



COLLEGE *of* COASTAL GEORGIA

2016-2017
CATALOG

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WELCOME FROM THE PRESIDENT

Welcome to the beautiful campus of the College of Coastal Georgia and thank you for considering us as your *College of Choice*.

The state of Georgia is committed to *Complete College Georgia* and, in turn, we are equally committed to you successfully starting college, progressing and graduating. We are also committed to assisting you in keeping your education affordable and in taking your next steps when you embark on your chosen career.

We pursue with enthusiasm the goals embedded in our vision statement: *The College of Coastal Georgia will be a college of choice for students within Georgia and beyond, providing an outstanding education for tomorrow's leaders and citizens through service-learning, global awareness and engaged entrepreneurship.*

This college catalog is one of several tools that you have to assure your college success, timely graduation and rewarding student experience.

Our faculty is second to none, hailing from some of the finest graduate schools in the country and choosing to *profess* on this campus because of their love of teaching and their passion for their subject matter.

Service is a core component of who we are. Service-learning is our chosen method of enhancing and reinforcing learning, putting classroom knowledge to practical use in the real world and benefitting the entire community in the process.

We also enhance learning through a study-friendly campus with easily-accessible tutors and supplemental instructors, honors programming that recognizes undergraduate research and serious scholarship, and internships and paid fellowships that provide enriching academic opportunities.

Our Mariner athletic program annually competes for national championships in the National Association of Intercollegiate Athletics.

When you walk on our campus, you experience a community. When you enter a classroom, you experience our commitment. When you graduate from our college, you are part of our culture. When you see the letters CCGA, you'll know that they not only stand for College of Coastal Georgia, but also affirm your destiny: CCGA – the College of Choice in Georgia.

Dr. Gregory L. Aloia, President and Professor
College of Coastal Georgia

GENERAL INFORMATION

The College of Coastal Georgia is governed by the policies established by the Board of Regents of the University System of Georgia. The College of Coastal Georgia's implementation of Board of Regents policies appears in the College Statutes, the College Faculty Handbook, the Student Handbook, and the College Catalog. Policies of primary interest to students are published in the College Catalog and the Student Handbook.

MISSION STATEMENT

As a state college of the University System of Georgia, the College of Coastal Georgia will be a college of choice for residents of Georgia and beyond by providing an accessible and affordable quality education. Advocating excellence in scholarship and community engagement, the College promotes student progression and timely graduation through student-centered programs that offer a rich and diverse student experience. Students are prepared for meaningful careers, advanced study, lifelong learning, and participation in a global and technological society. The institution will provide associate and baccalaureate degrees that support the intellectual, economic and cultural needs of the community and region.

CORE CHARACTERISTICS

The College of Coastal Georgia shares state college core characteristics within the University System of Georgia. These core characteristics include:

- a commitment to excellence and responsiveness within a scope of influence defined by the needs of a local area and by particularly outstanding programs or distinctive characteristics that have a magnet effect throughout the region or state;
- a commitment to a teaching/learning environment, both inside and outside the classroom, that sustains instructional excellence, functions to provide University System access for a diverse student body, and promotes high levels of student learning;
- a high quality general education program that supports a variety of well-chosen associate programs and prepares students for baccalaureate programs, learning support programs designed to insure access and opportunity for a diverse student body, and a limited number of certificate and other career programs to complement neighboring technical institute programs;
- a limited number of baccalaureate programs designed to meet the educational and economic development needs of the local area;
- a commitment to public service, continuing education, technical assistance, and economic development activities that address the needs, improve the quality of life, and raise the educational level within the state college's scope of influence;
- a commitment to scholarship and creative work to enhance instructional effectiveness and to encourage faculty scholarly pursuits; and a responsibility to address local needs through applied scholarship, especially in areas directly related to targeted baccalaureate degree programs.

VISION

The College of Coastal Georgia will be a college of choice for students within Georgia and beyond, providing an outstanding education for tomorrow's leaders and citizens through service-learning, global awareness and engaged entrepreneurship.

VALUES

The College of Coastal Georgia's core values frame the mission and vision, and guide the institution through changing times and priority setting.

QUALITY EDUCATION

Commitment to providing high-quality, innovative, and flexible educational opportunities and services in an accessible student-centered environment, creating a climate of discovery that values and embraces both inquiry and creativity; expect students to take active responsibility for their education; foster close student-teacher bonds; offer ongoing assessment of academic programs; integrate all programs that promote student access and success.

EXPERIENTIAL LEARNING

Integrate meaningful experiential and holistic community service on campus and in the broader community with instruction and reflection to enrich the learning experience, fostering an attitude of generosity in service, teaching civic responsibility and strengthening communities.

GLOBAL AWARENESS

Commitment to providing value-added education by promoting cross-cultural understanding, fostering respect and appreciation among and between students, faculty and staff, and cultivating collaborative relationships with international programs and global communities.

LEADERSHIP

Advocate leadership roles that uphold professionalism, responsibility and motivation through enhanced skills in organizing, planning, problem-solving, and communicating to prepare students to meet tomorrow's workforce and the region's evolving development needs.

ENTREPRENEURSHIP

Infuse exploration and innovation across the educational process while anchoring these entrepreneurial strategies in social and community purposes.

HISTORY OF THE COLLEGE

The College of Coastal Georgia (formerly Brunswick College) was founded in 1961 by the Regents of the University System of Georgia when the citizens of Brunswick and Glynn County approved a one-million dollar bond issue for construction of buildings and purchase of land.

Construction of the physical plant was started in 1963, and the buildings were ready for occupancy in September of 1964. From the early 1970's until 1987, postsecondary technical and adult education programs were offered in a collaborative fashion under the governance of the Board of Regents and the oversight of the Georgia State School Board. In 1987, the Technical College System of Georgia was created by the Georgia General Assembly, and the College's postsecondary technical and adult education programs were provided under the auspices of this new State government agency.

The Board of Regents authorized the Camden Center to serve the needs of Camden County residents in December 1992, and classes began in the former Kingsland Elementary School in January 1993. A permanent facility opened for services in May 2004.

Upon the recommendations of consultants retained by the Board of Regents to review institutional missions and because of Brunswick College's clear geographic service region and commitment to a comprehensive mission of transfer programs, technical programs, lifelong learning, and community service, the Board of Regents adopted the name of Coastal Georgia Community College for Brunswick College in July of 1996.

Following a study of the need for expanded degree program access in the region, in July 2008, the College was designated as a state college and authorized to offer baccalaureate degrees. The institution's new mission and enhanced scope of programming is embodied in its new name, College of Coastal Georgia. In May 2009, the College adopted a comprehensive, strategic master plan, establishing the pathway for the institution to become a center of academic and community service distinction. By 2016, a new strategic plan, Coastal Vision 2021, was crafted and approved, setting a dynamic pathway to the future for the College of Coastal Georgia in becoming a college of choice, providing associate and baccalaureate degree programs, accentuated by strong leadership, exemplary student development, and worthwhile community linkages to the cultural, economic and social well-being of the local community, southeast Georgia and beyond.

LOCATIONS

The main campus of the College of Coastal Georgia is located in the coastal city of Brunswick in Glynn County and close to St. Simons Island, Sea Island, and Jekyll Island -- gems in the chain of Georgia's Golden Isles. Situated in the northern sector of Brunswick, the college enjoys convenient access on the south from Fourth Street, which connects with U.S. Highways 341 and 17; on the west from Altama Avenue; and on the north from I-95 and the Golden Isles Parkway.

The 193-acre Brunswick campus has been carefully planted with trees and shrubs indigenous to the area. The southern pine is very much in evidence, with graceful palms, stately live oaks, hollies, and a variety of small shrubs adding to the beauty of the campus.

A network of roadways and sidewalks makes the buildings accessible by foot and auto. Paved parking lots which accommodate over nine hundred automobiles are provided for students.

To schedule a campus tour, please call 1-800-675-7235 or (912) 279-5813 at least 2 days in advance.

The Camden Center, is located in Kingsland, Georgia, on seventy-five acres of land in the area known as The Lakes. It is a University System residence center with authorization to offer courses leading to either a bachelor's and career associate degrees in select programs or pre-baccalaureate transfer programs. The Center, located five minutes from the Camden High School, is easily accessible from I-95 as well as from Woodbine, St. Marys, Kingsland and Folkston. For additional information, call (912) 510-3300.

ACCREDITATION

The College of Coastal Georgia is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate and baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of the College of Coastal Georgia.

Specialized program accreditations include the following:

Accreditation Commission for Education in Nursing

3343 Peachtree Road NE, Suite 850
Atlanta, GA 30326
404-975-5000

American Culinary Federation

180 Center Place Way
St. Augustine, FL 32095
800-624-9458

Council for the Accreditation of Educator Preparation

1140 19th St NW, Suite 400
Washington, DC 20036
202-223-0077

Joint Review Committee on Education in Radiologic Technology

20 N. Wacker Drive, Suite 2850
Chicago, IL 60606
312-704-5300

National Accrediting Agency for Clinical Laboratory Sciences

5600 N. River Road, Suite 720
Rosemont, IL 60018
847-939-3597

APPROVALS

Georgia Board of Nursing
237 Coliseum Drive
Macon, GA 31217
478-207-1640

Approved by the Georgia Professional Standards Commission (GaPSC) - Spring 2013

Department of Veterans Affairs (for certifying Veterans' benefits)

COLLEGE MEMBERSHIPS

American Association of Collegiate Registrars and Admissions Officers
Georgia Association of Colleges and Employers
Georgia Association of Collegiate Registrars and Admissions Officers
National Academic Advising Association
National Association of College Admission Counseling
National Collegiate Honors Council
Southern Association of Collegiate Registrars and Admissions Officers

COLLEGE POLICIES

AUTOMOBILES

The use of cars on campus is considered a privilege extended by the college. Students who abuse the privilege may have it revoked. A current decal attesting to the registration of the car must be purchased from the Bursar's Office and must be properly affixed and visible from the rear of each car operated on campus. All automobiles should carry adequate liability and property damage insurance. Detailed regulations on the use of automobiles are provided when the decal is purchased. Unauthorized vehicles on the campus are subject to being impounded by the local police.

TOBACCO-FREE CAMPUS

The use, advertising, sale, or free sampling of tobacco products on any property owned, leased, rented, in the possession or control of, or in any way used by the College is prohibited. This prohibition includes but is not limited to all areas indoors and outdoors, buildings and parking lots, and all vehicles whether privately or publically owned. Cigarettes, cigars, pipes, and all forms of smokeless tobacco, clove cigarettes and any other smoking devices that use tobacco such as hookahs or simulate the use of tobacco such as electronic cigarettes are prohibited. This prohibition applies to students, faculty, staff, visitors, vendors, spectators, and contractors. Only the College president may authorize an exception to this policy.

WEAPONS POLICY

Faculty, staff, students and visitors to the College of Coastal Georgia are prohibited from carrying or possessing any weapon or explosive compound while on College grounds or in College buildings. Violations of this policy will result in prompt disciplinary action up to and including termination of employment or expulsion, in accordance with College employee or student disciplinary policies, as applicable.

POLICY ON CELL PHONES, LAPTOPS, TABLETS, AND OTHER PERSONAL ELECTRONIC DEVICES

The carrying and use of cell phones and other personal electronic devices are allowed on the College of Coastal Georgia Brunswick and Camden campuses. Users of these devices, however, must be attentive to the needs, sensibilities, and rights of other members of the College community. Furthermore, the use of these devices must not disrupt the functions of the College overall and its classrooms and laboratories. Cell phones and other personal electronic devices may be used in classrooms and laboratories as permitted by the course faculty. The library has a separate cell phone policy which designates cell phone usage in the library.

Students participating in off-campus course-related activities must follow the electronic devices policies of the agency or organization where they are visiting or working.

In addition, cell phones and other personal electronic devices incorporating a camera must be turned off and out of sight in areas in which an individual has a reasonable expectation of privacy such as restrooms, locker rooms, showers and other locations.

ALTERNATIVE DISPUTE RESOLUTION (ADR)

Various sections of this catalog refer to procedures for filing formal appeals or grievances. The formal procedures vary according to the nature of the problem. Unfortunately, formal appeals and grievances

processes usually require a great deal of time and energy. If a hearing must be conducted, both parties must spend a great deal of time preparing their statements, presenting witnesses and other data, and relying on another person or committee of persons to decide the outcome. At the end of the process one party *wins* and one party *loses*. This almost always further erodes the relationship between the parties. In addition, records of the proceedings are prepared and kept on file, limiting the confidentiality of the nature of the dispute. Therefore, prior to filing a formal appeal or grievance, persons with a complaint should consider using the College's Alternative Dispute Resolution Program. Alternative Dispute Resolution, commonly referred to as ADR, involves using one or more dispute resolution processes as an alternative to the traditional appeals and grievance processes. Alternative methods of dispute resolution may include one or more of the following:

- frank and open discussion between the parties to dispel any miscommunication which may have occurred;
- determining the *issues* to be resolved and negotiating with each other to reach an acceptable conclusion;
- or participating in a mediation session with an objective third party. The third option, mediation, has been highly successful in the corporate world and is becoming much more widely used in educational settings.

ADR is an appropriate process to use regarding issues of intellectual diversity (when someone feels they have been treated unfairly by an instructor because of their ideas or opinions on a specific issue). Mediation is a voluntary process in which an impartial third party facilitates communication and negotiation between the disputing parties in order to reach a mutually acceptable agreement. The mediator has no firsthand knowledge of the problem nor any preconceived ideas of how the dispute should be settled. The mediator does not maintain a record of the session - the only written document is the negotiated agreement which is given to both parties.

If you need additional information about the Alternative Dispute Resolution or mediation, please contact the Human Resource Department at 912-279-5740.

CHILDREN ON CAMPUS

It is the goal of the College of Coastal Georgia to provide a safe and effective learning environment for all students and a safe and effective workplace for all faculty and staff. Any action which interferes with this goal will not be permitted. At no time may a child who is not a currently enrolled CCGA student be left unattended on campus, including in a campus building, on campus grounds, or in a vehicle. Children must be under the direct supervision of a parent, legal guardian, or responsible adult at all times while on campus. Parents, legal guardians or responsible adults of children considered disruptive or unsupervised will be asked to remove the children from the campus immediately.

To Provide Guidance on having children on campus, the following stipulations are provided for the Academic Buildings and Library:

- a. All children must be in the presence of and under the direct supervision of a parent, legal guardian or responsible adult at all times.
- b. Children will not be allowed in the classrooms, hallways, or common areas of the first and second floors of Nunnally Health and Science Building, college laboratories, computer labs, or the fitness center at any time unless part of a sponsored, pre-approved class and the supervising teacher or paraprofessional is present.
- c. For classrooms and faculty offices, children are allowed at the discretion of the instructor.

- d. Any student whose child is considered disruptive or unsupervised will be asked to remove the child immediately.
- e. Library is for the use by faculty, staff, and students and not appropriate for children.
- f. No one may use his or her User ID to log onto a computer so a child can have access and use of it.

For a copy of the complete policy, please refer to:

http://www.ccgga.edu/uploaded/Policy/files/Children_on_Campus_Policy_Jan_16.pdf?version=1

Questions may be directed to the Office of Student Affairs, located on the second floor of the Campus Center.

ADMISSIONS

Admissions office personnel are available from 8 a.m. to 5 p.m. Monday through Friday to provide general information about College programs and admissions procedures. Admissions information may also be obtained by visiting our web site at [College of Coastal Georgia \(http://www.ccgga.edu\)](http://www.ccgga.edu).

An application is valid only for the semester for which it is submitted. Applications submitted by students who do not enroll are retained in an inactive file for a maximum of one year. An application may be reactivated for a future semester by notifying the Admissions Office in writing before the application deadline. If the student has attended another college in the interim, an official transcript must be sent from that college to the CCGA Admissions Office.

ADMISSION DOCUMENTATION

All individuals applying for admission must submit the following documentation:

- Application for Admission;
- Non-refundable Application Fee;
- Certificate of Immunization to include verification of immunity against Measles, Mumps, Rubella, Tetanus-Diphtheria, and Varicella (Chicken Pox). Students under the age of 19 must also provide proof of the Hepatitis B series and students living on campus will also be required to provide proof of a meningitis vaccine or sign a waiver;
- Provide verification of lawful presence in the United States if applying for in-state tuition or a waiver of out-of-state tuition.
- For additional requirements specific to freshman, transfer, or other applicant types, refer to the sections below.

FRESHMAN ADMISSIONS

This category is for applicants who have never attended an institution of postsecondary education and are seeking a college degree.

To gain regular admission, all applicants graduating from high school within the last five years must have:

- Graduated from an accredited high school or qualified GED program. GEDs will only be recognized by the college after a student's cohort has graduated;
- Completed SAT/ACT testing earning a score of 350 or higher on both the SAT Critical Reading and SAT Math or 14 or higher on both the ACT English and ACT Math;
- Achieved a Freshman Index of 1850.

Every SAT score or threshold throughout this document refer to tests taken on or before January 2016. SAT scores from tests taken after January 2016 will be converted back to old SAT scores by using a CollegeBoard concordance table or SAT score converter.

The Freshman Index (FI) is a combination of a student's SAT or ACT assessment scores and high school academic grade point average (HSGPA). The formulas to derive an index score are as follows:

$$FI = 500 \times (\text{HSGPA}) + \text{SAT Verbal/Critical Reading} + \text{SAT Math (or)}$$

$$FI = 500 \times (\text{HSGPA}) + (\text{ACT Composite} \times 42) + 88$$

The college will review all applicants who have met competency in at least one area of testing but do not meet the Freshman Index level of 1850. Additional documentation and a personal interview may be requested.

Applicants graduating from high school within the last five years are expected to meet the University System of Georgia's Required High School Curriculum (RHSC). All RHSC deficiencies must be completed before a student earns 30 semester hours. Students enrolled in Career Associate programs are exempt from fulfilling RHSC deficiencies.

Freshman Applicants must provide:

- Official, Final High School Transcript from an accredited high school (Students who obtained a Certificate of Performance or a Special Education Diploma must graduate from an accredited GED program before they can be considered for admission);
- Official SAT or ACT Scores. Students scoring a minimum of 430 SAT Critical Reading or 17 ACT English will be exempt from Learning Support placement; Students scoring a minimum of 400 SAT Math or 17 ACT Math will be exempt from Learning Support placement;
- Official GED Scores (not diploma), if taken.

ADULT STUDENTS (out of high school for at least 5 years) must have:

- Graduated from an accredited high school or qualified GED program;
- Completed baccalaureate-level English composition and mathematics courses at a regionally accredited college or university, or successfully completed a placement exam. A placement exam gathers information about students' educational needs and plans and measures their skills in the areas of reading, writing, and mathematics. Review materials are available on the Admissions webpage under Placement Testing. Testing is available on both campuses by appointment.

Adult Applicants must provide:

- Official, Final High School Transcript from an accredited high school (Students who obtained a Certificate of Performance or a Special Education Diploma must graduate from an accredited GED program before they can be considered for admission);
- Official GED Scores (not diploma), if taken;
- Official transcripts from any previous colleges.

HOME-EDUCATED STUDENTS or graduates of a High School that is not regionally or State Accredited must provide:

- Copy of the Declaration of Intent to Home School as filed with local school board;

- Official ACT or SAT scores. A minimum score of 17 on the ACT English and ACT Math must be met to be considered for admission. The minimum score for the SAT is 430 Critical Reading and 400 Math;
- An Academic Portfolio for Foreign Language (if taken);
- Portfolio of Extra-Curricular Activities and Academic Achievements during high school that support academic preparedness for college. This portfolio should include awards received, academic accomplishments, and activities in which the student participates (church, volunteer, civic, and athletic activities, etc.);
- Affidavit from primary teacher and student certifying completion of high school and date of high school graduation, and a copy of the student's transcript;

LEARNING SUPPORT PLACEMENT

For students who do not have exempting test scores of 430 SAT Critical Reading or 17 ACT English, who have not already completed baccalaureate-level English at a regionally accredited college or university, the College will use the University System of Georgia's English Placement Index (a calculation based on the student's GPA and English test scores) to determine their admissibility or placement into either a Learning Support pre-requisite course (ENGL 0989), a Learning Support co-requisite course to supplement English Composition (ENGL 0999), or directly into English Composition (ENGL 1101).

For students who do not have exempting test scores of 400 SAT Math or 17 ACT Math, who have not already completed baccalaureate-level mathematics at a regionally accredited college or university, the College will use the University System of Georgia's Math Placement Index (a calculation based on the student's GPA and Math test scores) to determine their admissibility or placement into either a Learning Support pre-requisite course (MATH 0987 or 0989), a Learning Support co-requisite course to supplement baccalaureate-level math course work (MATH 0997 or 0999), or directly into the baccalaureate-level math course appropriate for their chosen major (MATH 1001 or 1111).

TRANSFER STUDENTS

A student with prior college credit taken after high school graduation is considered a transfer student and must supply official transcripts from all previous institutions. Students transferring with fewer than 30 semester hours must also meet freshman admission requirements.

Transferable Hours are defined according to the policies of the University System and CCGA. Transfer GPA is defined as the GPA calculated on ALL hours graded at regionally accredited institutions, to include courses that were failed and classes that will not be used towards degree requirements at CCGA. Institutional credit courses and vocational courses may not be used towards meeting graduation requirements. Students completing non-transferable associate degrees at regionally accredited institutions will be evaluated on an individual basis to determine their eligibility for admission.

Transfer students:

- Must submit transcripts from all colleges and universities attended. Failure to report previous college attendance is considered to be sufficient cause for cancellation of any credits earned and possible expulsion from the College of Coastal Georgia;
- Must be in good academic standing and eligible to continue or return to any previous institution attended, with a minimum transfer GPA of 2.0. Students who are on academic probation or suspension from a previous school may be requested to provide additional information and subject to an interview by appropriate college personnel before being considered for admission to the college, and may be admitted with a probationary status.

READMISSION

Former students who have not been enrolled within one calendar year, were dismissed for unsatisfactory academic performance, or were removed for violations of the Student Code of Conduct, must submit an Application for Readmission and official transcripts from each institution attended since last attending the College of Coastal Georgia, and will be evaluated according to current admission criteria. Course work taken at another institution after dismissal from the College of Coastal Georgia for unsatisfactory academic performance may be considered as evidence to support re-admission, but work completed under the suspension period will not be used towards graduation requirements. Learning Support students returning after one year will be evaluated and may be required to complete the COMPASS placement exam and must meet current admission criteria.

MOVE ON WHEN READY FOR HIGH SCHOOL STUDENTS

The College of Coastal Georgia recognizes the need to provide academically talented high school students with opportunities for acceleration of their formal academic programs. This recognition has led to the development of Move On When Ready (MOWR), a program designed for exceptional students who seek to enroll at the College of Coastal Georgia to replace some or all of the courses taken while in high school. MOWR students can take courses from an approved course list and can attend either full-time or part-time, and are exempt from all non-course-related fees. Books for their college classes will be provided by CCGA.

Admission requirements include:

- Must be following an academically rigorous curriculum at an eligible high school (any private or public secondary educational institution within the State of Georgia and any Home Study program operated pursuant to O.C.G.A. §20-2-690);
- Must be on track toward completion of high school graduation requirements;
- Must have a cumulative high school academic (un-weighted) grade point average of 3.00 or higher;
- Must have an SAT total score of 970 for Critical Reading and Math combined or an ACT composite score of 20.
- Must be exempt from Learning Support;
- Must have permission of parent and high school official;
- Must provide an Official High School Transcript;
- Must provide Official SAT or ACT Scores

For complete program information, please contact the Admissions Office at 912-279-5776.

TRANSIENT STUDENTS

Transient students are defined as those who are regularly enrolled in another institution, are admitted to CCGA for a limited period of time, and who expect to return to their home institution. Admissions within this category are limited to 3 consecutive semesters.

Documentation needed:

- Application for Admission and required application fee or Readmission Application;
- Letter of Good Standing or Transient permission form from home institution for each semester of attendance at CCGA; and
- Certificates of Immunization to include verification of immunity against Measles, Mumps, Rubella, Tetanus-Diphtheria, and Varicella (Chicken Pox). Students under the age of 19 must also provide proof of the Hepatitis B series (Revised January 2005), and students residing on campus must also provide proof of vaccination against meningitis or sign a waiver;

- Proof of lawful presence in the United States if applying for in-state tuition or a waiver of out-of-state tuition.

AUDITING STUDENTS

Persons wishing to attend regular college classes without receiving credit may apply for admission as auditors. Applicants in this category follow the same admission procedures as degree-seeking applicants.

NON-DEGREE STUDENTS

Persons wishing to attend the college for a limited number of classes who are not seeking a degree may be classified as Non-Degree, if:

- The student holds an Associate's degree or less. These students may enroll as non-degree students for a maximum of 12 semester credit hours (including institutional credit). These students may not enroll in any course for which there is a Learning Support prerequisite unless they have been screened for and have exempted the relevant Learning Support course(s), or
- Students who have earned a baccalaureate degree from a regionally accredited institution will be allowed to take courses with no limitation on the number of hours of undergraduate credit. Such applicants must provide proof of degree. Applicants in this category follow the same admission procedures as degree-seeking applicants.

AMENDMENT 23 ADMISSIONS (Persons 62 Years of Age & Older)

The State of Georgia and the University System of Georgia have established a program to invite Georgia Residents over the age of 62 to enroll in state colleges or universities on a space-available basis, tuition free. Amendment 23 applicants:

- Must be residents of Georgia;
- Must present a birth certificate or other comparable written documentation of age;
- May enroll as a regular or auditing student in courses offered for resident credit on a *space-available* basis without payment of fees, except for supplies, laboratory or shop fees;
- Must meet the college's admission requirements and provide all appropriate documentation and testing relevant to their admission.

STUDENTS WITH DISABILITIES

The presence of a disability is not a factor in the admissions decision and all students must meet regular admission requirements; however, reasonable accommodations for testing, academic instruction, and access to auxiliary programming can be made upon provision of acceptable documentation. All students seeking such services must contact the Director of Counseling and Disability Services prior to enrollment to discuss documentation and testing procedures. Students with Learning Disabilities (specific learning disabilities (SLD), attention deficit/hyperactive disorder (ADHD), acquired brain injury (ABI), and most psychiatric disabilities) require approval from a Regents Center for Learning Disabilities (RCLD) before accommodations can be made by the college. For additional information, please contact the Director of Counseling and Disability Services at (912) 279-5806.

INTERNATIONAL STUDENTS

(Note: Policies and procedures concerning international students are subject to change without notice.)

The College of Coastal Georgia values the contributions international students make to our campus community. International students provide the College with a diverse population through which

differences in race, ethnicity, religious conviction, and cultural background may be celebrated. Because additional processing time is required, international students should submit the admissions application and all supporting documents at least ninety days prior to the desired semester of enrollment. The College determines admissibility of international applicants only after all required admissions documents have been received. The certificate of eligibility (Form I-20) cannot be provided for an international student until after an offer of acceptance has been extended by the College.

All applicants must:

- Submit an Application of Admission & Application Fee;
- Submit official transcripts from any institution of learning attended in the United States, or certified copies of educational documents from the student's home country that have been translated to English by a reputable credential evaluator (Josef Silny & Associates, Inc. or World Education Services) that can be deemed generally equivalent to U.S. college preparatory studies or college level work;
- Provide proof of English proficiency for all students whose first language is not English (including permanent resident aliens) and whose language of instruction throughout secondary school was not in English. Non-native speakers of English must successfully complete the Test of English as a Foreign Language (TOEFL) with minimum scores of 523 for the paper exam, 69 on the online exam or 193 on the computer-based exam, or successfully complete a qualified English training program at a U.S. college or university, or successfully complete college-level English courses at a previous U.S. college or university;
- Provide Certificates of Immunization to include verification of immunity against Measles, Mumps, Rubella, Tetanus-Diphtheria, and Varicella (Chicken Pox). Students under the age of 19 must also provide proof of the Hepatitis B series, and students residing on campus must provide proof of vaccination against meningitis or sign a waiver;
- Show financial readiness by providing an official financial statement from a banking institution;
- Provide proof of adequate health and accident insurance if seeking an F-1 Visa; or enroll in the University System of Georgia group health program at an additional cost.

International Students are expected to take advantage of on-campus accommodations.

Student Visa (F-1) Authorization:

Students will not be issued an I-20 until all documents have been received and an offer of admission to the college has been made. Students under F-1 Visa status must be enrolled in a minimum of 12 semester hours per term. The college reserves the right to deny access to programs that, by design, cannot meet the full-time status requirement established by the US Department of Immigration. The college does not guarantee admission into specific programs that have competitive or specific admission requirements above and beyond the college's regular admission requirements. For more information regarding special rules, regulations and student responsibilities, please contact the DSO in the Office of the Registrar.

CLASSIFICATION OF STUDENTS FOR TUITION PURPOSES

US Citizens requesting in-state tuition rates must provide a passport, a Georgia Driver's License or Georgia ID issued after January 2008, or a certified copy of their birth certificate; non-Citizens should provide a copy of documents appropriate for their status (Alien Resident Card, Permanent Resident Card, or Visa). All applicants who do not submit documentation will be assessed the out-of-state tuition rate.

A. United States Citizens

An independent student who has established and maintained a domicile in the State of Georgia for a period of at least 12 consecutive months immediately preceding the first day of classes for the term shall be classified as *in-state* for tuition purposes. It is presumed that no student shall have gained or acquired in-state classification while attending any postsecondary educational institution in this state without clear evidence of having established domicile in Georgia for purposes other than attending a postsecondary educational institution in this state.

A dependent student shall be classified as *in-state* for tuition purposes if either (i) the dependent student's parent has established and maintained domicile in the State of Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term and the student has graduated from a Georgia high school or (ii) the dependent student's parent has established and maintained domicile in the State of Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term and the parent claimed the student as a dependent on the parent's most recent federal income tax return.

A dependent student shall be classified as *in-state* for tuition purposes if a U.S. court-appointed legal guardian has established and maintained domicile in the State of Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term, provided that appointment was not made to avoid payment of out-of-state tuition and the U.S. court-appointed legal guardian can provide clear evidence of having established and maintained domicile in the State of Georgia for a period of at least 12 consecutive months immediately preceding the first day of classes for the term.

If an independent student classified as *in-state* relocates temporarily but returns to the State of Georgia within 12 months, and has not severed ties with the State of Georgia, the student shall be entitled to retain in-state tuition classification. If the parent or U.S. court-appointed legal guardian of a dependent student currently classified as *in-state* for tuition purposes establishes domicile outside of Georgia after having established and maintained domicile in the State of Georgia, the student may retain in-state tuition classification as long as the student remains continuously enrolled in a public postsecondary educational institution in the state, regardless of the domicile of the parent or U.S. court-appointed legal guardian.

B. Non-citizens

Non-citizens initially shall not be classified as *in-state* for tuition purposes unless there is evidence to warrant consideration of in-state classification. Lawful permanent residents, refugees, asylees, or other eligible non-citizens as defined by Federal Title IV regulations may be extended the same consideration as citizens of the United States in determining whether they qualify for in-state classification.

International students who reside in the United States under nonimmigrant status conditioned at least in part upon intent not to abandon a foreign domicile are not eligible for in-state classification.

A glossary defining the terms in the tuition classification policy can be found in the University System of Georgia Board of Regents Tuition Classification Guidelines Manual.

