularly during the academic year and provides activities in a Christian atmosphere. Weekly gatherings are small-group style, discussing a wide range of topics through a biblical perspective. **Advisor**: Steven Grunenwald at 701.774.4255 or steven.grunenwald@willistonstate.edu.

DECISIONS AND DICE CLUB (D&D)

Decisions and Dice Club (D&D Club) is open to any student that is interested in learning about and/or participating in tabletop role-playing games. The focus of the club will be arranging games for students to be able to participate in adventures, working with others as a group and experiencing the effects of decisions made within the game structure. The D&D Club will be available to experienced players, new players, and those who are simply curious to see what role-playing games are about.
Advisor: Derek VanderMolen at 701.774.4237 or derek.vandermolen@willistonstate.edu

DIVERSITY CLUB

This club promotes an accepting environment of all students at WSC. Students will help organize and coordinate multicultural events. **Advisor**: Ryan Freels, 701.774.4503 or ryan.freels@willistonstate.edu

ESPORTS

eSports will be open to any student that is interested in learning about and/or participating in the world of competitive video games. The focus of the club will be practicing as a team and arranging games against other colleges and their students. eSports will be available to experienced players, new players, and those who are simply curious to see what video games are all about. **Advisor**: Chris Kadrmas at 701.774.4528 or c.d.kadrmas@willistonstate.edu.

FUTURE BUSINESS LEADERS OF AMERICA (FBLA)

WSC's Future Business Leaders of America (FBLA) Collegiate Chapter provides students with the opportunity to apply knowledge of business, accounting, information technology, and sports & recreation outside the classroom. This organization allows students to develop personally and professionally through innovative career and leadership development events, and is open to students of all majors. **Advisor**: Leah Windnagle at 701.774.4220 or leah.windnagle@willistonstate.edu and Maren furuseth at 701.774.4298 or maren.furuseth@willistonstate.edu.

MASSAGE THERAPY CLUB

The Massage Therapy Club strives to promote the awareness of the benefits of massage on campus and in the community by providing educational and hands-on sessions for people to learn more about massage. **Advisor**: Wendy McGinley at 701.774.4293 or wendy.mcginley@willistonstate.edu.

PHI THETA KAPPA (PTK)

The Alpha Rho Lota 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 3.20 while enrolled at WSC may become members. The purpose of the organization is to promote scholarships, develop leadership and service, and cultivate fellowship among qualified students of the college. **Advisor:** Amanda Davis at 701.774.4504 or amanda.davis@willistonstate.edu

SKILLS USA

Skills USA is a national educational organization for college students enrolled in a trade, industrial, technical, or health occupation. Members organize and participate in state and national competitions, community service projects, social activities, and professional development programs. **Advisor:** Leah Windnagle701.774.4220 or leah.windnagle@willistonstate.edu

STUDENT AMBASSADORS*

WSC student ambassadors are a select group of students who interact with prospective students, parents, alumni, and the community as a means to recruit. As official representation of the College, this position is held in high honor. Members will represent students' leadership in an articulate manner, promote the positive image of the College, and respond to the College's needs. **Advisor**: Ashley Olson 701.774.4202 or ashley.olson.12@willistonstate.edu

STUDENT NURSES ORGANIZATIONS (SNO)

All nursing students are eligible for membership in the Student Nurses Organization. This organization actively promotes and supports nursing and healthcare/wellness at WSC and in the community. Members organize and work on projects throughout the year. **Advisor**: Gail Raasakka at 701.774.4290 or gail.raasakka@willistonstate.edu.

STUDENT SENATE*

The purpose of Student Senate is to advocate for the WSC student body and to act as a liaison for students to the administration, alumni, state and community. Student Senators are a select group and are official representatives of the college and held high in honor. Members represent student leadership in an articulate manner, promote the positive image of the college, and respond to the student body and college's needs. **Advisor**: Chris Kadrmas at 701.774.4213 or c.d.kadrmas@willistonstate.edu.

TETON ACTIVITY BOARD* (TAB)

TAB brings new and exciting events to WSC. Members offer the WSC student body opportunities for involvement by developing, planning and executing entertainment, activities, and personal enrichment possibilities. **Advisor**: Chris Kadrmas at 701.774.4528 or c.d.kadrmas@willistonstate.edu.

TETONS LEAD

Service learning is defined as combining meaningful community service and reflection to enhance learning and strengthen communities. Each student participating must complete 40 hours of service learning during the academic year in order to receive the certificate of completion and recognition in the graduation program. **Advisors**: Maren Furuseth at 701.774.4298 or maren.furuseth@willistonstate.edu

GENERAL EDUCATION

GENERAL EDUCATION REQUIREMENTS TRANSFER AGREEMENT (GERTA)

The following are all GERTA approved general education courses for WSC. Please pay special attention to the program of study these courses may be applied to as requirements differ among programs and degrees.

The NDUS developed 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. Please contact the Registrar to obtain a GERTA completion certificate form.

COURSE			CR	NDUS GER
ENGLISH				
ENGL	110	College Composition I	3	ND:ENGL
ENGL	120	College Composition II	3	ND:ENGL
ENGL	125	Introduction to Professional Writing	3	ND:ENGL
SPEECH				
COMM	110	Fundamentals of Public Speaking	3	ND:COMM
FINE ARTS				
ART	120	Painting I	3	ND:FA
ART	122	Two-dimensional Design	3	ND:FA
ART	124	Three-dimensional design	3	ND:FA
ART	130	Drawing I	3	ND:FA
ART	230	Drawing II	3	ND:FA
MUSC	117	Concert Choir	1	ND:FA
MUSC	145	Applied Music	1	ND:FA
MUSC	155	Vocal Jazz Ensemble	1	ND:FA
HUMANITIES				
ART	110	Introduction to the Visual Arts	3	ND:HUM
ART	210	Art History I	3	ND:HUM
ART	211	Art History II	3	ND:HUM
ART	250	Ceramics I	3	ND:HUM
COMM	211	Oral Interpretation	3	ND:HUM
ENGL	211	Introduction to Creative Writing	3	ND:HUM
ENGL	220	Introduction to Literature	3	ND:HUM
ENGL	222	Introduction to Poetry	3	ND:HUM
ENGL	224	Introduction to Fiction	3	ND:HUM
ENGL	225	Introduction to Film	3	ND:HUM
ENGL	238	Children's Literature	3	ND:HUM
ENGL	261	American Literature I	3	ND:HUM
ENGL	262	American Literature II	3	ND:HUM
ENGL	265	Native American Literature	3	ND:HUM
FREN	101	First Year French I	4	ND:HUM
FREN	102	First Year French II	4	ND:HUM
FREN	201	Second Year French I	4	ND:HUM
HUMS	210	Integrated Cultural Studies	2-3	ND:HUM
HUMS	211	Integrated Cultural Studies Excursion	1	ND:HUM
MUSC	100	Music Appreciation	3	ND:HUM
MUSC	101	Fundamentals of Music	3	ND:HUM
MUSC	108	Roots of American Popular Music	3	ND:HUM
PHIL	101	Introduction to Philosophy	3	ND:HUM
PHIL	210	Ethics	3	ND:HUM
PHIL	215	Contemporary Moral Issues	3	ND:HUM
RELS	120	Religion in America	3	ND:HUM
RELS	203	World Religions	3	ND:HUM
RELS	220	Old Testament	3	ND:HUM
RELS	230	New Testament	3	ND:HUM
SPAN	101	First Year Spanish I	4	ND:HUM
SPAN	102	First Year Spanish II	4	ND:HUM
SPAN	201	Second Year Spanish I	4	ND:HUM
SPAN	202	Second Year Spanish II	4	ND:HUM
HISTORY				
HIST	101	Western Civilization I	3	ND:HIST
HIST	102	Western Civilization II	3	ND:HIST
HIST	103	United States to 1877	3	ND:HIST
HIST	104	United States Since 1877	3	ND:HIST
HIST	220	North Dakota History	3	ND:HIST
HIST	223	Hist of the Lewis & Clark Expedition	3	ND:HIST
HIST	257	The Cold War	3	ND:HIST
MATHEMATICS				
MATH	103	College Algebra	3	ND:MATH
MATH	104	Finite Mathematics	3	ND:MATH
MATH	105	Trigonometry	2	ND:MATH
MATH	107	Pre-Calculus	4	ND:MATH
MATH	146	Applied Calculus I	3	ND:MATH
MATH	165	Calculus I	4	ND:MATH
MATH	166	Calculus II	4	ND:MATH
MATH	210	Elementary Statistics	3	ND:MATH
LABORATORY SCIENCE				
BIOL	111	Concepts of Biology L/L	4	ND:LABSC
BIOL	115	Concepts of Anatomy & Phys L/L	4	ND:LABSC
BIOL	124	Environmental Science L/L	4	ND:LABSC
BIOL	150	General Biology I L/L	4	ND:LABSC
BIOL	151	General Biology II L/L	4	ND:LABSC
BIOL	220	Anatomy & Physiology I L/L	4	ND:LABSC
BIOL	221	Anatomy & Physiology II L/L	4	ND:LABSC
CHEM	112	Intro to Forensic Science L/L	4	ND:LABSC
CHEM	115	Introductory Chemistry L/L	4	ND:LABSC
CHEM	116	Intro to Organic & Biochemistry L/L	4	ND:LABSC
CHEM	121	General Chemistry I L/L	5	ND:LABSC
CHEM	122	General Chemistry II L/L	5	ND:LABSC
GEOL	105	Physical Geology L/L	4	ND:LABSC
PHYS	110	Introductory Astronomy L/L	4	ND:LABSC
PHYS	211	College Physics I L/L	4	ND:LABSC
PHYS	212	College Physics II L/L	4	ND:LABSC
PHYS	251	University Physics I L/L	5	ND:LABSC
PHYS	252	University Physics II L/L	5	ND:LABSC
SOCIAL SCIENCE				
CJ	201	Introduction to Criminal Justice	3	ND:SS
CJ	226	Criminal Investigation	3	ND:SS
COMM	216	Intercultural Communication	3	ND:SS
ECON	105	Elements of Economics	3	ND:SS
ECON	201	Principles of Microeconomics	3	ND:SS
ECON	202	Principles of Macroeconomics	3	ND:SS
POLS	115	American Government	3	ND:SS
POLS	116	State & Local Government	3	ND:SS
PSYC	111	Introduction to Psychology	3	ND:SS
PSYC	250	Developmental Psychology	3	ND:SS
PSYC	270	Abnormal Psychology	3	ND:SS
SOC	110	Introduction to Sociology	3	ND:SS
SOC	115	Social Problems	3	ND:SS
SOC	220	Family	3	ND:SS
SOC	235	Cultural Diversity	3	ND:SS
SWK	256	Development of Social Welfare	3	ND:SS
SWK	257	Human Behavior in the Social Enviro.	3	ND:SS
COMPUTER SCIENCE/TECHNOLOGY				
CSCI	101	Introduction to Computers	3	ND:COMPSC
CSCI	122	Beginning Basic/Visual Basic	3	ND:COMPSC
CSCI	160	Computer Science I	4	ND:COMPSC
CSCI	161	Computer Science II	4	ND:COMPSC
CSCI	289	Social Implications of Comp Tech	2	ND:COMPSC
SCIENCE AND TECHNOLOGY				
BIOL	115	Concepts of Anatomy & Phys	3	ND:SCI
BIOL	230	Ecology	3	ND:SCI
PHYS	110	Introductory Astronomy	3	ND:SCI

CAMPUS APPROVED WELLNESS REQUIREMENTS

For all degrees, WSC has a wellness requirement. The following courses may be used to fulfill this wellness graduation requirement.

HPER	100	Concepts of Fitness & Wellness	2
HPER	101	Activity: Introductory Level	1
HPER	102	Activity: Intermediate Level	0.5-1
HPER	103	Activity: Advanced Level	0.5-1
HPER	126	Lifetime Fitness	2
HPER	210	First Aid & CPR	1
HPER	217	Personal & Community Health	3
NUTR	222	Contemporary Nutrition	3

CAMPUS APPROVED-GENERAL EDUCATION (APPLICABLE TOWARD CTE PROGRAMS OF STUDY)

Consisting of general education courses (other than GERTA approved courses) that have been approved for use in CTE programs by WSC and are applicable toward CTE programs of study, applying to General Education Requirements for the AAS, Diploma, and Certificate only.

COMMUNICATION			**Credits**
COMM	212	Interpersonal Communication	3
COMM	217	Organizational Communication	3

MATH/SCIENCE/TECHNOLOGY/BUSINESS			
ANSC	114	Intro to Animal Science	3
BADM	251	Personal Finance	3
BOTE	188	Computerized Accounting	2
BOTE	218	Desktop Publishing	2
BOTE	247	Spreadsheet Applications	3
BOTE	299	Special Topics	1-6
BUSN	120	Fundamentals of Business	3
CIS	105	Microcomputer Spreadsheet-Excel	2
CIS	130	Presentations	2
CIS	164	Networking Fundamentals I	3
CIS	165	Networking Fundamentals II	3
CIS	180	Creating Web Pages	2
PLSC	110	World Food Crops	3
SOIL	210	Introduction to Soil Science	3

HUMANITIES			
ART	299	Special Topics in Art	1-3
ENGL	299	Special Topics in English	1-3
HIST	299	Special Topics in History	1-3
HUMS	299	Special Topics in Humanities	1-4

For Terminal Degrees/Certificates (leading directly to employment with no plan to transfer to another college/university for further study) – Campus approved general education courses and/or GERTA approved general education courses may be used to fulfill AAS degree and certificate requirements.

For Transfer Degrees (leading to a transfer pathway at another college/university after graduation from WSC with the intent of pursuing a baccalaureate degree) – GERTA approved general education courses are recommended to fulfill degree requirements.

Transfer guidelines, limitations, and program requirements may differ from college to college and from state to state. GERTA approved general education courses offer the best opportunity for seamless transfer and transition to another college/university. WSC students planning to transfer to another institution for further study should contact the college/university they plan to attend after leaving WSC to get catalog and program information specific to their interests and needs.

INSTRUCTIONAL PROGRAMS OFFERED AT WSC

TRANSFER EDUCATION PROGRAMS

Program	COC	PC	AAS	AA/AS
Associate in Arts - Liberal Arts				AA
Associate in Science - Liberal Arts				AS

NURSING AND ALLIED HEALTH PROGRAMS

Program	COC	PC	AAS	AA/AS
Emergency Medical Technician		X		
Health Information Management			X	
Massage Therapy		X	X	
Medical Administrative Professional		X		
Medical Assisting		X		
Medical Billing & Coding		X		
Nursing		X	X	
Paramedic			X	
Phlebotomy		X		
Public Health			X	
Sport & Recreation Management			X	

CAREER & TECHNICAL EDUCATION (CTE) PROGRAMS

Program	COC	PC	AAS	AA/AS
Accounting			X	
Agriculture			X	
Business Administration			X	
Cybersecurity	X	X	X	
Diesel Technology	X	X	X	
Electronics & Industrial Controls			X	
Information Technology			X	
Internet of Things			X	
Petroleum Technology & Automation	X	X	X	
Welding Technology	X	X	X	

COC - Certificate of Completion, PC- Program Certificate, AAS - Associate of Applied Science, AA/AS - Associate in Arts/Associate in Science

CAREER & TECHNICAL EDUCATION PROGRAM REQUIREMENTS

WSC 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.

Below are program requirements for Career and Technical Education (CTE) programs available at WSC (listed on pages 38-47). Transfer curriculum plans are available for students wishing to begin their studies at WSC before transferring to a baccalaureate campus.

ASSOCIATE IN APPLIED SCIENCE DEGREE (AAS)

AAS 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 (varies by program), including 15 general education credits consisting of one course from each of the following areas:

1. Communication
2. Math, Science, Technology, and Business
3. Humanities or Social Science
4. Wellness

B. 2.00 (C) minimum institutional grade point average or higher (GPA required in select programs)

C. Completion of prescribed career-technical curriculum

D. Successful completion of WSC 100 Digital & Financial Literacy

E. Program director/coordinator's approval

F. Minimum of 16 credits completed in residence (remedial coursework DOES NOT count)

G. Maximum of 12 S/U graded credits (program approval required for 13 or more)

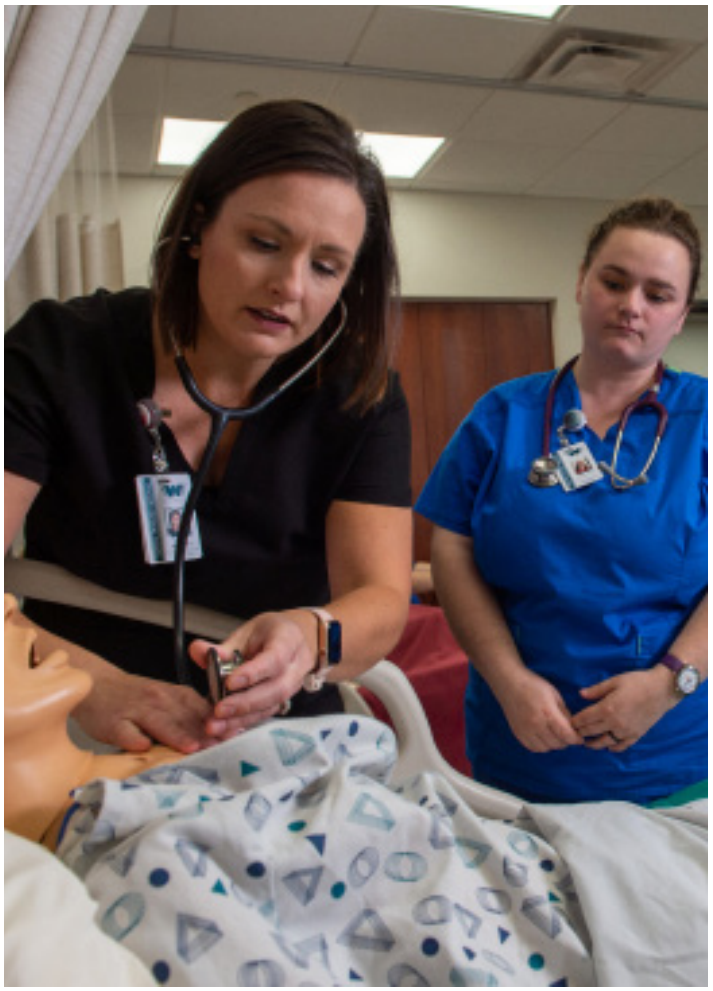
H. Maximum of 15 credits of non-traditional college credit (i.e. AP, CLEP, military training, WSC Challenge exam credit, portfolio development, industry training, prior learning, and courses covered under high school articulation agreement)

PROGRAM CERTIFICATE (PC)

A program certificate is a course of study requiring least nine credit hours at the undergraduate level or eight credit hours at the graduate level. A certificate program can be completed in one year of study or less.

CERTIFICATE OF COMPLETION (COC)

A certificate awarded for the completion of:
A. a non-credit course of study, or
B. an undergraduate course of study of less than nine credit hours, or
C. a graduate course of study of less than eight credit hours.



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Call 701.774.4200 or 1.888.863.9455 or visit www.willistonstate.edu/tour

CTE PROGRAMS

ACCOUNTING

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The WSC Accounting program is continually growing and jobs in the field are abundant. Accounting is currently one of the top associate's degree in the country. After a two year program with WSC, students will be fully prepared to obtain a local job in the field.

The objective of the Accounting program is to provide graduates with the necessary skills to qualify for positions in places like accounting firms, financial institutions, small businesses, manufacturing companies, department stores, construction companies, and schools.

PROGRAM OUTCOMES:

The student will be able to:

1. Use accounting information to enhance business planning, decision making, problem solving, and management control.
2. Prepare records of business activities according to accepted accounting principles and techniques.
3. Use fundamental tax laws and principles to prepare an individual income tax return.

PROGRAM REQUIREMENTS:*			CREDITS
ACCT	200	Elements of Accounting I	3
ACCT	201	Elements of Accounting II	3
ACCT	205/212	Cost Accounting/Payroll Accounting	3/3
ACCT	215	Business in the Legal Environment	3
ACCT	231	Income Tax Procedures	3
BADM	201	Principles of Marketing	3
BADM	202	Principles of Management	3
BOTE	247	Spreadsheet Applications	3
COOP	197	Cooperative Education/Internship	1
ECON	201	Principles of Microeconomics	3
ECON	202	Principles of Macroeconomics	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

AGRICULTURE

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The objective of the Agriculture program is to prepare students for a career in a variety of fields associated with Agriculture. Students will be given the opportunity to pursue and Agriculture degree with one career-oriented focus. Students will develop the knowledge and skills necessary to work in an agriculture-specific field.

PROGRAM OUTCOMES:

The student will be able to:

1. Apply fundamental agricultural principles, practices, and technologies to the various agriculture sectors.
2. Apply agricultural business principles and policies to farm and ranch management.
3. Demonstrate practices of sustainable livestock and ranch production.
4. Demonstrate practices of sustainable crop and farm production.
5. Implement quality management practices in agriculture production.
6. Apply holistic ecosystem practices for sustainable land management.
7. Demonstrate leadership and career skills needed to be successful in the agriculture industry.
8. Formulate practical solutions in agricultural industry challenges.

PROGRAM REQUIREMENTS:*			CREDITS
AGEC	141	Introduction to Agribusiness Management	3
AGEC	240	Holistic Management	2
AGEC	242	Introduction to Agricultural Management	3
AGEC	275	Applied Agriculture Law	2
AGRI	118	Agricultural Leadership	1
AGRI	150	Agriculture Orientation	2
AGRI	297	Agricultural Cooperative Internship	1
ANSC	114	Introduction to Animal Science	3
PLSC	110	World Food Crops	3
RNG	236	Introduction to Range Management	3
SOIL	210	Introduction to Soil Science	3

SUGGESTED ELECTIVES:**			CREDITS
ANSC	123	Feeds & Feeding	3
ANSC	160	Equine Nutrition	2
ANSC	220	Livestock Production	3
ANSC	231	Livestock Evaluation	3
ANSC	242	Intro to Meat Processing	2
ANSC	260	Introduction to Equine Science	3
AGEC	250	Agribusiness Sales	3
HORT	121	Intro to Aquaponics	2
HORT	248	Greenhouse Structures	2
HORT	249	Greenhouse Operations	3
PLSC	110	World Food Crops	3
PLSC	210	Horticulture Science	4
PLSC	223	Introduction to Weed Science	3
PLSC	225	Principles of Crop Production	3
RNG	236	ND Range Plants	2
SOIL	222	Soil Fertility and Fertilizers	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

****The suggested electives are not required, but are recommended for a career in agriculture.**

Students must choose at least 1 of 7 different options for Agriculture.