OUT-OF-STATE TUITION DIFFERENTIAL WAIVERS

The College of Coastal Georgia may offer a full or partial waiver of out-of-state tuition for students who have provided proof of lawful presence in the United States and fall within one of the following categories. Many of the waivers are for a limited term only. Waivers are reviewed on an annual basis to verify the student's continued eligibility under the terms of the waiver, and no waiver is continued after a break in enrollment.

Presidential Waiver. Institution presidents may award Presidential Waivers at their discretion to students within the Academic, Athletic, and International categories, provided that the number of

waivers in effect does not exceed two percent of the equivalent full-time students enrolled at the institution in the fall term immediately preceding the term

University System Employees and Dependents. Full-time employees of the University System, their spouses, and their dependent children.

Full-Time School Employees. Full-time employees in the public schools of Georgia or of the Technical College System of Georgia, their spouses, and their dependent children. Teachers employed full-time on military bases in Georgia shall also qualify for this waiver.

Military Personnel. Military personnel, their spouses, and their dependent children stationed in or assigned to Georgia and on active duty. The waiver can be retained by the military personnel, their spouses, and their dependent children if:

- the military sponsor is reassigned outside of Georgia, and the student(s) remain(s) continuously enrolled and the military sponsor remains on active military status;
- the military sponsor is reassigned out-of-state and the spouse and dependent children remain in Georgia and the sponsor remains on active military duty;
- or active military personnel and their spouse and dependent children who are stationed in a state contiguous to the Georgia border and who live in Georgia. (BoR Minutes, February 2009)

Border State Residents. Degree-seeking students who are residents of Alabama, Florida, or South Carolina.

Georgia National Guard and U.S. Military Reservists. Active members of the Georgia National Guard, stationed or assigned to Georgia, or active members of a unit of the U.S. Military Reserves based in Georgia, and their spouses and their dependent children.

Georgia-Based Corporations. Students who are employees of Georgia-based corporations or organizations that have contracted with the Board of Regents through University System institutions to provide out-of-state tuition differential waivers.

International and Domestic Exchange Programs. Any student who enrolls in a University System institution as a participant in an international or domestic direct exchange program that provides reciprocal benefits to University System students.

USG Study Abroad Participants. Any student who enrolls in a USG study-abroad program to include programs outside the State of Georgia but within the United States and study abroad programs outside the United States. Tuition and fees charged students shall be consistent with the procedures established in the USG Business Procedures Manual and as determined by the institution president.

Economic Advantage. As of the first day of classes for the term, an economic advantage waiver may be granted to a U.S. citizen or U.S. legal permanent resident who is a dependent or independent student and can provide clear evidence that the student or the student's parent, spouse, or U.S. court-appointed legal guardian has relocated to the State of Georgia to accept full-time, self-sustaining employment and has established domicile in the State of Georgia. Relocation to the state must be for reasons other than enrolling in an institution of higher education. For U.S. citizens or U.S. legal permanent residents, this waiver will expire 12 months from the date the waiver was granted.

Recently Separated Military Service Personnel. Members of a uniformed military service of the United States and their dependents, who, within 36 months of separation from such service, enroll

in an academic program and demonstrate intent to become a permanent resident of Georgia. This waiver can be retained as long as the student remains continuously enrolled.

Non-resident Students. As of the first day of classes for the term, a non-resident student can be considered for this waiver under the following conditions:

- if the parent or U.S. court-appointed legal guardian of a dependent has maintained domicile in Georgia for at least 12 consecutive months and the student can provide clear and legal evidence showing the relationship to the parent or U.S. court-appointed legal guardian has existed for at least 12 consecutive months immediately preceding the first day of classes for the term (legal guardianship must be established prior to the student's 18th birthday); or,
- if the student can provide clear and legal evidence showing relations to the spouse and the spouse has maintained domicile in Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term.

SOCIAL SECURITY NUMBERS

Students applying for admission to CCGA will be assigned student identification numbers at the time of application. However, applicants will be asked to furnish their social security numbers for identification purposes and to assist in tracking incoming documents. A Social Security number is required when students apply for financial aid, for educational tax benefits, and for employment. It may also be required for other purposes. This information may be disclosed only under certain circumstances, including the following:

- To other institutional officials.
- To representatives of state and local educational authorities.
- In connection with financial aid.
- To collection agents in connection with university-related business.
- Pursuant to an order from a court of law.
- Other circumstances as required by state or federal law.

RIGHT TO LIMIT ADMISSIONS

The University System of Georgia Chancellor may limit the number of students to an institution.

RIGHT TO REFUSE ADMISSION

Each unit of the University System reserves the right to refuse admission to a non-resident of Georgia, to an applicant whose admission would cause the institution to exceed its maximum capacity, to an applicant whose request for admission is only to a program that is already filled, to an applicant whose transcript(s) are from an unaccredited institution, to an applicant who fails to meet regular admission criteria or is otherwise ineligible for admission.

TUITION AND FEES

SCHEDULE OF EXPENSES

The schedule of tuition and fees has been authorized by the Board of Regents of the University System of Georgia. The schedule is subject to change prior to each semester. Early registration is not valid unless tuition and fees are paid by the specified date. Registration at the beginning of each semester is not complete until all tuition and fees have been paid, and the student is not eligible to attend class until registration is complete. Payment may be made by cash, check, VISA, MasterCard, Discover, American Express, money order, financial aid or payment plan with NelNet Business Solutions. However, payment

by check is not complete until the check clears the bank on which it is drawn. In the event a check is returned as insufficient funds, the student will be notified that the check must be covered within ten working days of notification date and a penalty will be charged. Failure to make the check good will result in a withdrawal of the class schedule by the registrar, and the issuer of the check will be turned over to the district attorney or solicitor for criminal prosecution.

STUDENT TUITION

Student tuition rates listed below are for academic year 2016-2017 and are established by the University System of Georgia Board of Regents.

In-State Tuition

The tuition rate is \$1,532 per semester for 15 or more hours and \$102.13 per semester hour for fewer than 15 credit hours.

Out-of-State Tuition

The tuition rate for non-residents of Georgia is \$5,661.00 per semester for 15 or more hours and \$377.40 per semester hour for fewer than 15 credit hours. Non-residents of Georgia receiving a waiver will pay the rate of in-state tuition.

eTuition at CCGA

The tuition rate for CCGA online courses is \$136 per credit hour and all fees apply. eTuition hours are not included in the 15 hour maximum discussed above.

eCore Tuition

The tuition rate is \$169 per credit hour. Students enrolled in only eCore classes are charged the Institutional and Technology fees. All other fees are waived. eCore hours are not included in the 15 hour maximum discussed above.

MANDATORY FEES

Institutional Fee

This \$225 fee applies to students taking 5 or more semester credit hours and \$112.50 to students taking 4 or fewer credit hours. This fee was established by the University System of Georgia Board of Regents to protect the College's core teaching mission and maintain academic quality.

Technology Fee

This \$60 fee applies to all students. These funds are used to provide computers and printers for academic labs, instructional software, and multimedia equipment for classrooms and student computer labs. These funds also provide additional computer lab assistants to extend lab hours.

Student Activity Fee

This \$60 fee applies to students taking 5 or more semester credit hours or \$30 to students taking 4 or fewer credit hours. These funds are used to finance student activities and services including publications, student government, expanded cultural and entertainment offerings, and operations support for current and new students, clubs and organizations.

Athletic Fee

This \$175 fee applies to students taking 5 or more semester credit hours or \$87.50 to students taking 4 or fewer credit hours. These funds are used to finance intercollegiate athletic activities including men's teams in basketball, golf and tennis and women's teams in basketball, golf, tennis, volleyball and softball.

Campus Center Fee

This \$125 fee applies to all students. These funds are used to support the debt service on the Campus Center which is used by all students. At approximately 47,500 square feet, the building contains the bookstore and coffee shop, health services, lounge space, theater and meeting venues, and the only comprehensive dining and food service facility on campus.

Access Card Fee

This \$15 fee applies to all students and supports the operations of the card office. The card is used for identification, facilities control, meal plan tracking, on-campus purchases, copier services, and electronic management of all scholarship and financial aid funds.

Recreation and Intramural Fee

This \$25 fee applies to all students. The fees are used to develop recreational venues, intramural fields and programs.

COURSE RELATED FEES

Physical Education Fees: Bowling course \$50, Camping course \$40, ROPES course \$50, Aerobics course \$30, Ski course \$279.

Science Fees: A Health Science lab fee of \$25 will be charged for various courses in the RADT and NURS series. A lab fee of \$50 will be charged for various courses in the CMLT series. A Science Lab fee of \$25 will be charged for various courses in the ASTR, BIOL, CHEM, GEOL, ISCI, PHYS, PHSC series, as well as Marine Biology. A fee of \$100 will be charged for the Marine Biology field trip and \$25 for the Biology field trip. A fee of \$80 will be charged for online Radiologic Science Course RADT 2003.

Culinary Fees: A lab fee of \$100 will be charged for various courses in the CULN series.

Education: The Field Experience Supervision Fee will be \$20 for ECSP 3190 and ECSP 3191 and MGED 3090 and MGED 3091; \$30 for ECSP 4090 and MGED 4190, and \$250 for ECSP 4091 and MGED 4191.

OTHER FEES

Application Fee: A non-refundable fee of \$25 is charged when an application is submitted for admission to the College.

Housing Application Fee: A non-refundable fee of \$50 is charged when an application is submitted for the Residence Hall.

Orientation Fees: Student orientation fee \$20; Daytime Guest orientation fee \$10; Multi-Day orientation fee \$50; Overnight orientation fee \$40; Transfer Student orientation fee \$25.

PRIVILEGE and TESTING FEES

Vehicle Registration/Parking Permit Fee

A fee of \$30.00 per vehicle is charged for campus parking privileges.

Student Liability Insurance Fee

Certain programs or courses require the purchase of liability insurance at a cost of \$15 per student.

Student Health Insurance Fee

Students enrolled in the Health Care Programs (Nursing, Radiologic Science, and Clinical Laboratory Technology), some Biology courses and International students are required to be covered by health insurance. If the student is not covered by an existing health insurance plan and/or does not meet the waiver requirements for an existing plan, they are required to participate in the BOR approved plan. The cost is set by the USG Board of Regents and will be available at a later date.

Transcript Fee

A fee of \$3 per request for transcripts will be charged for normal processing. A fee of \$13 will be charged per request for transcripts for on-demand processing.

Graduation Fee

A non-refundable fee of \$35 is applicable to all graduating students. This fee must be paid at the Business Services Cashier's window. An evaluation will not be processed, nor will a cap/gown and diploma be ordered without the graduation fee payment.

Credit by Examination Fee

A fee of \$5 is charged for taking an examination for credit in a course not taken in regular class sessions.

Testing Fees

SAT \$35, CLEP \$15, Compass test \$20, TEAS test \$64, ATI Fees \$243.50, Proctoring fee \$20.

PENALTY FEES

Parking Fine Fee

Parking fees are assessed for the following violations: Improper parking \$20, Moving violations \$25, Parked in fire lane \$50, Parked in handicapped \$100.

Late Registration Fee

After the regular registration period, a \$50 late penalty will be assessed.

Returned Checks Fee

A service charge of \$30 shall be charged for each check that is returned. Returned checks for which payment is not tendered for the full amount plus service charge within ten days from receipt of notice will be turned over to the district attorney or solicitor for criminal prosecution.

Identification Card Replacement Fee

Upon a student's first enrollment at the College of Coastal Georgia, the student is required to obtain the Mariner Access Card (MAC) from the Card Office located in the Andrews Center. A \$10 fee is charged to replace a damaged card, for normal wear-and-tear, once a semester. A \$25 replacement fee is charged for lost and additional replacements.

Library Fee

Replacement charges for lost materials are governed by the *College of Coastal Georgia Library Circulation Policy* on file in the library. Overdue or lost library materials will cause transcripts to be withheld until charges have been paid. Students will not be permitted to graduate or to register for a new academic term until all charges have been paid.

Judicial Fees

These fees apply to students who violate the policies of the College. The fees range from \$25 to \$500 depending upon the severity of the violation.

Residence Life Violation Fees

These fees apply to students who violate the Residence Life housing policies. The fees range from \$25 - \$100 depending upon the nature of the violation.

Counseling Services

Missed appointment fee \$30.

OTHER EXPENSES

Dining Services

The College of Coastal Georgia is pleased to offer the following dining opportunities for Fall, Spring and Summer semesters.

- Residential Plan Fall and Spring: Plan A – 19 meals per week (Monday-Sunday) plus \$50 dining dollars \$1,775; Plan B –15 meals per week (Monday– Sunday) plus \$125 dining dollars \$1,775;; Plan C- 17 meals per week (Monday-Sunday) plus \$100 dining dollars \$1,775.
- Residential Plan Summer \$450: 3 meals per week + \$150 dining dollars that can be used for breakfast and lunch (Monday - Thursday) required for all students living in the Residence Hall.
- Commuter Plan Fall and Spring: Plan A – 40 Meal Swipes \$260; Plan B – 20 Meal Swipes \$140; Plan C – 10 Meal Swipes \$75.
- For further information regarding dining services visit the website at www.dineoncampus.com/ccga.

Residence Hall Rates

The College of Coastal Georgia is pleased to offer on-campus housing. For information regarding the rates and floor plan options, visit the website at www.ccga.edu/ResLife.

Personal Training

The College of Coastal Georgia offers Fitness Consultation Services which includes consultation, personal training, and nutrition planning. Fees for these services range from \$60 to \$195. Additional sessions may be added for \$15 per session.

FINANCIAL OBLIGATIONS

The institution has reserved and intends to exercise the right to withhold copies of educational records and/or to withdraw from classes students who owe the institution money.

Fee Refunds

The University System of Georgia Board of Regents sets the refund policy of the College of Coastal Georgia. The refund amount for students withdrawing from the institution shall be based on a pro rata percentage determined by dividing the number of calendar days in the semester that the student completed by the total calendar days in the semester. The total calendar days in the semester includes weekends, but excludes scheduled breaks of five or more days and days that a student was on an approved leave of absence. The unearned portion shall be refunded up to the point in time that the amount equals 60%. Students who withdraw from the institution when the calculated percentage of completion is greater than 60%, are not entitled to a refund of any portion of institutional charges.

A refund of all non-resident fees, matriculation fees, and other mandatory fees shall be made in the event of the death of a student at any time during the academic session. (BR Minutes, 1979-80, p.61; 1986-87, pp. 24-25, 1995, p. 246).

Special Conditions

Students who do not formally withdraw, who are suspended for disciplinary reasons, or who leave the College when disciplinary action is pending, are not eligible for a refund of any portion on any charge.

There will be no refund for reducing course load unless the institution is at fault.

Ordinarily, refunds will not be mailed until the end of the fourth week following registration.

FINANCIAL ASSISTANCE

The College of Coastal Georgia's Office of Financial Aid is here to provide the student with the tools you need to be successful in paying for college. Early planning and action on the student's part makes this process seamless and easy to navigate. Our goal is to meet the needs of the students in a timely, efficient and equitable manner, while also empowering the student with tools to be successful.

Approximately 80% of the students at the College of Coastal Georgia receive some type of institutional, state, federal or private aid. The majority of these awards are need based, which is determined by completing the Free Application for Federal Student Aid otherwise known as the FAFSA.

Our office is always ready and willing to assist all students, parents, guardians and visitors with questions. Please visit our office located on the first floor of the Andrews Center. You may also call 912-279-5722 or email the office at finaid@ccga.edu.

CATEGORIES OF FINANCIAL ASSISTANCE

GRANTS

Aid which does not have to be repaid.

Pell Grants

Citizens of the United States and eligible non-citizens who enroll in an eligible course of study and who do not have a Bachelor's degree are eligible to apply for a Pell Grant. The grant amount will vary from

year to year in proportion to the student's financial contribution. Students must reapply for financial aid each academic year by completing a Free Application for Federal Student Aid (FAFSA) found online.

(The Title IV code needed to complete Section H of the FAFSA is 001558.)

Federal Supplemental Educational Opportunity Grants (FSEOG)

College of Coastal Georgia administers direct gift awards under the FSEOG to students who have proven exceptional financial need. The amount a student is eligible to receive depends upon personal need and availability of funds. Awards are generally for \$600 per year.

LOANS

Aid which must be repaid.

Federal Direct Loan Program: Direct Loans are low-interest loans for students and parents to help pay for the cost of a student's education after high school. The lender is the U.S. Department of Education rather than a bank or other financial institution.

PLUS loans are loans that parents can take on behalf of their dependent child. Once again, the lender is the U.S. Department of Education rather than a bank or other financial institution.

SCHOLARSHIPS

College of Coastal Georgia offers a great number of scholarships through the College of Coastal Georgia Foundation and other outside sources. Scholarship recipients must be enrolled based on the guidelines of the specific scholarship and maintain the grade point average specified. Applications and requirements are available and on the CCGA website.

SCHOLARSHIP & FINANCIAL AID OPPORTUNITIES

The cost of an education at College of Coastal Georgia (CCGA) is a great value and financial aid only makes CCGA more affordable. In-state tuition and fees are among the lowest in the southeast and the cost for out-of-state students is inexpensive as well. Over 80% of our students receive some form of financial aid and in 2013-2014 CCGA disbursed over \$19 million in financial aid.

In addition to being one of the best values in Georgia's University System, College of Coastal Georgia also offers a wide array of scholarships provided by various civic clubs, organizations, businesses, industries, and individuals. Incoming students can now apply for over 40 College of Coastal Foundation scholarships with just one application. On-campus federal work study is available for those who qualify.

The Office of Financial Aid & Veteran's Affairs is dedicated to helping students and families apply for and obtaining the financial aid necessary to pursue their educational goals. This information is designed to help you in this process and we hope that you will find it useful and informative. We continuously update the content of our website with new and/or updated information and we encourage you to reference it often to stay up to date on new developments, deadlines, and requirements.

The Office of Financial Aid & Veteran's Affairs is located in the lobby of the Andrews Center. If one on one appointments are needed, please contact our office to set up an appointment with your financial aid counselor. We may be contacted by phone at 912.279.5722 or by email at finaid@ccga.edu.

What Types of Financial Aid are Available?

HOPE & Dreams Foundation Scholarship

Foundation Scholarships

Grants

HOPE Scholarship

Outside Scholarships

Loans
Work-Study
VA

HOPE (Helping Outstanding Pupils Educationally) Scholarships

HOPE is Georgia's scholarship program that is funded by the Georgia Lottery for Education. It is a reward for scholastic achievement and an incentive to continue working hard in school. The program rewards exemplary performance in high school with tuition scholarships at Georgia public and private colleges and technical schools. HOPE will pay for 90% of the 2010-2011 tuition rate. Full-time enrollment is not required. Students may renew the scholarship each academic year, provided they do the following:

- Maintain a 3.0 cumulative grade point average (GPA) for all course work attempted (not just course work completed).
- Complete a FAFSA each year
- Meet standards for Satisfactory Academic Progress.

For additional information on the HOPE Scholarship Program and eligibility requirements, please visit www.gsfc.org or call 1-800-505-GSFC.

Other Scholarships: A number of scholarships established by various civic clubs, organizations, businesses, industries, and individuals are also available. Students may find outside resources for scholarships at [College of Coastal Georgia: Outside Scholarships](#).

STUDENT EMPLOYMENT

Federal College Work-Study Program: This federal program is designed to provide students the chance to pay part of their educational expenses by working at a part-time job. To be employed under this program, the student must attend a mandatory orientation, show evidence of financial need each semester, and maintain good academic standing while employed under this program. Hourly wage is \$7.25 (subject to change).

Student Assistant Program: This program, sponsored entirely by the College of Coastal Georgia, employs students on a part-time basis. Financial need is not a major determinant, although it is not entirely disregarded.

VOCATIONAL REHABILITATION

Students who have fees paid by the Georgia Department of Human Resources, Division of Vocational Rehabilitation, must request that the Registrar's Office send copies of their grades to the Vocational Rehabilitation Office each semester. The College Bursar's Office must review written authorization from the Vocational Rehabilitation Office prior to the student's registration each semester.

VETERANS' BENEFITS

The College of Coastal Georgia has been approved by the State Department of Veterans' Services, under existing public laws, to accept and certify students eligible for Veterans' benefits. Eligible Veterans, widows, and war orphans should make application for Veterans' benefits with the Veterans' Affairs counselor located in the Office of Veterans' Affairs in the Financial Aid Office.

Individuals applying for Veterans' benefits must meet all admissions requirements. No benefits can be received until the student's eligibility has been certified by the Veteran Affairs Certifying Official. Certification of enrollment may be approved only for a program leading to an educational, professional, or vocational objective for which the applicant is not already qualified. (Exception: Students may be permitted to take certain remedial or refresher courses commensurate with the college requirements or

needs in their degree areas of study.) All students who need this type of training may have prior counseling by the college staff or the Regional Veterans' Administration.

At the beginning of EACH semester, any student/veteran who is receiving Veterans' benefits must file with the Veteran Affairs Certifying Official a form showing the number of credit hours which he/she is attempting to complete. If any changes are made at any time during the semester in the number of credit hours carried, this information must also be submitted to the Veterans Affairs Certifying Official. Failure to provide the necessary data concerning credit load carried may result in exclusion from the college or in an immediate cancellation of all benefits.

Students must be prepared to pay all costs when due even though the financial benefits from the Veterans' Administration have not been received. (Under normal circumstances this takes 30 to 45 days.) The college has no established credit policy. Students may not attend classes until all costs have been paid.

FINANCIAL AID POLICIES AND PROCEDURES

GENERAL REGULATIONS AND POLICIES GOVERNING THE ADMINISTRATION OF ALL AWARDS

As a Financial Aid recipient, it is your responsibility to know the following rules and regulations:

1. As a CCGA student you must check your CCGA email account on a regular basis, as that is the college's primary mode of communication to our students.
2. An applicant for financial aid must be enrolled before financial aid awards can be disbursed.
3. Students receiving financial aid are required to declare the program of study that they are pursuing.
4. For students whose financial aid has been approved, their tuition and fees will be deducted each semester after verification of attendance from the instructor has been applied.
5. Bookstore credits are only available to students that have a completed financial aid file, have registered for classes, have no holds on their accounts and have financial aid available in excess of tuition and fees, up to \$800.00.
6. Students receiving financial aid who withdraw from school during the semester may owe the college, the state and/or the Department of Education.
7. Students must reapply for financial aid each academic year.
8. Any student in default on federal or state loans or having an outstanding financial commitment to any federal or state program will not be considered for financial aid at the College of Coastal Georgia.
9. All degree-level hours attempted, including grades of W, are counted in the College's Satisfactory Academic Progress (SAP) policy.
10. Students cannot be enrolled in and receive federal financial aid from two different institutions at the same time.
11. Students who take Remedial/Learning Support courses will be eligible for assistance for a total of 30 hours that are not counted towards their attempted hours.
12. Financial Aid will not pay for classes a student audits, CLEPs, or completes by Departmental Exam.
13. Financial aid students who previously attended the College of Coastal Georgia may be denied financial aid for failure to maintain satisfactory progress based on previously attempted course work, regardless of whether they received financial aid for that enrollment. Academic forgiveness and/or a hardship withdrawal will not affect financial aid eligibility.
14. The College of Coastal Georgia complies with all Federal legislation and does not discriminate on the basis of age, color, gender, sexual orientation, religion, national or ethnic origin, disability, or status as a disabled or Vietnam Era veteran.

SPECIFIC REGULATIONS AND POLICIES GOVERNING LOANS

1. All students, regardless of income, must complete a Free Application for Federal Student Aid (FAFSA) before a direct loan application can be processed (including PLUS loans).
2. Loan applications must be completed before the last day of classes. No loan can be originated for students who are no longer actively enrolled in 6 or more credit hours.
3. All students must have completed Direct Loan Counseling and have signed a Master Promissory Note on file with the Department of Education at www.studentloans.gov. Any student who does not complete loan counseling will not receive his/her loan.
4. First-time borrowers at the College of Coastal Georgia must be enrolled for 30 days before loan funds can be released. Otherwise, loan funds can be disbursed within 14 days of receipt by the institution.
5. Students receiving loans must maintain satisfactory academic progress.
6. Students must be enrolled for at least six (6) hours full semester or first semester to receive loan funds during that period.
7. The Financial Aid Office may refuse to certify a Federal Stafford loan application or may reduce the borrower determination of need for the loan. This determination is made on a case-by-case basis.
8. Students have the prerogative to cancel a loan at any time.
9. One-semester loans will be split into two disbursements. The second disbursement will take place after mid-term.
10. All future loan disbursements are cancelled for students whose enrollment drops below half-time.
11. Student loan amounts may be reduced based on other types of aid a student receives.

SPECIFIC REGULATIONS AND POLICIES GOVERNING COLLEGE WORK-STUDY FUNDS

College work-study students may work up to 19 hours per week, depending on their award. These funds must be earned. Students must arrange their employment schedule with their assigned supervisors.

SPECIFIC REGULATIONS AND POLICIES GOVERNING HOPE SCHOLARSHIPS

General Eligibility Requirements for All Recipients of HOPE Funds

1. Meet one of the following academic requirements:
 - Graduate from a HOPE-eligible high school with a 3.0 grade point average.
 - Complete a HOPE eligible home study program with a 3.0 grade point average.
 - Graduate from an ineligible high school, complete an ineligible home study program, or earn a GED, and score in the national composite 85th percentile or higher on the SAT or ACT tests.
 - Graduate from an ineligible high school or complete an ineligible home study program, and then earn a 3.0 grade point average on 30 semester hours or 45 quarter hours of college degree-level coursework. This option allows for payment of the first 30 semester hours or 45 quarter hours after they are taken.
 - Earn a 3.0 grade point average at the college level on degree coursework after attempting 30, 60, or 90 semesters hours or 45, 90, or 135 quarter hours, regardless of high school graduation status.
2. Be enrolled as a degree-seeking student at an eligible public or private college or university or technical college in Georgia.
3. Meet HOPE's Georgia residency requirements.
4. Meet HOPE's U.S. citizenship or eligible non-citizen requirements.
5. Be in compliance with Selective Service registration requirements.
6. Be in compliance with the Georgia Drug-Free Postsecondary Education Act of 1990. A student may be ineligible for HOPE payment if he or she has been convicted for committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs.
7. Not be in default or owe a refund on a student financial aid program.
8. Maintain satisfactory academic progress as defined by the college.
9. Complete a Free Application for Federal Student Aid (FAFSA) annually.

10. Beginning with Fall term 2011, a student who has not received HOPE Scholarship payment prior to Summer term 2011, and meets all other eligibility requirements for HOPE Scholarship, may receive the HOPE Scholarship until seven years after his or her high school graduation date, GED test date, Home Study program completion date or date the student stopped pursuing a diploma.

(For more details, visit <https://gacollege411.org/>)

Specific Eligibility Requirements for Entering Freshmen Enrolling in Degree Programs

1. Must be a 1993 or later graduate of an eligible Georgia high school.
2. Must have met curriculum requirements and earned at least a B average (a 3.0 cumulative GPA on a 4.0 scale in a college preparatory track, 3.2 for all other curriculum tracks). NOTE: Students who graduate from high school in the year 2000 and thereafter will be required to earn a B average in their core-curriculum subjects.
3. Eligible students may receive the scholarship for up to 127 credit hours, provided they make satisfactory progress and have a 3.0 cumulative GPA in the semester that they are attempting to complete their 30th, 60th and 90th hours and at the end of every spring semester.

Second-chance Opportunity for Students to Regain HOPE

If, after attempting 30 hours at a public college, a student's cumulative GPA falls below a 3.0, the student may continue the sophomore year at his/her own expense. If a student raises his/her cumulative GPA to a 3.0 or higher at the end of the sophomore year (after 60 hours attempted), he/she will be given another chance to receive a HOPE scholarship for the junior year (after 90 hours attempted) and the opportunity to renew the scholarship for the senior year. In order to receive HOPE for the student's senior year, he/she must have a cumulative GPA of 3.0 or higher at his/her 90th hour and meet standards of satisfactory academic progress. Students can only regain HOPE once.

HOPE for Students Already in Public College or Returning to Public College

Students not academically eligible for a HOPE scholarship immediately after high school graduation, may be eligible for a HOPE scholarship if, after attempting their 30th, 60th or 90th hour of study in a degree program, they have a cumulative GPA of 3.0 or higher. Hours attempted in a certificate program which do not transfer into a degree program will NOT meet this requirement. HOPE eligibility expires seven years after a student graduates from high school.

HOPE Scholarship Award Limits

A college degree-seeking student becomes ineligible for the HOPE scholarship once the student has:

- Received payment from any combination of HOPE Scholarship, HOPE Grant, and Accel Program funds totaling 127 semester hours of credit; (Please see updated regulations at <http://gsfc.georgia.gov/>)

OR

- Attempted 127 semester hours of college degree credit, regardless of whether HOPE funds were received while attempting the hours;

OR

- Earned a baccalaureate (four-year) college degree, regardless of whether HOPE funds were received while earning the degree.

HOPE for GED Recipients at a Georgia postsecondary Institution

Legal residents of Georgia who earned a General Education Development (high school equivalency) diploma awarded by the Technical College System of Georgia after June 30, 1993 may receive a one-time \$500 HOPE award. This award can be used toward tuition, books, and other educational costs at an eligible public technical college or institute or public or private college or university in a degree, diploma, or certificate program.

Full-time enrollment is not required. Students must use their HOPE eligibility within 24 months of the date of the GED diploma. Military personnel have 52 months to exercise eligibility.

In addition to the \$500 award, GED recipients may also qualify for assistance through other components of HOPE.

Institutional Credit Only Classes

Any classes taken for institutional credit only, including Learning Support classes, are not used to calculate a student's GPA and are not considered as *credit hours attempted* in determining either quantitative or qualitative satisfactory progress. Hours in excess of the 30-hour maximum are used in determining whether a student is making satisfactory academic progress, however, if a student withdraws from a learning support class with a grade of W, which class WILL count in calculating quantitative progress.

Grade Changes

Students who receive grades of I (Incomplete) must notify the Financial Aid Office within 30 days of the grade change (from I to A, B, C, D, or F). If the grade change makes the student eligible for HOPE, the student may be awarded HOPE funds retroactively for the current aid year. In the event the grade change makes the student ineligible for HOPE, the student must repay all HOPE funds received since the Incomplete (I) was given, including awards from a previous academic year.

Audit/CLEP Classes

Audit, CLEP courses, and Departmental Exams are not used in determining full-time or part-time enrollment status, nor will they be considered in determining eligibility for financial aid.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY

Academic Requirements for Receiving Financial Aid

The Higher Education Act of 1965, as amended by Program Integrity regulations passed on October 29, 2010, mandates institutions of higher education to establish a standard of satisfactory academic progress for students who receive financial aid. This standard must apply to the student's entire academic history, whether Title IV financial aid was received or not. In order to remain eligible to receive aid at College of Coastal Georgia, students must meet the standards specified for acceptable academic performance and for satisfactory progress toward the completion of their program of study. The standards are established within the framework of applicable federal regulations specifically for the purpose of determining the eligibility of students to receive aid under the generally funded Title IV programs, including Federal Pell Grant, Federal Supplemental Education Opportunity Grant, Federal Work-Study, Georgia's HOPE Scholarship, and Federal Direct Loan Programs (Stafford and PLUS). These standards should not be confused with Good Standing, Academic Warning, Academic Probation, and Academic Suspension as defined by College of Coastal Georgia's academic policies.

The College of Coastal Georgia definition of Satisfactory Academic Progress (SAP) for receiving financial aid includes the following components:

I. Qualitative (GPA) Standards

College of Coastal Georgia uses the 4.0 grade point average and numerical code:

4.0 = A 1.0 = D

3.0 = B 0.0 = F

2.0 = C 0.0 = WF

All students are required to maintain an overall cumulative grade point average (GPA) of 2.00 for every term enrolled. Since financial aid GPA calculations include all college-level hours attempted at CCGA (excluding the first 20 hours of Learning Support classes) and all college-level transfer work, it may differ from your academic GPA.

II. Quantitative (Incremental Progress) Standards

Students are expected to successfully complete 67% of all attempted coursework. This cumulative calculation includes all college-level CCGA and any college-level transfer work attempted. Attempted hours and successful completed hours are based on all courses included on the students' official academic history. Further, all attempts of repeated coursework and non-credit coursework are included (except for the first 20 hours of Learning Support classes). The formula for this calculation is:

Cumulative hours successfully completed (earned hours) = % Completed

Cumulative hours attempted (attempted hours)

Grades of A, B, C, D, S, P, K, and CR count as the successful completion of a course. The grades of F, W, WF, I, U, NR, and IP do not count as the successful completion of a course.

Quantitative Standards Example		
Course	Credit Hours	Grade
ECON 2106	3	B
ENGL 1101	3	F
MATH 1111	3	W
PSYC 1101	3	A
Semester Completion Rate 50% (6 credits earned divided by 12 hours attempted. This student is not making SAP.		

III. Maximum Time Frame Standards

Students will have a maximum of 150% of the program to complete their degree requirements while continuing to qualify for federal and state aid. The maximum time frame allowed will consist of all attempted hours inclusive of hours described in the Quantitative Standards section of this policy. Students who have Learning Support classes will have 20 hours excluded for the maximum time frame standard calculation.

To be classified as a Bachelor Degree Student, a student must be fully admitted to a program (i.e. pre-Business, pre-Education, or pre-Nursing students are not considered to be fully admitted to a baccalaureate degree program).

NOTE: The first 20 hours of Learning Support classes is exempted from all Satisfactory Academic Progress calculations. Additionally, students should be careful in repeating courses as all attempts at a course are counted in the maximum hours allowed to obtain a degree. Students are also reminded that withdrawing from a course does not count as a successful completion and does not count toward the required 67% completion rate. Incompletes also do not count as the successful completion of a course and excessive incompletes can result in the termination of financial aid.

Students who have a Bachelor's Degree and are seeking another degree must complete an Appeal form as well as a Certificate of Remaining Hours before financial aid eligibility can be determined.

Review Process

At the end of each academic term (Fall, Spring and Summer semesters), the Financial Aid Office staff will determine whether students are meeting the minimum standards for each of the components (qualitative, quantitative, and time frame). Students not meeting the Time Frame standard will immediately, without a Warning Semester, become ineligible for all federal and state aid programs. The Financial Aid Office has the authority to cancel aid and request immediate repayment of federal and state aid programs at any time that a student is deemed ineligible. This may occur when access to the student's academic history is not fully available due to the short amount of time between semesters as well as receipt of final transcripts from transfer institutions.

Warning Semester

Students who are not meeting the Qualitative and/or Quantitative standards at the end of a term are automatically given one (1) Warning semester. During the Warning semester, students are allowed to receive federal and state aid. Students must be fully in compliance with all components by the end of the Warning semester to regain eligibility and receive funds for future semesters. Only two (2) Warning semesters are allowed for a student's entire degree program at CCGA. Furthermore, the Warning semester allowance is not applicable to the Time Frame standard. All students on Financial Aid SAP Warning will be notified by campus email and must sign an acknowledgment form before aid will disburse for the next semester.

Denial/Loss of Eligibility (Financial Aid Suspension)

Students who are not meeting the minimum Qualitative and/or Quantitative standards at the end of a term review AND have received aid during a Warning semester will lose their eligibility for the upcoming and future terms. Students who are not meeting the maximum Time Frame standard at the end of a term review will immediately, without a Warning semester, become ineligible for aid.

Students will be notified by campus email. Students may receive consideration for aid reinstatement at the time they have satisfied all deficiencies with the Qualitative and/or Quantitative standards.

Appeal Process (Financial Aid Probation)

Students who experienced extenuating circumstances that attributed to their inability to meet the minimum standards have the option to submit an Appeal of Financial Aid Suspension. An extenuating circumstance must be due to situations beyond their control such as serious injury, illness or mental health condition involving the student or their immediate family, or death of an immediate family member. The appeal should be submitted to the Office of Financial Aid & Veterans Affairs and must include a description of the situation WITH accompanying documentation as well as a summary of what has changed that will allow them to meet the minimum standards at the next evaluation. Note: Students who leave College of Coastal Georgia and are not making Satisfactory Academic Progress will continue to be not making Satisfactory Academic Progress until either they appeal to have their aid reinstated or pay for their classes out of pocket to get back into good standing.

The Financial Aid Appeals Committee will review the appeal to determine whether the suspension of their aid will be lifted. Students who have been out of school for at least five years will be required to appeal and annotate on the appeal form if they fall within this category. Written notification of the Committee's decision will be emailed to the student's CCGA email address. Students whose appeal is approved must sign an academic plan before aid will be disbursed for the next semester.

Students with granted appeals and/or academic plans are placed on Financial Aid Probation. Appeals approved will require that the student be in compliance with all standards by the next evaluation (term). In some instances, an academic plan designed to ensure compliance with the standards at a specific point in time may be utilized. Students will lose eligibility for aid if they violate the terms of the academic plan.

SPECIAL CASES

HOPE Scholarship Recipients

Students receiving HOPE funds must meet standards for satisfactory academic progress at the end of each semester. In addition, they must meet specific HOPE eligibility standards at the 30th, 60th, 90th hour and at the end of each spring semester. All hours attempted (including Learning Support classes taken prior to Fall 2011) and all grades received are considered in those calculations. If a student's GPA at a certain checkpoint is below the minimum requirement due to an I (Incomplete), the student is ineligible for HOPE until the grade is changed.

Transfer Students

For transfer students, transfer credit hours that are accepted at the College of Coastal Georgia are counted toward the quantitative and qualitative measures. For transfer students who are HOPE scholarship recipients, all courses attempted and all grades received, including those from transfer institutions, are used to determine HOPE eligibility. Transfer students must meet CCGA's Satisfactory Academic Progress Policy before HOPE eligibility can be verified.

Academic Suspension

A student returning from Academic Suspension is not eligible for financial aid until their academic standing improves to Academic Probation, Academic Warning, or Good Standing. After the completion of one semester, the Registrar's Office will reevaluate the student's academic standing. Once the student's academic standing is upgraded from suspension, the student may file a Satisfactory Academic Progress appeal, if they meet the requirements established by the Satisfactory Academic Progress policy.

FINANCIAL AID INELIGIBILITY

Financial aid applicants or recipients will be declared ineligible for financial aid for any of the following reasons:

- Defaulting on a student aid loan received while in attendance at any post-secondary educational institution.
- Failing to repay a federal or state grant overpayment.
- Failing to meet standards for satisfactory academic progress.
- Having already attempted in excess of 150% of the hours needed to complete one's program of study.
- Having reached aggregate loan limits.
- Having used at least 600% of the Pell Lifetime Usage.

Students declared ineligible for financial aid because of violation of any of the conditions may request a status clarification from their Financial Aid Counselor.

APPEALS

Students may appeal their ineligible status for financial aid by indicating in writing, with supporting documentation to the Financial Aid Office the following:

- Reasons why he/she did not achieve the minimum academic requirement. Unusual circumstances such as an extended illness or death in the immediate family may be considered, and
- How the problems which resulted in the deficiency have been resolved.

The Appeals Committee will review the appeal, and the student will be advised of the decision via the student's CCGA email account or in person.

REINSTATEMENT OF FINANCIAL AID

Students who have defaulted on a loan or who have failed to repay a grant overpayment must provide the Financial Aid Officer with documentation to indicate these matters have been satisfied with the respective agencies.

Students who have been declared ineligible for financial aid because they failed to meet standards for satisfactory academic progress must successfully complete the appropriate amount of course work at their own expense to bring them into compliance. They may then appeal for reinstatement to the Financial Aid program.

CCGA SCHOLARSHIPS

For more information regarding CCGA Scholarships, contact the Financial Aid Office at (912) 279-5722.

STUDENT AFFAIRS

The College of Coastal Georgia provides programs, experiences and services which aid and enrich students' educational and cultural growth by contributing to their intellectual, social, physical and emotional development. These services and programs include career services; counseling and disability services; diversity and inclusion; health center; residence life; student programming, recreation, and student organizations.

For more information, call the Office of the Vice President for Student Affairs at 912-279-5802.

CAREER SERVICES

Career Services is located on the first floor of the Academic Commons South building. The mission of Career Services is to provide student-centered, comprehensive career development programs and services that empower both students and alumni to achieve their lifelong career goals. These programs and services include, but are not limited to, the following:

- Individual career counseling
- Job application assistance
- Cover letter and resume review
- On campus and student employment
- Mock interviews
- Graduate and professional school planning
- Career resource library
- Career fairs
- Guest speakers
- Workshops

Coastal Careerlink is CCGA's one-stop shop for on-campus and off-campus employment. The online jobs board contains hundreds of local and national jobs posted by employers looking to hire CCGA students and graduates for full-time, part-time and internship positions. The resume writing program assists student in developing a resume that can be used to apply for these jobs online.

Our Career Counseling staff serves students and alumni at both the Brunswick Campus and the Camden Center. Most services are available by appointment or walk-in session. To schedule an appointment or for more information, please visit www.ccg.edu/careerservices or contact careerservices@ccga.edu, (912) 279-5717.

NEW STUDENT ORIENTATION PROGRAMS

All new students must complete orientation prior to beginning classes. New students participate in orientation to gain an overview of student life at the College of Coastal Georgia. New and Transfer students will be notified as to time and location of on-campus orientation activities. Participation in the

on-campus orientation program is required for all new degree-seeking students. Contact the Office of Admissions for more information, (912) 279-4514 or e-mail orientation@ccga.edu.

COUNSELING SERVICES FOR STUDENTS

A licensed counselor is available for short-term personal counseling (up to 8 sessions per academic year) at no cost to CCGA students. The student must be currently attending class at the time counseling is sought. The Office of Counseling Services offers individual counseling with a focus on helping students eliminate barriers to academic success. Students requiring or requesting long-term or intensive therapy will be referred to off-campus providers and support groups as appropriate. To make an appointment with the counselor, contact the Office of Counseling Services at (912) 279-5803 or e-mail counseling@ccga.edu.

SERVICES FOR STUDENTS WITH DISABILITIES

The Office of Disability Services coordinates the provision of reasonable accommodations for students who self-identify as a person with a disability and provide appropriate documentation of their condition. “Disability” as defined by the ADA is “a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment.” The Office of Disability Services assists students who have various types of disabilities, including physical, sensory, learning, psychological and other types of disabilities. Accommodations vary with the type of disability and are based on the student's individual needs. The institution provides accommodations to the student at no charge.

Our objective is to ensure that students with disabilities have equal access to programs offered at College of Coastal Georgia. The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act require that post-secondary institutions provide reasonable accommodations to otherwise qualified students with disabilities to ensure that they have equal access to course content and equal opportunity to demonstrate mastery of the material. Accommodations do not provide a guarantee of academic success, only equal access. Students with disabilities must meet all admission requirements and academic standards. CCGA does not offer separate classes for students with disabilities. Through the assistance of the Office of Disability Services and other support services on campus, CCGA strives to provide a quality educational experience for all qualified students with disabilities.

Students must provide current documentation of their disability from a qualified health professional in order to request accommodations. The Board of Regents of the University System of Georgia sets guidelines for documenting a disability. The University System of Georgia created three regional centers called the Regents Center for Learning Disorders (RCLD) to assist disability service offices at institutions by reviewing documentation of Learning Disability, ADHD, acquired brain injury, psychological disorders and Autism Spectrum Disorders to ensure that it meets system requirements and in order to approve appropriate accommodations based on the student's individual needs. The RCLD also provides comprehensive psycho-educational assessments to University System of Georgia students for a reduced fee. The College of Coastal Georgia is served by the Regents Center for Learning Disorders (RCLD) at Georgia Southern University.

For more information, please visit www.ccgga.edu/ODS or contact the Office of Disability Services at 912-279-5806.

OFFICE OF DIVERSITY AND INCLUSION

The Office of Diversity and Inclusion offers programs that foster the understanding of and respect for cultural differences. The mission of this office is to ensure that the campus community supports cultural and academic initiatives through multicultural education, advocacy, and intercultural understanding. As a

result of these initiatives, an inclusive campus environment ensures that everyone in the campus community is connected and supported.

In order to fulfill this mission, the Office of Diversity and Inclusion has two overarching goals: 1) to provide support and assistance to underrepresented students in order to increase their retention, persistence and graduation from College; and 2) provide value-added education by promoting cross-cultural understanding through specific programs that encourage respect and appreciation among and between students, faculty, and staff.

Additionally, the Office of Diversity and Inclusion provides oversight for the multicultural programming series, African American Male Initiative, Minority Advising Program and multicultural student organizations. For more information about the Office of Diversity & Inclusion, contact the Office of the Vice President for Student Affairs at (912) 279-5802.

OFFICE OF RESIDENCE LIFE AND HOUSING

The mission of the Office of Residence Life and Housing is to enhance the academic and social development of students by offering the highest quality on-campus living and learning environment. The Office of Residence Life and Housing supports the mission of the College by focusing on community and relationships, academic success, service-learning, and an appreciation for diversity. We have two suite-style residence halls on campus: Lakeside Village (350-beds) and Mariner Village (216-beds). For more information, please see our website at www.ccgga.edu/reslife, call 912-279-4540, or email us at Residence.Life@ccga.edu. The Office of Residence Life and Housing is a unit in the Division of Student Affairs.

STUDENT HEALTH CENTER

The College of Coastal Georgia Student Health Center is directed by a nurse practitioner and registered nurse, practicing under physician supervision and supported by the Southeast Georgia Health System. The Center offers basic healthcare services to students. Students may receive treatment for minor illnesses and injuries and may be referred for further care as needed. The nurse practitioner and staff also work closely with other campus and community entities to provide health education, promote healthy lifestyles choices, and enhance student success. For more information about the Student Health Center, call (912) 279-4537.

STUDENT LIFE: PROGRAMMING, RECREATION, AND STUDENT ORGANIZATIONS

Through involvement in student activities, including campus organizations and events, students gain personal, professional, social, recreational, and cultural development. The Office of Student Life is charged with helping students become involved in campus organizations and events and with assisting student organizations in their operations and event management. Additionally, the Office of Student Life coordinates campus wide recreation opportunities for all enrolled students.

Students pay an activity fee that is divided among the major programming areas and allocated to student organizations for programming. Recognized student organizations may request funding to support organizational programs.

The Office of Student Life serves students in four major areas:

Recreation Programs

The Student Fitness Center is located in the Coffin Building and is available for unlimited student use. The Fitness Center has a variety of fitness equipment and classes to improve the health and well-being of students, faculty and staff in the CCGA community and to promote an environment that will encourage the lifelong practice of health and fitness for all. Group fitness classes are offered each semester to supplement free weights, machines, and cardio equipment; special events are held each semester to encourage student participation in wellness activities. For Camden, the College has annual agreement

with the Camden County Recreation Center which allows year-round access for registered students living in Camden. The intramural sports program encourages students, faculty, and staff who are currently enrolled or employed at the College to participate in a variety of organized competitive recreational programs. The on-campus recreation room, located in the SAC, serves as the center for low impact activities and game and equipment rentals. Information about outdoor recreation trips can also be found there.

Leadership and Volunteerism Programs

The Leadership and Volunteerism program exists to help students develop leadership skills and support community and personal growth through experiential learning. Development is achieved through the utilization of the Challenge Course, indoor/outdoor workshops, adventure programming, and community outreach. Leadership training is also offered through participation in regional and national conferences and the annual leadership weekend held on campus. Furthermore, students at CCGA are encouraged to become involved in volunteer or community service activities. Regular community service opportunities are organized for students and a list of volunteer opportunities may be accessed through **College of Coastal Georgia: Student Life**.

Publications

The College produces several student publications under the guidance of faculty and staff advisors. The literary magazine, Seawells, and the student newspaper, The Crow's Nest, are administered by the Office of Student Affairs.

Student Organizations

The College of Coastal Georgia has over 40 registered student organizations which students may join. Student organizations are organized within the following categories: academic, club sports, governance, religious, and special interest. Students may create a new student organization at any time by working with the staff in the Office of Student Life, located on the second floor of the Campus Center. For a complete list of registered student organizations, go to: <http://www.ccgga.edu/SDServices/clubs.asp>.

Overboard Entertainment (OE) and Camden Activities Board (CAB)

Overboard Entertainment and CAB are volunteer, student-run organizations responsible for creating, planning and presenting a variety of activities such as comedians, hypnotists, novelties, open mic nights, movies and concerts for the College community. Members are students that are dedicated to bringing quality programs to campus. Volunteers have the chance to gain leadership and event planning skills by serving in the organizations.

Student Government Association (SGA)

The Student Government Association serves as the official voice of the student body to the College of Coastal Georgia administration. It is comprised of executive and legislative branches, both of which have an active role in the establishment of College policies and services. In an effort to promote school spirit and student involvement, SGA sponsors a variety of events for the college.

INTERCOLLEGIATE ATHLETICS

The College of Coastal Georgia varsity athletics program offers intercollegiate competition in the sports of men's & women's basketball, men's and women's tennis, men's and women's golf, women's softball, and women's volleyball. The athletics program also sponsors a varsity cheerleading squad. Scholarships are available for talented student-athletes. The College of Coastal Georgia is a member of the National Association of Intercollegiate Athletics (NAIA) and the Southern States Athletic Conference (SSAC). Student-athletes interested in participating in a varsity sport at the College should contact the respective sport head coach, whose contact information may be found on line at www.CoastalGeorgiaSports.com.

RECORDS

CCGA EMAIL ACCOUNTS

The CCGA Email Account is the official correspondence used by the Office of the Registrar.

SCHEDULE CHANGES

A student may change his or her original class schedule by adding, dropping or withdrawing from classes. The student's class schedule becomes the official semester schedule after the drop/add period is over. Specific dates for each semester are published in the Semester Schedule, on the college website, and in campus advertisements.

ADD/DROP

A student may add/drop classes through the last day of registration posted add/drop period. Additional tuition and fees may be required.

DROP FOR NON-ATTENDANCE

In accordance with Federal Title IV funding guidelines, the college may remove any course from a student's schedule if they fail to attend during the first 9 days of the session to include all web-based courses. Students will not be allowed to re-enter a class that was removed for nonattendance without special permission of the faculty, Dean, and Registrar. Request to reinstate classes must be made within 7 days of initial notification.

CLASS CANCELLATIONS

The College reserves the right to cancel courses due to insufficient class enrollment, lack of availability of qualified instructors, or lack of appropriate facilities, and due to unforeseen circumstances. A student who enrolls in a class that is later cancelled will have an opportunity to drop the cancelled class and add another class in its place. This opportunity is available throughout the late registration period and the first week of school.

WITHDRAWALS

A student may officially withdraw from a class within the prescribed time as noted in the Academic Calendar with the permission of their advisor, instructor, or dean. After students have discussed their decision with the instructor and advisor, and have obtained their approval, the students will complete a change of schedule form and obtain the signature of the instructor or the Dean, and their advisor. The form must be submitted to the Financial Aid Office, Bursar, and Registrar's Office for completion and processing. The date on which the student withdraws from the class will affect the amount of refund to which the student may be entitled. No refunds will be granted for a reduction in course load after the published Add/Drop period.

WITHDRAWALS FROM ALL COURSES

A Withdrawal is when a student drops all courses for a given semester. A student who officially withdraws prior to the deadline listed in the academic calendar will receive a W or WF on the transcript. If a student stops attending classes or fails to officially withdraw, a grade of F will be assigned for each class. It is the student's responsibility to officially withdraw. Refund of tuition will be pro-rated according to the date the Change of Schedule is submitted for processing.

WITHDRAWALS FROM A COURSE BEFORE THE DEADLINE

If you withdraw from a college course before the deadline published in the college portal you will receive a grade of W or WF depending on the determination of the course instructor, the course grade at the time of the withdrawal, and the circumstances of the withdrawal. To withdraw from a course, a student must follow the procedures listed below:

- Obtain a withdrawal form from the student's advisor.

- Get approval of advisor.
- Get the instructor's permission to drop each class or that of the Department Chair or Dean.
- If receiving Financial Aid, it is suggested that you discuss how the withdrawal may affect future awards with a Financial Aid representative.
- Take the change of schedule form to the Office of the Registrar.
- Keep a signed copy of the form for your records.

Students who stop attending classes and do not withdraw will receive a grade of F for the course(s).

WITHDRAWALS FROM A COURSE AFTER THE DEADLINE

Withdrawal after the published mid-semester deadline will not be permitted without academic penalty except in cases of extreme hardship as determined by the Vice President for Academic Affairs.

ADMINISTRATIVE WITHDRAWAL - FINANCIAL

Students that do not fully meet all financial obligations by posted deadlines will be administratively withdrawn by request of the Bursar. Students are responsible for all tuition and fees accumulated up to the date of withdraw. All requests for reinstatements must be made within 7 days and all payments must be made in person. Reinstatements will not be considered after the midterm of any given semester.

ADMINISTRATIVE WITHDRAWAL - STUDENT AFFAIRS

The Vice President for Student Affairs may withdraw a student if it is determined that the student: (a) poses a significant danger or threat of physical harm to themselves or to the person or property of others or (b) engages in behavior that impedes the rights of other members of the college community or interferes with the exercise of any proper activities or functions of the college or its personnel or (c) is unable to meet institutional requirements for admission and continued enrollment, as defined in the Student Conduct Code and other publications of the college.

MILITARY WITHDRAWAL

A student enlisted in the U.S. military is permitted to withdraw under the Board of Regents policy for military refunds (704.0401) upon receipt of emergency orders to active duty or reassignment, without penalty at any time during the term.

ENROLLING IN MORE THAN ONE COLLEGE AT A TIME

Students wishing to enroll at another institution while enrolled at CCGA are encouraged to obtain transient permission from the Registrar's Office to ensure courses can be used toward their program of study. Students must be in Good Academic Standing before permission will be granted. Transient permission will not be authorized for a first semester student.

AUDITING

Students who do not wish to receive credit or a grade for a course may audit. Registration for audit (no credit) is limited to the late registration period and is based on the availability of space in the individual class. Students who audit courses pay the same fees as those enrolling for credit. Registration for audit can be changed to credit no later than the last day of late registration. Registration for credit cannot be changed to audit.

PAYMENT

Students should be prepared to pay when they register for or add classes. The College of Coastal Georgia reserves the right to delete the enrollment of any student who has not paid the total amount due for courses and outstanding debts to the College.

CLASS ATTENDANCE

Attending class and being on time for class sessions is an important part of your success in the classroom. The College has set the following policy on class attendance: Attendance requirements may vary based on the needs of, the course, the method of instruction or the instructor.

The attendance policies are set by the academic school in which the course resides and will be distributed in writing or via D2L to students by the instructor at the beginning of each semester including any penalties that may result from excessive absences or tardiness.

When students are required to be absent from class for approved college activities, the student must assume responsibility for making up any missed work.

TRANSCRIPTS

The transcript is the permanent academic record of credit and will report student's name, social security number or student identification number, courses enrolled each term, cumulative grade point average (GPA), term GPA, credit hours attempted, credit hours earned, grades, grade points earned, degrees and certificates earned, academic program(s), honors, academic status, and transfer credit.

REQUESTING A TRANSCRIPT

Transcripts may be ordered online through the Coastal Scripts icon located in the MyCCGA Portal or through the *Transcripts of Demand* website. Students should allow two to three business days for transcripts to be processed. However, at least one week should be allowed when requests are made at the end of the term or during periods of registration. Transcripts are not released if the student has any outstanding financial obligations with the College.

CHANGE OF PROGRAM OF STUDY (MAJOR)

Students who desire to change their program of study (major) should consult their advisor. A Change of Major form must be completed and returned to the Registrar's Office for processing.

The Registrar will review the request for the student's eligibility for admission into the new program. Changes to programs of study are only conducted between semesters. Students may review changes using their COAST accounts.

CHANGE OF NAME, ADDRESS OR TELEPHONE NUMBER

The Registrar's Office should be informed of all changes in the student's legal name, permanent address and/or telephone number. A copy of legal records must be submitted to document a name change. The College is not responsible for a student's failure to receive official information due to an incorrect name or address.

CONFIDENTIALITY OF STUDENT RECORDS

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

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access. Students should submit to the registrar, written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate. Students may ask the College to amend a record that they believe is inaccurate. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for

amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College of Coastal Georgia to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is: Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-5920.
5. As of January 3, 2012, the U.S. Department of Education's FERPA regulations expanded the circumstances under which your education records and personally identifiable information (PII) contained in such records including your Social Security Number, grades, or other private information may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Secretary of Education, or state and local education authorities (Federal and State Authorities) may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is *principally engaged in the provision of education*, such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

ACADEMIC REGULATIONS

ADMINISTRATIVE STATEMENT

The academic and administrative policy of the College subscribes to the nondiscrimination provision of Title VI of the Civil Rights Act of 1964 and Title IX of the Higher Education Act of 1972 and subsequent Amendments.

The College of Coastal Georgia is an affirmative action/equal opportunity/equal access institution and does not discriminate on the basis of race, color, national origin, sex, age, handicap, veteran's status or any other protected category in its educational programs and activities and employment.

The Affirmative Action/Equal Opportunity Officer is the Director of Human Resources located in the Hargett Administration Building.

The College of Coastal Georgia, in compliance with the Family Educational Rights and Privacy Act of 1974 and subsequent amendments, releases no information restricted by that Act without student consent.

The College of Coastal Georgia is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate and baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of the College of Coastal Georgia. As of fall 2015, the College awards two associate (core curriculum), 15 baccalaureate and 4 career associate degrees.

As a member of the University System of Georgia, the College is approved for certifying Veterans' benefits by the Veterans' Administration and is recognized by the U.S. Department of Justice, Immigration and Naturalization Service, the Georgia Department of Education, and the Georgia Board of Nursing.

The Campus Security Annual Report (CSAR) statistics are derived from incident reports initiated and maintained by the Campus Police Department. Data are compiled each calendar year and the CSAR is published and disseminated in January; interim reports may be published throughout the academic year. For brevity in the CSAR, only those crimes recognized under the Student Right to Know Act are included. Incidents such as petty theft (the most prevalent on-campus criminal activity) and other less serious offenses are not enumerated. For serious crime or other safety-related incidents in which immediate notifications are needed to help the College's participants take protective measures, the Campus Police will take necessary and appropriate actions for such notifications. The Campus Security Annual Report can be found at [College of Coastal Georgia: Campus Security Annual Report](#).

Information regarding graduation and transfer-out rates, as required by the Higher Education Act of 2008 for CCGA may be obtained at [College of Coastal Georgia: Consumer Information](#).

THE COLLEGE YEAR

The College of Coastal Georgia operates on the semester system. The academic year is the Fall and Spring semesters and Summer terms with sessions of various lengths.

UNITS OF CREDIT

The fall and spring semesters each extend over a period of 15 weeks. The semester hour is the unit of credit in all courses. Summer semester is approximately eight weeks.

CLASSIFICATION OF STUDENTS

Students are classified at the beginning of each semester based on their overall cumulative earned hours.

Freshman 0-29 semester credit hours completed

Sophomore 30-59 semester credit hours completed

Junior 60-89 semester credit hours completed

Senior 90 or more semester credit hours completed

CLASS LOAD

A normal course load is 15 to 18 semester credit hours per term. Student wishing to take more than 18 hours for any given term must complete a Request for Overload from the Academic Affairs office. A

student is considered to be full-time if they are enrolled in 12 or more credit hours per semester, including summer.

- Full-time attendance 12+ semester credit hours
- $\frac{3}{4}$ time attendance: 9-11 credit semester hours
- Half-time attendance 6-8 credit semester hours
- Part-time attendance 1-5 credit semester hours
- Audit Enrolled for no credit

REPEATING COURSES

Students may repeat courses. Only the last grade earned will count towards the student's institutional grade point average and academic standing. All courses taken will be listed on the student's transcript. However if a student repeats a course previously taken at another school at CCGA, then the student may request that the initial grade be removed from their overall cumulative grade point average. Other colleges and grade point averages used for specific program admissions may use all classes on the student's transcript to calculate grade point average when making admission decisions.

ACADEMIC RENEWAL POLICY

Degree-seeking students who have experienced academic difficulty can make a fresh start one time only, provided the following conditions are met:

- An absence of at least three calendar years from any and all colleges or universities.
- Request must be made within the first three semesters after re-enrollment or within one calendar year.

If Academic Renewal is approved, all previously attempted course work continues to be recorded on the student's official transcript, as designated by the # symbol, but will NOT be calculated in the institutional grade point average. The Regents' Cumulative GPA is not adjusted.

Academic credit for previously completed course work--including transfer course work--will be retained only for courses in which an A, B, C or S grade has been earned. Retained grades are calculated in the Academic Renewal GPA.

Adjusted grade point averages created by Academic Renewal will not be used to determine Academic Honors for graduation or to supersede financial aid policies regarding Satisfactory Academic Progress or HOPE eligibility. Reentry into any program is not automatic.

Students requesting Academic Renewal should contact the Office of the Registrar.

COURSE EXAMINATIONS

Tests and examinations are administered by the course instructor. The instructor will provide a syllabus, either in writing or D2L (electronic) format on the first class meeting that explains how the course grade will be determined. A student who is absent from a previously announced test may be given a zero on the test unless, in the judgment of the instructor, a make-up test is justified. A student will not be permitted to take a final examination at a time other than the regularly scheduled date unless approved by the course instructor and School Dean.

CREDIT BY EXAMINATION

A student may earn credit for certain courses through examination. The student may attempt credit by examination only once per course. Students may not receive more than 20 hours of credit by examination. Examinations include:

CLEP/DANTES

College-Level Examination Program. CLEP is a national computer-based standardized examination which allows the student to obtain college credit for specific courses designated by the College of Coastal Georgia. A list of available examinations, appointments, and fee information may be obtained from the testing office at 912-279-5809.

SCHOOL ADMINISTERED EXAMS

For courses where no CLEP or DANTES exams exist, a student may request an examination given within a School. Students may take this type of exam only when CLEP/DANTES exams are not available. School exams must be approved by the Vice President for Academic Affairs upon the recommendation of the Dean, and administered by the appropriate full-time faculty member. Department exams are not available to a student who has tried another method to receive credit for a specific course, or to a student who ever enrolled in the course. The student must pay the specified fee for taking the examination.