OPTION: AGRIBUSINESS MANAGEMENT

OPTION REQUIREMENTS:			CREDITS
AGEC	244	Intoruction to Agriculture Marketing	3
AGEC	246	Introduction to Agricultural Finance	3

OPTION: EQUINE MANAGEMENT

OPTION REQUIREMENTS:			CREDITS
ANSC	260	Intro to Equine Science	3
ANSC	160	Equine Nutrition	2

OPTION: FARM MANAGEMENT

OPTION REQUIREMENTS:			CREDITS
PLSC	223	Intro to Weed Science	4
PLSC	225	Principles of Crop Production	3

OPTION: RANCH MANAGEMENT

OPTION REQUIREMENTS:			CREDITS
ANSC	220	Livestock Production	3
ANSC	123	Feeds and Feeding	3

OPTION: AGRICULTURE EDUCATION AND EXTENSION

OPTION REQUIREMENTS:			CREDITS
EDUC	250	Intro to Education	2
EDUC	298	Pre-Professional Experience	1
ANSC	260	Intro to Equine Science	3

OPTION: NATURAL RESOURCE MANAGEMENT

OPTION REQUIREMENTS:			CREDITS
RNG	225	Intoruction to Natural Resources	3
RNG	250	Range Plants	2

OPTION: UNMANNED AERIAL SYSTEMS

OPTION REQUIREMENTS:			CREDITS
UAS	101	Intoruction to UAS Operations	3
UAS	102	Basic Flight Training	1
UAS	210	UAS Applications in Agriculture	2

BUSINESS ADMINISTRATION

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

Business management as a career is a transferable skill. Managers often take their expertise from one type of organization to another, from manufacturing to travel and tourism industries. Managers are decision makers. They set goals and policies as a business executive and direct others in sales, purchases, accounting, production, and research. General tasks across various industries include:

- Defining the nature and extent of the project and identifying the problem/other issues
- Gathering data and researching facts
- Analyzing and synthesizing the data
- Developing recommendations/proposing solutions
- Preparing written reports and/or making formal oral presentations
- Assisting in the implementation of recommendations

Business managers make the best use of available resources to achieve the given objective.

PROGRAM OUTCOMES:

The student will be able to:

1. Utilize professional communication in business environments.
2. Synthesize ethical implications of business decisions.
3. Demonstrate proficiency in business technology and accounting reports.
4. Assess the internal and external environments in which business operate to determine appropriate strategies.
4. Apply critical thinking and problem-solving skills to workplace scenarios.

PROGRAM REQUIREMENTS:*			CREDITS
ACCT	200	Elements of Accounting I	3
ACCT	201	Elements of Accounting II	3
BADM	202	Principles of Management	3
COOP	197	Cooperative Education/Internship	1
ECON	201	Principles of Microeconomics	3
ECON	202	Principles of Macroeconomics	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

****The suggested electives are not required, but are recommended for a career in business management.**

Students must choose at least 1 of 4 different options for Business Administration.

OPTION: ADMINISTRATION

OPTION REQUIREMENTS:			CREDITS
BADM	201	Principles of Marketing	3
BADM	203	Leadership Techniques	3
BADM 251/BOTE 247		Personal Finance/Spreadsheet Apps	3/3
BADM	269	Business Ethics	3
		200-Level Communications Course	3

OPTION: ENTREPRENEURSHIP

OPTION REQUIREMENTS:			CREDITS
BADM	201	Principles of Marketing	3
BOTE	135	Social Media Integration for Business	3
BADM	130	Entrepreneurship	3
BADM	270	Small Business Management	3
BADM	291	Career Seminar	3

OPTION: MANAGEMENT

OPTION REQUIREMENTS:			CREDITS
BADM	203	Leadership Techniques	3
BADM	281	Organizational Behavior	3
BADM	282	Human Resources Management	3
BADM	269	Business Ethics	3
BADM	291	Career Seminar	3

OPTION: MARKETING

OPTION REQUIREMENTS:			CREDITS
BADM	201	Principles of Marketing	3
BOTE	135	Social Media Integration for Business	3
BADM	240/260	Sales/Principles of Retailing	3/3
BADM	209/234	Event Planning/Customer Service	3
BADM	220	Consumer Behavior	3

CYBERSECURITY

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The Cybersecurity AAS degree is designed to provide a comprehensive program to develop a skilled workforce in the field of cyber security. The curriculum covers: preserving information confidentiality and protection, risk management, data and system integrity, availability, authenticity and utility.

PROGRAM OUTCOMES:

The student will be able to:

1. Install, configure, and monitor security devices and software to protect information systems, including applying necessary updates and patches.
2. Identify and resolve security vulnerabilities, threats, and breaches using appropriate tools and techniques.
3. Perform cyber investigations, including the retrieval and preservation of evidence, while maintaining evidence integrity.
4. Utilize critical thinking and technology to analyze security issues and communicate findings and solutions effectively.

PROGRAM REQUIREMENTS:*			CREDITS
CIS	107	Fundamentals of Linux	3
CIS	116	IoT Connecting Devices	3
CIS	117	IoT Security	3
CIS	128	Microcomputer Hardware I	3
CIS	129	Microcomputer Hardware II	3
CIS	141	Introduction to Cybersecurity	3
CIS	142	Ethical Hacking and Network Defense	3
CIS	145	Cybersecurity Tools	3
CIS	164	Networking Fundamentals I	3
CIS	165	Networking Fundamentals II	3
CIS	171	Fundamentals of Python Coding	3
CIS	215	Implementing MS Windows Server	3
CIS	241	Digital Forensics Fundamentals	3
CIS	245	CCNA Cybersecurity Operations	3

CIS	267	Intermediate Networking I	3
COOP	197	Cooperative Education/Internship	

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 18

PROGRAM REQUIREMENTS:*			CREDITS
CIS	107	Fundamentals of Linux	3
CIS	128	Microcomputer Hardware I	3
CIS	141	Introduction to Cybersecurity	3
CIS	142	Ethical Hacking and Network Defense	3
CIS	164	Networking Fundamentals I	3
CIS	171	Fundamentals of Python Coding	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

DIESEL TECHNOLOGY

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The employment possibilities in the transportation field have more than doubled over the past 10 years. Employment areas include trucking, heavy equipment, implement repair, railroads, and automotive. Positions include shop technician, shop foreman, service managers, company service representatives, and private shop owners.

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

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.

CRITERIA FOR ADMISSION:

Program applications will be provided by WSC Admissions to students applying to the Diesel Technology program. Program instructors will review the qualifications of each applicant. Each applicant will be notified about his or her acceptance into the program. A total of 16 students will be admitted with alternates selected. Accepted students enroll in program courses for the following fall. Students not selected are given priority to enroll in program courses the next academic year, and are encouraged to take General Education courses in the meantime. These criteria for admission apply to the Transportation AAS, PC, & COC's.

PROGRAM OUTCOMES:

Students will be able to:

1. Make troubleshooting decisions and complete repairs using the proper tools and equipment based on the concepts and processes learned in the Transportation program.
2. Be prepared to take NATEF Heavy Duty Repair tests.
3. Apply the knowledge of ethics laws, safety laws, and shop safety to their training and future employment.
4. Apply the knowledge of hazardous material laws and processes to their training and future employment.
5. Demonstrate communication and reasoning skills, the knowledge of diverse cultures, and apply health-related knowledge to promote physical and mental well-being.
6. Become employable in their chosen field.

PROGRAM REQUIREMENTS:*			CREDITS
DTEC	105	Maintenance Procedures	2
DTEC	105L	Maintenance Procedures Lab	2
DTEC	106	Introduction to Engines	2
DTEC	106L	Introduction to Engines Lab	2
DTEC	107	Basic Electrical Systems	2
DTEC	107L	Basic Electrical Systems Lab	2
DTEC	126	Intro/Fuel/Ignition Systems	2
DTEC	126L	Intro/Fuel/Ignition Systems Lab	2
DTEC	127	Hydraulics/Pneumatic Systems	2
DTEC	127L	Hydraulics/Pneumatic Systems Lab	2
DTEC	136	Brakes Systems	2
DTEC	136L	Brakes Systems Lab	2
DTEC	137	Suspension & Steering Systems	2
DTEC	137L	Suspension & Steering Systems Lab	2
DTEC	216	Advanced Electronic/Fuel Systems	2
DTEC	216L	Advanced Electronic/Fuel Systems Lab	2
DTEC	217	Heating, Ventilation, Air Conditioning & Cooling Systems	2
DTEC	217L	Heating, Ventilation, Air Conditioning & Cooling Systems Lab	2
DTEC	220	Drive Train Systems	3
DTEC	220L	Drive Train Systems Lab	3
DTEC	266	Shop Practices/Welding	2
DTEC	266L	Shop Practices/Welding Lab	2
DTEC	267	Diesel Engine Diag/Repair	3
DTEC	267L	Diesel Engine Diag/Repair Lab	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

OPTION: HEAVY DUTY VEHICLE TECHNICIAN

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 30

PROGRAM REQUIREMENTS:*			CREDITS
DTEC	105	Maintenance Procedures	2
DTEC	105L	Maintenance Procedures Lab	2
DTEC	106	Introduction to Engines	2
DTEC	106L	Introduction to Engines Lab	2
DTEC	107	Basic Electrical Systems	2
DTEC	107L	Basic Electrical Systems Lab	2
DTEC	126	Intro/Fuel/Ignition Systems	2
DTEC	126L	Intro/Fuel/Ignition Systems Lab	2
DTEC	127	Hydraulics/Pneumatic Systems	2
DTEC	127L	Hydraulics/Pneumatic Systems Lab	2
DTEC	136	Brake Systems	2
DTEC	136L	Brake Systems Lab	2
DTEC	137	Suspension & Steering Systems	2
DTEC	137L	Suspension & Steering Systems Lab	2

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

OPTION: BASIC HEAVY DUTY VEHICLE MAINTENANCE

CERTIFICATE OF COMPLETION (COC)

Required program credits for COC: 15 or less

PROGRAM REQUIREMENTS:*			CREDITS
DTEC	105	Maintenance Procedures	2
DTEC	105L	Maintenance Procedures Lab	2
DTEC	106	Introduction to Diesel Engines	2
DTEC	106L	Introduction to Diesel Engines Lab	2
DTEC	107	Basic Electrical Systems	2
DTEC	107L	Basic Electrical Systems Lab	2
DTEC	136	Brake Systems	2
DTEC	136L	Brake Systems Lab	2

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs on page 36.**

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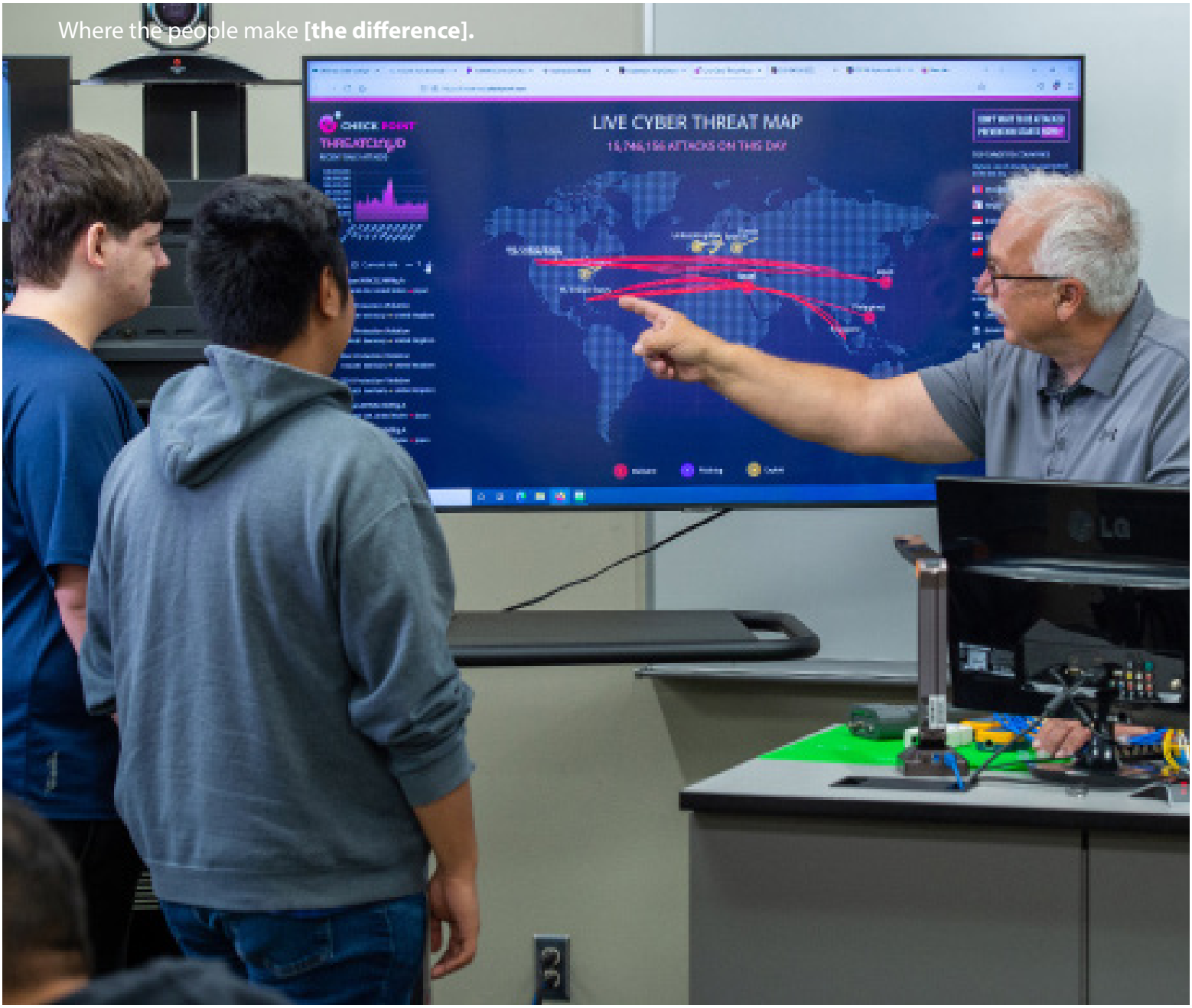

OPTION: HEAVY DUTY VEHICLE SYSTEMS

CERTIFICATE OF COMPLETION (COC)

Required program credits for COC: 15 or less

PROGRAM REQUIREMENTS:*			CREDITS
DTEC	126	Intro/Fuel/Ignition Systems	2
DTEC	126L	Intro/Fuel/Ignition Systems Lab	2
DTEC	127	Hydraulics/Pneumatics Systems	2
DTEC	127L	Hydraulics/Pneumatics Systems Lab	2
DTEC	137	Suspension & Steering Systems	2
DTEC	137L	Suspension & Steering Systems Lab	2

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

ELECTRONICS & INDUSTRIAL CONTROLS

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

Recent industry surveys show a growing need in Instrumentation & Electronics (I&E) and Automation technicians in North Dakota. Agriculture, sugar plants, gas plants, and oil companies struggling to find qualified professionals with the knowledge and skillsets I&E.

Local energy and food companies have visited WSC CTE with information sessions to tell students about career opportunities available and benefits offered by employers in this field. Student interest is on the rise, and there is a need for a program with a stronger focus on Electronics, Instrumentation and Automated Controls than what is currently offered offered in the Petroleum Tech & Automation AAS curriculum.

PROGRAM OUTCOMES:

The student will be able to:

1. Demonstrate effective oral and written communication.
2. Demonstrate knowledge of concepts, terminology, and skills pertaining to electronics, instrumentation, and industrial control systems.
3. Develop skill sets essential to electrician, I&E technician, and automation technician/programmer roles in the industry.

PROGRAM REQUIREMENTS:*			CREDITS
CIS	164	Networking Fundamentals I	3
PTLO	135	Hydraulics & Pneumatics	3
TECH	101	Introduction to Technical Concepts	3
TECH	103	DC Circuits	3
TECH	104	AC Circuits	3
TECH	105	Electronics & Instrumentation	3
TECH	107	Digital Fundamentals	3
TECH	130	Electric Motor Control	3
TECH	143	Programmable Controllers I	3
TECH	145	Programmable Controllers II	3
TECH	200	Field Device Netoworks	3
TECH	210	Process Control I	3
TECH	212	Process Control II	3
TECH	215	SCADA & Process Visualization	3
TECH	220	Control System Installation & Troubleshooting	3
COOP	197	Cooperative Education/Internship	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

EMERGENCY MEDICAL TECHNICIAN

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 15

PROGRAM DESCRIPTION:

The Emergency Medical Technician (EMT) program is designed to train individuals in the skills and knowledge necessary to provide emergency medical care in various situations. The program typically covers topics such as basic anatomy and physiology, medical terminology, patient assessment, trauma care, airway management, and cardiopulmonary resuscitation (CPR). Students also learn about common medical emergencies and how to handle them. The program includes practical training through simulations which allows students to apply their knowledge in real-world scenarios. EMTs can work in various settings, including ambulance services, hospitals, and rescue teams. The training can also serve as a stepping stone for further education in emergency services or healthcare professions. EMT training emphasizes critical thinking, teamwork, communication, and the ability to remain calm under pressure—essential skills for handling emergencies effectively. Overall, the EMT program is rigorous and prepares individuals for a challenging but rewarding career in emergency medical services.

PROGRAM OUTCOMES:

The student will be able to:

1. Perform a comprehensive patient assessment.
2. Use appropriate interventions and equipment for medical and trauma emergencies.
3. Perform basic life support (BLS) techniques.
4. Administer medications as authorized.
5. Complete patient care reports (PCRs).
6. Hand off patient information to receiving healthcare facilities (hospitals) during transfer of care.
7. Use evidence-based practices and protocols to manage complex emergencies.
8. Show ethical conduct, empathy, cultural sensitivity, and respect for patient privacy (HIPAA compliance).
9. Collaborate effectively with other EMS personnel, healthcare professionals, and first responders in a team-oriented environment.
10. Mitigate potential hazards in emergency situations.
11. Use infection control procedures, personal protective equipment (PPE), and safe patient handling techniques.

PROGRAM REQUIREMENTS:*			CREDITS
EMS	101	Introduction to EMS	3
EMS	110	EMS Fundamentals	3
EMS	111	EMS Fundamentals Lab	1
EMS	197	EMT Practicum	2

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

HEALTH INFORMATION MANAGEMENT

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

Students are instructed in health information collection, analysis, coding, release of information, privacy and medical records management. Instruction includes healthcare computer applications, communications and clinical-based learning.

PROGRAM OUTCOMES:

The student will be able to:

1. Apply fundamental knowledge of health data, coding, and database structures to design applications that address complex challenges and support healthcare delivery.
2. Monitor, evaluate, and address revenue projections based on information systems data and analysis.
3. Utilize information systems, health records, and knowledge of databases to facilitate retrieval, critical review, and display of relevant

data to enable and support decision-making.

4. Assess and recommend best practices for data security and privacy for personal health information, storage, and transmission.
5. Identify and explain regulatory compliance requirements for healthcare data, quality reporting, and other reporting requirements.
6. Evaluate data integrity and sufficiency and deliver recommendations for action.

PROGRAM REQUIREMENTS:*			CREDITS
AH	138	Basic Medical Coding	3
AH	139	Intermediate Medical Coding	3
AH	171	Medical Terminology	3
AH	281	Medical Billing and Health Insurance	3
HIT	184	Basic Diagnostic Coding	3
HIT	287	Computer Applications in Healthcare	3
HIT	275	Health Information Data Analytics	3
HIT	283	Health Information Leadership	3
HIT	181	Healthcare Delivery Systems	3
HIT	284	Healthcare Quality Management	3
HIT	286	Intermediate Diagnostic Coding	3
HIT	176	Introduction to Health Information	3
PH	101	Introduction to Public Health	3
PHIL	210	Ethics	3
PHRM	215	Introduction to Pharmacology	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

INFORMATION TECHNOLOGY

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The Information Technology program is designed to prepare students with a solid foundation in computer diagnosis and repair, network administration, server installation and administration, and technology security. In addition, students will have the opportunity to receive training in computer programming, web and graphic design and automation technology.

PROGRAM OUTCOMES:

The student will be able to:

1. Demonstrate computer network installation, maintenance, and repair skills.
2. Design, install, and troubleshoot a Local Area Network (LAN).
3. Describe the fundamentals of Wide Area Networking (WAN).
4. Apply knowledge and interact with Windows server technologies to manage users, active directory, network infrastructure configuration, and server applications.
5. Demonstrate a knowledge of computer network security concepts and techniques.
6. Demonstrate a knowledge of basic project management concepts and management tools.
7. Perform fundamental desktop management skills using a Linux based operating system.
8. Demonstrate a knowledge of wireless LAN.
9. Troubleshoot and repair computer hardware and software problems.

PROGRAM REQUIREMENTS:*			CREDITS
CIS	107	Fundamentals of Linux	3
CIS	116	Internet of Things: Connecting Devices	3
CIS	128	Microcomputer Hardware I	3
CIS	129	Microcomputer Hardware II	3
CIS	141	Introduction to Cyber Security	3
CIS	164	Networking Fundamentals I	3
CIS	165	Networking Fundamentals II	3
CIS	215	Implementing MS Windows Server	3
CIS	241	Digital Forensics Fundamentals	3
COOP	197	Cooperative Education/Internship	0.5
		Programming Course (see list)	3-4

In addition to the above program requirements, the following courses can be taken to fulfill the required programing course requirement for an AAS in Information Technology. All courses except for TECH 143 are taught online via the consortium and are subject to change.

PROGRAMMING COURSES:			CREDITS
CIS	171	Fundamentals of Python Coding	3
CSCI	122	Visual Basic	3
CSCI	124	Beginning C++/Visual C++	3
CSCI	127	Beginning JAVA/J++	3
CSCI	160	Computer Science I	4
CSCI	161	Computer Science II	4
CSCI	172	Intermediate Visual Basic	3
CSCI	174	Intermediate C++/Visual C++	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

Students can choose from 4 different options for Information Technology.

OPTION: NETWORKING

OPTION REQUIREMENTS:			CREDITS
CIS	164	Networking Fundamentals I	3
CIS	165	Networking Fundamentals II	3
CIS	267	Intermediate Networking I	3
CIS	245	CCNA Cybersecurity Operations	3

OPTION: CYBER SECURITY

OPTION REQUIREMENTS:			CREDITS
CIS	117	Internet of Things: Security(CIS 116 Pre.Req)	3
CIS	141	Intro to Cyber Security	3
CIS	142	Ethical Hacking & Networking Defense	3
CIS	241	Digital Forensics Fundamentals	3

OPTION: AUTOMATION

OPTION REQUIREMENTS:			CREDITS
TECH	103	DC Circuits	3
TECH	105	Electronics & Instrumentation	3
TECH	143	Programmable Controllers I	3
TECH	210	Process Control I	3

OPTION: PROGRAMMING/CODING

OPTION REQUIREMENTS:			CREDITS
CIS	171	Fundamentals of Python Coding	3
CSCI	122	Beginning Basic/Visual Basic	3
CSCI	124	Beginning C++/Visual C++	3
TECH	143	Programmable Controllers I	3

INTERNET OF THINGS (IoT)

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The Internet of Things Associate in Applied Science degree program provides students with skills needed
to apply the IoT concepts in the area of computers, networking, robotics, cyber security and automation.