LEGISLATIVE REQUIREMENT IN HISTORY AND CONSTITUTION

All students graduating with a baccalaureate or associate degree from a state-supported college in Georgia must have taken coursework or otherwise demonstrated competency in United States and Georgia history and the United States and Georgia constitutions. At CCGA this requirement can be satisfied as follows:

- Successful completion of POLS 1101 and HIST 2111 or HIST 2112 at CCGA, or similar courses at other University System of Georgia institutions.
- Successful completion of United States history and/or United States government survey courses at accredited private colleges in Georgia or at accredited private or public colleges in other states satisfies the United States history and/ or constitution requirement. However, the Georgia history and constitution requirement must be satisfied by either passing the courses specified in bullet 1 above or by passing the locally developed examinations in Georgia history and constitution available through the School of Arts and Sciences office (279-5877).
- Successful completion of national examinations in United States history and/or United States government such as CLEP, AP, and others which may be determined as acceptable by CCGA satisfies the United States history and/ or constitution requirement. However, the Georgia history and constitution requirement must be satisfied by either passing the courses specified in bullet 1 above or by passing the locally developed examinations in Georgia history and constitution available through the School of Arts and Sciences office (279-5877).

GRADING SYSTEM

All institutions of the University System of Georgia are on a 4.0 grade point system. The following grades are approved for use in institutions of the University System of Georgia and are included in the determination of the grade point average:

- A - Excellent (4.0)
- B - Good (3.0)
- C - Satisfactory (2.0)
- D - Passing (1.0)
- F - Failure (0.0)
- WF - Withdrew, Failing (0.0)

The following symbols are approved for use in the cases indicated but will not be included in the determination of the grade point average.

I - indicates that a student satisfactorily completed at least 80% of the required course work but, for non-academic reasons beyond the student's control, was unable to meet the full requirements of the course. If the *I* is not removed by mid-term of the term (semester or full summer) after it was received, the Registrar will change the *I* to an *F*. The student may apply to extend the time period to remove the *I* to the Vice President for Academic Affairs. An *I* will not count as course completion and will not satisfy any pre-requisite requirement.

IP - indicates that that progress was insufficient for course completion and the student must repeat the course - this is a final grade. This symbol can only be used in Learning Support courses.

AW - indicates that a student was administratively withdrawn without academic penalty.

P - indicates that a student has passed the course.

W - indicates that a student was permitted to withdraw without academic penalty.

WM - indicates a student was permitted to withdraw under the Board of Regents policy for military service refunds (704.0401).

S - indicates that credit has been given for completion of degree requirements other than academic course work.

T - indicates a transfer course. Transfer courses accepted for students who initially entered CCGA during or after Summer 2002 are designated by a grade and the accompanying T symbol, (e.g., AT).

U - indicates unsatisfactory performance in an attempt to complete degree requirements other than academic course work.

V - indicates that a student was given permission to audit a course.

K - indicates that a student was given credit for the course via a credit by examination program.

* - indicates course work is for institutional credit only and will not count towards a degree (e.g., institutional credit, Learning Support, and/or the College Success Seminar.)

NR - indicates grade not reported by the instructor.

- indicates Academic Renewal.

CR - indicates credit for approved life experience (e.g., PE credit for military service).

^ - indicates a transfer class was not accepted in transfer to satisfy a chosen degree.

% - indicates a College Preparatory Curriculum (CPC) requirement has been fulfilled.

INSTITUTIONAL CREDIT COURSES

Learning Support courses may not be used to meet degree requirements and are designated by the symbol*. A Learning Support exit course is one that leads to entry into a Core Curriculum course; a student must have passed all course requirements to exit the course and receive a grade of A, B, or C.

GRADES AND TRANSFER CREDITS

Students transferring academic work from another accredited institution will receive credit hours and grades. All courses taken at the prior institution will be shown on the CCGA Transcript. All transferred courses may not be used to meet specific programs requirements. The college reserves the right to deny credit for any course taken while a student is under suspension from any college or university.

PHYSICAL EDUCATION CREDIT FOR MILITARY SERVICE

Upon submission of a written request and a copy of the DD 214 form, students enrolled in the College of Coastal Georgia may receive physical education activity credit for prior military service as follows:

Completion of Basic Training equals two semester credit hours.

QUALITY POINTS AND GRADE POINT AVERAGE

Cumulative Grade Point Average

The Georgia Board of Regents' overall cumulative grade point average at each institution within the University System of Georgia will be calculated by dividing the number of credit hours scheduled in all courses attempted in which grades of A, B, C, D, F, or WF have been received into the number of grade points earned on those hours.

$$\text{Cumulative GPA} = \frac{\text{total grade points earned}}{\text{total graded hours attempted}}$$

Total grade points earned = grade multiplied by course hours where an

A = 4

B = 3

C = 2

D = 1

F = 0

WF = 0

Institutional credit and/or institutional adjusted grade point average do not affect the Regents' Cumulative grade point average. The Regents' Cumulative grade point average is not reflected on the academic transcript but is available upon request in the Registrar's office.

A student's cumulative semester and adjusted grade point averages (GPA) are based upon a quality point system.

Quality Points: Quality points are assigned for each semester credit hour as follows:

A - 4 points

B - 3 points

C - 2 points

D - 1 point

F - No points

Cumulative Grade Point Average

The cumulative grade point average is calculated by dividing the number of hours scheduled in all courses attempted in which a grade of A, B, C, D, F, or WF has been received into the number of grade points earned on those hours scheduled. The cumulative grade point average will be recorded on the student's permanent record. Institutional credit is not used to calculate cumulative grade point average.

Term Grade Point Average

The term GPA is calculated as the ratio of CCGA quality points earned in the current semester to the number of semester credit hours for which a final grade is assigned in that semester (excluding Learning Support courses)

Institutional (Adjusted) Grade Point Average

The institutional (Adjusted) GPA is calculated using only the grades of courses taken at CCGA (excluding Learning Support courses). Institutional (Adjusted) grade point average will not be used to determine academic honors.

MINIMUM SATISFACTORY ACADEMIC REQUIREMENTS

Good Academic Standing

To be in good academic standing, the student must earn a minimum cumulative grade point average 2.0 and complete the minimum of 66.7% of the total enrolled credits for each semester. For transfer students, all credits earned prior to enrollment will be included in determining satisfactory academic progress, unless the student is eligible and applies for academic forgiveness.

Academic Warning

Students will be placed on Academic Warning the first time they do not achieve Good Academic Standing. Continued warning occurs when the students earn a 2.0 GPA for a given term but the overall GPA remains below a 2.0.

Academic Probation

Students will be placed on Academic Probation and do not achieve a semester 2.0 GPA by the end of the Probationary semester will be Academically Suspended for a minimum of one semester.

In addition, any student who earns a 0.0 GPA at the end of any semester may be suspended.

Suspended students may not participate in athletics, live on campus, nor take classes at CCGA during the period of suspension.

Standing Appeal

Students with extenuating circumstances that have negatively affected their academic performance may file an appeal for immediate readmission with the Scholastic and Academic Standing Committee. Appeals must be received by date designated by the registrar and appeals received after the deadline will be considered only for a subsequent term. Appeals must include a one page personal statement, academic improvement plan and proposed class schedule. Documentation regarding extenuating circumstances is highly recommended. Appeals are considered on a case-by-case basis and the Committee has the right to restrict enrollment and course selection. All decisions are final. A student readmitted on appeal will be placed on Academic Probation. If the student does not achieve Good Academic Standing during this probationary period, the student will be on Academic Suspension for a second time without the opportunity for appeal.

Return to CCGA after Academic Suspension

At the end of one semester of Academic Suspension, a student will petition to the Scholastic and Academic Standing Committee to return to the College. If the request is approved, the student will return on Academic Probation, with an academic contract, developed at a meeting with the student and a

representative from the Center for Advising, which outlines the conditions of the return. If the suspended student remains out of school for two or more semesters, the student must reapply to the college. Upon readmission, the student must meet with a representative in the Center for Academic Advising to develop an academic improvement plan/contract.

Learning Support Suspension

Students that fail to complete Learning Support Foundations English/Reading and Mathematics courses after two attempts will be suspended from the college for one calendar year. Learning Support Suspension may not be appealed. A student may be considered for readmission after the one-year suspension if the student can provide evidence that he/she has taken measures to improve his or her skills or can demonstrate through placement testing that improvement has been made since previous enrollment.

ACADEMIC HONORS

Graduation with Honors

Baccalaureate Degrees

Scholastic recognition at graduation will be based on a cumulative grade point average (GPA) calculated on the basis of all work in the student's college career, including any attempted at other institutions. Credit by examination, DSST, CLEP, and AP credit, as well as courses specifically excluded by college policy cannot be used to in the GPA calculation for graduation with honors. The student must complete at least 30 semester hours of course work in residency at CCGA. The specific award, based on the student's cumulative GPA, will be one of the following:

Cum Laude 3.50-3.69

Magna Cum Laude 3.70-3.89

Summa Cum Laude 3.90-4.00

Associate of Science, Associate of Arts and Career Associate Degrees

Students who have maintained an unadjusted Institutional cumulative GPA of 3.75 for all work completed for an associate degree and have satisfactorily completed requirements for graduation will have their diplomas inscribed *With Honors* in recognition of high scholastic achievement.

Dean's List

A student enrolled for twelve or more hours with a term GPA of 3.50 to 3.99 is a Dean's List Student.

President's List

A student enrolled for twelve or more hours with a term GPA of 4.00 is a President's List Student.

GRADUATION REQUIREMENTS

All students must submit to the Office of the Registrar a completed Application for Graduation and pay the required graduation fee by the application deadline for the given semester (posted on college website). It is highly recommended that the published Application for Graduation be completed one full semester prior to expected completion of the program. An overall minimum Grade Point Average (GPA) of 2.00 is required for all graduates. All specific degree program requirements, including those regulating minimum GPA in programmatic courses, must be met in addition to the College's graduation requirements.

Baccalaureate candidates must:

1. Earn an overall Grade Point Average of 2.0 (C)
2. Successfully complete a minimum of 120 semester credit hours
3. Successfully complete all courses required in the degree program

4. Successfully complete a minimum of 42 general education credits (Areas A - E) as established by the college
5. Successfully complete a minimum of 25% of course work (approximately 30 semester hours for most programs) at CCGA and meet any additional program requirements for minimum number of credits to be earned in the major.
6. 39 credit hours at 3000/4000 level
7. Earn a C or better in all AREA F courses
8. Meet the State of Georgia requirement for proficiency in United States and Georgia history and U.S. and Georgia constitutions. An explanation of the requirements can be found in the catalog section entitled LEGISLATIVE REQUIREMENT IN HISTORY AND CONSTITUTION.
9. Complete wellness or physical education if required.
10. Complete all program specific requirements and testing. See program advisor for details.
11. Receive formal approval by the faculty after all the grades have been reported to the Registrar.

Associate Candidates must:

1. Successfully complete all courses required in a degree program.
2. Complete wellness if required.*
3. Earn a minimum overall Grade Point Average of 2.0 (C)
4. Meet the State of Georgia requirement for proficiency in United States and Georgia history and U.S. and Georgia constitutions. An explanation of the requirements can be found in the catalog section entitled LEGISLATIVE REQUIREMENT IN HISTORY AND CONSTITUTION.
5. Complete 20 of the last 30 semester credit hours preceding graduation at the College. Graduation application must be on file in the Registrar's Office prior to completing coursework at another institution.
6. Satisfy all financial obligations to the college
7. Receive formal approval by the faculty after all the grades have been reported to the Registrar

Additional Associate Degrees

A student may earn multiple degrees and/or multiple programs of study from CCGA. All requirements of each program of study must be met along with the institutional requirements and must include 18 additional credit hours in residence beyond the first degree.

A student may be granted a degree under the requirements specified in the catalog at the time of admission, within a period of 10 years from date of first entry (if a break in enrollment has not occurred), or the current catalog. See individual program requirements for possible age limitations of specific courses.

ACADEMIC INTEGRITY POLICY AND PROCEDURE

Introduction

Academic and intellectual integrity is expected of all individuals at the College of Coastal Georgia. The College expects students to be honest and present work that is only their own. Scholarship and fairness require that improper work be rejected and that violations be investigated and appropriate sanctions administered.

Academic dishonesty includes plagiarism, cheating, giving or receiving assistance not authorized by the instructor, using one's own prior work, or in any other way presenting work that is not that of the student to whom an assignment was made.

Definitions

Cheating is using or attempting to use materials, information, or study aids not permitted by the instructor in exams or other assigned work. Cheating can occur by students obtaining materials for tests or assignments not authorized by the instructor, giving unauthorized aid to a student before or during an examination, taking an exam for another student, or submitting significant portions of the same work in two different classes without prior approval by both instructors.

Plagiarism is defined as representing another person's work (including a student's own prior work), ideas, data, or words as one's own or as original. It is expected that all work must properly credit sources of information. Instructors should explain to students their expectations with respect to sourcing and documentation.

Students may not sell papers or additional services that assist other students in their creation of academic work for course requirements. Students who are not enrolled in a particular course, but who assist students in completing work for a course, may still be found in violation of the student academic honesty policy.

Procedure

The following process outlines the steps taken to resolve issues of academic dishonesty. This process is centered on the faculty member's right to manage the classroom environment and administer course grades as well as the student's right to due process if accused of misconduct.

It is important that at the start of every semester faculty state to the class and in the syllabus the importance of academic integrity. Examples of cheating or plagiarism should be given to students. Faculty should also include on their syllabi the description of the process of resolving questions of academic integrity and honesty. This description should include the sanctions the instructor will impose for academic dishonesty in his or her course if the accused student accepts responsibility and chooses to handle the matter internally. These penalties, however, may not include a final grade of F in the course in question. This penalty can be assigned only by the Conduct Board.

Classroom instructors initiate the academic integrity process. Upon suspicion of an instance of academic dishonesty, the faculty member must inform the student of his or her concerns through the Academic Integrity Incident Report (Appendix A) within five business days and ultimately file a copy of the Academic Integrity Incident Report with the Dean of Students, acting as Chair of the Conduct Board, within two business days after meeting with the student.

At the point that the faculty member shares his or her concern with a student, a student may accept responsibility for his or her actions and allow the faculty to levy a sanction that should be described on the course syllabus. In a case where a student accepts responsibility and the faculty member's sanction, the Academic Integrity Report remains on file with the Dean of Students for future reference in case of a repeat offense by a given student. If the student does not accept responsibility, the faculty member advises the student that the incident will be referred to the Dean of Students and within one business day, the faculty member submits the Academic Integrity Incident Report to the Dean of Students and requests that the Dean take action.

It should be noted that if a student (complainant) initiates a report of academic dishonesty of another student to a faculty member, the faculty member is obligated to follow the same process as outlined above and submit a report to the Dean of Students.

In cases where a student (complainant) reports another student, the faculty member outlines the details of the incident as reported by the complainant along with any additional information the faculty member

may have regarding the accusation. The complainant needs to be identified on the report and is permitted to submit a report that is attached to the Academic Integrity Incident Report.

Upon receiving the report, the Dean of Students schedules a date for a hearing. The student, faculty member, and, if appropriate, the complainant will receive a minimum of a three-day advance notification of the hearing date and time along with a copy of the report. At the hearing, the Dean of Students reads to the student the charges and the student presents his or her perspective on what happened. At that point, the Dean of Students and members of the Conduct Board may ask questions, first of the faculty member and second, of the student(s).

After questioning is completed, the Conduct Board goes into executive session to discuss the issue and then votes *responsible* or *not responsible*.

If the finding is *responsible*, the Conduct Board must decide a sanction. Sanctions may include one or all of the following:

1. Academic warning - The Dean of Students sends a letter to the student (and a copy to the faculty member) stating that the student is found responsible for the alleged act. However, this finding is not used to determine the student's grade. A copy of the letter will be placed in the student's permanent file.
2. Failing grade for the assignment - The Dean of Students informs the instructor that a grade of zero should be assigned to that part of the course in question. The final course grade is to be determined as described in the syllabus with the zero included in the grade calculation. This assigned grade of *zero* may not be appealed.
3. Failing grade for the course - The Dean of Students instructs the faculty member to assign a course grade of F to the student(s) in question. This grade may not be appealed.
4. Academic suspension - For repeat offenses, a student may be recommended for academic suspension. This recommendation will be sent to the Vice President for Student Affairs (VPSA), who will make the final decision on whether a student will be dismissed from the College. The decision of the VPSA may not be appealed to the President of the College.

A student may submit a letter of appeal to the VPSA within five business days of receiving a decision letter from the Dean of Students (on behalf of the Conduct Board). The appeal to the VPSA is not to rehear the matter, but rather must illustrate re-consideration of the sanctions based on missing evidence or the failure of the faculty or Conduct Board to follow the hearing process outlined above. No additional appeals are available once the Vice President for Student Affairs renders a decision.

Recordings of the hearing of the Conduct Board will be made and, if a grade adjustment or academic suspension is the resulting sanction, the results will be filed in the Office of the Registrar. All reports will be filed under the student's conduct record in the Office of Student Affairs.

A student found responsible for a violation of the academic integrity policy may not appeal the grade for that particular course under the Student Academic Appeal Policy. However, a final grade appeal that does not involve a violation of the academic integrity policy may be made to the appropriate academic dean according to normal procedures. A copy of the Student Academic Appeal Policy can be found (on the CCGA website) in the College catalog posted online as well as in the Student Code of Conduct.

Academic Integrity Incident Report

STUDENT CONDUCT

Students at the College of Coastal Georgia are expected to conduct themselves responsibly and to pursue their studies with integrity. By enrolling at the College of Coastal Georgia, students agree to comply with the College's rules and regulations as described in the CCGA Student Handbook.

The students of the College of Coastal Georgia have established a precedent of exemplary behavior as members of the college and civic community. Individuals and groups are expected to observe the tradition

of decorum and behave in no way which would precipitate physical, social, or emotional hazards to other members of the college community.

Any student, faculty member, administrator, employee, or visitor acting individually or in concert with others, who clearly obstructs or disrupts, or attempts to obstruct any teaching, research, administrative, disciplinary, cultural or public service activity, or any other activity authorized to be held on the College of Coastal Georgia campus is considered by the College to have committed an act of gross irresponsibility and shall be subject to disciplinary procedures, possibly resulting in dismissal or termination of employment.

Students may be accountable to both civil authorities and to the College for acts which constitute violations of law and the CCGA Student Code of Conduct as outlined in the CCGA Student Handbook.

The College reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus community.

STUDENT ACADEMIC APPEAL POLICY

A student may appeal a grade assigned by a faculty member or the interpretation or application of an academic policy by an academic administrator, including issues related to intellectual diversity. Prior to filing such an appeal, the student should review the section entitled *Alternative Dispute Resolution* in this catalog. Students wishing to file an academic appeal must follow the steps below.

1. Review the situation with the instructor or academic administrator who is responsible for the grade or academic policy interpretation.
2. If the issue is not resolved, the student may submit an appeal in writing to the supervisor of the faculty member or Chair/Dean, with a copy to the faculty member/Chair/Dean. The letter must include all points which the student considers to be pertinent to the appeal. Additional points may not be later considered if they are not in the initial letter of appeal. (Students wishing to prepare written appeals may seek the assistance of college staff in the preparation of the appeal documents.) The written appeal must be sent to the Chair/Dean within fifteen calendar days of the first class day of the term immediately following the term in which the event occurred. The Chair/Dean of the faculty member will issue a decision in writing with a copy to the student and to the faculty member/administrator. The correspondence must give specific reasons for the decision and must be completed within twenty-one calendar days of the date of receiving the student's written appeal.
3. A student who believes that the appeal was decided in an arbitrary, capricious, discriminatory or unfair manner at the Chair/Dean level may appeal in writing to the Vice President for Academic Affairs of the college unless it is the Vice President for Academic Affairs' decision that is being appealed. Appeals to the Vice President for Academic Affairs must be in writing, must be made within fifteen calendar days of receiving the appealed decision and must contain all germane points. As in step 1, additional points may not be considered if not included in the written appeal. The written appeal must indicate specifically why the student believes that due process was not exercised at the previous level. The Vice President for Academic Affairs will review the appeal, examine the facts, and render a decision within twenty-one calendar days of receiving the second level appeal.
4. Appeals of decisions made by the Vice President for Academic Affairs of the college may be made in writing to the President of the college within five calendar days after receiving the decision of the Vice President. The President will, within seven calendar days, appoint a committee composed of three members of the faculty of the institution or utilize the services of an appropriate existing committee. This committee shall review all facts and circumstances connected with the case and shall, within ten calendar days, submit its findings and report thereon

to the President. After consideration of the committee's report, the President shall, within five calendar days, make a decision which shall be final so far as the institution is concerned.

ACADEMIC SERVICES

Academic Services is a unit of Academic Affairs. The Mission of Academic Services is to encourage and support the academic success of all College of Coastal Georgia students, from Orientation through the completion of their academic goals. This mission is carried out by teaching, advising, tutoring, mentoring, and offering programs and services which focus on the transition, as well as continuing, college study, First Year programs, transfer students, and collaborations with Student Affairs.

CENTER for ACADEMIC ADVISING

The Center for Academic Advising serves all first-year freshmen, at-risk, transient, and dually-enrolled high school students in the Move On When Ready (MOWR) program. The Center also serves as a resource for faculty advisors, registers incoming freshmen, oversees the Advising Referral and Academic Improvement programs, and collaborates with Career Services, Admissions, and other Student Affairs units. The Center for Academic Advising is located in Academic Commons South, 1st floor, and can be reached at 912-279-5717. For additional information please visit <http://www.ccgga.edu/Advising>.

ACADEMIC TUTORING and INSTRUCTION CENTER (ATTIC)

The Academic Tutoring and Instruction Center is housed in the Correll building on the Brunswick campus and in the library on the Camden campus. The ATTIC provides free tutoring services to all College of Coastal Georgia students. On the Brunswick campus, students may see individual tutors during the ATTIC hours (Monday through Friday, 8a-5p) and in the Library evenings, Saturdays and Sundays. The Camden campus ATTIC hours are posted in the Camden library. Additionally, students have access to free on-line tutoring 24/7 via Tutor.com. The CCGA tutoring program is certified by the College Reading and Learning Association (CLRA). In addition to providing tutoring services, the ATTIC directs the Supplemental Instruction Program of the College. The ATTIC phone numbers are 912-279-5797 (Brunswick) and 912- 510-3331 (Camden). For additional information, please visit [College of Coastal Georgia: ATTIC](#).

WRITING CENTER

Located on the first floor of the Correll Building, the Writing Center provides a centralized and easily accessible setting where all CCGA students can seek guidance and assistance with written course assignments and thereby improve their writing skills. The Writing Center staff consists of a faculty director, peer tutors, and faculty volunteers. The Center provides additional resources, such as web tutorials, handbooks, dictionaries, and other reference materials. The Writing Center is open Monday through Friday. For additional information and hours, please visit [College of Coastal Georgia: Writing Center](#).

WELLNESS

Wellness is a lifestyle that promotes students in achieving a high level of well-being by integrating body, mind, and spirit. College of Coastal Georgia encourages students to participate in Wellness or Physical Education courses that will impact their wellness and future well-being. To promote the development of a wellness lifestyle, students are required to take a three (3) credit wellness course in Area B or to take two (2) credits of physical education. The wellness course credits count towards graduation, however the physical education course credits are in addition to the 120 hours required for graduation with a bachelor's degree or the 60 hours to receive an associate's degree for transfer. For questions, please contact your advisor.

TRiO PROGRAM

The Student Support Services program is a federally funded educational opportunity TRiO program, which provides academic support, financial and economic literacy workshops to the following groups of students:

- Students who come from low-income families (defined by Federal government guidelines);
- Students who are defined as first-generation (neither of the students' parents or guardians has received a four-year degree); or
- Students who have documented disabilities (disabilities include physical impairments that can adversely affect student class performance or attendance, as well as learning disabilities) and
- Students who are US citizens or permanent residents of the United States.

The goals of the Student Support Services Program are to encourage and assist students in the completion of their post-secondary education, to increase college retention and graduation, and to facilitate two-year college student transition to four-year programs within the institution or to other four-year institutions. Services include basic skills instruction and tutoring; academic, financial, and career counseling; assistance with admission and transfer to four-year programs at other institutions; assistance with financial aid; and mentoring. The TRiO Program is housed in the Library on the Brunswick campus and may be reached at 912-279-5795. For additional information, please visit [College of Coastal Georgia: TRiO Support Services](#).

LIBRARY SERVICES

The Clara Gould Memorial Library in Brunswick and the Library at the Camden Center provide students and faculty with access to books, journals, audio-visual materials, and electronic publications. Computers are available at each library. Through GALILEO, students and faculty have access to over one hundred and fifty online databases, including over sixty full-text databases. Inter-library loan services are available to all students and faculty. The library conducts workshops each semester on how to use the resources and technology within the library.

Each library provides space for studying and access to books and journals in both print and electronic formats, audiovisual collections, library resources housed in other libraries, and tutoring services. A well-trained staff is available to assist students and faculty in accessing the services and resources housed in each library.

Students must have a current, validated college identification card to borrow library materials. Persons who do not have a college identification card may only use materials in the library.

ACADEMIC AFFAIRS

The College of Coastal Georgia offers challenging academic programs that lead to bachelor's degrees in American Studies, Biological Sciences, Business Administration, Criminal Justice, Interdisciplinary Studies, Health Informatics, Mathematics, Nursing (BSN and RN to BSN), Psychology, Public Management and Teacher Education (Early Childhood and Middle Grades). Also offered, through online, are the Bachelor of Arts degrees in Spanish and French. As a point of access to the University System of Georgia, the college offers pre-major associate degrees for transfer and career associate degrees. The College's academic area is organized into four schools for instructional and administrative purposes. Whether you are just beginning your college experience or have declared a major, you will find dedicated faculty eager to assist you in realizing your academic goals. Additionally, there are many opportunities for you to experience the arts, humanities and sciences outside the classroom through campus activities, cultural events, and organizations.

While the provisions of this catalog will ordinarily be applied as stated, the College of Coastal Georgia reserves the right to change any provision listed in this catalog, including but not limited to academic requirements for graduation, without actual notice to individual students. Every effort will be made to keep students advised of any such changes.

I. SCHOOL OF ARTS AND SCIENCES

The School of Arts and Sciences offers courses which lead to a Bachelor of Science with a major in Psychology with three concentrations (General Psychology, Psychology of Human Services, and Community and Organizational Leadership); a Bachelor of Arts in American Studies with three concentrations (Cultural Studies and Communication, History and Political Science, and Environmental and Regional Studies); a Bachelor of Science in Biological Sciences with four concentrations (Coastal Ecology, Pre-Professional, Second Education and Medical Laboratory Sciences), Interdisciplinary Studies and a Bachelor of Science in Mathematics with two concentrations (Pure/Applied Mathematics and Secondary Education). The School also offers the Associate of Science degrees for transfer, with pre-majors in Humanities, Mathematics, Science, and Social Sciences

Department of Arts and Humanities

The Department of Arts and Humanities offers courses in the visual arts, communication, theatre, English, foreign languages, music, and philosophy. The American Studies Baccalaureate degree with concentrations in Cultural Studies and Communications, History and Political Science, and Environmental and Regional Studies prepares students with skills important to professional work in many fields as well as a portal to graduate studies. The Interdisciplinary Studies Baccalaureate degree offers individually tailored degree plans in Concentrations such as Business, Communications, Culture, Education, Health, Sciences, Social Sciences, and Technology. This degree, depending on student selections, will prepare students for specific industry fields, and graduate studies in a range of areas. Also offered, through online are the Bachelor of Arts degrees in Spanish and French. The department also offers the Associate of Arts degree with pre-majors in art, English, communication, philosophy or foreign languages. Study in these areas prepares the student for further studies in baccalaureate programs that require a liberal arts background. Faculty members actively support student publications, research, art exhibits, drama and music productions, cultural activities, and study abroad. Through the course offerings and extracurricular activities, Arts and Humanities faculty aid the student in an exploration of the liberal arts as they are related to the quality of the student's life and career.

Department of Mathematics

The Department of Mathematics offers courses that provide the analytical and critical thinking skills that prepare students for successful careers in a diversity of fields. These courses not only serve as a foundational element for all the sciences, but also prepares students in other disciplines to use mathematics to understand the increasingly data-driven world around them. The Department of Mathematics offers a Baccalaureate degree with concentrations in pure/applied mathematics and in secondary teacher certification, an Associate of Science for transfer degrees that prepare students for majors in mathematics and pre-engineering, as well as a minor in mathematics.

The pure/applied mathematics concentration of the Mathematics Baccalaureate degree prepares students to successfully pursue occupations in various business, industry, and government positions requiring bachelor-level proficiency in mathematical sciences, or graduate education in the mathematical sciences and engineering. Career opportunities include: Actuarial science, Statistics, Finance, Mathematical Modeling, Cryptography, Operations Research, and Computer Science.

The Secondary Teacher certification concentration of the Mathematics Baccalaureate degree prepares future secondary mathematics teachers for the region and state. Highly-qualified science and mathematics teachers are known to be critically important to increase the number of high school graduates who pursue advanced degrees in Science, Technology, Engineering, and Mathematics (STEM). This track aligns with the curriculum guidelines of the National Council of Teachers of Mathematics; NCATE/NCTM Program Standards (2003).

Department of Natural Sciences

The Department of Natural Sciences offers courses in astronomy, biology, chemistry, geology, and physics that expose students to different scientific disciplines and to gain hands-on experience through their laboratory experiments and/or field activities. The Department of Natural Sciences offers a

Baccalaureate degree with pre-professional, coastal ecology, biochemistry, secondary education, and medical laboratory science concentrations as well as many Associate of Science degrees for transfer.

The Coastal Ecology concentration of the Biological Sciences Baccalaureate degree prepares students who plan to pursue careers in ecology, conservation biology, agriculture, forestry, wildlife, geology, and oceanography. This concentration prepares students for graduate school programs or for employment with various agencies.

The Biochemistry concentration provides students with a quantitatively focused curriculum that bridges their interests in Biology and Chemistry and prepares them for entry into variety of professional programs in the medical field as well as graduate studies in Biochemistry.

The Pre-Professional concentration of the Biological Sciences Baccalaureate degree prepares students who plan to pursue careers in medicine, veterinary medicine, bio-medical science, dentistry, pharmacy or physical therapy. This concentration prepares students for professional and graduate school programs.

The Medical Laboratory Science concentration of the Biological Sciences Baccalaureate degree prepares students for employment as entry level medical laboratory scientists.

The Secondary Teacher Certification concentration of the Biological Sciences Baccalaureate degree prepares future secondary biology teachers for the region and state. Highly-qualified science and mathematics teachers are known to be critically important to increase the number of high school graduates who pursue advanced degrees in Science, Technology, Engineering, and Mathematics (STEM). This concentration aligns with the curriculum guidelines of the Next Generation Science Standards; NCATE/NGSS Program Standards (2003).

Associate of Science for transfer degrees prepare students for majors and careers in areas such as chemistry, physics, engineering, forestry, and health care. Natural Sciences courses provide the student with a broad understanding of scientific phenomena and inquiry.