PROGRAM OUTCOMES:

The student will be able to:

1. Identify the key components of an IoT system.
2. Set up and configure an IoT system to include sensors, actuators, controllers, and other networking devices.
3. Analyze data from IoT sensors using techniques and methods for data integration.

4. Implement security measures for IoT devices and networks to ensure safe and effective operation.

PROGRAM REQUIREMENTS:*			CREDITS
CIS	107	Fundamentals of Linux	3
CIS	116	IoT Connecting Devices	3
CIS	117	IoT Security	3
CIS	128	Microcomputer Hardware I	3
CIS	129	Microcomputer Hardware II	3
CIS	141	Introduction to Cybersecurity	3
CIS	164	Networking Fundamentals I	3
CIS	165	Networking Fundamentals II	3
CIS	171	Fundamentals of Python Coding	3
CIS	215	Implementing MS Windows Server	3
TECH	103	DC Circuits	3
TECH	105	Electronics & Instrumentation	3
TECH	143	Programmable Controllers I	3
TECH	210	Process Control I	3
TECH	215	SCADA & Process Visualization	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

MASSAGE THERAPY

ASSOCIATE OF APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The mission of the Massage Therapy program is to prepare students to become practicing entry-level massage therapists. Massage therapists use the art of massage and other complementary modalities to treat body dysfunction and general wellneses benefits.

All courses required for both the AAS degree and the PC in Massage Therapy need to be successfully completed with a "C" or higher.

PROGRAM OUTCOMES:

The student will be able to:

1. Demonstrate proper client service.
2. Comply with the ethical and legal standards of the profession.
3. Implement individualized treatment plans.
3. Prepare for business formation.

PROGRAM REQUIREMENTS:*			CREDITS
AH	130	Pathology for Allied Health	3
AH	171	Medical Terminology	3
AH	260	Kinesiology I	3
AH	261	Kinesiology II	3
BADM	251	Personal Finance	3
		OR	
BUSN	120	Fundamentals of Business	3
MASG	101	Introduction to Massage Therapy	2
MASG	120	Swedish Massage I	3
MASG	121	Massage Clinical I	1.5
MASG	150	Myokinesiology I	3
MASG	220	Swedish Massage II	2.5
MASG	221	Massage Clinical II	3
MASG	240	The Business of Massage	2
MASG	250	Myokinesiology II	3
MASG	260	Advanced Massage Techniques	3
NUTR	222	Contemporary Nutrition	3
		OR	
NUTR	230	Herbs & Supplements	3
BIOL	115	Concepts of Anatomy & Physiology L/L	4
COMM	212	Interpersonal Communication	3
HPER	210	First Aid & CPR	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 30

PROGRAM REQUIREMENTS:*			CREDITS
AH	130	Pathology for Allied Health	3
AH	260	Kinesiology I	3
AH	261	Kinesiology II	3
MASG	101	Introduction to Massage Therapy	2
MASG	120	Swedish Massage I	3
MASG	121	Massage Clinical I	1.5
MASG	150	Myokinesiology I	3
MASG	220	Swedish Massage II	2.5
MASG	221	Massage Clinical II	3
MASG	240	The Business of Massage	2
MASG	250	Myokinesiology II	3
MASG	260	Advanced Massage Techniques	3
BIOL	115	Concepts of Anatomy & Physiology L/L	4
HPER	210	First Aid & CPR	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

MEDICAL ADMINISTRATIVE PROFESSIONAL

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 30

PROGRAM DESCRIPTION:

This program prepares individuals for administrative roles in healthcare settings. Instruction includes medical terminology, billing and coding, patient scheduling, health records management and office procedures.

PROGRAM OUTCOMES:

The student will be able to:

1. Identify different healthcare settings and roles.
2. Manage medical office supplies, equipment and inventory.
3. Maintain medical records using elecronic health records (EHR) systems.
4. Perform medical billing and coding procedures duties.
5. Handle patient inquiries, appointments, and concerns.
6. Assess ethical and legal principles in healthcare.
7. Use time management, customer service, and organizational skills.
8. Implement processes for financial documentation, billing, and insurance claims.
9. Work as part of a collaborative healthcare team.

PROGRAM REQUIREMENTS:*			CREDITS
AH	171	Medical Terminology	3
AH	130	Pathology for Allied Health	3
PH	101	Intro to Public Health	3
HIT	150	Electronic Medical Records	3
AH	281	Medical Billing and Health Insurance	3
HIT	152	Medical Career Readiness	3
AH	138	Basic Medical Coding	3
HIT	151	Medical Office Management	3
HIT	160	Patient Sched. & Managing Medical Records	3
HIT	182	Revenue Cycle	3
HPER	210	First Aid & CPR	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**


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MEDICAL ASSISTING

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 30

PROGRAM DESCRIPTION:

This program educates studnets in clinical as well as administrative tasks for clinics, hospitals and other healthcare settings. The curriculum prepares students to take the Registered Medical Assistant (RMA) or Nationally Certified Medical Assistant (NCMA) exam. The curriculum offers courses in medical terminology, healthcare computer applications, clinical and diagnostic procedures and various psychology and biology-related instruction.

PROGRAM OUTCOMES:

The student will be able to:

1. Perform clinical tasks.
2. Perform administrative duties such as medical coding, billing, scheduling, patient intake, and maintaining electronic health records (EHR).
3. Assess ethical and legal principles in healthcare.
4. Communicate with patients, their families, and healthcare team members.
5. Adhere to safety protocols and infection control standards.
6. Collaborate with healthcare team members.

PROGRAM REQUIREMENTS:*			CREDITS
AH	136	Clinical Procedures	3
AH	137	Clinical Specialties	3
HIT	287	Computer Applications in Healthcare	3
CMA	215	ECG/EKG Techniques	3
CMA	297	Field Internship	3
AH	266	Laboratory & Diagnostic Tests	3
BIO	111L/L	Concepts of Anatomy & Physiology	4
AH	134	Medical Disorders	3
PHRM	215	Introduction to Pharmacology	3
CMA	267	Practical Skills Lab/Exam Review	2
AH	171	Medical Terminology	3
HPER	210	First Aid & CPR	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

MEDICAL BILLING & CODING

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 30

PROGRAM DESCRIPTION:

Students are instructed in health information collection, insurance and billing procedures, coding, privacy and medical records management. Instruction includes healthcare computer applications, communications, and healthcare procedures.

PROGRAM OUTCOMES:

The student will be able to:

1. Demonstrate knowledge of anatomy and physiology relating to medical coding.
2. Assign appropriate ICD-10, CPT, and HCPCS codes for diagnoses, procedures, and treatments.
3. Process insurance claims using proper coding for reimbursement.
4. Assess ethical and legal principles in healthcare.
5. Use EHR software to retrieve, input, and manage patient data.
6. Demonstrate proficiency in using medical billing software.
7. Explain the healthcare revenue cycle.
8. Resolve billing issues.
9. Communicate with patience, healthcare provides, and insurance companies.
10. Differentiate types of insurance plans.
11. Analyze data related to medical billing and coding.

PROGRAM REQUIREMENTS:*			CREDITS
AH	171	Medical Terminology	3
AH	130	Pathology for Allied Health	3
PH	101	Introduction to Public Health	3
AH	138	Basic Medical Coding	3
HIT	150	Electronic Medical Records	3
AH	139	Intermediate Medical Coding	3
AH	281	Medical Billing & Health Insurance	3
HIT	176	Introduction to Health Information	3
PHIL	210	Ethics	3
HIT	182	Revenue Cycle	3
HPER	210	Fisrt Aid & CPR	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

NURSING

DAKOTA PRACTICAL NURSING PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 43

PROGRAM DESCRIPTION:

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 Practice 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, Dakota College at Bottineau, and Williston State College.

Students in the practical nursing program will be required to attend summer semester. 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.

CRITERIA FOR ADMISSION:

Admission to the practical nursing program is on a competitive basis. The following must be met to be considered for admission:

1. Admission to Williston State College.
2. Possession of a high school diploma or equivalent with a 2.5 GPA or higher. If a student has completed 12 credits of college classes, the college GPA will be considered instead of high school GPA.
3. Proof of current CPR training for Health Care Providers from the American Heart Association or the Red Cross.
4. Student must have completed at minimum ASC 093 with a "Satisfactory" grade or "C" or better so they are prepared to enter MATH 103 College Algebra (or higher math courses), OR equivalent scores for EdReady/ACT/PLAN/SAT/COMPASS. (Math Skills Readiness must be completed within 5 years of application).
5. ACT composite score of 19, **or**
    a. ACT/COMPASS/ASSET/Acuplacer/SAT test(s) with an equivalent score, **or**
    b. Successful completion of 12 credits of college courses with a mimimum GPA of 2.5
6. Completion of ATI Test of Essential Academic Skills (TEAS) with a score of 45.0% or higher.
7. Minimum cumulative GPA of 2.50.
8. For any required college courses completed prior to admission, the grade in that course must be a 2.0 (C) or higher, and nursing GPA for all completed required nursing courses must be 2.75 or higher.

   a. Anatomy and Physiology I and II with Lab (A&P II must be taken within the last 7 years).
   b. Introduction to Pharmacology (must be taken within the last 7 years)
   c. Developmental Psychology
   d. Introduction to Psychology
   e. Composition I
   f. Other: Microbiology (required for ADN program)

9. For those of whom English is not their native language (including international and/or U.S. residents), additional language proficiency requirements must be met by successfully passing the TOEFL exam.
10. Prior to entering class all students must pass a drug screening exam and criminal background check.

Application instructions for admission to the Dakota Nursing Program may be obtained from www.dakotanursing.org. 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.

PROGRAM OUTCOMES:

Students will be able to demonstrate:

1. Teamwork & Communication - Participate as a member of the interdisciplinary health care team through effective communication in the delivery and management of client care.
2. Professionalism & Leadership - Incorporate professional standards and scope of practice as a certificate practical nurse while pursuing professional growth within legal, ethical, and regulatory frameworks.
3. Client-Centered Care - Provide culturally competent care for clients while promoting their self-determination and integrity.
4. Evidence-Based Practice & Nursing Judgment - Utilize the nursing process, science, and clinical reasoning to provide quality evidenced-based client care.
5. Quality Improvement & Safety - Employ evidence based decision making to deliver safe and effective client care and to evaluate client outcomes.
6. Informatics - Utilize appropriate technology to communicate effectively and manage information in the delivery of client care.

All courses required for the practical nursing program must be passed with a minimum of a "C".

PROGRAM REQUIREMENTS:*			**CREDITS**
BIOL	220	Anatomy & Physiology I L/L	4
BIOL	221	Anatomy & Physiology II L/L	4
ENGL	110	College Composition I	3
NURS	120	Foundations of Nursing	2
NURS	121	Practical Nursing I	4
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	3
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
WSC	100	Digital & Financial Literacy	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

Upon completion of the 11-month program, students will be eligible for a Certificate in Practical Nursing.

Students must have a NDUS e-mail account and access to reliable high speed internet. Some course components may be offered in an online format. Classes will be presented using a variety of technology. Students must complete the 43 credits, passing each class with a minimum of a "C", with a 2.75 GPA or higher.

Clinical experiences are supervised by WSC nursing faculty. Clinical experiences will be provided at CHI St. Alexius-Williston, local clinics, Bethel Lutheran Nursing and Rehabilitation Center, the State Hospital in Jamestown, ND, and at other specified locations.

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 Director.

DAKOTA ASSOCIATE DEGREE NURSING PROGRAM (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The Dakota Associate Degree Nursing program is designed to be a 1+1 nursing program in which completion of the first year meets the requirements for a practical nursing certificate and completion of the second year of this program meets the requirements for an AAS degree in Nursing. Students must be an LPN with an unencumbered USA license 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 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 a 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, Dakota College at Bottineau, and Williston State College.

CRITERIA FOR ADMISSION:

For current Dakota Practical Nursing Students:

1. Successful completion of the first year of the Dakota Nursing Program with a minimum GPA of 2.75 in all prerequisite and program courses.
2. Proof of current CPR training for health care providers.
3. Submission of appropriate forms available from the nursing department by the designated date.
4. Successful completion of the preadmission examination.

FOR ALL OTHER APPLICANTS:

1. A graduate from a state board approved PN program from an accredited college and current LPN with an active, unencumbered license to practice as a Licensed Practical Nurse in the United States of America.
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 www.dakotanursing.org.
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 2.75:
   a. ENGL 110 College Composition I
   b. PSYC 111 Introduction to Psychology
   c. BIOL 220 Anatomy & Physiology I L/L
   d. BIOL 221 Anatomy & Physiology II L/L*
   e. PHRM 215 Introduction to Pharmacology*

f. PSYC 250 Developmental Psychology

g. WSC 100 Digital & Financial Literacy

* Must be within seven years of ADN admission

6. Minimum GPA of 2.75 in all prerequisite and program requirements, having passed all required courses with a minimum of a "C" and overall cumulative GPA of at least 2.5 or higher.
7. For those of whom English is not their native language (including international and/or U.S. residents), additional language proficiency requirements must be met by successfully passing the TOEFL exam.

The Admissions Committee will review the application and qualifications of each individual. All applicants must pass a background check and drug screen.

Students will be notified of their acceptance status.

PROGRAM OUTCOMES:

Students will be able to demonstrate:

1. Teamwork & Communication - Collaborate with clients and members of the interdisciplinary health care team to optimize effective communication, caring behaviors, and management of client needs.
2. Professionalism & Leadership - Adhere to professional standards and scope of practice as an associate degree registered nurse while pursuing professional growth and acting as a leader and change agent within legal, ethical, and regulatory frameworks.
3. Client-Centered Care - Provide culturally competent care and advocate for clients while promoting their self-determination and integrity.
4. Evidence-Based Practice & Nursing Judgment: Implement nursing judgement to make safe, effective, and evidenced-based decisions that integrate science and the nursing process in providing holistic client care.
5. Quality Improvement & Safety - Incorporate a spirit of inquiry to make evidence based clinical judgements and management decisions to improve the safety and quality of care across a variety of systems.
6. Informatics - Integrate current technology to support decision-making and manage information in the delivery of client care.

All courses required for the associate degree nursing program must be passed with a minimum of a "C".

PROGRAM REQUIREMENTS:*			CREDITS
HPER		Wellness Elective	2
MICR	202	Microbiology	3
MICR	202L	Microbiology Lab	1
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 Nursing	2
NURS	237	Clinical Applications II	5
NURS	259	Role Transitions	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

Upon completion of the second year, students will be eligible for an AAS degree.

Students must have a NDUS e-mail account and reliable high-speed internet. Some course components may be offered in an online format. Classes will be presented using a variety of technology.

Clinical experiences are supervised by WSC nursing faculty. Clinical experiences will be provided at CHI St. Alexius Health-Williston, various local clinics, Northwest Human Services Center, Upper Missouri District Health Unit, and other specified locations.

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 Director.

PARAMEDIC

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

PROGRAM OUTCOMES:

The student will be able to:

5. Apply information relative to the role of an entry-level Paramedic.
6. Demonstrate technical proficiency in all the skills necessary to fulfill the role of an entry-level Paramedic.
7. Demonstrate personal behaviors consistent with professional and employer expectations of an entry level Paramedic.
8. Apply EMS and general medical knowledge necessary to function in a healthcare setting.
9. Perform a broad range of paramedic level EMS skills both difficult and routine.
10. Conduct oneself in an ethical and professional manner.

PROGRAM REQUIREMENTS:*			CREDITS
BIOL	220 L/L	Anatomy & Physiology I	4
BIOL	221 L/L	Anatomy & Physiology II	4
EMS	215	Airway & Ventilation Management	3
EMS	220	Cardiac Emergencies	3
EMS	235	EMS Operations	3
EMS	276	Field Clinical I	3
EMS	277	Field Clinical II	3
EMS	297	Field Internship	3
EMS	240	Hospital Clinical I	3
EMS	241	Hospital Clinical II	3
EMS	275	Introduction to Clinical Experience	3
EMS	214	Prehospital Patient Assessment	3
EMS	222	Medical Emergencies	3
EMS	218	Respiratory Emergencies	3
EMS	216	Trauma Management	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

PETROLEUM TECHNOLOGY & AUTOMATION

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

Degrees and Certificates in Petroleum Technology & Automation are designed to provide students with the necessary curriculum for jobs in the industry. Training and coursework provide a diversity of knowledge that can be applied to many areas of the petroleum industry. The prescribed coursework will be a combination of core academic courses and highly specialized technical classes. Safety practices and training are an important part of the program. Communication, leadership, and teamwork concepts are fundamental to the hands on laboratory experimentation and skill building.

All course work in either COC option is directly applicable to the PC for that option. Also all the work completed in either PC option applies directly to the Petroleum Production Technology AAS degree. A full time student can complete the COC in one semester, the PC in an additional semester or two total semesters, and the AAS degree in four total semesters (2 years).

PROGRAM OUTCOMES:


Where the people make **[the difference].**

The student will be able to:

1. Demonstrate effective oral and written communication.
2. Demonstrate knowledge of concepts and terminology pertaining to petroleum production technology and automation & controls.
3. Develop skill sets essential to oil field and automation technician roles in the industry.

PROGRAM REQUIREMENTS:*			CREDITS
CIS	164	Networks Fundamentals I	3
PTLO	121	Petroleum Geology & Production	3
PTLO	122	Drilling & Well Control	3
PTLO	135	Hydraulics & Pneumatics	3
PTLO	240	Well Servicing & Workover	3
TECH	101	Intro in Technical Concepts	3
TECH	103	DC Circuits	3
TECH	104	AC Circuits	3
TECH	105	Electronics & Instrumentation	3
TECH	107	Digital Fundamentals	3
TECH	130	Electric Motor Control	3
TECH	143	Programmable Controllers I	3
TECH	210	Process Control I	3
TECH	220	Control System Installation & Troubles.	3
COOP	197	Cooperative Education/Internship	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

OPTION: LEASE OPERATOR

PROGRAM CERTIFICATE (PC)

Minimum required credits for the PC: 31

PROGRAM REQUIREMENTS:*			CREDITS
COOP	197	Cooperative Education/Internship	1
CIS	164	Networks Fundamentals I	3
PTLO	121	Petroleum Geology & Production	3
PTLO	135	Hydraulics & Pneumatics	3
PTLO	240	Well Completions & Workovers	3
TECH	103	DC Circuits	3
TECH	105	Electronics & Instrumentation	3
TECH	130	Electric Motor Control	3
TECH	143	Programmable Controllers I	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

CERTIFICATE OF COMPLETION (COC)

Required credits for the COC: 15 or less

PROGRAM DESCRIPTION:

The Lease Operator COC path can be completed in one semester. All the courses completed in the COC are part of the PC.

PROGRAM REQUIREMENTS:*			CREDITS
PTLO	121	Petroleum Geology & Production	3
PTLO	135	Hydraulics & Pneumatics	3
PTLO	240	Well Completions & Workovers	3
TECH	103	DC Circuits	3
TECH	130	Electric Motor Control	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

OPTION: AUTOMATION & CONTROL

PROGRAM CERTIFICATE (PC)

Minimum required credits for the PC: 31

PROGRAM DESCRIPTION:

The Automation and Control Technician path is composed of two different certificates: Certificate of Completion (COC) and the Program Certificate (PC). Sixteen additional credit hours of coursework beyond the COC are required. All the courses completed in the COC are part of the PC. Coursework will be completed in SCADA fundamentals, networks and wiring, process control, control system installation, and troubleshooting. CO-OP field experience is a big part of the curricula activities for students. In the CO-OP course students go to sponsoring company facilities in the area and "shadow" experienced field technicians observing first-hand the job responsibilities and duties. Students can also gain actual on-the-job skill training and experience through internships. The internships are usually done in the summer following the CO-OP.

PROGRAM REQUIREMENTS:			CREDITS
CIS	128	Microcomputer Hardware I	3
CIS	164	Networks Fundamentals I	3
COOP	197	Cooperative Education/Internship	1
TECH	103	DC Circuits	3
TECH	105	Electronics & Instrumentation	3
TECH	143	Programmable Controllers I	3
TECH	200	Field Device Networks	3
TECH	210	Process Control I	3
TECH	220	Control System Instal. & Troubleshooting	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

CERTIFICATE OF COMPLETION (COC)

Required credits for the COC: 15 or less

PROGRAM REQUIREMENTS:			CREDITS
CIS	164	Networks Fundamentals I	3
TECH	103	DC Circuits	3
TECH	105	Electronics & Instrumentation	3
TECH	143	Programmable Controllers I	3
TECH	210	Process Control I	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

PHLEBOTOMY

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 11

PROGRAM DESCRIPTION:

This program trains students to be a Phlebotomy Technician, providing instruction in the technical and procedural aspects of basic phlebotomy, including collection of blood specimens and venipuncture. The program includes theory and hands-on instruction and includes courses in basic phlebotomy, infection control, human anatomy, equipment and supplies and phlebotomy procuedures and essentials.

PROGRAM OUTCOMES:

The student will be able to:

1. Collect blood samples from patients.
2. Ensure patient safety and comfort during procedures.
3. Apply laboratory safety standards and infection control protocols.
4. Demonstrate knowledge of various blood collection equipment and their proper use.
5. Demonstrate proper labeling and documentation practices.
6. Distinguish the role of phlebotomists in the overall healthcare team.
7. Assess legal and ethical considerations in phlebotomy practice.
8. Communicate with patients and healthcare team members.
9. Resolve issues during blood collection.

PROGRAM REQUIREMENTS:*			CREDITS
AH	171	Medical Terminology	3
PHL	101	Phlebotomy I	3
PHL	102	Phlebotomy II	3
HPER	210	First Aid & CPR	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

PUBLIC HEALTH

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

PROGRAM OUTCOMES:

The student will be able to:

1. Explain the core principles of public health and their relationship to the health status of groups, communities, and populations at the local, state, national, and international levels.
2. Describe behavioral and non-behavioral variables contributing to morbidity and mortality.
3. Describe the contributions of health disparities to morbidity and mortality among specific groups and communities.
4. Assess the need for health promotion programs in response to the characteristics of diverse communities of interest using primary and secondary data.
5. Choose appropriate strategies and tactics to influence behavioral, environmental, and public policy change to address the health needs in a given community.
6. Evaluate the progress and outcomes of prevention programs in meeting stated goals, objectives and standards.

PROGRAM REQUIREMENTS:*			CREDITS
AH	171	Pathology for Allied Health	3
NUTR	222	Contemporary Nutrition	3
PHIL	210	Ethics	3
SOC	110	Introduction to Sociology	3
SOC	220	Family	3
PH	105	Consumer Health	3
PH	106	Drugs & Society	3
PH	201	Emerging Health Issues	3
PH	102	Introduction to Epidemiology	3
PH	101	Introduction to Public Health	3
PH	104	Introduction to Public Health Professions	3
PH	202	Mental Health Issues	3
PH	203	Personal and Behavioral Health	3
PH	103	Introduction to Global Health	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

SPORT & RECREATION MANAGEMENT

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

With increased national demand in the health and wellness field, the need for experts in the sport and recreation field is increasing. Within the Williston region, there has been significant growth in demand for recreation facilities and employees for these facilities. Students in this field will be able to demonstrate an understanding of how to manage sport and recreation facilities, assess and promote community recreational needs.

PROGRAM OUTCOMES:

Students will be able to:

1. Communicate with various audiences for various contexts.
2. Analyze community needs related to sports and recreation.
3. Plan sports and recreation programs.
4. Develop leadership strategies.

PROGRAM REQUIREMENTS:*			CREDITS
ACCT	200	Elements of Accounting I	3
BADM	209	Event Planning	3
ECON	201	Principles of Microeconomics	3
ENGL	110	College Composition I	3
ENGL	120/125	College Comp II or Intro to Prof. Writing	3/3
HPER	100	Concepts of Fitness & Wellness	2
HPER	140	Introduction to Sport Management	3
HPER	150	Introduction to Recreation Management	3
HPER	170	Recreation Areas & Facilities Management	3
HPER	210	First Aid & CPR	1
HPER	245	Recreation Leadership	3
COOP	197	Cooperative Education/Internship	1

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

WELDING TECHNOLOGY

ASSOCIATE IN APPLIED SCIENCE (AAS)

Minimum required credits for AAS: 62

PROGRAM DESCRIPTION:

The need for energy has created a global explosion in manufacturing, energy, and exploration. Skilled welders are needed more than ever to supply the needs of these different areas.

Students have the option of either a 1-year certificate or a 2-year degree.

CRITERIA FOR ADMISSION:

Program applications will be provided by WSC Admissions to students applying to the Welding program. Program instructors will review the qualifications of each applicant. Each applicant will be notified about his or her acceptance into the program. A total of 15 students will be admitted with alternates selected. Accepted students enroll in program courses for the following fall. Students not selected are given priority to enroll in program courses the next academic year, and are encouraged to take General Education courses in the meantime. These criteria for admission apply to the Welding AAS, PC, & COC's.

PROGRAM OUTCOMES:

The student will be able to:

1. Measure and cut material accurately.
2. Read and understand blueprints and welding symbols.
3. Weld fillet and groove welds in all positions with the process of his/her choice.
4. Fabricate parts.
5. Repair weldments.

PROGRAM REQUIREMENTS:*			CREDITS
WELD	107	Adv. Welding Tech. & Manufacturing Lab	5
WELD	109	Blueprint Reading for Welders	3
WELD	110	Introduction to Welding Lab	2
WELD	121	Welding Theory & Safety for Semi-Automatic Processes	2
WELD	122	Wire Feed & Welding Certification Lab	4
WELD	123	Beginning Fabrication Lab	5
WELD	131	Layout & Pattern Making Basics	3
WELD	151	Welding Theory, Technology, & Safety	3
WELD	153	SMAW Welding Lab	4
WELD	213	Metal Fabrication Lab	3
WELD	214	GTAW Lab & Lecture	6
WELD	215	Specialty Welding Processes L/L	3
WELD	220	Basic Metallurgy	2

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

PROGRAM CERTIFICATE (PC)

Minimum required credits for PC: 30

PROGRAM DESCRIPTION:

Students enrolled in this certificate program will be trained in SMAW, FCAW, GMAW, Oxyfuel cutting and welding, and blueprint reading.

PROGRAM REQUIREMENTS:*			CREDITS
WELD	109	Blueprint Reading for Welders	3

WELD	110	Introduction to Welding Lab	2
WELD	121	Welding Theory & Safety for Semi-Automatic Processes	2
WELD	122	Wire Feed &Welding Certification Lab	4
WELD	131	Layout & Pattern Making Basics	3
WELD	151	Welding Theory, Technology, & Safety	3
WELD	153	SMAW Welding Lab	4
WELD	213	Metal Fabrication Lab	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

OPTION: METAL INERT GAS

CERTIFICATE OF COMPLETION (COC)

Required program credits for COC: 15 or less

PROGRAM REQUIREMENTS:*			**CREDITS**
WELD	121	Welding Theory & Safety for Wirefeed	2
WELD	122	Wirefeed & Welding Certificate Lab	4
WELD	213	Metal Fabrication Lab	3

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

OPTION: SHIELDED METAL ARC

CERTIFICATE OF COMPLETION (COC)

Required program credits for COC: 15 or less

PROGRAM REQUIREMENTS:*			**CREDITS**
WELD	110	Introduction to Welding Lab	2
WELD	151	Welding Theory, Technology, & Safety	3
WELD	153	SMAW Welding Lab	4

***In addition to the program specific requirements, please see the general graduation requirements for CTE programs.**

TRANSFER PATHWAYS

WSC offers students the ability to earn a terminal degree/certificate and join the workforce, but students can also earn an Associate of Arts and/or an Associate of Science degree and to transfer to a baccalaureate degree program at a four year institution. WSC is ready to assist students interested in transferring to a four year college/university to pursue a baccalaureate degree. Students can take advantage of a number of advising services at WSC, including assignment of a faculty advisor who can help them develop a curriculum plan to guide them as they prepare for transfer to another college/university.

Since transfer and program requirements can differ from college to college and from state to state, it is essential that prospective transfer students contact the college/university they plan to attend after leaving WSC to get catalog and program information specific to their interests and needs. This fact-finding and research is the student's responsibility, and students must take this part of the advising process seriously to ensure a smooth transition to continue their studies at another college/university.

After collecting catalog and program information from their transfer institution of choice, it is recommended that students work with their advisor at WSC to:

1. Review their current WSC transcript,
2. Evaluate transfer and program requirements, and
3. Establish a contact at the school in which they plan to transfer for further advising.

TRANSFER DEGREE REQUIREMENTS

ASSOCIATE IN ARTS DEGREE (AA)

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

PROGRAM OUTCOMES:

1. Students will demonstrate effective communication skills.
2. Students will use reasoning skills to analyze and solve problems.
3. Students will demonstrate knowledge of diverse cultures and value systems.
4. Students will apply health-related knowledge to promote physical and mental well-being.

REQUIREMENTS: **CREDITS**

A. Completion of at least 62 semester credits including:

1. English Composition (ENGL 110 & ENGL 120 or ENGL 125) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. ND:HUMS, ND:FA, ND:HIST (Min of 6 credits in ND:HUMS, ND:FA, or ND:HIST) & ND:SS (Min of 6 credits in ND:SS) 18
4. ND: MATH, ND: LABSC, ND: SCI, ND: COMPSC - Minimum of 3 math credits completed (MATH 103 or higher), one lab science, and one computer science course 9
5. Wellness 2

B. 2.00 (C) minimum institutional grade point average

C. Minimum of 16 credits completed in residence (remedial coursework DOES NOT count)

D. Successful completion of WSC 100 Digital & Financial Literacy (1 credit)

E. Maximum of total 12 S/U graded credits (program approval required for 13 or more) with only 6 credits from a COOP experience.

F. Maximum of 15 credits of non-traditional college credit (i.e. AP, CLEP, military training, WSC Challenge exam credit, portfolio development, industry training, prior learning, and courses covered under high school articulation agreement)

ASSOCIATE IN SCIENCE DEGREE (AS)

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

PROGRAM OUTCOMES:

1. Students will demonstrate effective communication skills.
2. Students will use reasoning skills to analyze and solve problems.
3. Students will demonstrate knowledge of diverse cultures and value systems.
4. Students will apply health-related knowledge to promote physical and mental well-being.

REQUIREMENTS: **CREDITS**

A. Completion of at least 62 semester credits including:

1. English Composition (ENGL 110 & ENGL 120 or ENGL 125) 6
2. Fundamentals of Public Speaking (COMM 110) 3
3. ND:HUMS, ND:FA, ND:HIST (Min of 6 credits in ND:HUMS, ND:FA, or ND:HIST) & ND:SS (Min of 6 credits in ND:SS) 12
4. ND: MATH, ND: LABSC, ND: SCI, ND: COMPSC - Minimum of 3 math credits completed (MATH 103 or higher), one lab science, and one computer science course 18
5. Wellness 2

B. 2.00 (C) minimum institutional grade point average

C. Minimum of 16 credits completed in residence (remedial coursework DOES NOT count)

D. Successful completion of WSC 100 Digital & Financial Literacy (1 credit)

E. Maximum of 12 S/U graded credits (program approval required for 13 or more) with only 6 credits from a COOP experience.

F. Maximum of 15 credits of non-traditional college credit (i.e. AP, CLEP, military training, WSC Challenge exam credit, portfolio development, industry training, prior learning, and courses covered under high school articulation agreement)

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.

Some courses may require an additional course fee. Please refer to Campus Connection for the most up-to-date information.

ACADEMIC SKILLS COURSE

ASC 087 COLLEGE WRITING PREP 3
Designed for the student whose placement score indicates a need for developmental writing or lacks proficiency in writing as shown by other approved placements. Instruction in basic material, structure/grammar, overall organization, topic choice, language mechanics, collaboration, college reading skills tied to writing, and the writing process. Not applicable toward total hours required for graduation.

ASC 088 COLLEGE SUPPORT 2
This course provides supplemental writing and reading instruction for those developing writers whose placement scores indicate that they need more support to be successful in ENGL 110: College composition I. Corequisite: College Composition I.

ASC 091 ALGEBRA PREP ONE 3
Prerequisite: Placement test score. This course begins the development of the fundamental skills required for the successful completion of studies in college level mathematics courses. Topics include operations with whole numbers and fractions, orders of operation, simplification and evaluation of expressions, and evaluation of one and two step linear equations. Study skills will be incorporated throughout the course. Credit earned does not count toward any degree, nor does it transfer.

ASC 093 ALGEBRA PREP III 3
Prerequisite: Placement per placement guidelines. This course continues the development of the fundamental skills required for the successful completion of studies in college level mathematics courses. Topics include exponents and radicals, algebraic manipulation involving polynomial and rational forms, and unit analysis. Study skills will be incorporated throughout the course. Credit earned does not count toward any degree, nor does it transfer.

ACCOUNTING

ACCT 102 FUNDAMENTALS OF ACCOUNTING 3
Course is designed for non-accounting majors. Coverage includes elements of financial statements and the full accounting cycle.

ACCT 200 ELEMENTS OF ACCOUNTING I 3
An introduction to the principles of accounting needed to achieve a working knowledge of accounting and its uses. This course emphasizes the concepts and approaches to accounting applied to businesses, the accounting cycles, and the preparation 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 205 COST ACCOUNTING 3
Prerequisite: ACCT 201. The introduction of modern cost accounting with insight and breadth regarding both the accountant's and the manager's role in an organization.

ACCT 212 PAYROLL ACCOUNTING 3
Prerequisite: ACCT 200. Introductory coverage of payroll systems and accounting. Focus on payroll calculation and recording payroll-related journal entries.

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.

ACCT 231 INCOME TAX PROCEDURES 3
Federal income tax relating to individuals and partnerships.

AGRICULTURAL ECONOMICS

AGEC 141 INTRODUCTION TO AGRIBUSINESS MANAGEMENT 3
This is an introductory course dealing with the economic importance of the agribusiness community and the potential for employment with the agribusiness industry.

AGEC 240 HOLISTIC MANAGEMENT 2
Comparison of scientific and holistic thought models as applied to personal, organizational, and biological problem solving and goal setting.

AGEC 244 INTRODUCTION 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 INTRODUCTION TO AGRICULTURAL FINANCE 3
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 250 AGRIBUSINESS SALES 3
The principles of salesmanship applied to the agricultural business. Topics include attitude and value systems, basic behavioral patterns, relationship of sales to marketing, selling strategies, preparing for sales calls, making sales presentations, and closing sales.

AGRICULTURE

AGRI 118 AGRICULTURAL LEADERSHIP 1
Students will learn about agricultural leadership and document active participation in leadership opportunities. Participation in extra-curricular activities and organizations enhance opportunities for leadership, employment, and organizational skill development.

AGRI 150 AGRICULTURE ORIENTATION 2
Seminar class that will discuss opportunities and issues in Agribusiness.

AGRI 160 INTRO TO AGRICULTURE SALES 3
This course covers the principles of salesmanship and their application to Agriculture.

AGRI 165 AGRICULTURE OCCUPATIONAL SAFETY METHODS 2
This course provides an overview of hazards, safety procedures, and governmental regulations that influence an occupation in the agriculture industry.

AGRI 255 ENTREPRENEURSHIP IN AGRICULTURE 3
Develop skills and knowledge needed to analyze business opportunities in agriculture.

AGRI 297 AGRICULTURAL COOPERATIVE INTERNSHIP 0.5-6
This course will explore agricultural career interests and help students develop professional skills through real world work experience. Students will work under the supervision of an approved employer to complete activities that demonstrate the correlation between academic between academic study and work experience. May be repeated for credit.

AGRI 299 SPECIAL TOPICS 1-4
Prerequisite: Departmental approval. Variable instructional topics in the field of agriculture. Repeatable for credit.

ALLIED HEALTH

AH 130 PATHOLOGY FOR ALLIED HEALTH 3
Introduction to medical and pathological conditions commonly encountered by allied health practitioners.

AH 134 MEDICAL DISORDERS 3
This course provides the student with a basic understanding of human diseases and appropriate interventions. Content includes statistics, risk factors, etiology, signs and symptoms, diagnostic studies, and treatments specific to each disease/disorder.

AH 136 CLINICAL PROCEDURES 3
This course is designed to introduce the student to the duties and

responsibilities of Medical Assistants in clinical practice. Course content includes data collection and documentation, legal issues, physical exams, laboratory and other diagnostic studies, treatment modalities, emergencies, vital signs, and infection control.

AH 137 CLINICAL SPECIALTIES 3
This course is designed to provide students with knowledge in the clinical specialty areas giving them a basic understanding of terminology, exams, diagnostic testing and procedures in these areas. This course will focus on the knowledge and procedures related to the specialty areas in the clinical setting including geriatrics, OB-GYN, male reproductive system, pediatrics, general body systems, minor surgery, rehabilitation, emergencies and cardiology.

AH 138 BASIC MEDICAL CODING 3
Prerequisite: PHRM 215 & AH 171. This course provides an introduction to the essential concepts and practices of medical coding. Students will learn how to accurately assign codes to diagnoses, procedures, and services using standardized coding systems, including ICD-10 (International Classification of Diseases, 10th Edition.) CPT (Current Procedural Terminology), and HCPCS (Healthcare Common Procedure Coding System). The course covers the fundamental principles of medical terminology, anatomy, and healthcare documentation, which are crucial for understanding and applying the correct codes.

AH 139 INTERMEDIATE MEDICAL CODING 3
Prerequisite: AH 138 & HIT 176. This course teaches further coding concepts and general coding guidelines for outpatient procedures and physician office coding using CPT, HCPCS Level I, and HCPCS Level II procedure coding.

AH 260 KINESIOLOGY I 3
Corequisites: BIOL 115 & 115L. In-depth study of the musculoskeletal system anatomy, physiology & pathophysiology. Biomechanics and assessment of normal and abnormal function will be investigated. Student must receive a minimum of a "C" in this course to progress.

AH 261 KINESIOLOGY II 3
Prerequisite: AH 260. Kinesiology II builds off the basic information learned in AH 260 about body structure, function, pathophysiology & assessment. Student must receive a minimum of a "C" in this course to progress

AH 266 LABORATORY AND DIAGNOSTIC TESTS 3
This course provides up-to-date information on clinically relevant laboratory and diagnostic tests, including indications for the test, normal and abnormal values, contraindications, complications, and procedural and client cares.

AH 281 MEDICAL BILLING AND HEALTH INSURANCE 3
Prerequisite: HIT 176. This course introduces the reimbursement process and the various methodologies involved, such as fee-for-service and episode-of-care methodologies.

AH 283 LAW, ETHICS AND CONFIDENTIALITY IN ALLIED HLTH. 3
This course will cover law pertaining to health care (confidentiality, patient rights, HIPPA regulations) as well as common ethical problems that are encountered and how these problems are handled.

AH 299 SPECIAL TOPICS 1-3
Prerequisite: Departmental approval. This course is designed to meet student needs or interests and is offered to utilize particular faculty resources. Topics will be selected on interest and relevancy to students' needs.

ANIMAL SCIENCE

ANSC 114 INTRODUCTION TO ANIMAL SCIENCE 3
General principles of the livestock industry and relationship to mankind.

ANSC 123 FEEDS & FEEDING 3
Principles of feeding livestock including digestive systems, nutrient requirements, nutrient characteristics, and sources utilized in the formulation of balanced rations.

ANSC 160 EQUINE NUTRITION 2
This course focuses on basic equine nutrition throughout the various stages of equine development and performance. These concepts will be integrated with practical application of equine feeding.

ANSC 220 LIVESTOCK PRODUCTION 3
General production and management of major meat animal species. Topics include production systems, feeding, facilities, health, economics, and marketing.

ANSC 231 LIVESTOCK EVALUATION 3
Visual and performance evaluation of breeding and slaughter classes of the major meat producing livestock.

ANSC 242 INTRODUCTION TO MEAT PROCESSING 2
Introduction to the meat processing industry, livestock meat primals and cuts, and meat grading. This course will expose students to principles and procedures of meat processing, fabrication, and cleaning.

ANSC 260 INTRODUCTION TO EQUINE SCIENCE 3
This course is a review of evolution, historical roles of the horse, breeds, and the modern day western equine industry. Topics include introduction to equine anatomy, physiology, selection, nutrition, healthcare, and general management.

ART

ART 110 INTRODUCTION TO THE VISUAL ARTS 3
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 120 PAINTING I 3
Introduction of basic paints through a variety of materials.

ART 122 TWO-DIMENSIONAL DESIGN 3
A basic course in the study of two-dimensional design for the studio artist.

ART 124 THREE-DIMENSIONAL DESIGN 3
A basic course in the study of three-dimensional design for the studio artists.

ART 130 DRAWING I 3
Study and application of different drawing media, methods, and techniques.

ART 210 ART HISTORY I 3
A survey of Western art from Paleolithic to the Renaissance.

ART 211 ART HISTORY II 3
A survey of Western art from the Renaissance to the present.

ART 221 PAINTING II 3
Continuation of ART 120 with emphasis on independent development of technique, composition, and style. (Prerequisite: Successful completion of ART 120 with a C or higher.)

ART 230 DRAWING II 3
Prerequisite: ART 130 with a "C" or higher. Advanced study and application of different drawing media, methods, and techniques.

ART 250 CERAMICS I 3
Introduction to basic ceramic techniques.

ART 299 SPECIAL TOPICS 1-3
Prerequisite: Departmental approval. An examination of special topics in art. Repeatable for credit.

BIOLOGY

BIOL 111 CONCEPTS OF BIOLOGY L/L 4
This is an introductory level non-majors transferable class. It covers major concepts in biology; chemistry of life, cellular biology, ecology, human systems, and disease.

1. Basic science literacy, possibly including superficial coverage of cell biology, ecology, human anatomy and physiology, evolution, genetics, and environmental biology.
2. Understanding how science informs cultural perspectives.
3. Understanding the relationship among levels of biological information.
4. Understanding the unity and diversity of life forms.
5. Comprehending methods of inquiry and technology and the applications for society.
6. Integrating knowledge and ideas in science.
7. Understanding and utilizing scientific knowledge.

BIOL 115 CONCEPTS OF ANATOMY & PHYSIOLOGY L/L 4
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 124 ENVIRONMENTAL SCIENCE L/L 4
Study of the effect of man's activities upon the environment in which he lives. Topics include general ecology, biomes, and environmental problems. Lab experiments and exercise in Environmental Science.

1. Understanding basic principles of Natural Resource Management.
2. Understand the human cause of current environmental problems and possible solutions.
3. Population demography.
4. Substance practices.
5. Applying principles of ecology that are associated with the study of the environmental science.
6. Learn to apply critical thinking in environmental science.
7. Using the scientific method of inquiry to inform environmental science perspectives.

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.

1. Understand cellular and viral structure and function.
2. Understand fundamental biochemical principles.
3. Understand rudimentary classical genetics.
4. Understand rudimentary molecular genetics and have a familiarity with various DNA technologies.
5. Use knowledge about mechanisms of cellular and molecular processes.

BIOL 151 GENERAL BIOLOGY II L/L 4
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.

1. Describe the unity and diversity of life, including structure and function and how this relates to the environment.
2. Describe how life (or life forms) has (have) changed and adapted over time.
3. Understand basic evolution and evolutionary processes.
4. Develop an understanding of ecology.

BIOL 215 GENETICS 3
Prerequisite: "C" or higher in BIOL 150 or Instructor approval. Corequisite: Student must be enrolled in BIOL 215L concurrently. 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. Lab experiments and exercises in prokaryotic, eukaryotic, and molecular genetics.

1. Understanding molecular genetics.
2. Understanding and solving problems in Mendelian (classical) inheritance.
3. Have a familiarity with genetic technologies.
4. Understanding population genetics and evolution.
5. Develop an appreciation for the relationship of genetics to other disciplines, e.g., biochemistry, ethics, economics, and medicine.

BIOL 215L GENETICS LAB 1
Corequisite: Student must be enrolled in BIOL 215 concurrently. Experiments and exercises in prokaryotic, eukaryotic, and molecular genetics.

BIOL 220 ANATOMY & PHYSIOLOGY I L/L 4
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.

BIOL 221 ANATOMY & PHYSIOLOGY II L/L 4
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.

BIOL 271 BIO-TECHNOLOGY L/L 3
Prerequisite: "C" or higher in BIOL 150 or Instructor approval. 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 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
Prerequisite: Departmental approval. Designed to meet students' needs or interests. Uses participating faculty resources. Topics will be selected on interest and relevance to needs.

BUSINESS

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, leasing, taxation, insurance, development, appraising,

ethics, and state license law.

BUSINESS ADMINISTRATION

BADM 130 INTRODUCTION TO ENTREPRENEURSHIP 3
This course is designed for students who want to investigate options for self-employment. Students will evaluate their personal and professional skills, interests and abilities as they relate to business ownership, as well as the opportunities, risks and rewards of self-employment.

BADM 195 SERVICE LEARNING 3
Service Learning is designed to connect college students and the community through service while developing quality leaders and citizens, increasing character, and promoting life-long dedication to service. Passing this course will also count towards half (20 hours) of Tetons Lead. S/U grading only.

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
The development of occupational knowledge and skills through activities that may include: seminars, field trips, public service, and work experience. Individual and group meetings are held to plan and monitor each student's assigned activities.

BADM 208 EVENT PLANNING 3
A practical approach to the planning, organizing, staging, and evaluation of events in sports, recreation, business, and entertainment industries.

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 228 PERSONAL INVESTING 3
A study of investment concepts designed for individual investors. Emphasis is placed on portfolio construction, portfolio management, time value of money, risk vs. return analysis, mutual funds, stocks and valuations, bonds, and options.

BADM 234 CUSTOMER SERVICE 2
Students will learn how to build a loyal, long-term customer relationship by meeting the needs and wants of customers, handling difficult customers with tact and skill, respecting diversity, and providing superior customer service in person, online and via telephone in a variety of customer service environments.