Department of Social Sciences

The Department of Social Sciences offers courses in anthropology, global issues, geography, history, political science, psychology, and sociology. Social Sciences coursework provides the student with a broad knowledge of human society and aids in the understanding of self and one's relationship to other individuals. The Psychology baccalaureate degree with concentrations in general psychology, human services, or community and organizational leadership prepares students for careers that will make a difference in the lives of others. Social Sciences participates in a baccalaureate degree in American Studies with concentrations in environmental and regional studies, cultural studies and communication, or history and political science. Also offered is the Interdisciplinary Studies degree, which provides students with previous college credits and/or life experiences an opportunity to apply those credits/experiences to an individually planned program of study to earn a bachelor's degree. The department also offers the Associate of Science degrees for transfer with pre-majors in areas such as history, sociology, and political science.

II. SCHOOL OF BUSINESS AND PUBLIC MANAGEMENT

The School of Business and Public Management offers courses which lead to the Baccalaureate degree in Business Administration (Concentrations in accounting, economics, finance, general business, hospitality, resort and tourism management, leadership, health care administration or marketing); Criminal Justice (Concentrations in data and information analysis, information assurance and cyber security, homeland security, and public management) Health Informatics, Public Management (Concentrations in nonprofit management and leadership, public policy and public Management); an Associate of Applied Science in Hospitality Management an Associate of Applied Science in Culinary Arts, and Associate of Science degrees with pre-majors in Business Administration, Criminal Justice, Computer Science, Computer Information Systems, and Information Technology.

III. SCHOOL OF EDUCATION AND TEACHER PREPARATION

The School of Education and Teacher Preparation offers programs of study leading to the Bachelor of Education in Early Childhood/Special Education, the Bachelor of Science in Middle Grades Education, as well as secondary education tracks in Biology and Mathematics. The Biology and Mathematics tracks are content specific in addition to preparing the student for classroom teaching. These programs are cohort based and include extensive field experiences in the PK-12 public schools. Admission and program specific requirements are included in this college catalog. The Associate of Science degree for transfer with a pre-major of Teacher Education is also available.

IV. SCHOOL OF NURSING AND HEALTH SCIENCES

The School of Nursing and Health Sciences offers courses which lead to the Baccalaureate degree in Nursing (Pre-licensure BSN and RN to BSN), and Career Associate of Science degree in Nursing (RN) and Radiologic Science. All programs are fully accredited or approved by respective agencies, and graduates are eligible to sit for appropriate licensure/registry examinations. The licensing board may change these requirements prior to the completion of the course of study. While reasonable efforts will be made to enable one to satisfy additional requirements, no assurances can be made that the College will be able to offer these additional courses or, if taken, that such courses will entitle one to take the licensure examination. Admissions, curricular, and graduation requirements vary for each program and are included in this catalog.

V. SERVICE-LEARNING

The Center for Service-Learning is a unit of Academic Affairs that offers specialized assistance to faculty, students, and interested community partners in the development and implementation of academically-based service-learning experiences. As part of the College of Coastal Georgia's Quality Enhancement Plan, service-learning (S-L) is defined as credit-bearing courses which include organized service experiences that respond to a wide spectrum of community needs. Through active and critical reflection, students are afforded unique opportunities to further their understanding of course content, develop skills in community leadership, and advance their appreciation of social responsibility, global awareness, and diversity. S-L allows students to practically apply their academic learning through hands-on career and professional development opportunities that promote meeting direct and immediate community needs. Designated S-L courses require a minimum of 6-15 service hours at a vetted community agency or organization. For more information about S-L, visit [College of Coastal Georgia: Service-Learning General Information](#).

VI. HONOR'S PROGRAM

The CCGA Honors Program is a program of academic excellence, leadership opportunity, and service to the community. These three pillars of the program are at the heart of the College's mission to provide students with a quality education in an experiential, global, entrepreneurial environment that develops a student's leadership potential. Members of the Honors Program represent some of the most academically talented students at CCGA, and these students are guided by the Honors Advisory Committee that includes faculty from across the campus.

VII. STUDY ABROAD—INTERNATIONAL INITIATIVES

Students at the University System of Georgia have the option of participating in a wide range of study abroad programs offered by various colleges and universities in the University System of Georgia for academic study and service-learning in other countries. These programs make excursions to historical and cultural points of interest and study under the direction of an instructor from the University System. Students may receive a maximum of 10 semester hours of credit for international study. Contact Dr. James (Jim) Lynch at jlynch@ccga.edu for more information or visit International Education at [College of Coastal Georgia: International Education](#).

VIII. eCORE

eCore, short for electronic core-curriculum, allows University System of Georgia (USG) students the opportunity to complete the first two years of their collegiate careers in an online environment. eCore courses are taught entirely online, except for laboratory experiences and proctored exams. eCore courses are designed, developed, taught and supported by faculty and staff from the USG.

All CCGA students are eligible to register for eCore courses, but there are many details to consider.

Tuition for eCore is different than for other courses at CCGA and is set at \$169 per credit hour. This tuition rate is the same for Georgia resident and non-resident students. Additional expenses include textbooks, course materials, and test proctoring charges. Students who take only eCore courses at CCGA will also pay the mandatory campus fee as well as the technology fee. Students taking eCore courses plus on-campus courses will pay all regularly applicable fees.

For more information and advice on taking eCore courses, please contact the CCGA eCore advisor at 912-279-5950 or go to the eCore webpage at [College of Coastal Georgia: eCore](#).

IX. LEARNING SUPPORT

Learning Support is a program designed to prepare students for, or to assist students with, collegiate work. Learning Support programs are intended to serve students who need additional support in mathematics or English (reading/writing). Students who perform well in their Learning Support courses go on to become successful in their other collegiate courses.

English – English has two levels of support classes. English 0989 is a foundations course (Foundations for English Composition). Students are placed in this course by the English Placement Index (EPI) which includes SAT or ACT scores, HS GPA, and Compass, if needed. Students in this course have two semesters to complete the course with a grade of C or higher. If a student does not pass English 0989 within two semesters, he or she will be automatically suspended for one year. A suspension under this provision may not be appealed.

The second level of support is English 0999 (Support for English Composition) which is taken in conjunction with English 1101. English 1101 is a credit course (Area A). English 0999 is a one hour lab support class which students are required to attend. Upon successful completion of English 0989 with a grade of C or higher, students are placed in English 1101/0999. Students may also be placed in this course using the EPI.

MATH – Academic advisors will assist the students in the selection of the appropriate mathematics pathway that aligns with their particular program of study. The two options are: Quantitative Reasoning pathway and College Algebra pathway. (For a list of the programs that are better served by each pathway see your advisor.)

Course	<<<<< PATHWAYS >>>>>	
Foundations	MATH 0987 Foundations for Quantitative Reasoning	MATH 0989 Foundations for College Algebra
Support	MATH 0997 Support for Quantitative Reasoning	MATH 0999 Support for College Algebra
Gateway (Area A)	MATH 1001 Quantitative Skills & Reasoning	MATH 1111 College Algebra

After selecting the pathway, the advisor will assist the student in the selection of the appropriate amount of support, which will be determined by the MPI (Math Placement Index, determined by a student's SAT or ACT scores and, if applicable, HS GPA and/or placement exam).

For English and Math

Students may not drop or withdraw from the support course without dropping or withdrawing from the gateway course and vice versa.

Students who pass the support course but do not successfully complete the gateway college course must repeat both the support course and the gateway course.

Students will exit Learning Support upon successful completion of the gateway college course (with a grade of C or better). Learning Support students must register for the gateway course and the support course every semester until they successfully complete the gateway course.

Students with documented learning disabilities enrolled in Learning Support are required to fulfill all stated requirements before exiting. However, such students can be provided with appropriate course accommodations. In addition, appropriate accommodations may be given regarding the administration of the state's placement examination. Students with learning disabilities may petition the System Committee of Learning Disabilities for additional semesters/hours of Learning Support work. Students needing assistance or additional information should contact the Vice President for Student Affairs or the ADA Service Provider.

If receiving financial aid, the student will have to meet the progress requirements established by the Financial Aid Office to continue to receive financial assistance. The student must also meet the College's scholastic standing policies.

ALL COLLEGE PROGRAMS

The College of Coastal Georgia adheres to the criteria developed by the University System of Georgia (USG) Board of Regents related to appropriate academic programs length and degree offerings.

- Baccalaureate Degrees: 120 semester credit hours for all baccalaureate degrees with at least 21 semester credit hours of upper division courses in the major field and at least 39 semester credit hours of upper division work overall:
 - Bachelor of Applied Science
 - Workforce Management and Leadership
 - Bachelor of Arts with a Major in American Studies
 - Cultural Studies and Communication
 - Environmental and Regional Studies
 - History and Political Science
 - Bachelor of Arts with a Major in French Language and Literature (online only)
 - Bachelor of Arts with a Major in Spanish Language and Literature (online only)
 - Bachelor of Science with a Major in Biological Sciences
 - Biochemistry
 - Coastal Ecology
 - Pre-Professional
 - Biology/Secondary Education
 - Medical Laboratory Science
 - Bachelor of Business Administration
 - Accounting
 - Economics
 - Finance
 - General Business
 - Health Care Administration
 - Hospitality, Resort and Tourism Management
 - Leadership
 - Marketing
 - Bachelor of Science with a Major in Criminal Justice
 - Public Management
 - Homeland Security
 - Information Assurance and Cyber Security
 - Data and Information Analytics
 - Bachelor of Science in Education with a Major in Early Childhood Education/Special Education
 - Bachelor of Science with a Major in Middle Grades Education
 - Bachelor of Science in Health Informatics
 - Bachelor of Science with a Major in Interdisciplinary Studies
 - Bachelor of Science with a Major in Mathematics
 - Pure/Applied Mathematics
 - Secondary Teacher Certification
 - Bachelor of Science in Nursing
 - Pre-Licensure BSN Program
 - Bachelor of Science in Nursing, RN to BSN
 - Bachelor of Science with a Major in Psychology
 - General Psychology
 - Community and Organizational Leadership

- Human Services
- Bachelor of Science with a Major in Public Management
 - Public Non-Profit Management and Leadership
 - Public Management
 - Public Policy
- Transfer Associate Degrees: 60 semester credit hours for all Associate of Arts and Associate of Science **transfer** degrees (*Board Policy Manual 3.3.6.1*) – 42 hours of the required core curriculum coursework (*Board Policy Manual 3.3.3.1*), 18 hours of lower division requirements related to a bachelor's degree field of study (Area F), and do not include institutional requirements in physical education, activity, basic health, orientation or pre secondary education courses.
 - Associate of Arts (Core Curriculum)
 - Art
 - Communication
 - English
 - Modern Foreign Languages
 - Philosophy
 - Associate of Science (Core Curriculum)
 - Agribusiness
 - Agricultural Economics
 - Biology
 - Business
 - Chemistry
 - Computer Information Systems
 - Computer Science
 - Criminal Justice
 - Dental Hygiene
 - Environmental Economics and Management
 - Fisheries and Aquaculture
 - Forestry
 - Geology
 - Health and Physical Education
 - Health Informatics
 - History
 - Information Technology
 - Interdisciplinary Studies
 - Mathematics
 - Medical Records Administration
 - Medical Technology
 - Nursing
 - Occupational Therapy
 - Physical Therapy
 - Physics
 - Political Science
 - Pre-Dentistry
 - Pre-Engineering
 - Pre-Medicine
 - Pre-Pharmacy
 - Pre-Physician Assistant

- Pre-Veterinary Medicine
 - Psychology
 - Radiological Science
 - Recreation
 - Respiratory Therapy
 - Sociology
 - Teacher Education
 - Wildlife
- Career Associate Degrees: not intended for transfer and primarily designed to prepare students for employment upon graduation (*Board Policy Manual 3.3.6.2*); minimum of 60 semester credit hours with a minimum of 21 semester credit hours in general education
 - Associate of Applied Science in Culinary Arts
 - Associate of Applied Science in Hospitality Management
 - Associate of Science in Nursing
 - Associate of Science in Radiologic Science
 - *Pre-Baccalaureate Certificates and One-Year Certificates: not associated with degrees, but are a program of study at the postsecondary educational level based on the completion of a prescribed curriculum.
 - Liberal Arts 1ST Year Certificate
 - STEM (Science, Technology, Engineering and Math) 1st Year Certificate
 - Spanish for Professionals
 - Teaching English to Speakers of Other Languages (TESOL)

*Certificates are not eligible for federal or state financial aid programs unless a student is completing the courses as a part of a qualified degree program.

GENERAL EDUCATION CORE CURRICULUM

The USG core curriculum was developed with the goals of assuring institutional accountability for learning, incorporating learning requirements in global perspectives and critical thinking, allowing institutions some flexibility in tailoring courses to their institutional mission, while ensuring that core curriculum courses completed at one USG institution or through eCore, the USG's designated online core curriculum, are fully transferable to another USG institution. All core curriculum requirements must be completed as part of the associate of arts, associate of science, bachelor of arts and bachelor of science degree programs. Each institution's core curriculum shall consist of 42 semester credit hours with the minimum number of credit hours in each area shown below. (BOR Policy Manual, 3.3.1 Core Curriculum)

Area A - Essential Skills

A grade of C or better is required in all Area A courses.

Area A1 – Communication Skills

Course	Description	6 Credit Hours
ENGL 1101	English Composition I	3
ENGL 1102	English Composition II	3

Area A2 – Quantitative Skills

Options selected from the following, based on major:

Science and Mathematics Majors including Biology, Chemistry, Computer Science, Fisheries and Aquaculture, Forestry, Mathematics, Medical Technology, Occupational Therapy, Physical Therapy, Physics, Geology, Pre-Dentistry, Pre-Engineering, Pre-Medicine, Pre-Pharmacy, Pre-Physician Assistant, Pre-Veterinary Medicine, and Wildlife are required to complete MATH 1113, its equivalent (MATH 1111 and MATH 1112), or a higher level Math (MATH 1121) .

Course	Description	3 Credit Hours
MATH 1111	College Algebra	3*
and MATH 1112	Trigonometry	3*
or MATH 1113	Precalculus	4**
or MATH 1121	Calculus I	4**

All other majors should follow the advising recommendations for their specific program. For most programs of study either MATH 1001 or MATH 1111 will be recommended.

MATH 1001	Quantitative Skills and Reasoning	3
MATH 1111	College Algebra	3
MATH 1113	Precalculus	4
MATH 1120	Survey of Calculus	4
MATH 1121	Calculus I	4

* Students not meeting the minimum requirements for entry into MATH 1113 Precalculus are required to take the MATH 1111 and 1112 sequence in order to be prepared for MATH 1121 Calculus I in Area D.
 **Students sufficiently advanced in math skills may elect the first course in the calculus sequence. Both precalculus and calculus are 4 hour courses. The fourth hour will be counted in Area F.

Area B – Community, Cultural, and Global Engagement

Area B – Required Course

Course	Description	1 Credit Hour
GLOB 1001	Global Issues	1

Area B – Electives

Course	Description	3 Credit Hours
BIOL 1120	Introduction to Environmental Science	3
BUSA 2106	The Environment of Business	3
COMM 1101	Human Communication	3
CSCI 1201	Computer Concepts	3
FREN XXXX	French	3
GEOG 1101	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1002	World Civilization II	3
ITAL XXXX	Italian	3
MATH 2110	Logic	3
PHIL 2020	Critical Thinking and Reasoning	3
POLS 2302	Introduction to International Relations	3
SOCI 1101	Introduction to Sociology	3
SPAN XXXX	Spanish	3
WELL 1001	Nutrition and Weight Control	3*
WELL 1002	Healthy Decisions	3*

*The Wellness Requirement may be satisfied with either WELL 1001 or WELL 1002.

Area C – Humanities/Fine Arts

Area C – Required Course

Course	Description	3 Credit Hours
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
ENGL 2130	American Literature	3

Area C – Electives

Course	Description	3 Credit Hours
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
COMM 1110	Fundamentals of Speech Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
ENGL 2130	American Literature	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3

Area D – Natural Sciences

Non-Science and Non-Math Majors should follow the advising recommendations for their specific program. At least 4 of these hours must be in a lab science course.

Course	Description	7-8 Credit Hours
ASTR 1010	Astronomy of the Solar System	4
ASTR 1020	Stellar and Galactic Astronomy	4
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
BIOL 1120	Introduction to Environmental Science	3
BIOL 1130	Human Biology	3
BIOL 1140	Plants and Society	3
BIOL 1140L	Plants and Society Laboratory	1
CHEM 1100	Introductory Chemistry	3
CHEM 1100L	Introductory Chemistry Laboratory	1
CHEM 1151	Survey of Chemistry I	3
CHEM 1151L	Survey of Chemistry Laboratory I	1
CHEM 1152	Survey of Chemistry II	3
CHEM 1152L	Survey of Chemistry Laboratory II	1
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
CHEM 1212	Principles of Chemistry II	3
CHEM 1212L	Principles of Chemistry Laboratory II	1
GEOL 1121	Physical Geology	4
GEOL 1122	Historical Geology	4

PHYS 1011	Survey of Physics	5
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4

Science and Mathematics Majors are required to complete a two-course sequence with a grade of C or better.

Course	Description	8 Credit Hours
ASTR 1010	Astronomy of the Solar System	4
ASTR 1020	Galactic Astronomy	4
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
CHEM 1212	Principles of Chemistry II	3
CHEM 1212L	Principles of Chemistry Laboratory II	1
GEOL 1121	Physical Geology	4
GEOL 1122	Historical Geology	4
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4

Area D – Mathematics

Non-Science and Non-Math Majors should follow the advising recommendations for their specific program.

Course	Description	3 Credit Hours
MATH 1112	Trigonometry	3
MATH 1120	Survey of Calculus	4
MATH 1121	Calculus I	4
MATH 1122	Calculus II	4
MATH 2110	Logic	3
MATH 2112	Probability and Statistics	3

Science and Mathematics Majors should follow the advising recommendations for their specific program. A grade of C or better is required in all Math classes.

Course	Description	3 Credit Hours
MATH 1121*	Calculus I	4
MATH 1122*	Calculus II	4
MATH 2110	Logic	3
MATH 2112	Probability & Statistics	3

*Students who are required to take pre-calculus mathematics in Area A as their minimum required math course and who take Calculus I or II in Area D will receive one hour credit in Area F.

Area E – Social Sciences

Area E – Required Course

Course	Description	3 Credit Hours
POLS 1101	American Government	3

Area E – Required Course

Course	Description	3 Credit Hours
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3

Area E – Electives

Course	Description	6 Credit Hours
ANTH 1102	Introduction to Anthropology	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
GEOG 1101	Introduction to Human Geography	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
SOCI 1101	Introduction to Sociology	3
SOCI 1160	Introduction to Social Problems	3

Additional Courses Needed to complete the Core

Area F courses are specific to the program of study and account for the remaining 18 hours that lead to an Associate degree and complete the core classes for a Bachelors degree.

The Wellness requirement can be satisfied with WELL 1001 or WELL 1002 in Area B or by completing 2 hours of PHED.

AMERICAN STUDIES

BACHELOR OF ART DEGREE IN AMERICAN STUDIES CULTURAL STUDIES AND COMMUNICATION

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Jason Tondro 279-5868

jtondro@ccga.edu

The Bachelor of Arts with a Major in American Studies prepares students for careers where strong analytical and communication skills are valued alongside creativity and global awareness. American Studies majors critically examine American life in a curriculum that emphasizes innovative service-learning, historical knowledge and contemporary theoretical approaches to engage actively with the community and region. As the world grows increasingly interdependent, American Studies programs foster a deep historical, cultural and sociological understanding of the position of the United States in a global culture and economy.

American Studies graduates thrive in fields such as Journalism, Mass Communication, Marketing, Education, Technical Writing, Conservation Management, and Environmental Management. The American Studies program also prepares students for graduate programs, including those in the arts, humanities, social sciences, law, business, public policy, and education.

Cultural Studies and Communication Track:

The Cultural Studies and Communication Concentration in the American Studies program will provide students with the skills and competencies to succeed in a variety of fields where strong communication and interpretive skills are required. Drawing on the humanities and the social sciences, CSC majors will learn to analyze, interpret, and create texts and other forms of communication that allow organizations to thrive in a global marketplace.

Program Requirements

1. Completion of American Studies area F courses with a grade C or better
2. Completion of the required upper division American Studies courses with a C or better.
3. 2.0 GPA required for graduation.

For additional program information, see the college website or contact the Department Coordinator for the Department of Social Sciences at 912-279-5877.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required

Course	Description	3 Credit Hours
AMST 1102	American Identities	3

Area F – Required Elective

Course	Description	3 Credit Hours
FREN 2002	Intermediate French II	3
GRMN 2002	Intermediate German II	3
GRMN 2002	Intermediate German II	3

Area F – Electives

PHIL 2010 (Required Prerequisite for PHIL 4080) is recommended

Course	Description	9 Credit Hours
ARTS 1010	Drawing I	3
ARTS 1011	Drawing II	3
ARTS 1020	Two Dimensional Design	3
ARTS 1030	Three Dimensional Design	3
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
ARTS 2020	Introduction to Painting	3
ARTS 2030	Introduction to Ceramics	3
COMM 1110	Fundamentals of Speech Communication	3
COMM 2100	Survey of Mass Communication	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
ENGL 2130	American Literature	3

FREN XXXX	French	3
GEOG 1111	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
PSYC 2105	Introduction to Psychology of Adjustment	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3

American Studies Curriculum

60 Credit Hours

Required Major Courses for American Studies Curriculum

Course	Description	27 Credit Hours
AMST 3700	Principles & Methods of American Studies	3
AMST 3710	America in the World	3
AMST 3760	Advanced Studies in American Identities	3
AMST 4900	American Studies Capstone	3
ENGL 3201	Survey of Contemporary Literature	3
ENGL 3590	Technical and Professional Communication	3
HIST 3332	U.S. Social and Cultural History	3
PHIL 4080	American Philosophy	3
POLS 3201	Constitutional Law and the Federal System	3

Required Concentration Courses

Course	Description	9 Credit Hours
AMST 3800	Introduction to Cultural Studies	3
AMST 3740	American Popular Culture	3
ARTS 3050	American Art	3

English Literature Electives

Course	Description	6 Credit Hours
ENGL 3202	African American Literature	3
ENGL 3203	Women's Literature	3
ENGL 3204	Literature of the American South	3
ENGL 3301	Environmental Writing	3
ENGL 3401	Nineteenth Century American Literature	3
ENGL 3402	Twentieth Century American Literature	3

Rhetoric/Writing Elective

Course	Description	3 Credit Hours
ENGL 3107	Intro to Creative Writing: Non-Fiction	3
ENGL 3150	Intro to Creative Writing: Poetry/Fiction	3
ENGL 3580	Film Criticism	3
ENGL 4400	American Rhetorics	3
ENGL 4832	Digital Reading & Writing	3

Electives

Course	Description	15 Credit Hours
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15 Credit hours in any 3XXX/4XXX course offered

A grade of C or better is required in each course (not previously counted). Electives must be guided by the academic advisor. The completion of a targeted sequence of classes is recommended.

Total Required for Graduation 120

**BACHELOR OF ART DEGREE IN AMERICAN STUDIES
ENVIRONMENTAL AND REGIONAL STUDIES****School of Arts and Sciences**

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Chris Wilhelm 279-5985

cwilhelm@ccga.edu

The Bachelor of Arts with a Major in American Studies prepares students for careers where strong analytical and communication skills are valued alongside creativity and global awareness. American Studies majors critically examine American life in a curriculum that emphasizes innovative service-learning, historical knowledge and contemporary theoretical approaches to engage actively with the community and region. As the world grows increasingly interdependent, American Studies programs foster a deep historical, cultural and sociological understanding of the position of the United States in a global culture and economy.

American Studies graduates thrive in fields such as Journalism, Mass Communication, Marketing, Education, Technical Writing, Conservation Management, and Environmental Management. The American Studies program also prepares students for graduate programs, including those in the arts, humanities, social sciences, law, business, public policy, and education.

Environmental and Regional Studies Concentrations:

The Environmental and Regional Studies Track examines the interactions between humans and the natural world with an emphasis on the southeastern coastal area of the United States. Environmental Studies is an interdisciplinary program that examines these relationships from a variety of vantage points. Historical perspectives, social science and public policy approaches, and scientific analyses are all utilized to understand these complex human-nature relationships.

Program Requirements

1. Completion of American Studies area F courses with a grade C or better
2. Completion of the required upper division American Studies courses with a C or better.
3. 2.0 GPA required for graduation.

For additional program information, see the college website or contact the Department Coordinator for the Department of Social Sciences at 912-279-5877.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Course

Course	Description	3 Credit Hours
AMST 1102	American Identities	3

Area F – Required Elective

Course	Description	3 Credit Hours
FREN 2002	Intermediate French II	3
GRMN 2002	Intermediate German II	3
GRMN 2002	Intermediate German II	3

Area F – Electives

PHIL 2010 (Required Prerequisite for PHIL 4080) is recommended

Course	Description	9 Credit Hours
ARTS 1010	Drawing I	3
ARTS 1011	Drawing II	3
ARTS 1020	Two Dimensional Design	3
ARTS 1030	Three Dimensional Design	3
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
ARTS 2020	Introduction to Painting	3
ARTS 2030	Introduction to Ceramics	3
COMM 1110	Fundamentals of Speech Communication	3
COMM 2100	Survey of Mass Communication	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
ENGL 2130	American Literature	3
FREN XXXX	French	3
GEOG 1111	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3

PSYC 2105	Introduction to Psychology of Adjustment	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3

American Studies Curriculum

60 Credit Hours

Required Major Courses for American Studies Curriculum

Course	Description	27 Credit Hours
AMST 3700	Principles & Methods of American Studies	3
AMST 3710	America in the World	3
AMST 3760	Advanced Studies in American Identities	3
AMST 4900	American Studies Capstone	3
ENGL 3201	Survey of Contemporary Literature	3
ENGL 3590	Technical and Professional Communication	3
HIST 3332	U.S. Social and Cultural History	3
PHIL 4080	American Philosophy	3
POLS 3201	Constitutional Law and the Federal System	3

Required Courses

Course	Description	7 Credit Hours
AMST 3400	Introduction to Environmental Studies	3
BIOL 3150	Principles of Ecology	4

Choose 12 credits from the following:

12 Credit Hours

ENGL 3301	Environmental Writing	3
HIST 3160	American Environmental History	3
PSYC 4710	Environmental Psychology	3
PHIL 4220	Environmental Ethics	3
PUBM 4270	Environmental Policy	3

Electives

Course	Description	15 Credit Hours
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15 Credit hours in any 3XXX/4XXX course offered

A grade of C or better is required in each course (not previously counted). Electives must be guided by the academic advisor. The completion of a targeted sequence of classes is recommended.

Total Required for Graduation 120

BACHELOR OF ART DEGREE IN AMERICAN STUDIES HISTORY AND POLITICAL SCIENCE

**School of Arts and Sciences
Academic Commons North 210
912-279-5877**

Program Coordinator:

Dr. Michael Morris 279-5801
mmorris@ccga.edu

The Bachelor of Arts with a Major in American Studies prepares students for careers where strong analytical and communication skills are valued alongside creativity and global awareness. American Studies majors critically examine American life in a curriculum that emphasizes innovative service-learning, historical knowledge and contemporary theoretical approaches to engage actively with the community and region. As the world grows increasingly interdependent, American Studies programs foster a deep historical, cultural and sociological understanding of the position of the United States in a global culture and economy.

American Studies graduates thrive in fields such as Journalism, Mass Communication, Marketing, Education, Technical Writing, Conservation Management, and Environmental Management. The American Studies program also prepares students for graduate programs, including those in the arts, humanities, social sciences, law, business, public policy, and education.

History and Political Science:

The History and Political Science Track examines historical perspectives (both national and regional), along with political and public policy approaches, to shape a nuanced understanding of America, and its identity in a domestic and global context.

Program Requirements

1. Completion of American Studies area F courses with a grade C or better
2. Completion of the required upper division American Studies courses with a C or better.
3. 2.0 GPA required for graduation.

For additional program information, see the college website or contact the Department Coordinator for the Department of Social Sciences at 912-279-5877.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Course

Course	Description	3 Credit Hours
AMST 1102	American Identities	3

Area F – Required Elective

Course	Description	3 Credit Hours
FREN 2002	Intermediate French II	3
GRMN 2002	Intermediate German II	3
GRMN 2002	Intermediate German II	3

Area F – Electives

PHIL 2010 (Required Prerequisite for PHIL 4080) is recommended

Course	Description	9 Credit Hours
ARTS 1010	Drawing I	3
ARTS 1011	Drawing II	3
ARTS 1020	Two Dimensional Design	3
ARTS 1030	Three Dimensional Design	3
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
ARTS 2020	Introduction to Painting	3
ARTS 2030	Introduction to Ceramics	3
COMM 1110	Fundamentals of Speech Communication	3

COMM 2100	Survey of Mass Communication	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
ENGL 2130	American Literature	3
FREN XXXX	French	3
GEOG 1111	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
PSYC 2105	Introduction to Psychology of Adjustment	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3

American Studies Curriculum

60 Credit Hours

Required Major Courses Required for American Studies Curriculum

Course	Description	27 Credit Hours
AMST 3700	Principles & Methods of American Studies	3
AMST 3710	America in the World	3
AMST 3760	Advanced Studies in American Identities	3
AMST 4900	American Studies Capstone	3
ENGL 3201	Survey of Contemporary Literature	3
ENGL 3590	Technical and Professional Communication	3
HIST 3332	U.S. Social and Cultural History	3
PHIL 4080	American Philosophy	3
POLS 3201	Constitutional Law and the Federal System	3

Required Concentration Courses

Course	Description	9 Credit Hours
POLS 4415	Civil Liberties	3
HIST 3321	Diplomatic History of the U.S.	3
HIST 4101	American Political History	3

History and Political Science

Concentration Electives: (any 3000 – 4000 level HIST or POLS course)

Course	Description	9 Credit Hours
HIST 3332	US Social and Cultural History	3

HIST 4170	The Atlantic World	3
HIST 3160	American Environmental History	3
HIST 3201	History of Women in the United States	3
HIST 4000	Studies in American History	3
HIST 3321	Diplomatic History of the United States	3
HIST 3050	American Indian History to 1840	3
HIST 4412	The Early Republic	3
HIST 3073	Modern American: 1945 – Present	3
HIST 3090	The American South	3
HIST 4461	Gilded Age and the Progressive Era	3
HIST 4472	The Rise of Modern America	3
HIST 4101	American Political History	3
POLS 3201	Constitutional Law and the Federal System	3
POLS 4415	Civil Liberties	3

Electives

Course	Description	15 Credit Hours
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15 Credit hours in any 3XXX/4XXX course offered

A grade of C or better is required in each course (not previously counted). Electives must be guided by the academic advisor. The completion of a targeted sequence of classes is recommended.

Total Required for Graduation 120

BACHELOR OF APPLIED SCIENCE

WORKFORCE MANAGEMENT AND LEADERSHIP

School of Business and Public Management

Academic Commons North

912-279-5852

Program Coordinator:

Bill Garlen 279-5888

bgarlen@ccga.edu

The School of Business and Public Management seeks to offer a Bachelor of Applied Science (B.A.S.) degree with an emphasis in Workforce Leadership and Management. The primary goal of the degree is to enhance the supervisory abilities of highly skilled technically trained individuals. The Bachelor of Applied Science provides a distinctive baccalaureate degree that builds upon the technical skills and knowledge acquired in an Associate of Applied Science or Associate of Applied Technology degree. Those completing the program will be prepared to competently and efficiently engage their chosen vocational field as not only highly trained technicians but also as effective mid-level general and operations managers.

In general, the B.A.S. degree offers career advancement opportunities for people who have earned the A.A.S. and A.A.T. career degrees. Students who have earned career associate degrees at units of the Technical College System of Georgia or at other regionally accredited institutions can transition to the program with relative ease. Completion of an A.A.S or A.A.T. degree results in the awarding of 18 hours toward Area F and 18 hours of credit toward the area of supporting classes in the B.A.S. degree program. To complete the degree students take additional core and advanced courses.

GENERAL EDUCATION CORE CURRICULUM

Area Concentration – Professional Courses

A grade of C or better is required in all courses taken in Area F

Course	Description	39 Credit Hours
BASW 1100	Introduction to Business for Managers	3
BASW 2000	Computer Applications for Managers	3
BASW 3100	Management for Workforce Leaders	3
BASW 3110	Workforce Accounting	3
BASW 3120	Workforce Communications	3
BASW 3130	Workforce Crisis Management	3
BASW 4100	Capstone Site Project	6
BASW 4200	Human Resources for the Workforce	3
BASW 4300	Lean Manufacturing in the Workforce	3
BASW 4310	Strategic Planning for the Workforce	3
BASW 4320	Workforce Project Management	3
BASW 4330	Workforce Supply Chain, Logistics & Material Mgmt.	3

Area Concentration – Leadership Courses**6 Credit Hours**

LEAD 3000	Foundations of Leadership	3
LEAD 3100	Personal Leadership Development	3

Total Required for Graduation 120**BACHELOR OF ARTS IN FRENCH****(online only)****School of Arts and Sciences****Academic Commons North 210****912-279-5877****Program Coordinator:****Lisa Noetzel 279-5881****lnoetzel@ccga.edu**

The purpose of the Bachelor of Arts with a major in French program is to produce graduates who are prepared to assume a variety of important roles in the local and national communities. The program provides a foundation of required Major courses that include French conversation and composition, language, civilization, French literature and applied French courses for the professions. This approach allows students to develop areas of expertise that best meet the needs of their career paths, including the critical need for French-speaking professionals in business, industry, health care, law enforcement and public service. The program provides a focus on oral communication in professional settings, with opportunities for development of specialized vocabulary, analysis of the language used in professional settings, research in professional areas, and hands-on experiences in the community or abroad. These opportunities prepare students with an understanding of cultural factors affecting communication.

This online Bachelor of Arts in French degree is a collaborative program taught by faculty in four universities and colleges of the University System of Georgia. The student may take the first two years of general education courses either online via eCore or CCGA, or in face to face classes on the campus of the College of Coastal Georgia. All upper division courses (3000 and 4000 level) are taught fully online.

The program is ideal for members of the military, working individuals and “life-long learners” who because of other constraints in their lives need or prefer to pursue a degree or area of enrichment without the necessity of physical attendance at a college or university.

Program Requirements

Students must achieve a grade of C or better in all courses taken in Area F.

A minimum of 39 hours must be taken at the 3000/4000 level.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

A grade of C or better is required in all courses taken in Area F

Course	Description	3 Credit Hours
FREN 2002	Intermediate French	3
FL 10XX	Other Foreign Language 1001, 1002 (as needed)	0-6
FL 20XX	Other Foreign Language 2001, 2002 (as needed)	0-6
Other electives from Areas C, E		0-18

Area F – Electives

Course	Description	15 Credit Hours
ARTS 1010	Drawing I	3
ARTS 1011	Drawing II	3
ARTS 1020	Two Dimensional Design	3
ARTS 1030	Three Dimensional Design	3
ARTS 1100	Art Appreciation	3
ARTS 2003	Introduction to Painting	3
ARTS 2004	Introduction to Ceramics	3
ARTS 2020	Art History I	3
ARTS 2030	Art History II	3
COMM 1110	Fundamentals of Speech Communications	3
COMM 2100	Survey of Mass Communications	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
FREN XXXX	French	3
GEOG 1101	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3

PSYC 2105	Introduction to Psychology Adjustment	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3

**Including electives from Areas C & E

World Languages & Cultures – French Curriculum

60 Credit Hours

French Core Curriculum

Course	Description	33 Credit Hours
FREN 2010	Intermediate Conversation	3
FREN 3001	French Conversation	3
OR FREN 3002	French Composition	3
FREN 3150	French Culture & Civilization	3
OR FREN 3160	Francophone Culture & Civilization	3
FREN 3200	Approaches to Literature	3
FREN 3250	Survey of French Literature	3
OR FREN 3260	Survey of Francophone Literature	3
FREN 4001	Advanced Conversation	3
OR FREN 4002	Advanced Composition	3
FREN 4800	Special Topics	3
FREN 3XXXX/4XXXX	3 FREN 3000/4000 level Classes	9
ESOL 4010	Applied Ling. For ESOL Teachers	3

French Electives

Course	Description	27 Credit Hours
FREN 3300	French Phonetics & Phonology	3
FREN 3400	Culture, Business & Society in French World	3
FREN 4210	Business French	3
FREN 4800	Special Topics	0-9
FREN 4950	Directed Study	3
FREN 4960	Study Abroad Special Topics	0-9
FREN 4980	Community Practicum/Internship	3
FREN 4990	Senior Seminar	3

Related Electives

Suggested Elective Sequences: Minor in Spanish or German, Certificate in TESOL, Certificate in Spanish for Professionals.

Total Required for Graduation 120

BACHELOR OF ARTS IN SPANISH

(online only)

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Lisa Noetzel 279-5881

Inoetzel@ccga.edu

The purpose of the Bachelor of Arts with a major in Spanish program is to produce graduates who are prepared to assume a variety of important roles in the local and national communities. The program provides a foundation of required Major courses that include Spanish conversation and composition, language, civilization, Hispanic literature and applied Spanish courses for the professions. This approach allows students to develop areas of expertise that best meet the needs of their career paths, including the critical need for Spanish speaking professionals in business, industry, health care, law enforcement and public service. The program provides a focus on oral communication in professional settings, with opportunities for development of specialized vocabulary, analysis of the language used in professional settings, research in professional areas, and hands-on experiences in the community or abroad. These opportunities prepare students with an understanding of cultural factors affecting communication.

This online Bachelor of Arts in Spanish degree is a collaborative program taught by faculty in four universities and colleges of the University System of Georgia. The student may take the first two years of general education courses either online via eCore or CCGA, or in face to face classes on the campus of the College of Coastal Georgia. All upper division courses (3000 and 4000 level) are taught fully online.

The program is ideal for members of the military, working individuals and “life-long learners” who because of other constraints in their lives need or prefer to pursue a degree or area of enrichment without the necessity of physical attendance at a college or university.

Program Requirements

Students must achieve a grade of C or better in all courses taken in Area F.

A minimum of 39 hours must be taken at the 3000/4000 level.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

A grade of C or better is required in all courses taken in Area F

Course	Description	3 Credit Hours
SPAN 2002	Intermediate Spanish II	3
FL 10XX	Other Foreign Language 1001, 1002 (as needed)	0-6
FL 20XX	Other Foreign Language 2001, 2002 (as needed)	0-6
Other electives from Areas C & E		0-18

Area F – Electives

Course	Description	15 Credit Hours
ARTS 1010	Drawing I	3
ARTS 1011	Drawing II	3
ARTS 1020	Two Dimensional Design	3
ARTS 1030	Three Dimensional Design	3
ARTS 1100	Art Appreciation	3
ARTS 2003	Introduction to Painting	3
ARTS 2004	Introduction to Ceramics	3
ARTS 2020	Art History I	3
ARTS 2030	Art History II	3
COMM 1110	Fundamentals of Speech Communication	3
COMM 2100	Survey of Mass Communication	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3

FREN XXXX	French	3
GEOG 1101	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	US History I	3
HIST 2112	US History II	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introductions to International Relations	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
PSYC 2105	Introduction to Psychology Adjustment	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3

**Including electives from Areas C & E

World Languages & Cultures

60 Credit Hours

Spanish Core Curriculum

Course	Description	33 Credit Hours
SPAN 3000	Intermediate Grammar	3
SPAN 3010	Conversation & Composition	3
SPAN 3150	Civilization & Culture of Spain	3
OR SPAN 3160	Civilization & Culture of Latin America	3
SPAN 3200	Introduction to Literary Studies in Spanish	3
OR SPAN 3250	Survey of Peninsular Literature	3
OR SPAN 3260	Survey of Latin American Literature	3
SPAN 4010	Advanced Grammar	3
SPAN 4020	Advanced Conversation	3
SPAN 3XXX/4XXX	2 SPAN 3000/4000 level classes	6
ESOL 4010	Applied Ling. For ESOL Teachers	3

Spanish Electives

Course	Description	27 Credit Hours
SPAN 3012	Applied Conversation for Professionals	3
SPAN 3014	Language & Culture for Professionals	3
SPAN 4110	Spanish Phonetics & Phonology	3
SPAN 4220	Hispanic Women Writers	3
SPAN 4240	Golden Age Spanish Literature	3
SPAN 4250	Contemporary Spanish Literature	3
SPAN 4260	Latin American Prose	3
SPAN 4270	Latin American Short Story	3
SPAN 4500	Practicum	3

SPAN 4501	Research Project for Spanish Professionals	3
SPAN 4900	Special Topics	3-6
SPAN 4950	Directed Study	3-6
SPAN 4970	Study Abroad Practicum	1-6
SPAN 4980	Community Practicum	1-6
SPAN 4990	Senior Capstone	1

Related Electives

A second or third foreign language may be taken in the major as needed under the Elective hours.

Suggested Elective Sequences: Minor in French or German, Certificate in TESOL, Certificate in Spanish for Professionals.

Total Required for Graduation 120

BIOLOGICAL SCIENCES

BACHELOR OF SCIENCE DEGREE IN BIOLOGICAL SCIENCES CONCENTRATION IN BIOCHEMISTRY

School of Arts and Sciences

Jones 228

912-279-5876

Program Coordinator:

Dr. Colleen Knight 279-5937

cknight@ccga.edu

The School of Arts and Sciences offers the Bachelor of Science Degree in Biological Sciences. The program offers the student the opportunity to select among five concentrations of study: Biochemistry, Coastal Ecology, Pre-Professional, Biological Science Education at the secondary level or Medical Laboratory Science. The Biochemistry concentration provides students with a quantitatively focused curriculum that bridges their interests in Biology and Chemistry and prepares them for entry into variety of professional programs in the medical field as well as graduate studies in Biochemistry.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses for Biological Sciences

A grade of C or better is required in all Area F courses

Course	Description	19 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
MATH 2112	Probability and Statistics	3 **

**if needed

Biochemistry Core Curriculum

Concentration: 60 hours total (39 hours of required upper division courses; 24 hours of required upper division Biology courses; 15 hours of required upper division Chemistry courses)

Required Courses for Biological Sciences Biochemistry Concentration

Course	Description	35 Credit Hours
PHYS 1111	Introductory Physics I	4
OR PHYS 2211	Principles of Physics I	
PHYS 1112	Introductory Physics II	4
OR PHYS 2212	Principles of Physics II	
CHEM 3000	Analytical Chemistry	4
CHEM 3100	Biochemistry	3
CHEM 3200	Survey of Physical Chemistry	4
CHEM 4100	Advanced Biochemistry	4
BIOL 4110	Genetics	4
BIOL 4440	Cell and Molecular Biology	4
BIOL 4500	Introduction to Biological Research: Service-Learning	3
BIOL 4950	Senior Seminar: Service-Learning	1
Required Upper Division Electives (any 3XXX/4XXX BIOL classes excluding BIOL 3150)		12

Electives

13 Credit Hours

Students should work closely with an advisor to select the proper classes based on their interests and required prerequisites for upper division courses.

Total Required for Graduation 120

BACHELOR OF SCIENCE DEGREE IN BIOLOGICAL SCIENCES CONCENTRATION IN COASTAL ECOLOGY

School of Arts and Sciences

Jones 228

912-279-5876

Program Coordinator:

Dr. Tate Holbrook 279-5928

cholbrook@ccga.edu

The School of Arts and Sciences offers the Bachelor of Science Degree in Biological Sciences. The program offers the student the opportunity to select among five concentrations of study: Biochemistry, Coastal Ecology, Pre-Professional, Biological Science Education at the secondary level or Medical Laboratory Science. The Coastal Ecology concentration prepares students who plan to pursue careers in ecology, conservation biology, marine biology, organismal biology, forestry, wildlife, or natural resource management.

Admission Requirements

All students must first be accepted to CCGA and meet program prerequisites:

- A grade of C or better in all Area F courses with a 2.5 GPA in area F courses.
- An overall GPA of 2.0 or higher

Freshman Requirements

Traditional students wishing to pursue a Bachelor of Science in Biological Sciences must submit SAT or ACT scores. Minimum scores can be found on the Freshman Admissions page on the CCGA website (www.ccgga.edu).

Other Information

Students majoring in biological sciences are encouraged to join and participate in the CCGA Biology Club or the Environmental Club.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses for Biological Sciences

A grade of C or better is required in all Area F courses

Course	Description	19 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
MATH 2112	Probability and Statistics	3 **

**if needed

BIOLOGY CURRICULUM

Core Curriculum 62-63 Credit Hours

Biological Sciences program concentration 60 Credit Hours

(Biology Core hours 33; Field hours 15; Elective hours 12)

A grade of C or better is required in all Biology core, Field core and Elective courses.

This program meets the BOR requirements of 21 hours upper division level (3000-4000) courses in the major field and 39 over all upper division level courses.

Required Core Courses for Biology

Course	Description	25 Credit Hours
BIOL 2220	Botany	4
BIOL 2270	Zoology	4
BIOL 3300	Ecology	4
BIOL 4050	Microbial Diversity	4
BIOL 4110	Genetics	4
BIOL 4440	Cell and Molecular Biology	4
BIOL 4950	Senior Seminar: Service-Learning	1

Required Major Courses for Biology

	8 Credit Hours
BIOL 3110 (Human Anatomy) or BIOL 3200 (Plant Anatomy 4) or BIOL 3350 (Animal Anatomy 4)	4

And

BIOL 3111 (Human Physiology) or BIOL 3400 (Plant Physiology 4) or BIOL 3450 (Animal Physiology 4)	4
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Required Field Core Courses

Course	Description	15 Credit Hours
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BIOL 3060	Aquatic Biology & Ecology	4
BIOL 3250	Marine Biology	4
BIOL 4020	Conservation Biology	4
BIOL 4500	Introduction to Biological Research: Service-Learning	3

Electives

Course	Description	12 Credit Hours
BIOL 3110	Human Anatomy	4
BIOL 3111	Human Physiology	4
BIOL 3200	Plant Anatomy	4
BIOL 3350	Animal Anatomy	4
BIOL 3370	Invertebrate Natural History	4
BIOL 3380	Vertebrate Natural History	4
BIOL 3400	Plant Physiology	4
BIOL 3450	Animal Physiology	4
BIOL 4001	Topics in Biology I	3
BIOL 4002	Topics in Biology II	3
BIOL 4126	Parasitology	4
BIOL 4200	Mycology	4
BIOL 4450	Field Biology	4
BIOL 4650	Animal Behavior	4
BIOL 4900	Service-Learning Internship in Biology	3
BIOL 4905	Research Independent Study	1-3
CHEM 4905	Research Independent Study	1-3

Total Required for Graduation 120

BACHELOR OF SCIENCE DEGREE IN BIOLOGICAL SCIENCES CONCENTRATION IN PRE-PROFESSIONAL

School of Arts and Sciences

Jones 228

912-279-5876

Program Coordinator:

Dr. Gerard White 279-5920

gwhite@ccga.edu

The School of Arts and Sciences offers the Bachelor of Science Degree in Biological Sciences. The program offers the student the opportunity to select among five concentrations of study: Biochemistry, Coastal Ecology, Pre-Professional, Biological Science Education at the secondary level or Medical Laboratory Science. The Pre-Professional concentration prepares students who plan to pursue careers in microbiology, cellular and molecular biology, biotechnology, medicine, veterinary medicine, bio-medical science, dentistry, pharmacy or physical therapy. This concentration prepares students for professional and graduate school programs.

Admission Requirements

All students must first be accepted to CCGA and meet program prerequisites:

- A grade of C or better in all Area F courses with a 2.5 GPA in area F courses.
- An overall GPA of 2.0 or higher

Other Information

Professional liability insurance will be required if the student participates in clinical rotations in a health care setting.

Health insurance is required if the student participates in clinical rotations in a health care setting.

Students must submit proof of personal health insurance prior to attendance in clinical education. The USG has a health insurance program which is available for students to purchase.

GENERAL EDUCATION CORE CURRICULUM

Area F - Required Courses for Biological Sciences

A grade of C or better is required in all Area F courses.

Course	Description	18 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
MATH 2112	Probability and Statistics	3 **

**if needed

BIOLOGY CURRICULUM

Core Curriculum hours 62-63 Credit Hours

Biological Sciences program concentration hours 60 Credit Hours

(Biology Core hours 33; Pre-Professional Core Required hours 14; Elective hours 13)

A grade of C or better is required in all Biology core, Pre-Professional core and Elective courses.

This program meets the BOR requirements of 21 hours upper division level (3000-4000) courses in the major field and 39 over all upper division level courses.

Required Biology Core Courses

Course	Description	25 Credit Hours
BIOL 2220	Botany	4
BIOL 2270	Zoology	4
BIOL 3300	Ecology	4
BIOL 4050	Microbial Diversity	4
BIOL 4110	Genetics	4
BIOL 4440	Cell and Molecular Biology	4
BIOL 4950	Senior Seminar: Service-Learning	1

Required Major Courses for Biology

	8 Credit Hours
BIOL 3110 (Human Anatomy) or BIOL 3200 (Plant Anatomy 4) or BIOL 3350 (Animal Anatomy 4)	4

And

BIOL 3111 (Human Physiology) or BIOL 3400 (Plant Physiology 4) or BIOL 3450 (Animal Physiology 4)	4
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Pre-Professional Core Requirements

Select:	14 Credit Hours
PHYS 1111 (Introductory Physics I)	4

OR PHYS 2211 (Principles of Physics I)	
Select: PHYS 1112 (Introductory Physics II)	4
OR PHYS 2212 (Principles of Physics II)	
Select: BIOL 3100 (Biochemistry)	3
OR CHEM 3100 (Biochemistry)	
BIOL 4500 Introduction to Biological Research: Service-Learning	3

Electives

Course	Description	13 Credit Hours
BIOL 3110	Human Anatomy	4
BIOL 3111	Human Physiology	4
BIOL 3200	Plant Anatomy	4
BIOL 3350	Animal Anatomy	4
BIOL 3400	Plant Physiology	4
BIOL 3410	Pathophysiology	4
BIOL 3450	Animal Physiology	4
BIOL 3760	Immunology	4
BIOL 4001	Topics in Biology I	3
BIOL 4002	Topics in Biology II	3
BIOL 4126	Parasitology	4
BIOL 4200	Mycology	4
BIOL 4890	Neurobiology	4
BIOL 4900	Service-Learning Internship in Biology	3
BIOL 4905	Research Independent Study	1-3
CHEM 4905	Research Independent Study	1-3

Total Required for Graduation 120

BACHELOR OF SCIENCE DEGREE IN BIOLOGICAL SCIENCES CONCENTRATION IN BIOLOGY\SECONDARY EDUCATION

School of Arts and Sciences

Jones 228

912-279-5876

Program Coordinator:

Dr. Jennifer Hatchel 912-510-3341

jhatchel@ccga.edu

The School of Arts and Sciences offers the Bachelor of Science Degree in Biological Sciences. The program offers the student the opportunity to select among five concentrations of study: Biochemistry, Coastal Ecology, Pre-professional, Biological Science Education at the secondary level or Medical Laboratory Science. The Secondary Education concentration prepares future secondary biology teachers for the region and state. Highly-qualified science and mathematics teachers are known to be critically important to increase the number of high school graduates who pursue advanced degrees in Science, Technology, Engineering, and Mathematics (STEM). This concentration aligns with the curriculum guidelines of the Next Generation Science Standards; NCATE/NGSS Program Standards (2003).

Admission Requirements

All students must first be accepted to CCGA and meet program prerequisites.

Students entering the Biology Education track must meet the entry requirements of the Bachelor of Science in Education Program.

Admission is competitive in nature and successful prospective teacher candidates must meet the following minimum criteria:

- a. a cumulative GPA of 2.5 or higher on all coursework.
- b. successful completion of the GACE Program Admission Assessment or an exemption based upon satisfactory scores on the SAT or ACT*.
- c. completion of the GACE Georgia Educator Ethics Assessment (Program Entry [350])
- d. grade of C or better in all Area F courses
- e. completion of Areas A-G in the core curriculum
- f. submission of three Teacher Candidate Disposition Evaluations (at least one from an EDUC professor)
- g. proof of insurance for tort liability purposes
- i. a successful criminal background check (conducted by the GaPSC)
- j. a GaPSC Pre-Service Certificate Application

Students may be exempt from GACE if they:

1. Score 1000 or higher on the SAT (verbal, math)
2. Score 43 or higher on the ACT (English, math)
3. Passed the CBEST, CLAST, or FTCE (California/Oregon/Florida)
4. Passed the Praxis I prior to 3/6/2007

Students must maintain an overall minimum GPA of 2.75 in all education courses. For graduation, all teacher candidates are required to take the edTPA, to successfully complete the Capstone Integrated Internship, and to pass the GACE content tests required for certification by the Georgia Professional Standards Commission.

Other Information

Students majoring in biological sciences are encouraged to join and participate in the CCGA Biology Club or the Associate of Coastal Educators (ACE).

GENERAL EDUCATION CORE CURRICULUM

Area F – Required

8 Credit Hours

A grade of C or better is required in all Area F Courses

Must have a sequence in either PHYS 1111/1112 or CHEM 2211/2212

PHYS 1111 Introductory Physics I 4

and PHYS 1112 Introductory Physics II 4

OR

CHEM 2211 Organic Chemistry I 3

and CHEM 2211L Organic Chemistry Laboratory I 1

and CHEM 2212 Organic Chemistry II 3

and CHEM 2212L Organic Chemistry Laboratory II 1

Electives

Course Description 18 Credit Hours

BIOL 1107 Principles of Biology I 4

BIOL 1108 Principles of Biology II 4

MATH 2112 Probability and Statistics 3 **

(Organic Chemistry or Physics sequence required)

CHEM 2211 Organic Chemistry I 3

CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4
**if needed		

BIOLOGY CURRICULUM

Core Curriculum 62-63 Credit Hours

Biological Sciences program concentration 64 Credit Hours
(Biology Core hours 33; Education Requirements 31)

A grade of C or better is required for all Biology core requirements.
Students must have an overall GPA of 2.5 for acceptance into education program and must maintain an overall minimum GPA of 2.75 in all education courses.

This program meets the BOR requirements of 21 hours upper division level (3000-4000) courses in the major field and 39 over all upper division level courses.

Biology Core

Course	Description	33 Credit Hours
BIOL 2220	Botany	4
BIOL 2270	Zoology	4
BIOL 3300	Ecology	4
BIOL 3450	Animal Physiology	4
BIOL 4050	Microbial Diversity	4
BIOL 4110	Genetics	4
BIOL 4440	Cell and Molecular Biology	4
BIOL 4950	Senior Seminar: Service-Learning	1
GEOL 1121	Physical Geology	4

Education Requirements

Students must have an overall GPA of 2.5 and have successfully completed all three GACE Program Admission Assessments or an exemption based upon satisfactory scores on the SAT or ACT tests for acceptance into the education program. Students must maintain an overall GPA of 2.75 in all education courses.

Course	Description	31 Credit Hours
EDUC 2110	Investigating Critical and Contemporary Issues in Education	3
EDUC 2120	Exploring Socio-Cultural Perspectives on Diversity in Educational Contexts	3
EDUC 2130	Exploring Teaching and Learning	3
PSYC 3010	Adolescent Psychology	3
RDNG 4021	Reading and Writing Issues in the Secondary School	2
SCED 3000	Secondary Curriculum, Instruction and Assessment	3
SCED 3020	Methods of Teaching Secondary Science	2
SCED 4010	Classroom Management in the Secondary School	3
SCED 4030	Professional Roles, Ethics, and Collaboration in the Secondary School	2
SCED 4040	Internship in the Secondary School	5

Total Required for Graduation 125-126**BACHELOR OF SCIENCE DEGREE IN BIOLOGICAL SCIENCES
CONCENTRATION IN MEDICAL LABORATORY SCIENCE****School of Arts and Sciences****Jones 202****912-279-5876****Program Coordinator:****Jim Carpenter 279- 5916****jcarpenter@ccga.edu**

The School of Arts and Sciences offers the Bachelor of Science Degree in Biological Sciences. The program offers the student the opportunity to select among five concentrations of study: Biochemistry, Coastal Ecology, Pre-professional, and Biological Science Education at the secondary level or Medical Laboratory Science. The Medical Laboratory Science concentration prepares students for employment as entry level medical laboratory scientists.

Admission Requirements

All students must first be accepted to CCGA and meet program prerequisites:

- A grade of C or better in all Area F courses with a 2.5 GPA in area F courses.
- An overall GPA of 2.0 or higher.
- Admission into MLS requires a minimum 2.5 GPA and students must maintain a minimum GPA of 2.75 each term once admitted.
- Students must successfully complete the Biology core and MLS core before gaining permission to proceed into the clinical practicum.
- For student interested in pursuing a pre-medical option physics is required.

Other Information

Students majoring in biological sciences are encouraged to join and participate in the CCGA Biology Club.

GENERAL EDUCATION CORE CURRICULUM**Biology Core**

A grade of C or better is required in these courses.

Course	Description	27 Credit Hours
BIOL 4110	Genetics	4
BIOL 4440	Cell and Molecular Biology	4
BIOL 3760	Immunology	4
CHEM/BIOL 3100	Biochemistry	3
BIOL 3410	Pathophysiology	4
or		
BIOL 3111	Human Physiology	4
BIOL 4930	Diagnostic Medical Microbiology	4
BIOL 4500	Biological Research	3
BIOL/MLS 4950	Senior Seminar	1

Pre-Med Option Requirements

For students interested in pursuing a pre-medical option, physics is required. A grade of C or better is required in these courses. Must take a sequence.

Course	Description	8 Credit Hours
PHYS 1111	Introductory Physics I	4
or PHYS 1112	Introductory Physics II	4
PHYS 2211	Principles of Physics I	4
or PHYS 2212	Principles of Physics II	4

Medical Laboratory Science Core Courses

A grade of C or better is required in these courses.

Course	Description	21 Credit Hours
MLS 4750	Management, Leadership & Education	2
MLS 4910	Hematology & Hemostasis	4
MLS 4935	Diagnostic Medical Microbiology II	3
MLS 4940	Clinical Chemistry	4
MLS 4945	Body Fluid Analysis	2
MLS 4950	Immunohematology	4
MLS 4970	Molecular Diagnosis	2

Medical Laboratory Science Practicum

A grade of C or better is required in these courses. Students must successfully complete the Biology core and MLS core before gaining permission to proceed into the clinical practicum.

Course	Description	31 Credit Hours
MLS 4090	Clinical Practicum-Hematology	4
MLS 4290	Clinical Practicum-Microbiology	4
MLS 4390	Clinical Practicum-Immunohematology	4
MLS 4590	Clinical Practicum-Clinical Chemistry	4

Area F – Required Courses for Biological Sciences

A grade of C or better is required in all Area F courses

Course	Description	19 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
MATH 2112	Probability and Statistics	3 **

**if needed

Total Required for Graduation (without Pre-Med Option requirement)	127-128
(with Pre-Med Option requirement)	135-136

BUSINESS ADMINISTRATION

BACHELOR OF BUSINESS ADMINISTRATION CONCENTRATION IN ACCOUNTING

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Wanda DeLeo 279-5885

wdeleo@ccga.edu

Integrating an innovative curriculum, highly regarded faculty, a supportive academic environment, and a vibrant business community, the BBA focuses on developing sound decision-making skills, up-to-date and evolving business competencies, and the application of learning to real-world organizations. All students participate in a required internship and service-learning activities focused on developing entrepreneurial spirit, teamwork skills and valued abilities.

During the Freshman and Sophomore years, students pursuing the BBA degree are required to take 60 total credit hours in the core curriculum in Areas A through F. In the junior and senior years students generally are required to complete a 36 hour common core, an 18 hour concentration, and 12 hours of directed electives. Upon completion of all degree requirements students are awarded a BBA degree with a major in General Business with a concentration in the selected area.

Students are strongly advised to regularly see their BBA advisor as concentration courses are offered over a two-year cycle.

Students may enroll in the BBA degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F [(A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Business Administration, 18 hours].
2. A grade of C or better in all Area F courses, MATH 1111 and MATH 2112.
3. An institutional GPA of 2.0 or better.
4. Met all prerequisites for the courses in which they plan to enroll.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BBA has the following additional policies: At least 30 hours of upper division BBA courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Business Administration Required Courses

A grade of C or better is required in each of these classes

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

Junior and Senior Required Common Core Curriculum

Must be completed with a grade of C or better

Course	Description	30 Credit Hours
ACCT 4900	Internship (senior standing only)	3

BISM 3100	Principles of Management Information Systems	3
BUSA 3120	Business Communication and Personal Professional Development	3
ECON XXXX	(3000 level or higher)	3
FINC 3100	Business Finance	3
MGMT 3100	Principles of Management	3
MGMT 3320	Operations Management	3
MGMT 3500	Business Law and Ethics	3
MGMT 4200	Strategic Management (senior standing only)	3
MKTG 3100	Principles of Marketing	3

Area Concentration – Accounting

Course	Description	9 Credit Hours
ACCT 3110	Intermediate Accounting I	3
ACCT 3120	Intermediate Accounting II	3
ACCT 4400	Accounting Information Systems	3

Area Concentration – Accounting Electives

Course	Description	9 Credit Hours
ACCT 3050	Accounting and Reporting for Governmental and Non-profit Entities	3
ACCT 3100	Cost Accounting	3
ACCT 3200	Principles of Taxation	3
ACCT 4100	Financial Statement Analysis	3
ACCT 4200	Auditing and Assurance	3
ACCT 4300	Advanced Financial Accounting	3
ACCT 4400	Accounting Information Systems	3
XXXX 4500	Special Topics	3
XXXX 4510	Independent Study	3

Any prefixed course numbered ACCT, BUSA, ECON, FINC, MGMT, MKTG, LEAD, ITEC, BISM, CRJU, PUBM, CULN, and HINF 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Area Concentration – Directed Electives

12 Credit Hours

Directed electives must be selected with consultation of an academic advisor

Total Required for Graduation 120

BACHELOR OF BUSINESS ADMINISTRATION CONCENTRATION IN ECONOMICS

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Don Mathews 279-5929

dmathews@ccga.edu

Integrating an innovative curriculum, highly regarded faculty, a supportive academic environment, and a vibrant business community, the BBA focuses on developing sound decision-making skills, up-to-date

and evolving business competencies, and the application of learning to real-world organizations. All students participate in a required internship and service-learning activities focused on developing entrepreneurial spirit, teamwork skills and valued abilities.