BADM 236 INTERNATIONAL BUSINESS 3
Explores processes of international trade, whether the company is an importer, exporter, or a multinational firm. Forms a basis for further study and specialization in the international business field. In this course, students will gain an understanding of the institutions, environments, forces, and problems that are involved when businesses operate in foreign economies. Its primary emphasis will be the dynamics of business on an international level.

BADM 240 SALES 3
Develops a professional concept of the function of sales in today's economy; pre-approach, approach, determining customer needs, handling objections, and closing the sale.
Offered: Spring (Odd Numbered Academic Year)

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
Prerequisite: BADM 201. Fundamentals course dealing with the importance of marketing institutions and their methods of operation. Economic order quantities, location, profits, and employee relations are some of the topics covered.

BADM 270 SMALL BUSINESS MANAGEMENT 3
This course introduces students to the fundamental business concepts needed to run a small business, including human resources, operations management, marketing and accounting.

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 281 ORGANIZATIONAL BEHAVIOR 3
Organizational Behavior is a study that investigates the impact that individuals, groups, and structure have on behavior within an organization, and then applies that knowledge to make organizations work more effectively. The course will focus on how managers can improve productivity, reduce absenteeism and turnover, and increase employee citizenship and job satisfaction.

BADM 282 HUMAN RESOURCE MANAGEMENT 3
A course that is a survey of human resource management, including job analysis, recruitment, selection, performance appraisal, compensation, training, and labor relations. The impact of environmental influences such as legislation, court decisions and unions on human resource activities are addressed.

BADM 291 CAREER SEMINAR 3
This course examines various aspects of career readiness. Topics include the career search process, communication in the workplace, and establishing a professional presence. Activities will consist of a number of topics utilizing team interactions, role playing, problem identification, problem-solving, creative thinking, decision making, verbal and written communications, and other personal and professional development exercises necessary for successful employment.

BADM 299 SPECIAL TOPICS 0.5-3
Prerequisite: Departmental approval. Special intermediate and advanced investigation of business related topics.

BUSINESS, OFFICE, & TECHNICAL EDUCATION

BOTE 135: SOCIAL MEDIA INTEGRATION FOR BUSINESS 3
Techniques and strategies used in social media communications with an emphasis on online public relations for an organization or a business.

BOTE 218 DESKTOP PUBLISHING 2
Prerequisites: CSCI 101. Software application course providing students skills in electronic layout, editing, and production of documents.

BOTE 247 SPREADSHEET APPLICATIONS 3
Intermediate and advanced use of applications software for the creation of spreadsheets, graphs, databases, and macros. Integration with other software applications are reviewed.

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.

CERTIFIED MEDICAL ASSISTANT

CMA 215 ECG/EKG INTERPRETATION 2
This course is designed for students who want to learn the basic ECG skills of measuring, recognizing, and interpreting simple cardiac rhythms. Topics include correct lead placement, troubleshooting poor tracings, and recognition and measurement of various ECG waves.

CMA 220 CCMA EXAM REVIEW 1
The CCMA Exam Review course is designed to help individuals prepare for the Certified Clinical Medical Assistant (CCMA) exam. This course provides a comprehensive review of the essential topics and skills required for the certification exam. It covers both clinical and administrative duties, ensuring students are well-rounded in their understanding of medical assisting practices.

CMA 267 PRACTICAL SKILLS LAB 2
Students will see, practice, and perform demonstrations of basic medical assistant skills and procedures in a supervised setting. Includes the study of math and medical terminology and use of medical assisting process and critical thinking skills to organize and provide safe and effective client care under the direct supervision of a licensed professional.

CMA 297 INTERNSHIP/FIELDWORK 3
The students combine course learning with practical, professional work experiences.

CHEMISTRY

CHEM 112 INTRODUCTION TO FORENSIC SCIENCE L/L 4
An introductory level course designed to be a general education science course. This course introduces basic principles and techniques in chemistry as applied to the criminal investigative process. Topics covered include fingerprints, hair analysis, firearm identification, fiber comparisons, toxicology, and analysis of glass, drugs, blood, and DNA. Includes a laboratory section.

CHEM 115 INTRODUCTORY CHEMISTRY L/L 4
Recommendation: Prior completion of minimum of high school algebra. An introductory non-majors course covering topics in measurement, atomic structure, stoichiometry, solutions, gas laws, and acid/bases.

CHEM 116 INTRODUCTION TO ORGANIC & BIOCHEMISTRY L/L 4
Prerequisite: "C" or higher in CHEM 115 or CHEM 121 or equivalent. An introductory level course designed to be the second semester of the General, Organic and Biochemistry sequence, introducing organic chemistry and biochemistry. This cousre includes topics on functional groups, nomenclature, organic reactions, proteins, enzymatic action, carbohydrates, lipids, nucleic acids, and metabolism. Includes a laboratory section.

CHEM 121 GENERAL CHEMISTRY I L/L 5
Prerequisite: "C" or higher in MATH 103, concurrent enrollment in MATH 103 or higher, or Instructor approval. A foundational chemisty course designed to be the first semester of the two-semester general chemistry sequence. This course covers topics of atomic structure, stoichiometric relationships, chemical reactions, gas laws, thermochemistry, bonding, and molecular geometry. Includes a laboratory sections.

CHEM 122 GENERAL CHEMISTRY II L/L 5
Prerequisite: "C" or higher in CHEM 121. A beginning chemistry course designed to be the second semester of the two-semester general chemistry sequence. This couse covers topics of physical states, solutions, reaction rates and mechanisms, chemical equilibrium, acid-base chemistry, thermodynamics, and electrochemistry. Includes a laboratory section.

CHEM 241 ORGANIC CHEMISTRY I L/L 5
Prerequisite: "C" or higher in CHEM 122. An upper-level course designed to be the first semester of a two-semester sequence covering organic chemistry. This course covers topics of organic structure and bonding, nomenclature, stereochemistry, functional groups, reactivity, and spectroscopy. includes a laboratory section.

CHEM 242 ORGANIC CHEMISTRY II L/L 5
Prerequisite: "C" or higher in CHEM 241. An upper-level course designed to be the second semester of a two-semester sequence covering organic chemistry. This course continues the study of organic structure and bonding, nomenclature, stereochemistry, functional groups, reactivity, and spectroscopy. Inclues a laboratory setion.

CHEM 299 SPECIAL TOPICS 1-4
Prerequisite: Departmental approval. Designed to meet students' needs or interests; offered to utilize particular faculty resources; topics will be selected on interest and relevancy to students' need.

COMMUNICATION

COMM 110 FUNDAMENTALS OF PUBLIC SPEAKING 3
The theory and practice of public speaking with emphasis on content, organization, language, delivery, and critical evaluation of messages.

COMM 112 UNDERSTANDING MEDIA & SOCIAL CHANGE 3
An exploration of the purpose, funtion, and impact of media on society.

COMM 212 INTERPERSONAL COMMUNICATION 3
Introduces fundamental concepts of communication between individuals. Explores aspects of self expression and relationship communication.

COMM 216 INTERCULTURAL COMMUNICATION 3
Exploration of the definition, models, and verbal processes of communication between different cultural groups.

COMM 217 ORGANIZATIONAL COMMUNICATION 3
A practical approach for communication in the workplace including working in a group, networking, leadership, ethics, and problem solving.

COMM 299 SPECIAL TOPICS 1-4
Prerequisite: Departmental approval. Designed to meet students' needs or interests. Uses participating faculty resources. Topics to be selected on interest and relevance to needs.

COMPUTER INFORMATION SYSTEMS

CIS 102 COMPUTER SOFTWARE APPLICATIONS-WORD 2
Provides hands-on operation of microcomputer equipment with the word processing software Microsoft Word for Windows.

CIS 104 MICROCOMPUTER DATABASE-ACCESS 3
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
Provides hands-on experience in the use of spreadsheet software.

CIS 107 FUNDAMENTALS OF LINUX 3
This course introduces students to the Linux operating system. It provides practical skills using command line utilities, managing processes and file systems, as well as installing and maintaining software. In addition to gaining practical Linux experience, this course helps to prepare students for the CompTIA Linux+ certification exams.

CIS 116 INTERNET OF THINGS: CONNECTING DEVICES 3
This course will describe the market around the Internet of Things(IoT), the technology used to build these kinds of devices, how they communicate, how they store data, and the kinds of distributed systems needed to support them. Divided in to four modules, we will learn by doing. We will start with simple examples and integrate the techniques we learn into a class project in which we design and build an actual IoT system. The client will run in an emulated ARM environment, communicating using common IoT protocols with a cloud enabled back end system.

CIS 117 INTERNET OF THINGS: SECURITY 3
Prerequisite: CIS 116. The Securing the Internet of Things course will examine the security and ethical issues of the vast implementation of smart devices known as the internet of Things (IoT). The IoT is an environment where smart devices sense, anticipate, and respond to our needs as we manage them remotely. These smart devices often act as the gateway between our digital and physical world. The IoT touches many aspects of life including transportation, health care, safety, environment, energy, and more. This course will examine and discuss IoT technology and market specific topics, relevant case studies of IoT security vulnerabilities and attacks, and mitigation controls. Students will assess the health, safety, privacy, and economic impacts of IoT security events.

CIS 128 MICROCOMPUTER HARDWARE I 3
Students learn the functionality of hardware and software components as well as suggested best practices in maintenance and safety issues. The student, through hands-on activities and labs will: Learn to assemble and configure a computer, Install operating systems and software, Troubleshoot hardware and software problems.

CIS 129 MICROCOMPUTER HARDWARE II 3
Students learn the functionality of hardware and software components as well as suggested best practices in maintenance and safety issues. The students, through hands-on activities and labs will: learn to assemble and configure a computer, install operating systems and software, and troubleshoot hardware and software problems.

CIS 130 PRESENTATIONS 2
This class provides hands-on production of searching, creating, and delivering electronic business presentation projects using Microsoft PowerPoint and other graphic packages.

CIS 141 INTRODUCTION TO CYBER SECURITY 3
This course will provide an introduction to concepts related to Cybersecurity. Students will learn safe practices which can be deployed to secure computer systems. Students will gain an understanding of different tools which can be used to defend attacks on computer systems. Special emphasis will be given to systems and applications that non-CS majors will likely to encounter in daily life. In addition to lecture classes, security lab exercises will be conducted to perform hands-on experiments on safe security practices.

CIS 142 ETHICAL HACKING & NETWORK DEFENSE 3
Prerequisites: CIS 141 & CIS 164. This course provides an in-depth understanding of how to effectively protect computer networks. Students will learn the tools and penetration testing methodologies used by ethical hackers. In addition, the course provides a thorough discussion of what and who an ethical hacker is and how important they are in protecting corporate and government data from cyber attacks. Students will learn updated computer security resources that describe new vulnerabilities and innovative methods to protect networks. Also covered is a thorough update of federal and state computer crime laws, as well as changes in penalties for illegal computer hacking.

CIS 145 CYBERSECURITY TOOLS 3
This course offers hands-on labs in network analysis and troubleshooting using various hardware and software: Wireshark/Tcpdump tools beginning with core tasks and techniques of protocol analysis and move to capture network problems.

CIS 147 PRINCIPLES OF INFORMATION SECURITY 3
Provides information systems students with a thorough examination of the field of information security and prepares them to make decisions about securing information in a business or personal environment.

CIS 162 OPERATING SYSTEMS-WINDOWS 3

Basic introduction to Windows operating systems. The course will enable students to manipulate the Window desktop, start up and use Windows applications, move and cut and paste between applications, use and manage files, printing, and use the control panel to customize the desktop.

CIS 164 NETWORKING FUNDAMENTALS I 3
This course focuses on the following: network terminology and protocols, local area networks (LANs), wide area networks (WANs), open system interconnection (OSI) models, cabling, cabling tools, routers, router programming, Ethernet, Internet Protocol (IP) addressing, and network standards.

CIS 165 NETWORKING FUNDAMENTALS II 3
Prerequisite: CIS 164. This course focuses on the following: initial router configuration, Cisco IOS software management, routing protocol configuration, TCP/IP, access control lists (ACLs). Students will develop skills in configuring a router, managing Cisco IOS Software, configuring routing protocols, and creating access lists that control access to a router.

CIS 171 FUNDAMENTALS OF PYTHON CODING 3
Introduction to Python programming basics (what it is and how it works), binary computation, problem-solving methods and algorithm development. Includes procedural and data abstractions, program design, debugging, testing, and documentation. Covers data types, control structures, functions, parameter passing, library functions, arrays, inheritance and object oriented design. Laboratory exercises in Python.

CIS 180 CREATING WEB PAGES 3
The learner will create basic web sites by manually writing HTML/XHTML and Cascading Style Sheets (CSS) using a text editor. The student will learn the fundamentals of site layout and design, and how to upload completed web sites to a remote server. Other skills used include critical thinking by solving problems with coding syntax and viewing websites "live" on the World Wide Web.

CIS 181 CREATING WEB PAGES II 3
Prerequisite: CIS 180. Students create web sites using a current version of graphical user interface (GUI) web authoring tool.

CIS 202 ADVANCED SOFTWARE APPLICATIONS 2
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 211 WEB PLAN AND DESIGN 3
This course provides the learner with an in-depth study of the planning and design methods that are utilized in web page creation.

CIS 212 MS WINDOWS OS CLIENT 3
The course helps learners to gain the knowledge and skills to install, configure, customize, optimize, and troubleshoot the Microsoft Windows operating system in a stand-alone and network environment.

CIS 215 IMPLEMENTING MS WINDOWS SERVER 3
This course introduces the learner to the Microsoft Windows Server and the networking technologies it supports. The learner will become familiar with networking and operating system concepts and the common tasks required to administer and support the Microsoft Windows operating system in a network environment.

CIS 216 IMPLEMENT. MS WINDOWS NETWORK INFRASTRUCT. 3
This course is for professionals who will be responsible for configuring, managing, and troubleshooting a network infrastructure that uses the Microsoft Windows Server products. These tasks include implementing routing; implementing, managing, and maintaining Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS) and Windows Internet Name Service (WINS); and implementing a network access infrastructure by configuring the connections for remote access clients.

CIS 218 PLANNING A NETWORK INFRASTRUCTURE 3
This course is for professionals who will be responsible for installing, configuring, managing, and supporting the primary networking services in the Microsoft Windows Server operating system. These core networking services include: Domain Name System (DNS), Windows Internet Naming Service (WINS), Routing and Remove Access Service (RRAS) Network security technologies.

CIS 220 OPERATING SYSTEMS-UNIX 3
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 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 233 VECTOR GRAPHICS & WEB ANIMATION 3
Student will learn how to design vector graphics for animation, presentation, application and Web sites using Macromedia Flash.

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.

CIS 241 DIGITAL FORENSICS FUNDAMENTALS 3
Pre-Requisite: Student must successfully complete CIS 141. This course introduces students to digital forensics. Topics covered include the investigative process, preservation of evidence, computer and mobile forensics issues, as well as working with forensics.

CIS 243 CYBERSECURITY WIRELESS 3
Pre-Requisite: CIS 165. This course convers methods and techniques to secure wireless networks against threats and attacks.

CIS 245 CCNA Cybersecurity operations 3
Pre-Requisite: CIS 165. CCNA Cybersecurity Operations v1.1 covers knowledge and skills needed to successfully handle the tasks, duties, and responsibilities of an associate-level Security Analyst working in a Security Operations Center (SOC).

CIS 246 INDUSTRIAL CYBERSECURITY 3
Pre-Requisite: CIS 141 and CIS 116. This course is designed to introduce concepts around cybersecutiy of industrial control systems.

CIS 250 ADVANCED WEB DESIGN 3
Prerequisite: CIS 180. Continued coverage of web design using more advanced tools.

CIS 264 CLOUD SECURITY 3
Pre-Requisite: CIS 215. This course covers the techniques to implement security controls and threat protection, managing, access and protecting data networks in cloud and hybrid environments.

CIS 267 INTERMEDIATE NETWORKING I 3
Prerequisite: CIS 165. Corequisite: CIS 268. This course focuses on the following advanced IP addressing techniques: Variable Length Subnet Masking (VSLM), intermediate routing protocols, command-line interface configuration of switches, Ethernet switching, Virtual LANS (VLANs), Spanning Tree Protocol (STP), VLAN Trunking Protocol (VTP).

CIS 299 SPECIAL TOPICS 1-4
Prerequisite: Departmental approval. Various topics in the area of computer application technology. The course can be repeated in accordance with department specifications.

COMPUTER SCIENCE

CSCI 101 INTRODUCTION TO COMPUTERS 3
General hardware and software issues such as: terminology, environments. Applications such as: word processing, spreadsheets, databases, Internet usage.

CSCI 122 VISUAL BASIC 3
An introduction to programming in the Basic/Visual Basic language focusing on fundamental programming knowledge, skill development, and application to real situation of various fields.

CSCI 124 BEGINNING C++/VISUAL C++ 3
An introduction to programming in the Basic/Visual Basic C++ language including fundamental programming knowledge and object-oriented programming concept.

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 a high-level language.

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Emphasis on design, coding, testing, and documentation of programs using accepted standards of style.

CSCI 161 COMPUTER SCIENCE II 4
Prerequisite: "C" or higher in CSCI 160 or Instructor approval. 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: "C" or higher in CSCI 122 or Instructor approval. 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 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
Prerequisite: Departmental approval. A course designed to meet students' needs or interests.

COOPERATIVE EDUCATION

COOP 197 COOPERATIVE EDUCATION/INTERNSHIP 0.5-6
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. 90 hours for 1 credit. Repeatable for credit. S/U grading only.

CRIMINAL JUSTICE

CJ 201 INTRODUCTION TO CRIMINAL JUSTICE 3
Examination of the criminal justice system and process, including crime, lawmaking, criminality, prosecution, police, courts, and corrections.

CJ 210 INTRODUCTION TO POLICING 3
Exploration of the history, organization, structure, and process of police systems. Prerequisite: The student must have successfully completed CJ 201.

CJ 226 CRIMINAL INVESTIGATION 3
Introduction to criminal investigation procedures including theory of an investigation, conduct at crime scenes, collection and preservation of physical evidence; methods used in police science laboratory, fingerprints, ballistics, documents, serology, photography, and related forensic sciences.

DIESEL TECHNOLOGY

DTEC 105 MAINTENANCE PROCEDURES 2
Pre-Requisite: Student must be admitted into the Diesel Technology program. Corequisite: DTEC 105L . program. This class covers vehicle component identification, inspection of components for wear tolerances, procedures for performing regularly scheduled fluid and filter replacement and DOT annual vehicle inspections.

DTEC 105 L MAINTENANCE PROCEDURES LAB 2
Pre-Requisite: Student must be admitted into the Diesel Technology program. Corequisite: DTEC 105. This lab covers vehicle component identification, inspection of components for wear tolerances, procedures for performing regularly scheduled fluid and filter replacement and DOT annual vehicle inspections.

DTEC 106 INTRODUCTION TO ENGINES 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 106L. This course focuses on the understanding, diagnosis, and repair of fuel and ignition computerized components across the broad spectrum of the transportation industry utilizing industry standards, techniques, and equipment.

DTEC 106L INTRODUCTION TO ENGINES LAB 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 106. This lab focuses on the understanding, diagnosis, and repair of fuel and ignition computerized components across the broad spectrum of the transportation industry utilizing industry standards, techniques, and equipment.

DTEC 107 BASIC ELECTRICAL SYSTEMS 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 107L. This course focuses on the principles and fundamentals of basic electricity and electronics utilizing industry standards, techniques, and equipment in preparation for advanced courses of trouble shooting and repair.

DTEC 107L BASIC ELECTRICAL SYSTEMS LAB 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 107 This lab focuses on the principles and fundamentals of basic electricity and electronics utilizing industry standards, techniques, and equipment in preparation for advanced courses of trouble shooting and repair.

DTEC 126 INTRO/FUEL/IGNITION SYSTEMS 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 126L. This course focuses on the principles and fundamentals of fuel and ignition systems utilizing industry standards, techniques, and equipment in preparation for advanced courses of troubleshooting and repairs.

DTEC 126L INTRO/FUEL/IGNITION SYSTEMS LAB 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 126. This lab focuses on the principles and fundamentals of fuel and ignition systems utilizing industry standards, techniques, and equipment in preparation for advanced courses of troubleshooting and repairs.

DTEC 127 HYDRAULICS/PNEUMATICS SYSTEMS 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 127L. This course focuses on the principles and fundamentals of hydraulics and pneumatics utilizing industry standards, techniques, and equipment in preparation for advanced courses of trouble shooting and repair.

DTEC 127L HYDRAULICS/PNEUMATICS SYSTEMS LAB 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 127. This lab focuses on the principles and fundamentals of hydraulics and pneumatics utilizing industry standards, techniques, and equipment in preparation for advanced courses of trouble shooting and repair.

DTEC 136 BRAKE SYSTEMS 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 136L. This course focuses on the understanding, diagnosis, and repair of vehicle brake systems utilizing industry standards, techniques, and equipment.

DTEC 136L BRAKE SYSTEMS LAB 2
Prerequisite: Admission to the Transportation Program. Corequisite: DTEC 136. This lab focuses on the understanding, diagnosis, and repair of vehicle brake systems utilizing industry standards, techniques, and equipment.

DTEC 137 SUSPENSION & STEERING SYSTEMS 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 137L. This course focuses on the understanding, diagnosis, and repair of suspension and steering system utilizing industry standards, techniques, and equipment.

DTEC 137L SUSPENSION & STEERING SYSTEMS LAB 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 137. This lab focuses on the understanding, diagnosis, and repair of suspension and steering system utilizing industry standards, techniques, and equipment.

DTEC 216 ADVANCED ELECTRONIC/FUEL SYSTEMS 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 216L. This course focuses on the understanding, diagnosis, and repair of fuel and ignition computerized components across the broad spectrum of the transportation vehicle industry utilizing industry standards, techniques, and equipment.

DTEC 216L ADVANCED ELECTRONIC/FUEL SYSTEMS LAB 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 216. This lab focuses on the understanding, diagnosis, and repair of fuel and ignition computerized components across the broad spectrum of the transportation vehicle industry utilizing industry standards, techniques, and equipment.

DTEC 217 HEATING, VENT., AIR COND. & COOLING SYSTEMS 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 217L. This course focuses on the principles and repair of heating, ventilation,

air conditioning, and cooling systems utilizing industry standards, techniques, and equipment.

DTEC 217L HEATING, VENT., AIR COND. & COOLING SYSTEMS LAB 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 217. This lab focuses on the principles and repair of heating, ventilation, air conditioning, and cooling systems utilizing industry standards, techniques, and equipment.

DTEC 220 DRIVE TRAIN SYSTEMS 3
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 220L. This course focuses on the understanding, diagnosis and repair of drive train systems across the broad spectrum of the transportation vehicle industry utilizing industry standards, techniques, and equipment.

DTEC 220L DRIVE TRAIN SYSTEMS LAB 3
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 220. This lab focuses on the understanding, diagnosis and repair of drive train systems across the broad spectrum of the transportation vehicle industry utilizing industry standards, techniques, and equipment.