During the Freshman and Sophomore years, students pursuing the BBA degree are required to take 60 total credit hours in the core curriculum in Areas A through F. In the junior and senior years students generally are required to complete a 36 hour common core, an 18 hour concentration, and 12 hours of directed electives. Upon completion of all degree requirements students are awarded a BBA degree with a major in General Business with a concentration in the selected area.

Students are strongly advised to regularly see their BBA advisor as concentration courses are offered over a two-year cycle.

Students may enroll in the BBA degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F [(A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Business Administration, 18 hours.
2. A grade of C or better in all Area F courses, MATH 1111 and MATH 2112.
3. An institutional GPA of 2.0 or better.
4. Met all prerequisites for the courses in which they plan to enroll.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BBA has the following additional policies: At least 30 hours of upper division BBA courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Business Administration Required Courses

A C grade or better is required in each of these classes

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

Junior and Senior Required Common Core Curriculum

Must be completed with a grade of C or better

Course	Description	3 Credit Hours
ACCT 4400	Accounting Information Systems	3
BISM 3100	Principles of Management Information Systems	3

Junior and Senior Required Common Core Curriculum Continued

Must be completed with a grade of C or better

Course	Description	27 Credit Hours
BUSA 3120	Business Communication and Personal Professional Development	3
BUSA 4900	Internship (senior standing only)	3

ECON XXXX	(3000 level or higher)	3
FINC 3100	Business Finance	3
MGMT 3100	Principles of Management	3
MGMT 3320	Operations Management	3
MGMT 3500	Business Law and Ethics	3
MGMT 4200	Strategic Management (senior standing only)	3
MKTG 3100	Principles of Marketing	3

Area Concentration – Economics

The concentration in economics in the College of Coastal Georgia's BBA program consists of a total of 6 courses (18 credit hours).

Note: Students are required to take one upper division ECON course in the BBA core. The concentration in economics requires 6 courses in addition to the ECON course chosen to fulfill the core requirements.

Course	Description	18 Credit Hours
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Students must take at least 4 courses from the following:

ECON 3110	Money and Financial Markets	3
ECON 3131	Intermediate Macroeconomics	3
ECON 3200	International Economics	3
ECON 3231	Intermediate Microeconomics	3
ECON 4400	Public Economics	3
ECON 4960	Economics of Work and Pay	3
XXXX 4500	Special Topics	3
XXXX 4510	Independent Study	3

Any prefixed course numbered ACCT, BUSA, ECON, FINC, MGMT, MKTG, LEAD, ITEC, BISM, CRJU, PUBM, CULN, and HINF 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Students may take no more than 2 courses from the following:

ACCT 3100	Cost Accounting	3
ACCT 4100	Financial Statement Analysis	3
FINC 3200	Principles of Banking	3
FINC 3250	Bank Regulation	3
FINC 4230	Securities Analysis	3

Area Concentration – Directed Electives	12 Credit Hours
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Directed electives must be selected with consultation of an academic advisor

Total Required for Graduation 120

BACHELOR OF BUSINESS ADMINISTRATION CONCENTRATION IN FINANCE

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Dr. David Reese 279-5824

treese@ccga.edu

Integrating an innovative curriculum, highly regarded faculty, a supportive academic environment, and a vibrant business community, the BBA focuses on developing sound decision-making skills, up-to-date and evolving business competencies, and the application of learning to real-world organizations. All students participate in a required internship and service-learning activities focused on developing entrepreneurial spirit, teamwork skills and valued abilities.

During the Freshman and Sophomore years, students pursuing the BBA degree are required to take 60 total credit hours in the core curriculum in Areas A through F. In the junior and senior years students generally are required to complete a 36 hour common core, an 18 hour concentration, and 12 hours of directed electives. Upon completion of all degree requirements students are awarded a BBA degree with a major in General Business with a concentration in the selected area.

Students are strongly advised to regularly see their BBA advisor as concentration courses are offered over a two-year cycle.

Students may enroll in the BBA degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F [(A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Business Administration, 18 hours].
2. A grade of C or better in all Area F courses, MATH 1111 and MATH 2112.
3. An institutional GPA of 2.0 or better.
4. Met all prerequisites for the courses in which they plan to enroll.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BBA has the following additional policies: At least 30 hours of upper division BBA courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F - Business Administration Required Courses

A C grade or better is required in each of these classes.

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

Junior and Senior Required Common Core Curriculum

Must be completed with a grade of C or better. Any ECON 3XXX level course is required, but ECON 3131 or ECON 3110 is highly recommended.

Course	Description	30 Credit Hours
BISM 3100	Principles of Management Information Systems	3
BUSA 3120	Business Communication and Personal Professional Development	3
BUSA 4900	Internship	3
ECON 3XXX		3
FINC 3100	Business Finance	3

MGMT 3100	Principles of Management	3
MGMT 3320	Operations Management	3
MGMT 3500	Business Law and Ethics	3
MGMT 4200	Strategic Management (senior standing only)	3
MKTG 3100	Principles of Marketing	3

Area Concentration – Finance

18 Credit Hours

Required Classes

9 Credit Hours

ACCT 3110	Intermediate Accounting I	3
FINC 3200	Principles of Banking	3
FINC 4220	Corporate Finance	3

Electives

6 Credit Hours

Course Description

Select two from the following:

FINC 3250	Bank Regulation	3
FINC 3350	Personal Financial Planning and Management	3
FINC 4230	Security Analysis	3
FINC 4431	Principles of Real Estate	3
FINC 4660	Advanced Corporate Finance	3

Additional Finance Concentration Electives

3 Credit hours

Select one from the following:

ECON 3110	Money and Financial Markets	3
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OR

ECON 3131	Intermediate Macroeconomics	3
ECON 3200	International Economics	3
ECON 3231	Intermediate Microeconomics	3
ECON 4400	Public Economics	3
XXXX 4500	Special Topics	3
XXXX 4510	Independent Study	3

Any prefixed course numbered ACCT, BUSA, ECON, FINC, MGMT, MKTG, LEAD, ITEC, BISM, CRJU, PUBM, CULN, and HINF 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Any prefixed course numbered 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Directed electives must be selected with consultation of an academic advisor

Total Required for Graduation 120

BACHELOR OF BUSINESS ADMINISTRATION CONCENTRATION IN GENERAL BUSINESS

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Integrating an innovative curriculum, highly regarded faculty, a supportive academic environment, and a vibrant business community, the BBA focuses on developing sound decision-making skills, up-to-date and evolving business competencies, and the application of learning to real-world organizations. All students participate in a required internship and service-learning activities focused on developing entrepreneurial spirit, teamwork skills and valued abilities.

During the Freshman and Sophomore years, students pursuing the BBA degree are required to take 60 total credit hours the core curriculum in Areas A through F. In the junior and senior years students generally are required to complete a 36 hour common core, an 18 hour concentration, and 12 hours of directed electives. Upon completion of all degree requirements students are awarded a BBA degree with a major in General Business with a concentration in the selected area.

Students are strongly advised to regularly see their BBA advisor as concentration courses are offered over a two-year cycle.

Students may enroll in the BBA degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F [(A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Business Administration, 18 hours].
2. A grade of C or better in all Area F courses, MATH 1111 and MATH 2112.
3. An institutional GPA of 2.0 or better.
4. Meet all prerequisites for the courses in which they plan to enroll.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BBA has the following additional policies: At least 30 hours of upper division BBA courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Business Administration Required Courses

Must be completed with a grade of C or better in each class

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

Junior and Senior Required Common Core Curriculum

Must be completed with a grade of C or better

Course	Description	30 Credit Hours
BISM 3100	Principles of Management Information Systems	3
BUSA 3120	Business Communication and Personal Professional Development	3
BUSA 4900	Internship	3

ECON XXXX	(3000 level or higher)	3
FINC 3100	Business Finance	3
MGMT 3100	Principles of Management	3
MGMT 3320	Operations Management	3
MGMT 3500	Business Law and Ethics	3
MGMT 4200	Strategic Management (senior standing only)	3
MKTG 3100	Principles of Marketing	3

Area Concentration – General Business

18 Credit Hours

Any 6 courses from the BBA course listings numbered 3000 or higher. No more than two courses can come from any one discipline. Courses counted in the junior/senior common core curriculum may not be double counted in the General Business concentration.

Area Concentration - Directed Electives

18 Credit Hours

Directed electives must be selected with consultation of an academic advisor

XXXX 4500	Special Topics	3
XXXX 4510	Independent Study	3

Any prefixed course numbered ACCT, BUSA, ECON, FINC, MGMT, MKTG, LEAD, ITEC, BISM, CRJU, PUBM, CULN, and HINF 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Total Required for Graduation 120

BACHELOR OF BUSINESS ADMINISTRATION CONCENTRATION IN HEALTH CARE ADMINISTRATION

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Lee McKinley 279-5886

lmckinley@ccga.edu

Integrating an innovative curriculum, highly regarded faculty, a supportive academic environment, and a vibrant business community, the BBA focuses on developing sound decision-making skills, up-to-date and evolving business competencies, and the application of learning to real-world organizations. All students participate in a required internship and service-learning activities focused on developing entrepreneurial spirit, teamwork skills and valued abilities.

During the Freshman and Sophomore years, students pursuing the BBA degree are required to take 60 total credit hours in the core curriculum in Areas A through F. In the junior and senior years students generally are required to complete a 36 hour common core, an 18 hour concentration, and 12 hours of directed electives. Upon completion of all degree requirements students are awarded a BBA degree with a major in General Business with a concentration in the selected area.

Students are strongly advised to regularly see their BBA advisor as concentration courses are offered over a two-year cycle.

Students may enroll in the BBA degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F [(A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Business Administration, 18 hours].
2. A grade of C or better in all Area F courses, MATH 1111 and MATH 2112.
3. An institutional GPA of 2.0 or better.
4. Met all prerequisites for the courses in which they plan to enroll.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BBA has the following additional policies: At least 30 hours of upper division BBA courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Business Administration Required Courses

Must be completed with a grade of C or better in each class

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

Junior and Senior Required Common Core Curriculum

Must be completed with a grade of C or better. Any ECON 3XXX level course is required, but ECON 3340 is highly recommended.

Course	Description	30 Credit Hours
BISM 3100	Principles of Management Information Systems	3
BUSA 3120	Business Communication and Personal Professional Development	3
BUSA 4900	Internship	3
ECON 3XXX		3
FINC 3100	Business Finance	3
MGMT 3100	Principles of Management	3
MGMT 3320	Operations Management	3
MGMT 3500	Business Law and Ethics	3
MGMT 4200	Strategic Management (senior standing only)	3
MKTG 3100	Principles of Marketing	3

Area Concentration – Health Care Administration

Course	Description	24 Credit Hours
BISM 3135	Systems Analysis and Design	3
HINF 3000	Foundations of Health Informatics	3
HINF 3001	Overview of US Health Care System	3
HINF 3100	Principles of Project Management in Health Care	3
HINF 4100	Health Care Policy	3
HINF 4250	Health Care Finance	3
HINF 4325	Principles of Health Care Quality and	

	Continuous Improvement	3
MGMT 3120	Human Resources Management	3

Area Concentration - Directed Electives

Directed electives must be selected with consultation of an academic advisor

Course	Description	Credit Hours
XXXX 4500	Special Topics	3
XXXX 4510	Independent Study	3

Any prefixed course numbered ACCT, BUSA, ECON, FINC, MGMT, MKTG, LEAD, ITEC, BISM, CRJU, PUBM, CULN, and HINF 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Total Required for Graduation 120

BACHELOR OF BUSINESS ADMINISTRATION CONCENTRATION IN HOSPITALITY, RESORT AND TOURISM MANAGEMENT

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Robbie Roberson 279-5852

rroberson@ccga.edu

Integrating an innovative curriculum, highly regarded faculty, a supportive academic environment, and a vibrant business community, the BBA focuses on developing sound decision-making skills, up-to-date and evolving business competencies, and the application of learning to real-world organizations. All students participate in a required internship and service-learning activities focused on developing entrepreneurial spirit, teamwork skills and valued abilities.

During the Freshman and Sophomore years, students pursuing the BBA degree are required to take 60 total credit hours: 60 hours of the core curriculum in Areas A through F. In the junior and senior years students generally are required to complete a 36 hour common core, an 18 hour concentration, and 12 hours of directed electives. Upon completion of all degree requirements students are awarded a BBA degree with a major in General Business with a concentration in the selected area.

Students are strongly advised to regularly see their BBA advisor as concentration courses are offered over a two-year cycle.

Students may enroll in the BBA degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F [(A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Business Administration, 18 hours].
2. A grade of C or better in all Area F courses, MATH 1111 and MATH 2112.
3. An institutional GPA of 2.0 or better.
4. Met all prerequisites for the courses in which they plan to enroll.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BBA has the following additional policies: At least 30 hours of upper division BBA courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Business Administration Required Courses

A C grade or better is required in each of these classes

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

Junior and Senior Required Common Core Curriculum

Must be completed with a grade of C or better

Course	Description	30 Credit Hours
BISM 3100	Principles of Management of Information Systems	3
BUSA 3120	Business Communication and Personal Professional Development	3
HOSP 4900	Internship	3
ECON XXXX	(3000 level or higher)	3
FINC 3100	Business Finance	3
MGMT 3100	Principles of Management	3
MGMT 3320	Operations Management	3
HOSP 3120	Hospitality and Entertainment Law	3
MGMT 4200	Strategic Management (senior standing only)	3
MKTG 3100	Principles of Marketing	3

Area Concentration – Hospitality, Resort and Tourism Management

Note: Students in the Hospitality, Resort and Tourism Management concentration are required to take the following courses prior to taking MGMT 3140 Fundamentals of Resort Management.

Course	Description	Credit Hours
HOSP 1106	Introduction to Hospitality	3
HOSP 2108	Hotel/Motel Management	3

Area Concentration

18 Credit Hours

Required Classes

Course	Description	9 Credit Hours
MGMT 3140	Fundamentals of Resort Management	3
MKTG 3130	Event Management	3
HOSP 3100	Fundamentals of Tourism	3

Area Concentration – Elective Courses

Course	Description	9 Credit Hours
MGMT 3120	Human Resource Management	3
PUBM 4250	Emergency Management	3
MGMT 4300	Facilities Management	3

HOSP 4100	Eco Tourism	3
MGMT 4120	Strategic Golf Course Management	3
BIOL 3150	Principles of Ecology	4
BIOL 3250	Marine Biology (permission of instructor required)	3
XXXX 4500	Special Topics	3
XXXX 4510	Independent Study	3

Any prefixed course numbered ACCT, BUSA, ECON, FINC, MGMT, MKTG, LEAD, ITEC, BISM, CRJU, PUBM, CULN, and HINF 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Area Concentration – Directed Electives

6 Credit Hours

Directed electives must be selected with consultation of an academic advisor

Total Required for Graduation 120

BACHELOR OF BUSINESS ADMINISTRATION CONCENTRATION IN LEADERSHIP

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Dr. Jim Fullerton 279-5895

jfullerton@ccga.edu

Integrating an innovative curriculum, highly regarded faculty, a supportive academic environment, and a vibrant business community, the BBA focuses on developing sound decision-making skills, up-to-date and evolving business competencies, and the application of learning to real-world organizations. All students participate in a required internship and service-learning activities focused on developing entrepreneurial spirit, teamwork skills and valued abilities.

During the Freshman and Sophomore years, students pursuing the BBA degree are required to take total credit hours in the core curriculum in Areas A through F. In the junior and senior years students generally are required to complete a 36 hour common core, an 18 hour concentration, and 12 hours of directed electives. Upon completion of all degree requirements students are awarded a BBA degree with a major in General Business with a concentration in the selected area.

Students are strongly advised to regularly see their BBA advisor as concentration courses are offered over a two-year cycle.

Students may enroll in the BBA degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F [(A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Business Administration, 18 hours].
2. A grade of C or better in all Area F courses, MATH 1111 and MATH 2112.
3. An institutional GPA of 2.0 or better.
4. Met all prerequisites for the courses in which they plan to enroll.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BBA has the following additional policies: At least 30 hours of upper division BBA courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement

GENERAL EDUCATION CORE CURRICULUM

Area F – Business Administration Required Courses

A C grade or better is required in each of these classes.

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

Junior and Senior Required Common Core Curriculum

Must be completed with a grade of C or better

Course	Description	30 Credit Hours
BISM 3100	Principles of Management Information Systems	3
BUSA 3120	Business Communication and Personal Professional Development	3
BUSA 4900	Internship	3
ECON XXXX	(3000 level or higher)	3
FINC 3100	Business Finance	3
MGMT 3100	Principles of Management	3
MGMT 3320	Operations Management	3
MGMT 3500	Business Law and Ethics	3
MGMT 4200	Strategic Management (senior standing only)	3

Area Concentration – Leadership

Course	Description	15 Credit Hours
LEAD 3000	Foundations of Leadership	3
LEAD 3100	Personal Leadership Development	3
LEAD 4000	Leadership of Non-Profit Organizations and Social Enterprises	3
LEAD 4100	Leadership for the Common Good	3
MGMT 4100	Entrepreneurship	3

Area Concentration – Leadership Electives

Course	Description	3 Credit Hours
HIST 3201	History of Women in the United States	3
MGMT 3120	Human Resource Management	3
PSYC 3320	Industrial/Organizational Psychology	3
PSYC 4610	Theories of Motivation	3
SOCI 3700	Sociology of Gender	3
SOCI 4100	Social Stratification	3
SOCI 4200	The Self and Social Existence	3
XXXX 4500	Special Topics	3
XXXX 4510	Independent Study	3

Any prefixed course numbered ACCT, BUSA, ECON, FINC, MGMT, MKTG, LEAD, ITEC, BISM, CRJU, PUBM, CULN, and HINF 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Area Concentration – Directed Electives

12 Credit Hours

Directed electives must be selected with consultation of an academic advisor

Total Required for Graduation 120

BACHELOR OF BUSINESS ADMINISTRATION CONCENTRATION IN MARKETING

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Bill Garlen 279-5888

bgarlen@ccga.edu

Integrating an innovative curriculum, highly regarded faculty, a supportive academic environment, and a vibrant business community, the BBA focuses on developing sound decision-making skills, up-to-date and evolving business competencies, and the application of learning to real-world organizations. All students participate in a required internship and service-learning activities focused on developing entrepreneurial spirit, teamwork skills and valued abilities.

During the Freshman and Sophomore years, students pursuing the BBA degree are required to take 60 total credit hours in the core curriculum in Areas A through F. In the junior and senior years students are required to complete a 36 hour common core, an 18 hour concentration, and 12 hours of directed electives. Upon completion of all degree requirements students are awarded a BBA degree with a major in General Business with a concentration in the selected area.

Students are strongly advised to regularly see their BBA advisor as concentration courses are offered over a two-year cycle.

Students may enroll in the BBA degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F [(A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Business Administration, 18 hours].
2. A grade of C or better in all Area F courses, MATH 1111 and MATH 2112.
3. An institutional GPA of 2.0 or better.
4. Meet all prerequisites for the courses in which they plan to enroll.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BBA has the following additional policies: At least 30 hours of upper division BBA courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Business Administration Required Courses

A grade of C or better is required in each of these classes.

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

Junior and Senior Required Common Core Curriculum

Must be completed with a grade of C or better

Course	Description	30 Credit Hours
BISM 3100	Principles of Management Information Systems	3
BUSA 3120	Business Communication and Personal Professional Development	3
BUSA 4900	Internship	3
ECON XXXX	(3000 level or higher)	3
FINC 3100	Business Finance	3
MGMT 3100	Principles of Management	3
MGMT 3320	Operations Management	3
MGMT 3500	Business Law and Ethics	3
MGMT 4200	Strategic Management (senior standing only)	3
MKTG 3100	Principles of Marketing	3

Area Concentration – Marketing

Any 6 courses from the BBA course listings numbered 3000 or higher. No more than two courses can come from any one discipline. Courses counted in the junior/senior common core curriculum may not be double counted in the Marketing concentration.

Course	Description	9 Credit Hours
MKTG 3110	Integrated Promotion	3
MKTG 4100	Entrepreneurship	3
MKTG 4175	Global Marketing	3

Area Concentration – Marketing Electives

Course	Description	9 Credit Hours
ACCT 3100	Cost Accounting	3
BUSA 4300	Management of Competitive Analysis	3
LEAD 3000	Foundations of Leadership	3
MGMT 3300	Supply Chain Management	3
MGMT 3600	Hospitality Management	3
XXXX 4500	Special Topics	3
XXXX 4510	Independent Study	3

Any prefixed course numbered ACCT, BUSA, ECON, FINC, MGMT, MKTG, LEAD, ITEC, BISM, CRJU, PUBM, CULN, and HINF 4500 or 4510 may be counted as an elective with permission of the instructor and area advisor.

Area Concentration – Directed Electives

12 Credit Hours

Directed electives must be selected with consultation of an academic advisor

Total Required for Graduation 120

CRIMINAL JUSTICE

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Cindy Atwood 279-5909

catwood@ccga.edu

Concentrations in Public Management, Homeland Security, Data and Information Analysis, and Information Assurance and Cyber Security

Our nation faces enormous challenges in the increasingly complex and turbulent areas included in our system of criminal justice. As a nation, just within the past decade, the United States has witnessed the collapse of our financial markets, controversy over illegal immigration and border security, a resurgence of racial tensions, the continued scourge of illegal drugs on our society, and an increased understanding of the horrors of human trafficking. As a nation, we have accepted the “new norms” associated with the aftermath of the 9/11 terrorist attacks including increased search and surveillance capabilities of law enforcement, and we have witnessed what some refer to as the “militarization” of law enforcement in the United States. The CCGA Criminal Justice major, housed in the School of Business and Public Management, is focused on the knowledge that each of these areas and many others are important to the education of today’s criminal justice students. It is our belief that our criminal justice students will be tomorrow’s law enforcement professionals as well as thought-leaders who will help shape public policy in municipalities and states, as well as domestically and internationally, for many years to come. We encourage you to pursue the baccalaureate degree in Criminal Justice while pursuing a concentration in one of four distinct areas: Public Management, Homeland Security, Data and Information Analysis, or Information Assurance and Cyber Security at the College of Coastal Georgia. The strong combination of criminal justice with any of these concentrations will provide a thorough preparation for students as they pursue a career in the broad field of criminal justice. In addition to the strength of our criminal justice courses, our criminal justice students benefit from our close partnership with the nearby Federal Law Enforcement Training Centers (FLETC). Many of our criminal justice courses are taught by some of the finest law enforcement instructors in the nation. Additionally, CCGA’s criminal justice degree, which is housed in the School of Business and Public Management, will provide students with key management competencies and critical thinking skills, rare for baccalaureate degrees in criminal justice.

During the Freshman and Sophomore years, students pursuing the Bachelor of Science degree are required to complete 60 total credit hours: in the core curriculum in Areas A through F. In the Junior and Senior years, students generally are required to complete a 36 hour common core criminal justice curriculum, and 18 hour concentration, and 6 hours of directed electives.

Students are strongly encouraged to see an advisor on the criminal justice faculty. Each concentration has its own Area F requirements and possible requirements of higher level mathematics.

Students may enroll in the BSCJ degree program at any time. Prior to enrolling in junior and senior level courses students generally have:

1. Earned a minimum of 60 credit hours in Area A-F including (A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Criminal Justice, 18 hours

2. A grade of C or better in all Area F courses and MATH 1001 or MATH 1111;
3. An institutional GPA of 2.0 or better
4. Meet all prerequisites for the courses in which they plan to enroll

Upon completion of all degree requirements, students complete 36 hours from a set of core courses that provide essential learning outcomes in one of four offered concentrations: homeland security, information assurance and cyber defense, public management or data and information analysis.

Concentrations descriptions offered within the criminal justice curriculum are as follows:

- **Public Management** focuses primarily on the management of public sector organizations. For criminal justice students, the goal of this concentration is to develop skills required by individuals who manage criminal justice and security organizations and those who develop and evaluate policies. The public management concentration provides marketable management and leadership competencies that can be directly applied in the workplace, while instilling essential values to ensure students thrive upon graduation in their careers as public servants.
- **Homeland Security** provides a unique opportunity for students interested in focusing their studies on the vast areas included in the complex arena of homeland security. The focus of this concentration is to provide a comprehensive study of complex areas facing our nation such as immigration policy, border security, customs enforcement, cyber-crime, and the evaluation of public policies in these areas.
- **Information assurance and Cyber Defense** allows students to master essential skills in understanding network defense, database management systems, cyber-crime, cyber security, and security design and cryptography.
- **Data and Information Analysis** allows students to explore the criminal justice issues surrounding the idea of 'big data'. Given massive collections of data, it becomes increasingly difficult to identify meaningful information. Students further develop their mathematical skills and their knowledge of statistical inference.

GENERAL EDUCATION CORE CURRICULUM

CONCENTRATION IN PUBLIC MANAGEMENT

Area F – Criminal Justice Required Courses

Course	Description	18 Credit Hours
CRJU 1020	Introduction to Corrections	3
CRJU 1100	Introduction to Criminal Justice	3
CRJU 2070	Introduction to Criminal Law	3
CRJU 2080	Constitutional Law	3
PSYC 1101	Introduction to Psychology	3
SOCI 1160	Introduction to Social Problems	3

Junior and Senior Required Common Core Curriculum

Course	Description	36 Credit Hours
CRJU 3100	Criminal Justice and Security	3
CRJU 3130	The Courts and Criminal Procedure	3
CRJU 3110	Corrections Organizations and Systems	3
CRJU 3120	Community Policing	3
CRJU 4120	Intelligence Operations	3

LEAD 4100	Leadership for the Common Good	3
PUBM 3000	Principles of Public Management	3
PUBM 3040	Administrative Law	3
PUBM 3100	Research Methods for Public Management	3
PUBM 3130	Management of Conflict	3
PUBM 4260	Ethics in Public Service	3
PUBM 4910	Senior Seminar in Public Management	3

Concentration Courses

Course	Description	18 Credit Hours
MGMT 3110	Management of Organizations and Individuals	3
MGMT 3120	Human Resource Management	3
PUBM 3060	Public Budgeting and Finance	3
PUBM 3170	Public Communication	3
PUBM 3150	Policy Development, Implementation and Analysis	3
PUBM 4200	Managing State and Local Governments	3

Total Required for Graduation 120

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE CONCENTRATION IN HOMELAND SECURITY

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Cindy Atwood 279-5909

catwood@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Criminal Justice Required Courses

Course	Description	18 Credit Hours
CRJU 1020	Introduction to Corrections	3
CRJU 1100	Introduction to Criminal Justice	3
CRJU 2070	Introduction to Criminal Law	3
CRJU 2080	Constitutional Law	3
PSYC 1101	Introduction to Psychology	3
SOCI 1160	Introduction to Social Problems	3

Junior and Senior Required Common Core Curriculum

Course	Description	36 Credit Hours
CRJU 3100	Criminal Justice and Security	3
CRJU 3130	The Courts and Criminal Procedure	3
CRJU 3110	Corrections Organizations and Systems	3
CRJU 3120	Community Policing	3
CRJU 4120	Intelligence Operations	3
LEAD 4100	Leadership for the Common Good	3
PUBM 3000	Principles of Public Management	3
PUBM 3040	Administrative Law	3

PUBM 3100	Research Methods for Public Management	3
PUBM 3130	Management of Conflict	3
PUBM 4260	Ethics in Public Service	3
PUBM 4910	Senior Seminar in Public Management	3

Concentration Courses

Course	Description	18 Credit Hours
CRJU 4100	Homeland Security	3
CYBR 3110	Cyber Security and Cyber Crime	3
CRJU 4130	Immigration and Border Security in America	3
PUBM 3150	Policy Development, Implementation and Analysis	3
PUBM 4250	Public Safety and Emergency Management	3
MGMT 3110	Management of Organizations and Individuals	3

6 hours in Free Electives

Total Required for Graduation 120

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE CONCENTRATION IN INFORMATION ASSURANCE AND CYBER SECURITY

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Cindy Atwood 279-5909

catwood@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Criminal Justice Required Courses

Course	Description	18 Credit Hours
CRJU 1020	Introduction to Corrections	3
CRJU 1100	Introduction to Criminal Justice	3
CRJU 2070	Introduction to Criminal Law	3
CRJU 2080	Constitutional Law	3
6 hours of courses based on concentration of interest (consult with advisor)		
CSCI 1301	Computer Science I	3
CSCI 1302	Computer Science II	3

Junior and Senior Required Common Core Curriculum

Course	Description	36 Credit Hours
CRJU 3100	Criminal Justice and Security	3
CRJU 3130	The Courts and Criminal Procedure	3
CRJU 3110	Corrections Organizations and Systems	3
CRJU 3120	Community Policing	3
CRJU 4120	Intelligence Operations	3
LEAD 4100	Leadership for the Common Good	3
PUBM 3000	Principles of Public Management	3
PUBM 3040	Administrative Law	3

PUBM 3100	Research Methods for Public Management	3
PUBM 3130	Management of Conflict	3
PUBM 4260	Ethics in Public Service	3
PUBM 4910	Senior Seminar in Public Management	3

Concentration Courses

Course	Description	21 Credit Hours
ITEC 3200	Computer Networks	3
ITEC 3730	Database Management Systems	3
BISM 3100	Principles of Management Information Systems	3
CYBR 3110	Cyber-Crime and Cyber-Security	3
CYBR 4100	Information Assurance and Cyber Security	3
CYBR 4200	Security Design and Cryptography	3
CRJU 4150	Network Defense	3

Elective

Course	Description	3 Credit Hours
ITEC 2100	Computer Applications for Business	3

Total Required for Graduation 120

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE CONCENTRATION IN DATA AND INFORMATION ANALYTICS

School of Business and Public Management

Academic Commons North

912-279-5852

Program Coordinator:

Cindy Atwood 279-5909

catwood@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area A

MATH 1113 Pre-calculus required

Area F – Criminal Justice Required Courses

Course	Description	18 Credit Hours
CRJU 1020	Introduction to Corrections	3
CRJU 1100	Introduction to Criminal Justice	3
CRJU 2070	Introduction to Criminal Law	3
CRJU 2080	Constitutional Law	3
6 hours of courses based on concentration of interest (consult with advisor)		
MATH 1121	Calculus I	4
MATH 1122	Calculus II	4

Junior and Senior Required Common Core Curriculum

Course	Description	36 Credit Hours
CRJU 3100	Criminal Justice and Security	3
CRJU 3130	The Courts and Criminal Procedure	3

CRJU 3110	Corrections Organizations and Systems	3
CRJU 3120	Community Policing	3
CRJU 4120	Intelligence Operations	3
LEAD 4100	Leadership for the Common Good	3
PUBM 3000	Principles of Public Management	3
PUBM 3040	Administrative Law	3
PUBM 3100	Research Methods for Public Management	3
PUBM 3130	Management of Conflict	3
PUBM 4260	Ethics in Public Service	3
PUBM 4910	Senior Seminar in Public Management	3

Concentration Courses

Course	Description	17 Credit Hours
MATH 2403	Differential Equations	4
MATH 4311	Probability and Statistics II	3
MATH 4260	Mathematics Modeling	3
MATH 3311	Introduction to R Programming	3
CRJU 4140	Predictive Analytics in Criminal Justice	3
CYBR 4100	Information Assurance and Cyber Security	3

Total Required for Graduation 120

EDUCATION

BACHELOR OF SCIENCE WITH A MAJOR IN EARLY CHILDHOOD/SPECIAL EDUCATION

School of Education and Teacher Preparation

212 Correll Center

912-279-5843

Program Coordinator:

Dr. Claire Hughes 279-5848

cehughes@ccga.edu

Blending traditional and non-traditional approaches to teacher preparation with a focus on content knowledge expertise, effective teaching strategies and classroom management, graduates will enter the teaching profession poised to meet the challenges of current and future classrooms. Teacher candidates complete professional education coursework, content coursework in mathematics, science and reading as well as structured, supervised field experiences in the schools.