DTEC 266 SHOP PRACTICES/WELDING 2
*Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 267 and DTEC 296 or instructor permission. Corequisite: DTEC 266L*This course focuses on shop practices such as repair, order writing, customer relation, business practices and welding techniques.

DTEC 266L SHOP PRACTICES/WELDING LAB 2
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 267 and DTEC 296 or instructor permission. Corequisite: DTEC 266. This lab focuses on shop practices such as repair, order writing, customer relation, business practices and welding techniques.

DTEC 267 DIESEL ENGINE DIAG/REPAIR 3
Prerequisite: Admission to the Diesel Technology Program. Corequisite: DTEC 267L. This course focuses on the understanding, diagnosis and repair of diesel engine systems across the broad spectrum of the transportation vehicle industry utilizing industry standards, techniques, and equipment.

DTEC 267L DIESEL ENGINE DIAG/REPAIR LAB 3
Prerequisite: Admission to the Transportation Program. Corequisite: DTEC 267. This lab focuses on the understanding, diagnosis and repair of diesel engine systems across the broad spectrum of the transportation vehicle industry utilizing industry standards, techniques, and equipment.

DTEC 299 SPECIAL TOPICS 0.5
Assist in diagnosis of new model year changes; use of advanced test equipment.

EARLY CHILDHOOD EDUCATION

EC 222 ADMINISTRATION AND LEADERSHIP IN EC EDU 3
This course examines methods for creating, analyzing, and administering effective programs including financial management, licensing requirements, staff supervision, enrollment procedures, health and safety issues, and publicity procedures. Students learn to communicate effectively with parents about their children. The NAEYC Code of Ethics and accreditation criteria from professional, state and national organizations are reviewed. Childcare standards are used to develop a philosophy for childcare and to define program goals.

EC 233 PRE-K METHODS & MATERIALS 3
This course focuses on the physical and cognitive development of children, the promotion of literacy, and the utilization of creative experiences in childcare settings. Topics include developmental needs of children, age-appropriate activities, cognitive theory and brain research; creative environments, language arts, music/movement, art, and aesthetic experiences. Students will evaluate, plan and implement activities that focus on children's needs and interests.

ECONOMICS

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

EDUC 210 EDUCATIONAL TECHNOLOGY 2
A study of the use of technology and communication technology for educational purposes. Students design and develop digital-age learning experiences that incorporate contemporary tools and resources to maximize content learning and to develop the knowledge, skills, and attitudes of a professional educator.

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.

EMERGENCY MEDICAL SERVICES

EMS 101 INTRODUCTION TO EMS 3
Course teacher history of Emergency Medical Services (EMS), EMS systems and operations, legal and ethical aspects of EMS, documentation, and disaster and initial hazmat response in EMS.

EMS 110 EMT FUNDAMENTALS 3
Introductory course which will prepare the student to work in the emergency medical field as an Emergency Medical Technician (EMT), preparing the student to identify, assess, manage, and treat various types of pre-hospital traumatic and medical emergencies.

EMS 111 EMT FUNDAMENTALS LAB 1
Laboratory to discuss, perform and relate the concepts taught in the EMT fundamentals course.

EMS 197 EMT PRACTICUM 2
Course introducing the EMT student to pre-hospital operations and patient care. During this course students will have the opportunity to ride with ambulance services and assist preceptors in the care of pre-hospital patients.

HIST 255 THE GREAT WAR: WWI & THE 20TH CENTURY 3
A historical overview of the events leading up to and causes of the Great War will be examined. What expectations the war brought to the combatants and its eventual impact upon European & American societies in the diplomatic, economic, social, military & intellectual areas will also be assessed. Finally, how the war marked those involved and the tone set for the remainder of the 20th century up to the world today will be addressed.

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 1990's.

HIST 299 SPECIAL TOPICS 1-3
Prerequisite: Departmental approval. Designed to meet students' needs or interests; utilize particular faculty expertise in a varied environment.

HEALTH INFORMATION TECHNICIAN

HIT 150 ELECTRONIC MEDICAL RECORDS 3
This course is designed to teach the reimbursement process billing cycles and how health information technology is used in medical offices and learn about basic accounting transaction terminology and apply this information to enter patient charges and payments.

HIT 151 MEDICAL OFFICE ENVIRONMENT 3
This course provides students with the knowledge and skills necessary to effectively manage the administrative and operational functions of medical office. Topics include medical office procedures, patient scheduling,

EMS 214 PREHOSPITAL PATIENT ASSESSMENT 3
This course introduces the paramedic student to a comprehensive physical examination and assessment, which includes history taking, clinical decision making, communications, and documentation.

EMS 215 AIRWAY AND VENTILATION MANAGEMENT 3
Prerequisite: EMS 235. This course provides the paramedic student with critical airway management skills that will be the most critical steps in the initial assessment of every patient. The student will be proficient in both basic and advanced airway maneuvers and skills.

EMS 216 TRAUMA MANAGEMENT 3
Prerequisite: EMS 214. This course prepares the student to identify, assess, manage, and treat various types of trauma emergencies. Topics include Trauma Systems, Mechanism of Injury, Soft-Tissue Trauma, Burns, Head and Face Trauma, Spinal Trauma, Thoracic Trauma, Abdominal Trauma, and Musculoskeletal Trauma. Skills include, but are not limited to, assessment, splinting, bandaging, spinal immobilization, IV therapy, chest decompression, and associated pharmacological intervention.

EMS 218 RESPIRATORY EMERGENCIES 3
Prerequisite: EMS 215. This course prepares the student to assess, manage and treat various respiratory emergencies. Respiratory emergencies are some of the most common conditions EMS personnel encounter. This course will focus on the most frequently encountered respiratory emergencies and prepare the student for prompt management including the skill of rapid sequence intubation.

EMS 220 CARDIAC EMERGENCIES 3
Prerequisite: EMS 214. This course prepares the student to identify single and multi-lead cardiac rhythms and treat those rhythms considered to be life threatening. Skills include, but are not limited to, cardiac rhythm interpretation assessment, defibrillation, and cardioversion.

EMS 222 MEDICAL EMERGENCIES 3
Prerequisite: EMS 214. This course prepares the paramedic student to identify, assess, manage, and treat various emergencies. Topics include Neurology, Endocrinology, Allergies and Anaphylaxis, Respiratory, Gastroenterology, Urology, Toxicology, Environmental Conditions, Infectious and Communicable Diseases, Behavioral and Psychiatric Disorders, Gynecological and Obstetrical Emergencies, and associated pharmacologial intervention.

EMS 235 EMS OPERATIONS 3
This course introduces the paramedic student to the concepts of medical incident command, ambulance and rescue operations, hazardous materials incidents, and crime scene awareness.

EMS 240 HOSPITAL CLINICAL I 3
Prerequisite: EMS 275. This course allows the paramedic student to apply learned classroom skills and knowledge in clinical settings such as laboratory, preoperative holding, emergency department, anesthesia department, and triage. The student will function under the direction of a preceptor.

EMS 241 HOSPITAL CLINICAL II 3
Prerequisite: EMS 240. The Hospital Clinical II for Paramedics course is designed to provide students with an in-depth, hands-on clinical experience in a hospital setting. This course focuses on the advanced skills required for paramedics to effectively transition from pre-hospital emergency care to a hospital environment, working in collaboration with healthcare professionals to manage critically ill and injured patients.

EMS 275 INTRODUCTION TO CLINICAL EXPERIENCE 3
Prerequisite: EMS 235. This course is designed to introduce the paramedic student to BLS and ALS prehospital operations. The student will become familiar with basic ambulance operations, equipment and how an EMS system works. The student will also become familiar with procedures and care provided by paramedics in the field and function as the team leader on BLS calls.

EMS 276 FIELD CLINICAL I 3
Prerequisite: EMS 275. This course allows the paramedic student to apply learned classroom skills and knowledge in clinical setting such as anesthesia, emergency department, same day surgery, operating room, and respiratory care. The student will function under the direction of a preceptor. The student will input patient contact information into an internet data collection system.

ENGINEERING

ENGR 100 INTRODUCTION TO ENGINEERING 1
Introduces students to the profession, including the disciplines of chemical, civil, electrical, environmental, and mechanical engineering. Field trips included.

ENGLISH

ENGL 110 COLLEGE COMPOSITION I 3
Prerequisite: A minimum ACT English Score of 18, other appropriate placement score, ASC 087 final grade of "C" or higher, or departmental approval. First course in sequence. Inventing, planning, drafting, writing, and revising different essay types or genres for a variety of audiences and in a variety of contexts. Close reading and analysis. Introduction to finding and evaluating information. Collaborative invention and revision techniques.

ENGL 120 COLLEGE COMPOSITION II 3
Prerequisite: ENGL 110 with a minimum grade of "C." Second course. Writing academic essays or other genres with clarity and accuracy after learning and practicing stages of writing. Close reading, analyses, appreciation. Finding, evaluating, integrating, acknowledging sources. Collaborative invention and revision techniques.

ENGL 125 INTRODUCTION TO PROFESSIONAL WRITING 3
Prerequisite: ACT/COMPASS passing scores or a minimum grade of "C" in ASC 087. Effectively communicating a particular message to a particular audience in a style and format consistent with the demands of a professional or technical setting.

ENGL 211 INTRODUCTION TO CREATIVE WRITING 3
Guided practice of writing skills related to the imaginative uses of language.

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
The reading, writing, and discussion of poetry that examines the uses of figurative language and techniques of rhythm and meter.

ENGL 225 INTRODUCTION TO FILM 3
A general introduction to film studies, including analysis of narrative and stylistic elements.

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
A survey of major works and writers in American Literature from the British Colonial Period through the Civil War.

ENGL 262 AMERICAN LITERATURE II 3
A survey of major works and writers in American Literature from the Civil War to the present.

ENGL 265 NATIVE AMERICAN LITERATURE 3
The study of literary and cultural works by and about American Indians.

ENGL 299 SPECIAL TOPICS 1-3
Prerequisite: Departmental approval. Topic courses have varying areas of content, issues, or themes.

FRENCH

FREN 101 FIRST YEAR FRENCH I 4
Pronunciation and fundamental grammatical principals introduced through the development of skill in listening, comprehension, and speaking, followed by practice in reading and writing; language laboratory attendance required.

FREN 102 FIRST YEAR FRENCH II 4
Prerequisite: Successful completion of FREN 101 with a "C" or higher or equivalent. Continued study of pronunciation and fundamental grammatical principals through the development of skill in listening, comprehension, and speaking followed by practice in reading and writing.

FREN 201 SECOND YEAR FRENCH I 4
Prerequisite: Successful completion of FREN 102 with a "C" or higher or equivalent. Review of the structure of the language; readings in French in oral and written expression.

FREN 201 SECOND YEAR FRENCH II 4
Prerequisite: Successful completion of FREN 201 with a "C" or higher or equivalent. Review of the structure of the language; readings in French; practice in oral and written expression.

GEOLOGY

GEOL 101 ENVIRONMENTAL GEOLOGY L/L 4
This course introduces students to the interactions humans with the lithosphere of planet Earth. The course presents phenomena such as volcanoes, earthquakes, wasting, flooding, desertification, & climate change. Real-world case studies may be used to illustrate geologic phenomena in human context, including analysis of sustainable development, water supply, mining, agriculture, and waste disposal practices. Laboratory exercises employ maps, specimens, real-world datasets, and local geological sites and resources.

GEOL 105 PHYSICAL GEOLOGY L/L 4
A lecture and laboratory study of the Earth as a physical body; its structure, composition, and the geologic processes action on and within the Earth.

HEALTH, PHYSICAL EDUCATION, & RECREATION

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 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. Repeatable for credit.

HPER 102 ACTIVITY: INTERMEDIATE LEVEL 0.5-1
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. Repeatable for credit.

HPER 103 ACTIVITY: ADVANCED LEVEL 0.5-1
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. Repeatable for credit.

HPER 115 INTRODUCTION TO COACHING 3
Introduction to the sport science principles of coaching. Content covered follows objectives of the National Standards of Athletic Coaches and will include coaching philosophy, sport psychology, sport pedagogy, sport physiology, sport management, and a realistic perspective of coaching.

HPER 120 SWIMMING 1
Designed for both the non-swimmer and intermediate level swimmer. The following strokes will be learned or refined: front crawl, sidestroke, elementary backstroke, back crawl, and breast stroke. In addition, basic rescue skills, water survival techniques, and fundamental diving will be introduced.

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 140 INTRO TO SPORTS MANAGEMENT 3
This course is an investigation of the scope of the sport industry, which is a growing major business enterprise in the United States and in much of the world. The various functions of effective management, and the skills, attributes and roles required of the sport manager are discussed. Attention will be focused on how the managerial process relates to sport organizations and the products they provide. Students become acquainted with career opportunities in the sport management field. The course is designed to provide and overview of sports administration with an emphasis on management principles and career opportunities. Course content will include lectures, guest speakers, and group discussion.

HPER 150 INTRODUCTION TO RECREATION MANAGEMENT 3
The significance and meaning of recreation, leisure, play, and sport in modern society. The theories of play, models of sport, and the recreational and sport movement in the United States. Role and score of recreation and sport programs in the community, schools, commercial, and industrial settings. Introduction to professional and career issues in the field.

HPER 170 RECREATION AREAS AND FACILITIES MGMT. 3
Basic consideration in planning, construction, design, risk management, and maintenance of sport and recreation areas, facilities, and buildings.

HPER 207 PREVENTION & CARE OF INJURIES 2
Students will have the opportunity to acquire lifelong skills and knowledge associated with athletic training. Skills and knowledge that will be covered in the class involve prevention of athletic injuries, care of athletic injuries, taping and bracing, history of athletic training, and administrative issues. Students will leave the class with a better understanding on how the athletic trainer provides health care to the athlete.

HPER 208 Introduction to Physical Education 3
An introduction to Physical Education with emphasis on its historical, cultural, social, and scientific foundations. The course will also explore current issues, fitness issues, and career opportunities (teaching and non-teaching).

HPER 210 FIRST AID & CPR 1
Basic knowledge and skills in dealing with emergency medical situations; includes CPR instruction. Certification is available. Open to all students.

HPER 217 PERSONAL & 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

HPER 218 PERSONAL TRAINER PREPARATION 3
A semester-long course that 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 241 INTRODUCTION TO EXERCISE SCIENCE 3
Investigation of various exercise science career opportunities and an examination of the professional activities and competencies required.

HPER 245 RECREATION LEADERSHIP 3
Introduction to Recreation Management. Administrative policies and organizational management of recreation services, financial and personnel practices, supervision, and promotion.

HPER 250 VARSITY ATHLETICS 1
Daily practice and participation in intercollegiate athletics, including baseball, basketball, golf, and volleyball. Repeatable for credit.

HPER 299 SPECIAL TOPICS 1-3
Prerequisite: Departmental approval. Designed to meet student's needs or interests. Uses participating faculty resources. Topics to be selected on interest and relevance to needs.

HISTORY

HIST 101 WESTERN CIVILIZATION I 3
Interpretive survey of cultural continuity from 3000 B.C. to the end of the European Middle Ages (c. 1500).

HIST 102 WESTERN CIVILIZATION II 3
An interpretive survey course with an emphasis on various intellectual, political, economic and social movements in Western Europe from the late 15th Century into the 20th Century.

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

medical billing and coding, insurance claims processing, medical records management, compliance with healthcare regulations (including HIPPA), and effective communication with patients and healthcare professionals.

HIT 152 MEDICAL CAREER READINESS 3
The Medical Career Readiness course is designed to provide students with the foundational knowledge, skills, and competencies needed to pursue a successful career in the healthcare industry. This course covers a broad range of topics, including an overview of various medical professions, essential medical terminology, patient care basics, ethics in healthcare, and effective communication in clinical settings.

HIT 160 PATIENT SCHEDULING & MANAGING MED. RECORDS 3
Prerequisite: HIT 150. This course teaches Purposes and types of Medical Records, Patient Portals, Scheduling Methods and forms of communication.

HIT 176 INTRODUCTION TO HEALTH INFORMATION 3
This course provides an overview of the field of health information management, focusing on the systems, practices, and technologies used to collect, manage, and safeguard health data. Students will explore the role of health information in patient care, research, and administration, as well as the ethical, legal, and regulatory standards that govern the use of health data.

HIT 181 HEALTHCARE DELIVERY SYSTEMS 3
Prerequisite: HIT 176. A study of health information management (HIM) in various healthcare settings. Includes an overview of each healthcare setting and specific documentation requirements, regulatory issues, reimbursement, information management, quality assessment, utilization management, risk management/legal issues, the role of the HIM professional and future trends related to each setting.

HIT 182 REVENUE CYCLE 3
Prerequisite: HIT 150. This course introduces the revenue cycle of a patient, departments and players in the revenue cycle, third party payers, the types of bills sent, revenue cycle tools, methods of payment, the importance of compliance, and what HIPPAA means.

HIT 184 BASIC DIAGNOSTIC CODING 3
Prerequisite: phrm 215 & AH 171. An introduction to the basic coding guidelines using the current ICD coding classification system. Students will practice the application of diagnosis and procedure codes, validating coding accuracy using clinical information found in health records. Current regulations, established guidelines, and ethical principles will be studied and applied to coding cases.

HIT 257 HEALTH INFORMATION DATA ANALYTICS 3
Prerequisite: HIT 176 & HIT 287. A study in the basics of statistics and data analytics. Application of descriptive statistics and data analysis in healthcare settings. Advanced data analysis techniques will be explored. Software application will be used for organization, analysis, and presentation of data.

HIT 283 HEALTH INFORMATION LEADERSHIP 3
Prerequisite: HIT 176 . Practical instruction in management principles from a health information management perspective with both theory and practice examples. Leadership roles, including strategic planning, financial management, and information governance will be studied. Teamwork, communication, change management, work design and process improvement are also covered. Staffing, productivity, federal regulations and laws, training and development, cultural diversity and ethics will be examined.

HIT 284 HEALTHCARE QUALITY MANAGEMENT 3
Prerequisite: HIT 176 . A study of the principles of performance improvement models, utilization management, and risk management in healthcare. Other topics include credentialing, medical staff services, and committees. Laws, accreditation and regulatory standards will be discussed.

HIT 286 INTERMEDIATE DIAGNOSTIC CODING 3
Prerequisite: HIT 176 & HIT 184 . An in-depth study in the application of diagnosis codes to higher-level case scenarios using the current classification systems, including diagnosis and procedure coding reviews. Prospective payment systems and SNOMED will be studied. Coding compliances and ethical coding practice reinforced. Grouping system application and encoder software will be used.

HIT 287 COMPUTER APPLICATIONS IN HEALTHCARE 3
Prerequisite: HIT 176 . This course is designed to introduce the student to the electronic health record (EHR), providing a hands on practical experience. The course provides the student with the experience of using an integrated EHR and practice management system to understand the medical clinic workflow process, including scheduling appointments and handling payment collection and refunds. The student will gain a thorough knowledge of EHR terminology and become proficient in the EHR software prior to encountering it in the workplace.

HORTICULTURE

HORT 121 INTRODUCTION TO AQUAPONICS 2
Course provides an overview of aquaponics and its history, five different plant growth subsystems, fish and plant species, fish and plant health, and environmental control methods. It will be a "modular course". Modular is defined as a course that is shorter than a full semester term and can start and end on any week during a term. Course meets the credit hour requirement.

HORT 248 GREENHOUSE STRUCTURES 1
This course identifies different greenhouse structures and will examine variables such as growing space desired, site architecture, available sites, and costs.

HORT 249 GREENHOUSE OPERATIONS 3
Greenhouse Operations is a study of the identification and production of greenhouse crops including pot crops, cut flowers, foliage plants, and bedding plants.

HUMAN & COMMUNITY EDUCATION

H&CE 241 LEADERSHIP & PRESENTATION TECH 3
This course examines leadership, communication, and organizational structures present in agriculturally based programs. Students will participate in service-learning activities to gain hands-on experiences in oral and written communications, leadership, and events.

HUMANITIES

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. Repeatable for credit.

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 grading only. Repeatable for credit.

HUMS 299 SPECIAL TOPICS 1-4
Prerequisite: Departmental approval. Designed to meet students' needs or interests; utilize particular faculty expertise in a varied environment.

MASSAGE THERAPY

MASG 101 INTRODUCTION TO MASSAGE THERAPY 2
An overview of the field of massage therapy. Topics covered include: getting started, life planning, success strategies, boost career longevity, therapeutic communication, career tracks (spa and salon, primary healthcare, group practice, private practice), employment fundamentals, employment kit, terms of employment, state laws, ethics, standards of 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, petrissage, 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. Students must receive a minimum of "C" in this course to progress.

MASG 121 MASSAGE THERAPY CLINICAL I 1.5
Prerequisite: Admission to the Massage Therapy Program. Students will obtain clinical practice in the application of massage techniques studied in MASG 120 and MASG 150. Students are required to complete a minimum of fifty hours of massage technique. Twenty-five hours will be completed under the supervision of the instructor and twenty-five hours will be completed

independently. Students will practice obtaining medical histories and documenting services provided. Students must receive a minimum of "C" in this course to progress.

MASG 150 MYOKINESIOLOGY I 3
Prerequisite: Admission to the Massage Therapy Program. Students will be able to: 1)observe the surface anatomy of the body and confidently explore the skin and fascial structure of the body; 2)palate the bone and bony land marks of each body region and explore the connections between them and the soft tissues; 3)palpate each muscle from origin to insertion, feeling and describing its overall shape, edges, and fiber direction(s); 4) palpate the major joint structures, including ligaments and bursae, that are common sites of pain and injury in the region; and 5)palpate landmarks within each body region that identify the location of various endangerment sites. Myokinesiology I will cover the shoulder & arm, forearm & hand, and spine & thorax regions.

MASG 194 INDEPENDENT STUDY 1-6
Prerequisite: Admission to the Massage Therapy Program & instructor permission. Designed to meet the educational requirements of each individual student in order to qualify for massage licensure in North Dakota. Complete the additional educational hours required by the N. D. C.C. Chapter 43-25 and ND Administrative Code Title 49 regarding message therapy under the supervision of the instructor while receiving credit. 50 clock hours would equal 1 credit. S/U grading only.

MASG 220 SWEDISH MASSAGE II 2.5
Prerequisite: Admission to the Massage Therapy Program and a "C" or higher in MASG 120. Students continue the application of techniques and theory of Swedish massage. Students will apply these techniques to the remaining regions of the body. Students must receive a minimum of "C" in this course to progress.

MASG 221 MASSAGE THERAPY CLINICAL II 3
Prerequisite: Admission to the Massage Therapy Program and a "C" or higher in MASG 121. Students will obtain additional clinical 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 hours of massage technique. Fifty hours will be completed under the supervision of the instructor and fifty hours will be completed independently. Students will practice obtaining medical histories and documenting services provided. Students must receive a minimum of "C" in this course to progress.

MASG 240 THE BUSINESS OF MASSAGE 2
Prerequisite: Admission to the Massage Therapy Program or Program Coordinator approval. Students will learn how the basics of business apply to running your own business. Topics covered include: career options, therapeutic relationships, the business setting, self-care, managing a business, advertising and marketing, and professionalism. Students must receive a minimum of "C" in this course to progress.

MASG 250 MYOKINESIOLOGY II 3
Prerequisite: Admission to the Massage Therapy Program. Students will be able to: 1)observe the surface anatomy of the body and confidently explore the skin and fascial structure of the body; 2)palate the bone and bony land marks of each body region and explore the connections between them and the soft tissues; 3)palpate each muscle from origin to insertion, feeling and describing its overall shape, edges, and fiber direction(s); 4) palpate the major joint structures, including ligaments and bursae, that are common sites of pain and injury in the region; and 5)palpate landmarks within each body region that identify the location of various endangerment sites. Myokinesiology II will cover the head, neck & face, pelvis & thigh, and leg & foot.

MASG 260 ADVANCED MASSAGE TECHNIQUES 3
Prerequisite: Admission to the Massage Therapy Program. Students will learn complementary methods of massage therapy. Topics covered include: special populations, hydrotherapy, foot reflexology, clinical massage, seated massage, and Asian bodywork therapy. Students must receive a minimum of "C" in this course to progress.

MATHEMATICS

MATH 103 COLLEGE ALGEBRA 3
Prerequisite: "C" or higher in ASC 093, placement, or Instructor approval. Relations and functions, equations and inequalities, complex numbers; polynomial, rational, exponential and logarithmic functions; and systems of equations.

MATH 104 FINITE MATHEMATICS 3
Prerequisite: "C" or higher in ASC 093, placement, or instructor approval. This course addresses areas that have application in the ecomonic, behavioral, social, and life sciences. Topics include linear modeling, systems of linear equations and inequalities; matrix operations; linear programming; mathematics of finance; combinatorics, probability, and expected value; and descriptive statistics. Appropriate use of mathematical technology will be integrated throughout the course.

MATH 105 TRIGONOMETRY 2
Prerequisite: "C" or higher in MATH 103, placement, or Instructor approval. Angle measure, trigonometric and inverse trigonometric functions, trigonometric identities and equations, parametric and polar coordinates, and general applications.

MATH 146 APPLIED CALCULUS 3
Prerequisite: "C" or higher in MATH 103, placement, or Instructor approval. Limits, derivatives, integrals, exponential, logarithmic; and applications.

MATH 165 CALCULUS I 4
Prerequisite: "C" or higher in MATH 105 or MATH 107, placement, or Instructor approval. Limits, continuity, differentiation, Mean Value Theorem, integration, Fundamental Theorem of Calculus, and applications.

MATH 166 CALCULUS II 4
Prerequisite: "C" or higher in MATH 165, placement, or instructor approval. Applications and techniques of integration, polar equations, parametric equations,sequences and series, power series and applications.

MATH 210 ELEMENTARY STATISTICS 3
Prerequisite: "C" or higher in ASC 093, placement, or Instructor approval. An introduction to statistical methods of gathering, presenting and analyzing data. Topics include probability and probability distributions, confidence intervals, hypothesis testing, and linear regression and correlation.

MATH 265 CALCULUS III 4
Prerequisite: "C" or higher in MATH 166, concurrent enrollment in MATH 166, or Instructor approval. Multivariate and vector calculus including partial derivatives, multiple integration and its applications, line and surface integrals, Green's Theorem, Stoke's Theorem, and Divergence Theorem.

MATH 266 INTRODUCTION TO DIFFERENTIAL EQUATIONS 3
Prerequisite: "C" or higher in MATH 265, concurrent enrollment in MATH 265, or instructor approval. Solutions of elementary differential equations by elementary techniques, Laplace transforms, systems of equations, matrix methods, numerical techniques, and applications.

MATH 277 MATH FOR ELEMENTARY TEACHERS I L/L 4
Prerequisite: "C" or higher in MATH 103, placement, or Instructor approval. A mathematics course for prospective elementary school teachers. Topics include: problem solving, numeration systems, real numbers, and elementary number theory. Calculators, computers, and manipulatives are used in the course.

MICROBIOLOGY

MICR 202 MICROBIOLOGY 3
Prerequisite: "C" or higher in a college biology or chemistry course or Instructor approval. Topics include microbial survey, bacterial structure and physiology, viral and bacterial diseases, immune system, personal and community health. A study of the characteristics and importance of microorganisms with emphasis on their identification, control, and relationships to health and disease. This course and BIOL 302 are equivalent. A general survey on the morphology and physiology of selected microbes with major emphasis on the medical aspects of bacteria, viruses, and fungi to humans. Co-requistite: MICR 202 Microbiology Lab

1. Gain an appreciation of the diversity of microbes; in the context of this course, "microbes" include diverse organisms, e.g., viruses, bacteria, fungi, protists, and small worms.
2. Describe the structure and function of microbes.
3. Understanding diagnostic tests and procedures used to identify microbes.
4. Understanding the relationship between microbes, disease and the disease process.
5. The role of microbes in microbial ecology.
6. Understanding the roles of microbes in community health.

MICR 202L MICROBIOLOGY LAB 1
Topics include microbial survey, bacterial structure and physiology, viral and bacterial diseases, immune system, personal and community health. Experiments and exercises in Microbiology. A study of the characteristics and importance of microorganisms with emphasis on their identification, control and relationships to health and disease. This course and BIOL 302 are equivalent. A general survey on the morphology and physiology of selected microbes with major emphasis on the medical aspects of bacteria, viruses, and fungi to humans. Gain an appreciation of the diversity of microbes; in the context of this course, "microbes" include diverse organisms, e.g., viruses, bacteria, fungi, protists, and small worms. Describe the structure and function of microbes.

MUSIC

MUSC 100 MUSIC APPRECIATION 3
Introduction of elements, genre, media, and historical and stylistic periods of music for students with or without extensive music backgrounds.

MUSC 101 FUNDAMENTALS OF MUSIC 3
Fundamentals of music, theoretical principles; music vocabulary for students without an extensive background in music.

MUSC 108 ROOTS OF AMERICAN POPULAR MUSIC 3
Survey of American popular music and musicians from Civil War times through present with an emphasis on historical and sociological influences. Designated for non-music majors.

MUSC 117 CONCERT CHOIR 1
Open to all interested students; mixed vocal group; includes sacred and secular music. Repeatable for credit.

MUSC 140 ORCHESTRA 1
WSC Community Orchestra. Open to all interested musicians. Repeatable for credit.

MUSC 141 CHAMBER ENSEMBLE 1
Open to college students and members of the community. The study of chamber music through group participation. Repeatable for credit.

MUSC 145 APPLIED MUSIC 1
Individual, private instruction in piano, guitar, organ, voice, instrument, or composition. Lab fee required. Repeatable for credit.

MUSC 141 CHAMBER ENSEMBLE 1
Open to college students and members of the community. The study of chamber music through group participation. Repeatable for credit.

MUSC 142 CONCERT CHORALE 1
WSC Community Concert Chorale. Membership subject to approval of director. Repeatable for credit. S/U grading only.

MUSC 145 APPLIED MUSIC 1
Individual, private instruction in piano, guitar, organ, voice, instrument or composition. Lab fee required. Repeatable for credit.

MUSC 160 CONCERT BAND 1
The study of instrumental music through group performance and rehearsal. A variety of band music will be introduced and performed at concerts and special events.

MUSC 272 ATHLETIC BAND 1
The band is open to all students and performs at athletic events

MUSC 299 SPECIAL TOPICS IN MUSIC 1
Prerequisite: Departmental approval. A study of topics of current interest, including performance in community music groups. Repeatable for credit.

NURSING

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.

NURS 120 FOUNDATIONS OF NURSING 2
Prerequisite: Admission to the Practical Nursing Program. Develop an understanding of the multidimensional base of nursing knowledge, including basic human needs, nursing process, nursing judgement, informatics, ethical and professional, health promotion, and disease prevention concepts. Gain an understanding of the role of the practical nurse within the interdisciplinary team, the vital importance of communication while providing safe and quality client care, and how nurses use evidence based information in their practice. Students must receive a minimum of a C in this course to progress.

NURS 121 PRACTICAL NURSING I 4
Prerequisite: Admission to the Practical Nursing Program. Explore three core concepts of health assessment, nutrition, and mental health as they relate to client care. Learn how the nurse incorporates this knowledge in caring for the diverse client form the moment they begin care for an individual to any point along the health-illness continuum. Students must receive a minimum of a C in this course to progress.

NURS 122 CLINICAL PRACTICE I 3
Prerequisite: Admission to the Practical Nursing Program. Apply the social, biological, behavioral and nursing science principles to simulated and actual client care in the nursing lab and during clinical in health care facilities. Students will see, practice, and then preform demonstrations of basic nursing skills and procedures in a supervised setting. Includes the study of math and medical terminology and use of the nursing process and critical thinking skills to organize and provide safe and effective client care.

NURS 124 CLINICAL PRACTICE II 3
Prerequisite: Admission to the Practical Nursing Program. Gain additional nursing skills in the laboratory and apply those advanced skills in the clinical setting. Utilize the tools of informatics, nursing process, clinical reasoning, therapeutic communication, evidence based practice, and management concepts to provide safe and culturally sensitive client care for individuals across the lifespan in a variety of medical facilities.

NURS 126 CLINICAL PRACTICE III 3
Prerequisite: Admission to the Practical Nursing Program. Refine nursing knowledge, skills and ethical comportment in the role of a practical nursing student to provide safe and effective care 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.

NURS 127 PRAC. NURSING II: INTRO. TO MED.-SURG. NURSING 2
Prerequisite: Admission to the Practical Nursing Program. Examine safe and effective client care of the bio-psychosocial individual along the health-illness continuum. Students will be involved in teaching and learning activities that enhance critical thinking skills, examine aspects of self-determination, health promotion, disease prevention, and evidence based practice. Students will increase their understanding of nursing process and prioritization in the care of culturally unique clients across the lifespan in an ethical and legal manner.

NURS 129 PRACTICAL NURSING III 3
Prerequisite: Admission to the Practical Nursing Program. Continue to examine evidence based nursing interventions, nursing process, nutrition and drug therapy for health promotion and disease prevention in the culturally diverse client across the lifespan along the health-illness continuum. Students will have access to additional knowledge in the areas of quality improvement, informatics, accountability, ethical, legal and professional issues of the practical nurse.

NURS 145 INTRODUCTION TO MATERNAL-CHILD NURSING 2
Prerequisite: Admission to the Practical Nursing Program. Focus on the nursing care of the woman, newborn, child and families. Examine health maintenance and study the diseases and disorders affecting women, newborns, and children. Gain an understanding of pediatric growth and development and common illnesses. Use knowledge of family centered care, teaching and learning principles, and therapeutic communication while working within the interdisciplinary team to assist clients to use self-determination in decisions affecting their health. S

NURS 224 PROFESSIONAL ROLE DEVELOPMENT 2
Prerequisite: Admission to the Associate Degree Nursing Program. Investigate the role of the RN. Students will learn about historical trends, increase heir knowledge of the background and current application of safety goals and competencies, and use previous skills in management to now refine leadership skills. Students will start the process of analyzing individual performance and system effectiveness.

NURS 225 ALTERATIONS IN HEALTH I 3
Prerequisite: Admission to the Associate Degree Nursing Program. Explore the pathophysiology and nursing interventions used in caring for individuals experiencing acute and chronic alterations in health that build on concepts, knowledge and skills introduced in practical nursing courses and the supporting

sciences. Utilize evidence based practice, nursing judgement, therapeutic communication, and the nursing process as a framework for providing and managing nursing care to diverse individuals along the health-illness continuum.

NURS 226 MATERNAL CHILD NURSING 3
Prerequisite: Admission to the Associate Degree Nursing Program. Integrate prior learning while expanding your knowledge of the neonate, developing child, women's health, and childbearing family. Health maintenance and study of diseases and disorders affecting diverse neonates, children, women, and families along the health/illness continuum and during the end stages of life are examined. Emphasis is placed on therapeutic communication, the role of the registered nurse, ethical/legal issues, and health promotion and maintenance during life stages of growth and development for neonates, children, and women.

NURS 227 CLINICAL APPLICATIONS I 4
Prerequisite: Admission to the Associate Degree Nursing Program. Participate collaboratively with members of the interdisciplinary healthcare team to provide safe and culturally sensitive client centered care in the lab, clinical area, and simulation lab. Practice parenteral medication therapies and demonstrate professional and leadership competencies while incorporating evidence based practices and sound nursing judgment.

NURS 228 ALTERATIONS IN HEALTH II 4
Prerequisite: Admission to the Associate Degree Nursing Program. Continue the study of acute and chronic alterations in health across a variety of healthcare environments. Discuss the principles of clinical judgement, leadership and delegation while prioritizing and providing safe, effective and culturally sensitive client care for individuals experiencing complex alterations in health. Analyze ethical healthcare, quality improvement processes, and effective work within the healthcare system.

NURS 229 HEALTH PROMOTION & PSYCHOSOCIAL NURSING 2
Prerequisite: Admission to the Associate Degree Nursing Program. Examine safe and effective client care in the areas of health promotion for individuals and groups in communities and in care of the client experiencing psychosocial issues. Expand your skills in promoting a client's self-determination, advocating for clients, and working within the interdisciplinary healthcare team while making evidence based decisions to improve the safety and quality of client care.

NURS 237 CLINICAL APPLICATIONS II 5
Prerequisite: Admission to the Associate Degree Nursing Program. Prioritize safe, effective, and culturally competent client care in acute and community settings during this clinical and simulation lab course. Clients with complex alterations in health and psychosocial issues are managed with a spirit of inquiry and collaboration to make evidence based clinical judgements. Quality improvement practices related to national safety goals are examined. Students will be challenged with a precepted activity during the latter part of this course.

NURS 259 ROLE TRANSITIONS 1
Prerequisite: Admission to the Associate Degree Nursing Program. Examine the process of identifying and obtaining a position as a registered nurse. Explore nursing organizations, the legislative process, and lifelong learning. Investigate what it takes to prepare for and be successful in passing the NCLEX RN® examination. Be part of developing an evidence based research question, use technology to prepare a portfolio, and reflect on what it means to be accountable and responsible in the role of the RN.

NURS 299 SPECIAL TOPICS 1-4
Prerequisite: Department approval. An examination of special topics in nursing under the advisement and direction of a nursing instructor.
*All Clinical experiences are based on a 1:3 credit to hour ratio.

NUTRITION

NUTR 222 CONTEMPORARY NUTRITION 3
An introduction to nutritional needs during different stages of life. This course looks at the different nutrients of food and how each is used by the body. Covers some eating disorders and food safety.

NUTR 230 HERBS & SUPPLEMENTS 3
An overview of the dietary needs of special populations, requiring modifications to a normal diet, in order to meet their nutritional/health needs. Emphasis will be placed on the needs of the athlete and others who participate in strenuous occupations and activities. Meal modification, as to content and timing, along with the usage of popular herbs and supplements will be discussed.

PETROLEUM PRODUCTION

PTLO 101 INTRODUCTION TO PETROLEUM INDUSTRY 2
An introduction to the various aspects of petroleum industry including equipment, systems, instrumentation, operations, and the various scientific principles. Addresses a variety of petroleum technologies: exploration, drilling, production, transportation, marketing, and chemical processing industries.

PTLO 121 PETROLEUM GEOLOGY & PRODUCTION 3
Students will study producing natural resources (oil & gas) from newly drilled and existing well locations to include, minimum surface equipment operations, well-head design, common field terminologies, pressure gauges, location and fluid flow layout, proper use of hand tools and equipment safety devices.

PTLO 122 DRILLING & WELL CONTROL 3
A study of practices and procedures for drilling operations (vertical, directional, and horizontal drilling). State & federal regulations, well site construction, types of drilling rigs, rig equipment, measurement while drilling (MWD), casing installation and cementing, fishing, and proper procedures to successfully drill a well are discussed. Students will study fundamental operations in the drilling industry; identify the major systems and equipment of a drilling rig; describe specific down-hole problems; and explain solutions. Instruction in volume calculations, hydrostatic pressures, formation pressures, and problems in down-hole drilling operations. Students will also study all phases of reclamation, from the planning phase (state/federal/landowner, requirements/regulations/relations), through the construction, drilling, completion, production, and finally plugging and abandoning phases.

PTLO 135 HYDRAULICS AND PNEUMATICS 3
This course builds on the fundamentals taught in PTLO 130- Fluid Power Fundamentals. It examines intermediate and advanced aspects of hydraulics, introduces advanced hydraulic components, explains how each works, and then shows how they relate to real-world industry applications. The course reinforces the theory and practice into a well-rounded understanding of the topic. Additionally, the course examines pneumatics and its applications in the field and industry. Training activities will consist of lecture, Amatrol e-Learning, and hands-on practice activities on a lab trainer. As well, students will utilize Automation Studio simulator to model hydraulic using schematics and simulation.

PTLO 203 PREVENTATIVE MAINT. & TROUBLESHOOTING 4
Students will learn skills, techniques and procedures to properly perform routine maintenance and troubleshooting on surface production equipment.

PTLO 240 WELL COMPLETION & WORKOVER 3
This course is a study of completion equipment and services. It presents the design considerations for completing convention, heavy oil, thermal, sour and high pressure high-temperature wells. Students will learn to plan and design completions and stimulations, as well as the specification of metallurgy and elastomers for downhole equipment. Discussions will cover well performance, flow assurance, and formation damage, with troubleshooting hints and strategies for common practices. Topics include: packers and down-hole equipment, materials, coating and corrosion, the selection of completion and work-over fluids, perforating and alternatives, flow assurance, remedial cementing, coiled tubing, snubbing, and fishing operations.

PTLO 244 SPECIAL TOPICS IN PETROLEUM 3
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Learning outcomes/objectives are determined by local occupational need and business and industry trends.

PTLO 299 SPECIAL TOPICS 0.5-3
Prerequisite: Departmental approval. Designed to meet student needs or interest. Offered to utilize particular faculty resources. Topics will be selected on interest and relevancy to students needs.

PHARMACOLOGY

PHRM 215 INTRODUCTION TO PHARMACOLOGY 3
A fundamental discussion of the scope of pharmacology, including terminology used. Drug laws, dosage forms, and patient variabilities that affect drug usage will be covered. Important drugs used in practice will be studied, including basic principles, therapeutic uses, and adverse effects.

PHILOSOPHY

PHIL 101 INTRODUCTION TO PHILOSOPHY 3
Examination of philosophical topics such as good and evil, meaning of life, knowledge and truth, mind/body/self, justice and morality. Students must be willing to consider challenging issues from unfamiliar and diverse view points. They will be encouraged to look for reasons for belief, to think through issues and clearly express why they agree with or differ from others. Emphasis on developing critical thinking skills.

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 judgments.

PHIL 215 CONTEMPORARY MORAL ISSUES 3
Introduce students to basic concepts of moral reasoning and work to apply ethical theory through examination of contemporary moral issues that confront the individuals, societies, and cultures.

PHLEBOTOMY

PHL 101 PHLEBOTOMY I 3
This course provides principles of phlebotomy techniques and examines the phlebotomist's role as a member of the healthcare delivery team. The students will perform simulated phlebotomy procedures on campus and actual procedures in a clinical setting.

PHL 102 PHLEBOTOMY II 3
This course provides the student with hands-on experience in both venous and capillary blood drawing in a clinical setting (i.e. hospital and ambulatory health care environment) and in the phlebotomy laboratory during clinical practicum. The students will perform simulated venipunctures and capillary punctures on campus to prepare students for clinical settings.

PHYSICS

PHYS 110 INTRODUCTORY ASTRONOMY 3
This is an introductory astronomy contended to give the student an appreciation of the universe in which we live. Topics covered will include: ancient astronomy (Greek & Native Americans), and the Copernican Revolution; astronomical measurements and instruments, the solar system, stars and stellar evolution, galaxies, black holes, Big Bang cosmology.

PHYS 110L INTRODUCTORY ASTRONOMY LAB 1
Co-requisite: Student must be concurrently enrolled in PHYS 110. An introductory study of the universe. Topics will include ancient astronomy (Greek and Native American) and the Copernican Revolution, solar system, stars, stellar evolution, galaxies, black holes, big bang cosmology, the expanding universe and astronomical meansurements and instruments. Hands -on exercises in the study of the universe. The astronomy laboratory is optional.

PHYS 211 COLLEGE PHYSICS I L/L 4
Prerequisite: "C" or higher in MATH 103 or placement examination. This algebra-based general physics course is recommended for pre-medical or pre-professional students. Topics: Newtonian mechanics and gravitation, work and energy, solids and fluids, heat, and thermodynamics. Includes a laboratory section.

PHYS 212 COLLEGE PHYSICS II L/L 4
Prerequisite: "C" or higher in PHYS 211. This albegra-based general physics course is recommended for pre-medical or pre-professional students. Topics: vibration and waves, electricity and magnetism, light and optics, and an introduction to modern physics. Includes a laboratory section.

PHYS 251 UNIVERSITY PHYSICS I L/L 5
Prerequisite: "C" or higher in MATH 165 or placement examination. The calculus-based 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 a laboratory section.

PHYS 252 UNIVERSITY PHYSICS II L/L 5
Prerequisite: "C" or higher in MATH 166 and "C" or higher in PHYS 251. The calculus-based general physics course sequence for students majoring in chemistry, physics, or engineering. Topics: vibrations and waves, electricity and magnetism, light and optics, and an introduction to modern physics. Includes a laboratory section.

PHYS 299 SPECIAL TOPICS 1-3
Prerequisite: Departmental approval. Designed to meet students special needs and interests.

PLANT SCIENCE

PLSC 210 HORTICULTURE SCIENCE 4
Horticulture science will help students become literate in the field of horticulture. By completing this course, students will have a workable knowledge of the classification of horticulture plants, the structure and function of plants and become familiar with plant growth and reproduction, control of light, temperature and fertilization and methods of propagation, pruning, training and production. Students will also become familiar with marketing of major horticulture crops.

PLSC 223 INTRODUCTION TO WEED SCIENCE 3
Introduction to biological, chemical, cultural, and mechanical weed control and characteristics of weeds and their identification, pesticide application, and dissipation.

PLSC 225 PRINCIPLES OF CROP PRODUCTION 3
Scientific principles of field crop production with emphasis on relationships of crops and their climate and production considerations as a means of management resources and the environment.

PLSC 255 PLANT DISEASE MANAGEMENT 3
In Plant Disease Management students will learn how to properly diagnose and control diseases of forest, agricultural, and urban trees. They will also learn how to control diseases effecting turf grasses, herbaceous, and woody plants.

POLITICAL SCIENCE

POLS 115 AMERICAN GOVERNMENT 3
Introduction to political science through the study of the American political system. The United States Constitution, the political processes, governmental structure and powers of the Presidency, Congress, and the Judiciary will be examined.

POLS 116 STATE & LOCAL GOVERNMENT 3
This course is an introduction into the structure, function and problems of state and local governments; their executive, legislative, and judicial processes will be explored. Also, this course explores the role of State and Local Governments within the Federal system.

PSYCHOLOGY

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 with a "C" or higher. A survey of the psychology of human life span development including intellectual, social, and emotinoal aspects of the normal individual and emphasizing childhood and adolescent development.

PSYCH 270 PSYCHOLOGICAL DISORDERS & TREATMENT 3
Prerequisite: PSYC 111 with a "C" or higher. A survey of the classification, symptoms, and etiology of psychological disorders, and behavior pathology.

PUBLIC HEALTH

PH 101 INTRODUCTION TO PUBLIC HEALTH 3
This course will examine the public health system in the United States.

Emphasis will be placed on how public health data is collected; the various roles and responsibilities of public health departments; principles of population health; evidence based public health practice; current public health issues and trends; preventing disease, disability and death; and public health across the lifespan. Topics will address elements of society and culture and how they impact the population health approach.Students should gain an appreciation for public health and develop an understanding of various public health career options.

PH 102 INTRODUCTION TO EPIDEMIOLOGY 3
This course is an introduction to epidemiological concepts and methods used to evaluate the distribution and determinants of health and disease in populations. Intended topics include measures of disease occurrence, common sources and types of data, important study designs and sources of error in epidemiological studies, and epidemiological methods.

PH 103 INTRODUCTION TO GLOBAL HEALTH 3
This course is an introduction to the subject of global health with emphasis on significant global health issues, determinants of health, and factors which influence global health status, including: culture, gender, poverty, politics, economic development, ethical and human rights concerns, and education. The course will also examine how public policy and societal/cultural norms influence health and health behaviors and how health issues in individual countries influence political, economic, and cultural issues worldwide.

PH 104 INTRODUCTION TO PUBLIC HEALTH PROFESSIONS 3
This course provides an overview of the public health field, offering students an introduction to the various professions and career paths within public health. Topics covered include the foundational principles of public health, the roles of public health professionals, and the impact of public health practices on community health and well-being. Students will explore key areas such as epidemiology, environmental health, health policy, health education, and biostatistics. Emphasis will be placed on understanding the interdisciplinary nature of public health and the collaborative efforts required to address health disparities, prevent disease, and promote health at local, national, and global levels. Students will gain insight into the diverse skills and opportunities within the public health sector and be prepared for further study or careers in public health.

PH 105 CONSUMER HEALTH 3
The goal of this course is to provide students with the skills and resources necessary to become an informed consumer of health products and services. Students will learn to critically examine sources of health information from textbooks, websites, health professionals, the media, and others. Students will also learn to apply basic research concepts to health decision-making. Students will practice educating the general population about health products and services.

PH 106 DRUGS AND SOCIETY 3
This course will examine drug use from a sociological perspective, addressing how social factors influence our acceptance of the science of addiction, as well as biological and psychological factors influencing substance use and abuse. We will examine the history of substance abuse, the causes of use, social inequality as it relates to substance use, the demographics of substance use, and societal responses the use of various substances.

PH 201 EMERGING HEALTH ISSUES 3
This course will review and openly discuss and debate controversial issues in health, health care, and health promotion and education. Students will actively participate in class discussions around various health topics and analyze their own ethical standards, values, and cultural beliefs and practices, in addition to those of other cultural groups, in order to better understand the social influence on decision-making and overall health outcomes. Students are encouraged and guided to examine differing perspectives of health issues and to participate in civil debate drawing on reputable sources to defend positions.

PH 202 MENTAL HEALTH ISSUES 3
This course explores the issue of mental health disorders frequently experienced in society. A major emphasis of this course is on the risk and protective factors associated with mental health problems as well as the appropriate course of action to take for prevention and treatment. Stigma related to help-seeking behaviors and treatment for mental health problems is also addressed. Students are introduced to the facts surrounding various mental health issues and how systems and culture impact these issues. Effective strategies to promote positive mental health are thoroughly discussed throughout the course. Students will be provided with the unique opportunity to spend time reflecting on their own personal feelings, concerns, goals, and present life situations.

PH 203 PERSONAL AND BEHAVIORAL HEALTH 3
The purpose of this course is to provide basic health information that can be utilized to help students critically analyze their personal health behaviors and the health behaviors of others. Students will participate in a behavior change project for themselves, and valid health information and resources will be identified, discussed and analyzed using cultural, ethical, and societal frameworks.

RANGE SCIENCE

RNG 225 INTRODUCTION TO NATURAL RESOURCES 3
This course explores the history, ecological, and social foundations of the conservation movement in regard to natural resources at a state, national, and global levels. A wide range of perspectives is presented to help students develop a personal philosophy towards natural resources. Topics covered will include resource management of soil, water, forests, wetlands, coasts, wildlife, and food systems. Course also explores jobs in the Natural Resources world and offers opportunities to investigate career paths. Introduction to scientific theories and their relation to natural resources and agriculture. Influence of these theories on current perspectives toward the environment.

RNG 236 INTRODUCTION TO RANGE MANAGEMENT 3
Principles of range management which include plant identification, range evaluation, and range improvement.

RNG 250 ND RANGE PLANTS 2
Prerequisite or co-requisite: RNG 236. Identification, taxonomy, distribution, forage value, and ecological relationships of important ND range plantst.

RELIGION

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.

RELS 220 OLD TESTAMENT 3
A study of the religious, political, and social history of ancient Israel as reflected in the Hebrew Bible.

RELS 230 NEW TESTAMENT 3
An overview of the developments in the primitive Christian community as reflected in the New Testament.

SOCIAL WORK

SWK 256 DEVELOPMENT OF SOCIAL WELFARE 3
Overview of the structure and resources available through the human services delivery system, as well as the roles of professional and paraprofessional staff (technician).

SWK 257 HUMAN BEHAVIOR IN THE SOCIAL ENVIRONMENT 3
Prerequisites: PSYC 111, BIOL 111, and SOC 110 with a "C" or higher. This foundation course uses ecological/social systems theory as the overall conceptual framework. Bio-psycho-socio-cultural aspects of human development are emphasized along with a recognition of the reciprocal interactions and transactions of multiple systems that influence human development through the life span. A paradigms framework is used for presenting human behavior theory and diversity.

SOCIOLOGY

SOC 110 INTRODUCTION TO SOCIOLOGY 3
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 PROBLEMS 3
Sociological analysis of major social problems in America.

SOC 220 FAMILY 3
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 relationships, divorce and later years of marriage. Also, 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 DIVERSITY 3
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: Departmental approval. Examination of special topics in sociology taught at the sophomore level; topics include but are not limited to marriage and family, aging, rural issues, and community organizing.

SOIL SCIENCE

SOIL 210 INTRODUCTION TO SOIL SCIENCE 3
Introduction to basic principles of soil science and the study of soil properties such as physical, chemical, and biological and how each relates to the crops production resources and the environment.

SOIL 222 SOIL FERTILITY & FERTILIZERS 3
Principles of plant nutrition and soil nutrient availability; soil testing and fertilizer recommendations and management. Macro nutrient emphasis.

SPANISH

SPAN 101 FIRST YEAR SPANISH I 4
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 II 4
Prerequisite: Successful completion of SPAN 101 with a "C" or higher 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 I 4
Prerequisite: Successful completion of SPAN 102 with a "C" or higher or equivalent. Review of the structure of the language; reading in Spanish; practice in oral and written expression.

SPAN 202 SECOND YEAR SPANISH II 4
Prerequisite: Successful completion of SPAN 201 with a "C" or higher or equivalent. Review of the structure of the language; readings in Spanish; practice in oral and written expression.

SPECIAL EDUCATION

SPED 110 INTRODUCTION TO EXCEPTIONAL CHILDREN 3
This course will provide an introduction to special education and give a broad overview of children with special needs. The course is required for all teaching majors and is a popular elective for related majors including Communication Disorders.

SPED 120 INTRODUCTION TO POSITIVE BEHAVIOR SUPPORT 3
This course focuses on principles of behavior, basic behavior intervention procedures, and designing & implementing behavior intervention procedures and programs. It also teaches how to write behavioral objectives, and measure and graph behavior.

TECHNOLOGY

TECH 101 INTRODUCTION TO TECHNICAL CONCEPTS 3
This course prepares sutdents for successfully completing a program or certificate in a technical field. The material covers safety, use of tools, measurement instruments, aspects of applied math and geometry, examination of physical phenomena (electrical, thermodynamic, chemical, etc.) and how they relate to industry operations. Students will learn basic design calculations, plotting, data entry, and use of software. Basic concepts of physics, materials, fluid mechanics and thermodynamics (pressure, temperature, heat exchange, density, flow) will be examined.

design calculations, plotting, data entry, and use of software. Basic concepts of physics, materials, fluid mechanics and thermodynamics (pressure, temperature, heat exchange, density, flow) will be examined.

TECH 103 DC CIRCUITS 3
A fundamental course in direct current electric power. The concepts covered include electric safety, electronics theory, low voltage DC circuits, components, switching devices, loads, circuit safety devices, electromagnetism. fundamental laws and principles are discussed pertaining to voltage, resistance, power, parallel and series circuits. Students will perform electric measurements, lab experiments, design and solve circuits.

TECH 104 AC CIRCUITS 3
Prerequisite: TECH 101 and TECH 103. A fundamental course in alternating current circuitry that covers alternating current concepts to include
AC power generation, magnetism and electromagnetism, principles of electromagnetic induction, RLC circuits, inductive and capacitive reactance, impedance. AC wave properties will be explored. The material also covers transformer fundamentals, turn ratio, transformer ratings, and current loads. Wye and Delta transformer configurations will be examined. 3-phase power generation, frequency, electrical noise, electric harmonics, 3-phase power calculations will be covered.

TECH 105 ELECTRONICS & INSTRUMENTATION 3
Prerequisite: TECH 101 and TECH 103. An entry-level course in electronics with a focus on machine and process control applications. The course teaches to how operate, adjust, and troubleshoot electronic components, circuits, and systems. The material also covers instrumentation used in industrial machine and process control loops. Topics include oscilloscopes, AC power filtration & regulation, solid state devices, amplifiers, discrete sensors, analog sensors, and more.

TECH 107 DIGITAL FUNDAMENTALS 3
Prerequisite: TECH 101 and TECH 103. An entry-level course in digital electronics to include analysis of numbering systems, logic gates, Boolean algebra, combinational logic, clocking and timing circuits reinforced with laboratory exercises. Basic encoding, decoding, controlling, multiplexing and de-multiplexing will be covered. Troubleshooting techniques of various digital circuits using schematic diagrams will be introduced.

TECH 130 ELECTRIC MOTOR CONTROL 3
Prerequisite: TECH 103. The course teaches electric relat control of AC electric motors found in industrial, commercial, and residential applications. Students gain understanding of the operation, installation, design, and troubleshooting of AC electric motor control circuits for various applications. Students develop skills in interpreting schematics, system design, motor start / stop circuits, motor sequence control, reversing motor control, and motor jogging. Emphasis is made on safety, highlighting motor safety, lockout/ tagout and safety interlocks.

TECH 143 PROGRAMMABLE CONTROLS I 3
Prerequisite: TECH 103 with a "C" or higher. An introducotry course in programmable controllers used in industrial and other applications. The course examines digital controller design and principles of operation, wiring, and basic programming techniques to include basic instructions, ladder logic, counters, timers, and PLC-based motor control. Inaddition to industrial PLCs, other programmable controller types will be covered such as Arduino and Raspberry Pie.

TECH 145 PROGRAMMABLE CONTROLS II 3
Prerequisite: TECH 143. An advanced course in industrial programmable controllers. Topics covered include Event Sequencing, Math and Data Move instructions, Analog I/O wiring, RTU's, PLC module configuration, variable output applications and more. Students will be introduced to PLC-based process control concepts and practices. A special focus is made on PLC systems troubleshooting.TECH 210process control i 3
Prerequisite: TECH 143. The course covers fundamentals of liquid flow and level control. Students will learn process control safety, instrument tags, and piping and instrumentation diagrams. Students will use instrumentation, switching devices, circuitry, and relay logic to build level control systems. Students will learn how to use electronic controllers for on/off level control using hard-wired switches and analog pressure and ultrasonic sensors.

TECH 215 SCADA & PROCES VISUALIZATION 3
Prerequisite: TECH 143 & TECH 210. This course examines Supervisory Control and Data Acquisition (SCADA) and Industrial Process Visualization technology. Various concepts, techniques, and software will be explored. Students will acquire the knowledge and skills needed to build systems for remotely observing, controlling, and manipulating industrial processes such as flow, level, machine operation, etc. Human-Machine Interface (HMI) concepts and techniques will be examined and implemented in the lab using industrial software and hardware. Students will reinforce the knwoledge acquired in previous coursework through connecting

devices into a SCADA network and programming them for a specific application.

TECH 220 CONTROL SYSTEM INSTAL. & TROUBLESHOOTING 3
Various industrial process, electromechanical, and pneumatic system control; software and hardware installation protocols will be explored. Bringing a system up to specification and system testing of PLC based control applications. Troubleshoot systems using test equipment, schematics, diagrams, and manuals.

TECH 299 SPECIAL TOPICS IN AUTOMATION 3
Prerequisite: TECH 143. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Learning outcomes/objectives are determined by local occupational need and business and industry trends.

THEATER

THEA 201 THEATER PRACTICUM 1
Participation in various activities of theatrical production. May be repeated.

UNMANNED AIRCRAFT SYSTEMS

UAS 101 INTRODUCTION TO UAS OPERATIONS 3
This course explores the history, designs, operations, regulations, and economics of small Unmanned Aircraft Systems (sUAS). Students will explore common use of sUAS's such as precision agriculture, public safety, communications, aerial filming, resource management, and research. Legal and environmental considerations will be discussed as well as business opportunities and growth areas. The course will also examine future applications of sUAS operations, with an amphasis on commercial and public applications.

UAS 102 BASIC FLIGHT TRAINING 1
This course provides hands-on training in preflight, postflight, pilot in command (PIC) responsibilities, spotter responsibilities, and hazard avoidance. Students will gain an understanding of spatial disorientation and become proficient in basic sUAS operations such as ascent, descent, altitude hold, and directional change. Students will gain experience by demonstrating level flight, horizontal, vertical, circle, and figure-8 patterns. Numerous stage checks will be utilized to ensure student understanding and proficiency in basic operations and maneuvers.

UAS 107 COMMERCIAL UAS APPLICATIONS 2
This course gives students the knowledge needed to earn a Commercial UAS Certificate as outlined in Chapter 14 CFR Part 107 of the Federal Aviation Administration regulations. Topics such as weather, airspace, on and off airport operations, emergency procedures and human factors will be explored in detail.

UAS 210 UAS APPLICATIONS IN AGRICULTURE 2
This course gives students the knowledge needed to earn a Commercial UAS Certificate as outlined in Chapter 14 CFR Part 107 of the Federal Aviation Administration regulations. Topics such as weather, airspace, on and off airport operations, emergency procedures and human factors will be explored in detail.

WELDING

WELD 107 ADV. WELDING TECH & MANUFACTURING LAB 5
Corequisite: WELD 123. This is an advanced course in welding technology that is designed so students can further develop their welding skills using a variety of different electrode groups. Students will weld thicker mild steel plate in all positions. Students will study some basic metallurgy and be exposed to blueprint reading. All teh gas and arc welding processes will be revisited. Students will learn techniques in welding structural steel according to the American Welding Society's certification standards. weld 109 blueprint reading for welders 3
Corequisite: WELD 153. Students learn how to read and interpret structural steel, piping, and mechanical blueprint. The course will cover hand sketching of orthographic and isometric drawings. Students will also begin to learn about pipe symbols and spool drawings. The class will learn to interpret and apply weld symbols to the projects they could work on.

WELD 110 INTRODUCTION TO WELDING LAB 2
Corequisite: WELD 151. Beginning instruction on skills in Oxyacetylene Welding (OAW), Oxyacetylene cutting (OFC-A), and Shielded Metal Arc Welding (SMAW) using various thickness of steel, with a strong emphasis on safety and use of welding and cutting equipment.

WELD 120 INTRODUCTION TO WIRE FEED PROCESS LAB 2
Prerequisites: Successful completion of WELD 151. Continuing instruction of skills in Pxyacetylene Welding (OAW), Oxyacetylene cutting (OFC-A), and Shielded Metal Arc Welding using various thickness of steel. Students are introduced to GMAW and FCAW.

WELD 121 WELD. THEORY & SAFETY FOR SEMI-AUTO. PROC. 2
Corequisite: WELD 122. This course teaches students the basic knowledge of Gas Metal Arc Welding (GMAW), Flux Core Arc Welding (FCAW) shielded and self-shielded, and GMAW-Pulsed. Equipment needs, setup, joint design, fillter metals, and shielding gasses. Welding techniques and safety will be taught. Other topics that will be discussed are ferrous and non-ferrous metals, distortion control, weld defects and discontinuities, and weld examination.

WELD 122 WIRE FEED & WELDING CERTIFICATION LAB 4
Continuation of WELD 153 with the introduction of semi-automatic wire feed processes.

WELD 123 BEGINNING FABRICATION LAB 5
Corequisite: WELD 107. Introduces the student to fabrication equipment and processes.

WELD 131 LAYOUT AND PATTERN MAKING BASICS 3
Corequisite: WELD 213. Students will learn practical layout and fitting skills used in industrial welding and fabrication shops. Employs simple layout, parallel line development, radial line development, and triangulation for pattern development.

WELD 151 WELDING THEORY, TECHNOLOGY & SAFETY 3
Corequisite: WELD 110. Examines and presents welding and shop safety, Oxy-fuel safety, base metal preparation, weld quality, SMAW equipment and set-up, electrode selection, and joint design/fit-up. Other information which could be introduced could include air carbon and plasma cutting.

WELD 153 SMAW WELDING LAB 4
Corequisite: WELD 109. Beginning instructions on skills in Oxyacetylene Welding (OAW), Oxyacetylene cutting (OFC-A), Shielded Metal Arc Welding (SMAW) using various thicknesses of steel, with strong emphasis on safely handling welding and cutting equipment. Also covered are general safety, welding supplies, and equipment maintenance.

WELD 213 METAL FABRICATION LAB 3
Prerequisites: WELD 109. Corequisite: WELD 131. Introduces metal fabrication procedures and safe operation of fabrication equipment, including shears, press-brakes, ironworkers, punches, drill presses, chop saws and plasma cutters. Common terminology, fabrication theory, material use and construction and equipment safety are taught.

WELD 214 GTAW LAB & LECTURE 6
Prerequisite: instructor approval. GTAW course covers welding techniques, applications, equipment setup, and procedures for ferrous and non-ferrous metals. Quality and safety stressed.

WELD 215 SPECIALTY WELD PROCESSES 3
Prerequisites: WELD 151 & 153. Corequisite: WELD 220. Lab is designed to run in conjunction with WELD 220. Lab will provide students with practical experience welding, high carbon low alloy steel, cast iron, stainless steel, and aluminum with SMAW, GTAW, GMAW, and FCAW. Welding safety will be a proponent of this course.

WELD 220 BASIC METALLURGY 2
Corequisite: WELD 215. Course will introduce students to the study of the crystalline structure of metals and how heat can and will affect the soundness of metals. The course will cover welding variations of different types of materials and talk about different types of materials that can be added to metals to change the metallurgical properties of different types of metals.

WELD 299 SPECIAL TOPICS 1-3
Prerequisite: Departmental approval. Topics could include a variety of topics, such as fabrication, plasma cutting, arc welding, safety and usage of welding equipment, and artistic design.

WILLISTON STATE COLLEGE

WSC 100 DIGITAL & FINANCIAL LITERACY FOR SUCCESS 1
This first-year experience course is designed to prepare students for success at the college and in the workforce, including exploring career options and their lifelong implications. The course is also intended to develop the students' skills in prioritization, financial literacy, entrepreneurship, and working with others. Moreover, this course fulfills the state of North Dakota legislative mandate of competency in digital literacy.

FACULTY AND STAFF

Please visit the Williston State College directory on our website for the most up-to-date information (https://willistonstate.edu/about/Faculty-and-Staff-Directory/)

STAFF EMERITI

Olson, Terry. - WSCF Executive Director

FACULTY EMERITI

Amsden, Joan L. - Instructor of Developmental Studies*; B.S., Dickinson State College*
Anderson, Betty - Associate Professor of Psychology*; M.Ed., University of North Dakota*
Basol, Jerald - Instructor of Automotive Technology*; Diploma, North Dakota State College of Science*
Berry, Wayne - Associate Professor of Agriculture & Economics*; M.S., Montana State University*
Bervig, Allen R. - Assistant Professor of Economics*; M.S., North Dakota State University*
Bickel, Gary D. - Assistant Professor of Business, Office, & Technology Education*; M.S., University of North Dakota*
Conway, Beverly - Assistant Professor of Science & Nutrition*; M.S., Washington State University*
Eide, Irene M. - Assistant Professor of Mathematics, Biology, & Chemistry*; M.S., Kansas State University*
Halverson, Roger - Assistant Professor of Agriculture & Computer Science*; M.S., Utah State University*
Huset, Martha K. - Instructor of Psychology*; M.S., City College of New York, Graduate School of Education*
Juhala, Edna - Instructor of English, German, & Literature*; B.S., Dickinson State College*
Kline, Pearl - Instructor of Psychology*; M.A., University of Minnesota*
Larson, Leneda M. - Instructor of Practical Nursing*; B.S.N., Montana State University*
Law, Davis J. - Assistant Professor of Humanities, Music, Sociology, & Religion*; M.A., University of Wyoming*
Lindquist, Elizabeth Murdoch - Instructor of English & Literature*; M.Ed., University of North Dakota*
Lund, **Richard -** Coordinator/Associate Professor of Diesel Technology*; A.A.S., Williston State College*
Olson, Lance. - Associate Professor of Mathematics & Sceince*; M.A., Minot State University*
Olson, Lester J. - Assistant Professor of Business, Office, & Technology*; M.S., University of North Dakota*
Overbo, Helen - VP for Academic & Student Affairs/Associate Professor of Education, Health, Physical Education & Recreation*; M.A., Northern Arizona University*
Parker, Herb - Instructor of Music*; M.Ed., Minot State University*
Porth, Helen - Assistant Professor of English & Literature*; Ph.D., New York University*
Rabon, Philip - Assistant Professor of Health, Physical Education, & Recreation*; M.S., Moorhead State College*
Rooks, Gerald N. - Assistant Professor of Accounting*; M.S., University of North Dakota*
Schaff, Dominic - Associate Professor of History & Political Science*; M.A., University of North Dakota*
Shemorry, Mary C. - Librarian*; M.A., Columbia University, New York*
Solberg, George - Assistant Professor of Mathematics & Physics*; M.S., University of Wyoming*
Tharp, Linda - Dean for Instructional Effectiveness*; M.S.N., University of North Dakota*
Westergaard, Neil - Associate Professor of Biology, Chemistry, Math, & Humanities*; Master of Secondary Science Education, University of North Dakota*
White, John - Instructor of Public Speaking*; M.A., North Dakota State University*

PRESIDENT EMERITI

Stevens, Garvin - President*; M.Ed., University of North Dakota*


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