The Bachelor of Science in Education with a dual major in early childhood and special education meets standards established by the University System of Georgia, the Georgia Professional Standards Commission, and the National Council for Accreditation of Teacher Education. Teacher candidates successfully completing this program will be certified in early childhood and special education, grades K-5.

Core Curriculum

The early childhood/special education program requires completion of 124-126 credit hours of which 60 are to complete the Core Curriculum Areas A through F. The following Area F courses are prerequisites for this program: EDUC 2110, EDUC 2120, EDUC 2130, ISCI 2001, ISCI 2002, and MATH 2008. Students are strongly recommended to work regularly with an education advisor on completion of the CORE curriculum.

Admission to the Teacher Education Program

Prior to enrolling in the semester that begins the teacher candidates professional education sequence of course work, students are required to be admitted to the Teacher Education Program. Applications for admission to the Teacher Education Program are due on or before February 1 prior to the Junior Year, Fall Semester. Admission is competitive in nature and successful prospective teacher candidates must meet the following minimum criteria:

- a. a cumulative GPA of 2.5 or higher on all coursework.
- b. successful completion of the GACE Program Admission Assessment or an exemption based upon satisfactory scores on the SAT or ACT*.
- c. completion of the GACE Georgia Educator Ethics Assessment (Program Entry [350])
- d. a grade of C or better in all Area F courses
- e. completion of Areas A-G in the core curriculum
- f. submission of three Teacher Candidate Disposition Evaluations (at least one from an EDUC professor)
- g. proof of insurance for tort
- h. a successful criminal background check (conducted by the GaPSC)
- i. GaPSC Pre-Service Certificate Application

Students may be exempt from GACE if they:

1. Score 1000 or higher on the SAT (verbal, math)
2. Score 43 or higher on the ACT (English, math)
3. Passed the CBEST, CLAST, or FTCE (California/Oregon/Florida)
4. Passed the Praxis I prior to 3/6/2007

*For more information, see an education advisor.

Continuation in the Teacher Education Program

Once admitted to the Teacher Education Program, teacher candidates must earn a minimum 2.75 GPA or higher each semester and earn a C or better in all professional education coursework. Periodic monitoring by the program faculty with regard to teacher candidate progress on their knowledge, skills, and dispositions is conducted to ensure that teacher candidates meet high standards. Completion of professional education course work includes lecture courses, practicum courses where teacher candidate's work with children in public schools under the supervision of a certified teacher and a college supervisor, seminar courses that provide overview information about upcoming course work, and professional development seminars that provide supplemental knowledge and skills beyond lecture courses.

Graduation Requirements

For graduation, all teacher candidates are required to take the edTPA, to successfully complete the Capstone Integrated Internship, and to pass the GACE content tests required for certification by the Georgia Professional Standards Commission.

Professional Education Curriculum

The professional education course of study is comprised of 64 credit hours with courses in mathematics, early childhood, special education, reading, physical activity and health, and music and art. In the professional education courses listed below the following guide provides the basis for content: ECED - course content focuses primarily on early childhood; ECSP - course content focuses on a combination of early childhood and special education; SPED - course content focuses primarily on special education; and RDNG - course content focuses primarily on literacy and reading education. In the last two years of study all teacher candidates complete the same course sequence and field experiences as a cohort.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

Pre-education majors are encouraged to complete EDUC 2110 and 2120 before EDUC 2130 if possible. Completion of at least one, but preferably two Area D sciences is required before completing ISCI 2001 or 2002. Students are strongly encouraged not to schedule ISCI 2001 and 2002 during the same semester, especially summer.

Course	Description	18 Credit Hours
EDUC 2110	Investigating Critical and Contemporary Issues in Education	3
EDUC 2120	Exploring Socio-Cultural Perspectives on Diversity in Educational Contexts	3
EDUC 2130	Exploring Teaching and Learning	3
ISCI 2001	Life/Earth Science	3
ISCI 2002	Physical Science	3
MATH 2008	Foundations of Numbers and Operations	3

Area H - Fall Semester, Junior Year Requirements

Course	Description	16 Credit Hours
ECED 3310	Curriculum, Planning and Organization	2
ECED 3320	Nature, Needs, and Development of Children	2
ECSP 3100	Professional Seminar I	0
ECSP 3110	Language for All Learners	3
ECSP 3190	Integrated Practicum I	1
MATH 3520	Algebra and Proportionality	3
SPED 3110	Survey of Children with Exceptionalities	2
SPED 3210	Ethics, Policies, and Procedures in Special Education	3

Area H - Spring Semester, Junior Year Requirements

Course	Description	18 Credit Hours
ECSP 3101	Professional Seminar II	0
ECSP 3120	Assessment and Evaluation of Learning	3
ECSP 3191	Integrated Practicum II	1
MATH 3510	Explorations in Geometry and Measurement	3
PHED 3310	Physical Activity and Health in the Early Childhood Curriculum	2
RDNG 3410	Teaching Reading in Grades K-2	3
SPED 3220	Curriculum and Methods for Children with Mild Disabilities	3
SPED 4210	Collaboration and Inclusion in the Regular Classroom	3

Area H - Summer Semester, Junior Year Requirements

Course	Description	3 Credit Hours
RDNG 3420	Teaching Reading 3-5	3

Area H - Fall Semester, Senior Year Requirements

Course	Description	15 Credit Hours
ECED 3330	Integrated Methods	3
ECED 4310	Integrating Art and Music into the Curriculum	2

ECSP 4100	Professional Seminar III	0
ECSP 4110	Behavior and Classroom Management	3
ECSP 4190	Integrated Practicum III	1
MATH 4510	Foundations of Statistics and Probability	3
RDNG 4410	Writing, Language Arts, and Children's Literature	3

Area H – Spring Semester, Senior Year Requirements

Course	Description	12 Credit Hours
ECSP 4101	Professional Seminar IV	1
ECSP 4120	Professional Development Seminars	2
ECSP 4191	Capstone Integrated Internship	6
RDNG 4420	Prescriptive Literacy Instruction	3

Area H – Education Electives

Course	Description	Credit Hours
EDUC 3000	Digital Media for Educators	2
EDUC 4300	Special Topics in Education	1

Total Required for Graduation 124

BACHELOR OF SCIENCE WITH A MAJOR IN MIDDLE GRADES EDUCATION

School of Education and Teacher Preparation

212 Correll Center

912-279-5843

Program Coordinator:

Dr. Sarah Hartman 279-5988

shartman@ccga.edu

Blending traditional and non-traditional approaches to teacher preparation with a focus on content knowledge expertise, effective teaching strategies and classroom management, graduates will enter the teaching profession poised to meet the challenges of current and future middle grades classrooms. Teacher candidates complete professional education coursework, content coursework in two areas chosen from mathematics, science, social science and English/language arts as well as structured, supervised field experiences in schools.

The Bachelor of Science in Middle Grades Education meets standards established by the University System of Georgia, the Georgia Professional Standards Commission, and the National Council for Accreditation of Teacher Education. Teacher candidates successfully completing this program will be certified to teach in two content areas, grades 4-8.

Core Curriculum

The middle grades education program requires 120-129 credit hours of which 60-65 are to complete the USG Core Curriculum in Areas A through F. Due to the fact that prospective teacher candidates will focus on two content areas, early and regular advising beginning in the freshman year is strongly encouraged to ensure that course selection is geared toward increasing content knowledge related to students' teaching concentrations.

Admission to the Teacher Education Program

Prior to enrolling in the semester that begins the teacher candidate's professional education sequence of course work, students are required to be admitted to the Teacher Education Program. Applications for admission to the Teacher Education Program are due on or before February 1 prior to the Junior Year, Fall Semester. Admission is competitive in nature and successful prospective teacher candidates must meet the following minimum criteria:

- a. a cumulative GPA of 2.5 or higher on all coursework.
- b. successful completion of the GACE Program Admission Assessment or an exemption based upon satisfactory scores on the SAT or ACT*.
- c. completion of the GACE Georgia Educator Ethics Assessment (Program Entry [350])
- d. a grade of C or better in all Area F courses
- e. completion of Areas A-G in the core curriculum
- f. successful submission of three Teacher Candidate Disposition Evaluations (at least one from an EDUC professor)
- g. proof of insurance for tort liability purposes
- h. GaPSC Pre-Service Certificate
- i. A successful criminal background check (conducted by the GAPSC)

Students may be exempt from GACE if they:

1. Score 1000 or higher on the SAT (verbal, math)
2. Score 43 or higher on the ACT (English, math)
3. Passed the CBEST, CLAST, or FTCE (California/Oregon/Florida)
4. Passed the Praxis I prior to 3/6/2007

*For more information, see an education advisor.

Continuation in the Teacher Education Program

Once admitted to the Teacher Education Program, teacher candidates must earn a minimum 2.75 GPA or higher each semester and earn a C or better in all professional education and content concentration coursework. Periodic monitoring by program faculty with regard to teacher candidate progress on their knowledge, skills, and dispositions is conducted to ensure that teacher candidates meet high standards. Completion of professional education course work includes lecture courses, practicum courses where teacher candidates' work with children in public schools under the supervision of a certified teacher and a college supervisor, seminar courses that provide overview information about upcoming course work, and professional development seminars that provide supplemental knowledge and skills beyond lecture courses.

Graduation Requirements

For graduation, all teacher candidates are required to take the edTPA, to successfully complete the Capstone Integrated Internship, and to pass the GACE content tests required for certification by the Georgia Professional Standards Commission.

Professional Education Curriculum

The professional education course of study is composed or comprised of 61-64 credit hours with courses in middle grades education, special education, reading and literacy, psychology, and two content concentration areas. For the professional education courses listed below, the following guide provides the basis for content: MGED - course content focuses primarily on middle grades education; RDNG - course content focuses primarily on literacy and reading education; SPED - course content focuses primarily on special education; and PSYC - course content focuses on psychology.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

Students must complete 18 hours in Area F. In addition to completing EDUC 2110, 2120, and 2130, students must complete **two courses from one concentration area and one course from a second, concentration area.**

Course	Description	9 Credit Hours
EDUC 2110	Investigating Critical and Contemporary Issues in Education	3
EDUC 2120	Exploring Socio-Cultural Perspectives on Diversity in Educational Contexts	3
EDUC 2130	Exploring Teaching and Learning	3

Area F – Concentration Areas

Pre-education majors with a concentration in Math are strongly recommended to complete MATH 1120 or MATH 1121;

with a concentration area in science - CHEM 1100 and CHEM 1100L;

with a concentration in social science - HIST 1001, HIST 1002, or GEOG 1101;

and with a concentration area in language arts/English - ENGL 2111, ENGL 2112, or COMM 2200.

Advising by an education faculty is strongly recommended.

Area F – Concentration - Mathematics

Course	Description	6 Credit Hours
MATH 1112	Trigonometry	3
MATH 1113	Precalculus	4
MATH 1120	Survey of Calculus	4
MATH 1121	Calculus I	4
MATH 1122	Calculus II	4
MATH 2112	Probability and Statistics	3

Area F – Concentration - Language Arts

Course	Description	6 Credit Hours
COMM 1110	Fundamentals of Speech Communication	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3

Area F – Concentration - Sciences

Course	Description	6 Credit Hours
ASTR 1010	Astronomy of the Solar System	4
ASTR 1020	Stellar and Galactic Astronomy	4
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
BIOL 1120	Introduction to Environmental Science	3
BIOL 1140	Plants and Society	3
CHEM 1100	Introductory Chemistry	4
CHEM 1100L	Introductory Chemistry Laboratory	1
CHEM 1151	Survey of Chemistry I	3
CHEM 1151L	Survey of Chemistry Laboratory I	1
CHEM 1152	Survey of Chemistry II	3
CHEM 1152L	Survey of Chemistry Laboratory II	1
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1

CHEM 1212	Principles of Chemistry II	3
CHEM 1212L	Principles of Chemistry Laboratory II	1
GEOL 1121	Physical Geology	4
GEOL 1122	Historical Geology	4
PHYS 1011	Survey of Physics	5
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4

Area F – Concentration - Social Sciences

Course	Description	6 Credit Hours
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
GEOG 1101	Introduction to Human Geography	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
POLS 2302	Introduction to International Relations	3

Area H - Fall Semester, Junior Year Requirements

15 - 16 Credit hours

Select one 3000/4000 level content course in concentration area #1 - 3-4 hours

Select one 3000/4000 level content course in concentration area #2 – 3-4 hours

See available 3000 and 4000 level courses below Senior Year Requirements.

Course	Description	9 Credit Hours
MGED 3000	Professional Seminar I	0
MGED 3010	Middle Grades Schools and Curriculum	3
MGED 3090	Middle Grades Practicum I	1
PSYC 3010	Adolescent Psychology	3
SPED 3410	Inclusion of Special Populations	2

Area H – Spring Semester, Junior Year Requirements

15 - 16 Credit Hours

Select one 3000/4000 level content course in concentration area #1 - 3-4 hours

Select one 3000/4000 level content course in concentration area #2 – 3-4 hours

Course	Description	8 Credit Hours
MGED 3001	Professional Seminar II	0
MGED 3020	Middle Grades Instruction and Assessment	3
MGED 3030	Professional Roles, Ethics, and Collaboration in the Middle School	2
MGED 3040	Language Issues in Today's Middle Schools	2
MGED 3091	Middle Grades Practicum II	1

Area H – Summer Semester, Junior Year Requirements

Course	Description	3 Credit Hours
SPED 3430	Instruction of Special Populations in Middle and Secondary Settings	3

Area H – Fall Semester, Senior Year Requirements

14 - 17 Credit Hours

Select one 3000/4000 level content course in concentration area #1 - 3-4 hours

Select one 3000/4000 level content course in concentration area #2 – 3-4 hours

Area #1

Course	Description	3 Credit Hours
MGED 4000	Professional Seminar III	0
MGED 4010	Classroom Management in Middle Schools	3
RDNG 4020	Reading, Writing and Literature in the Middle Schools	2
MGED 4090	Middle Grades Practicum III	1

Area #2

Course	Description	3 Credit Hours
MGED 4028	Effective Instruction: Math (math concentration only)	2
MGED 4030	Effective Instruction: Science (science concentration only)	2
MGED 4032	Effective Instruction: Social Sciences (social science concentration only)	2
MGED 4034	Effective Instruction: ELA (English/language arts concentration only)	2

Area H – Spring Semester, Senior Year Requirements

Course	Description	12 Credit Hours
MGED 4001	Professional Seminar IV	1
MGED 4091	Capstone Internship in the Middle Schools	6
MGED 4120	Professional Development Seminars	2
RDNG 4420	Prescriptive Literacy Instruction	3

Content Courses for Concentrations - Arts and Humanities

Students must work with an education advisor to schedule the appropriate content course each semester.

Course	Description	9 Credit Hours
ENGL 3100	Teaching Writing and Literature in Middle Grades Language Arts	3
ENGL 3201	Survey of Contemporary Literature	3
ENGL 3202	African American Literature	3
ENGL 3203	Women's Literature	3
ENGL 3204	Literature of the American South	3
ENGL 3205	Survey of Children's and Adolescent Literature	3
ENGL 3301	Environmental Writing	3
ENGL 3101	Nineteenth Century British Literature	3
ENGL 3102	Twentieth Century British Literature	3
ENGL 3401	Nineteenth Century American Literature	3
ENGL 3402	Twentieth Century American Literature	3

Content Courses for Concentrations - Mathematics

Students must work with an education advisor to schedule the appropriate content course each semester.

Course	Description	9 Credit Hours
MATH 3510	Explorations in Geometry and Measurement	3
MATH 3520	Algebra and Proportionality	3
MATH 4510	Foundations of Statistics and Probability	3

Content Courses for Concentrations - Science

Students must work with an education advisor to schedule the appropriate content course each semester.

Course	Description	10 Credit Hours
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BIOL 3150	Principles of Ecology	4
GEOL 3200	Foundations of Ocean Atmospheric Science	4
PHSC 3000	Principles of Physical Science	4

Content Courses for Concentrations - Social Sciences

Students must work with an education advisor to schedule the appropriate content course each semester.

Course	Description	9 Credit Hours
ECON 3315	U.S. Economic History	3
GEOG 3101	World Geography	3
HIST 3315	U.S. Economic History	3
HIST 3101	History of Georgia	3
HIST 3201	History of Women in the United States	3
POLS 3201	Constitutional Law and the Federal System	3
POLS 3202	Constitutional Civil Liberties	3

Education Electives		0-3 Credit Hours
EDUC 3000	Digital Media for Educators	2
EDUC 4300	Special Topics in Education	1

Total Required for Graduation 121-127

HEALTH INFORMATICS

BACHELOR OF SCIENCE DEGREE IN HEALTH INFORMATICS (BSHI)

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Lee McKinley 279-5886

lmckinley@ccga.edu

Health Informatics (HI) practitioners improve healthcare by ensuring that the best information is available when making healthcare decisions for patients. In this program, HI students acquire health care-specific competencies using information technologies, managed skills, and health/medical knowledge that are applicable to a large and growing number of important health care positions.

The Health Informatics program combines fundamental concepts in computer science, information technology, health sciences, and business. This program focuses on preparing students with high quality education and skills necessary to improve health care delivery and support health care decisions.

Graduates of the Bachelor of Science Degree in Health Informatics (BSHI) will have a strong understanding of health care, information technology, information management, and business, and will be able to apply these competencies. They will be able to use these competencies to pursue a growing range of rewarding health-care oriented positions in both the private and public sectors.

The Bachelor of Science in Health Informatics requires successful completion of two years of core curriculum and two years of upper division courses. Students in the BSHI programs are required to take

60 hours in upper division courses during the junior and senior years. Full-time or a part-time enrollment is possible.

Program Qualifications:

To be considered for admission to the BSHI degree program, students must have:

1. A minimum of 60 credit hours in Area A-F
 - a. Essential Skills, 9 hours;
 - b. Institutional Options, 4 hours;
 - c. Humanities/Fine Arts, 6 hours;
 - d. Science and Math, 11 hours;
 - e. Social Sciences, 12 hours.
 - f. Health Informatics, 18 hours;
- 2) A grade of C or better in all Area F courses and MATH 2112.
- 3) An institutional GPA of 2.0 or better.

Graduation Requirements

To remain in the BSHI program, an institutional GPA of 2.0 (or better) must be maintained. Deviation from this requirement will be handled according to the College's satisfactory academic standing requirements. All upper division courses (required and elective) must be completed with a grade of C or better. The BSHI Program requires successful completion of a total of 120 credit hours (see curriculum requirements) for graduation.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BSHI has the following additional policies: At least 30 hour of upper division BSHI courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

Students in the Bachelor of Science in Health Informatics programs are required to take 60 hours in upper division courses during the junior and senior years.

GENERAL EDUCATION CORE CURRICULUM

Area F – Health Informatics Required Courses

Must be completed with a grade of C or better

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
BIOL 1130	Human Biology	3
BUSA 1105	Introduction to Business	3
CSCI 1301	Computer Science I	3
HINF 2000	Medical Terminology	3
ITEC 2100	Computer Applications for Business	3

Health Informatics – Required Courses

Must be completed with a grade of C or better

Course	Description	48 Credit Hours
BISM 3100	Introduction to Management of Information System	3
BISM 3135	System Analysis and Design	3
HINF 3000	Foundations of Health Informatics	3
HINF 3001	Overview of the US Health Care System	3
HINF 3002	Clinical Classifications and Terminologies	3

HINF 3100	Principles of Project Management in Health Care	3
HINF 3300	Healthcare Information Systems	3
HINF 3310	Electronic Health Records	3
HINF 4250	Healthcare Finance	3
HINF 4320	Health Data Analysis	3
HINF 4325	Principles of Health Care Quality and Continuous Improvement	3
HINF 4350	Decision Support in Health Care	3
HINF 4370	Health Information Exchange	3
HINF 4375	Healthcare Law and Compliance	3
HINF 4600	Advanced Health Informatics	3
HINF 4900	Health Informatics Internship	3
ITEC 3200	Computer Networks	3
ITEC 3730	Database Management Systems	3
ITEC 3830	Web Programming	3

Electives Courses

12 Credit Hours

Students may select from 3000 level or above courses approved by the Program Coordinator.
Must be completed with a grade of C or better.

Total Required for Graduation 120

INTERDISCIPLINARY STUDIES

BACHELOR OF SCIENCE DEGREE IN INTERDISCIPLINARY STUDIES

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. David Mulry 279-5811

dmulry@ccga.edu

The Bachelor of Science in Interdisciplinary Studies prepares students for a variety of careers depending on individual selection of class and discipline concentrations. The degree is designed with maximum flexibility to encourage and allow graduation opportunities for students interested in tailoring a degree program to their particular needs, skills and interests. This degree is beneficial to students with previous college credit in a variety of subjects, but may be of interest to freshmen who are interested in tailoring an individual program of study. Program concentrations are available in Business, Communications, Culture, Education, Health, Sciences, Social Sciences, and Technology, and in combinations of those areas.

Program Requirements

1. Completion of Interdisciplinary Studies area F courses with a grade C or better
2. Completion of the required upper division Interdisciplinary Studies courses with a C or better.
3. 2.0 GPA required for graduation.

For additional program information, see the college website or contact the Department Coordinator for the Department of Social Sciences at 912-279-5877.

GENERAL EDUCATION CORE CURRICULUM

Area F – Highly Recommended

Course	Description	3 Credit Hours
IDIS 1102	Foundations in Interdisciplinary Studies	3

Area F – Electives

15 hours in any course approved for Areas B – F at the institution that has not been counted elsewhere.

Course	Description	15 Credit Hours
ARTS 1010	Drawing I	3
ARTS 1011	Drawing II	3
ARTS 1020	Two Dimensional Design	3
ARTS 1030	Three Dimensional Design	3
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
ARTS 2020	Introduction to Painting	3
ARTS 2030	Introduction to Ceramics	3
COMM 1110	Fundamentals of Speech Communication	3
COMM 2100	Survey of Mass Communication	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
ENGL 2130	American Literature	3
FREN XXXX	French	3
GEOG 1111	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
PSYC 2105	Introduction to Psychology of Adjustment	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3

Interdisciplinary Studies Curriculum

60 Credit Hours

Area H – Core Courses

A grade of C or better is required in each course

Course	Description	18 Credit Hours
IDIS 3900	Interdisciplinary Methods	3
ENGL 3590	Technical and Professional Communication	3
or		
BUSA 3120	Business Communication and Personal Professional Development	3
HIST 3332	U.S. Social and Cultural History	3
or	qualifying 3XXX/4XXX history of political science substitute	3
SOCI 4200	The Self and Social Existence	3
or	qualifying 3XXX/4XXX Sociology, Psychology or Anthropology substitute	3
ARTS 3050	American Art	3
or	qualifying 3XXX/4XXX American Studies, Arts, English or Philosophy substitute	3
MGMT 3100	Principles of Management	3
or	qualifying 3XXX/4XXX Leadership, Business, Management or Public Management substitute	3

Area H – Upper Division Electives

21 Credit hours in any 3XXX/4XXX course offered

A grade of C or better is required in each course (not previously counted). Electives must be guided by the academic advisor. The completion of a targeted sequence of classes is recommended.

Area I – Electives

21 Credit hours in any 1XXX-4XXX course offered

A grade of C or better is required in each course (not previously counted)

Total Required for Graduation 120

MATHEMATICS

BACHELOR OF SCIENCE WITH A MAJOR IN MATHEMATICS CONCENTRATION IN PURE/APPLIED MATHEMATICS

School of Arts and Sciences

Jones 228

912-279-5876

Program Coordinator:

Dr. Jose Lugo 279-5946

jlugo@ccga.edu

Pure/Applied Mathematics will prepare students to successfully pursue occupations in various industry and government positions requiring bachelor-level proficiency in the mathematical sciences, or graduate education in the mathematical sciences and engineering. Career opportunities include: Cryptology (NSA, Department of Defense), Actuarial Sciences (Insurance companies), Operation Research Analyst, Economist, Cost Estimator, Biostatistician, Hydrologist, and Epidemiologist to name a few. A degree in Mathematics will prepare the students for a variety of careers by developing analytical and critical thinking skills which are highly desirable in the job market.

Admission Requirements

All students must first be accepted to CCGA and meet program prerequisites:

- A grade of C or better in all Area F courses with a minimum 2.5 GPA in Area F courses.
- An overall GPA of 2.0 or higher.

Other Information

Students majoring in mathematics are encouraged to join and participate in the Math and Engineering Club (MEC). See the MEC webpage for more information: <http://www.ccg.edu/page.cfm?p=1086>

GENERAL EDUCATION CORE CURRICULUM

Area B

MATH 2110 is not intended for math majors.

Area D – Science

CHEM 1121 and CHEM 1212 is recommended.

Area D – Math

MATH 2110 is not intended for math majors.

Area F – Concentration

A grade of C or better is required in all Area F courses with a minimum 2.5 GPA in Area F courses

Course	Description	18 Credit Hours
MATH 2112	Probability and Statistics	3
MATH 2123	Calculus III	4
MATH 2124	Linear Algebra	3
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4

MATHEMATICS CURRICULUM

(Mathematics Core hours 24; Mathematics Directed Electives hours 15; Mathematics Elective hours 19)

A grade of C or better is required in all Mathematics core, Concentration Option and Elective courses.

This program meets the BOR requirements of 21 hours upper division level (3000-4000) courses in the major field and 39 over all upper division level courses.

Mathematics Core

Course	Description	24 Credit Hours
MATH 2403	Differential Equations	4
MATH 3000	Logic and Proof	3
MATH 3110	Abstract Algebra I	3
MATH 3250	Discrete Mathematics	3
MATH 4011	Real Analysis I	3
MATH 4060	Complex Variables	3
MATH 4200	Undergraduate Seminar in Math	2
MATH 4450	Number Theory	3

Mathematics Directed Electives

Course Options should be discussed with your advisor.

Course	Description	15 Credit Hours
MATH 3010	History of Mathematics	3
MATH 3360	Modern Geometry	3
MATH 4022	Real Analysis II	3
MATH 4360	Topology	3

MATH 4110	Abstract Algebra II	3
MATH 4260	Mathematical Modeling	3
MATH 4311	Probability and Statistics II	3
MATH 4400	Operations Research	3
MATH 4610	Numerical Analysis	3

Mathematics Open Electives

19 hours are required with at least 4 hours of electives in upper level (3000-4000) courses.

Course	Description	19 Credit Hours
GEOL 1121	Physical Geology	4
MATH 1371	MATLAB Programming	3
PHIL 2020	Critical Thinking and Reasoning	3
CHEM 1211	Principles of Chemistry I	4
CHEM 1212	Principles of Chemistry II	4
BIOL 2XXX/3XXX/4XXX		
CHEM 2XXX/3XXX/4XXX		
ECON 3XXX/4XXX		
MATH 3XXX/4XXX		

Total Required for Graduation 120

BACHELOR OF SCIENCE WITH A MAJOR IN MATHEMATICS CONCENTRATION IN SECONDARY TEACHER CERTIFICATION

School of Arts and Sciences

Jones 228

912-279-5876

Program Coordinator:

Dr. Laura Lynch 279-4548

llynch@ccga.edu

Secondary Education Mathematics prepares future secondary mathematics teachers for our region and the state. Highly-qualified science and mathematics teachers are known to be critically important to increase the number of high school graduates who pursue advanced degrees in Science, Technology, Engineering, and Mathematics (STEM). The Secondary Education curriculum adheres to the guidelines and standards of the Georgia Professional Standards Commission, the National Council for the Accreditation of Teacher Education and the Regents Principles for the Preparation of Teachers. The Mathematics track aligns with the curriculum guidelines of the National Council of Teachers of Mathematics; NCATE/NCTM Program Standards (2003).

Admission Requirements

All students must first be accepted to CCGA and meet program prerequisites.

Admission is competitive in nature and successful prospective teacher candidates must meet the following minimum criteria:

- a cumulative GPA of 2.5 or higher on all coursework.
- successful completion of the GACE Program Admission Assessment or an exemption based upon satisfactory scores on the SAT or ACT*.
- completion of the Georgia Educator Ethics Assessment (Program Entry [350])
- completion of Areas A-G in the core curriculum

- e. submission of three Teacher Candidate Disposition Evaluations (at least one from an EDUC professor)
- f. proof of insurance for tort liability purposes
- g. a successful criminal background check (conducted by the GaPSC)
- h. GaPSC Pre-Service Certificate Application

Students must maintain an overall minimum GPA of 2.75 in all education courses.

Students may be exempt from GACE if they:

1. Score 1000 or higher on the SAT (verbal, math)
2. Score 43 or higher on the ACT (English, math)
3. Passed the CBEST, CLAST, or FTCE (California/Oregon/Florida)
4. Passed the Praxis I prior to 3/6/2007

*For more information, see an education advisor.

For graduation, all teacher candidates are required to take the edTPA, to successfully complete the Capstone Integrated Internship, and to pass the GACE content tests required for certification by the Georgia Professional Standards Commission.

Other Information

Students majoring in mathematics – secondary teacher certifications are encouraged to join and participate in the following clubs:

- Math and Engineering Club (MEC): <http://www.ccgga.edu/page.cfm?p=1086>
- Association of Coastal Educators (ACE): <http://www.ccgga.edu/page.cfm?p=1032>

GENERAL EDUCATION CORE CURRICULUM

Area F – Concentration

One physics sequence must be taken - (PHYS 1111 and PHYS 1112) or (PHYS 2111 and PHYS 2112). A grade of C or better is required in all Area F courses with a minimum 2.5 GPA in Area F courses.

Course	Description	18 Credit Hours
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4
MATH 2123	Calculus III	4
MATH 2112	Probability and Statistics	3
MATH 2124	Linear Algebra	3

MATHEMATICS CURRICULUM

(Mathematics Core hours 24; Elective hours 6; Education Requirement hours 31)

A grade of C or better is required in all Mathematics core and Elective courses.

This program meets the BOR requirements of 21 hours upper division level (3000-4000) courses in the major field and 39 over all upper division level courses.

Mathematics Core

Course	Description	24 Credit Hours
MATH 2403	Differential Equations	4
MATH 3000	Logic and Proof	3
MATH 3110	Abstract Algebra I	3
MATH 3250	Discrete Mathematics	3
MATH 4011	Real Analysis I	3

MATH 4060	Complex Variables	3
MATH 4200	Undergraduate Seminar in Math	2
MATH 4450	Number Theory	3

Mathematics Electives

Course Options should be discussed with your advisor.

Course	Description	6 Credit Hours
MATH 3010	History of Mathematics	3
MATH 3360	Modern Geometry	3
MATH 4022	Real Analysis II	3
MATH 4110	Abstract Algebra II	3
MATH 4260	Mathematical Modeling	3
MATH 4311	Probability and Statistics II	3
MATH 4360	Topology	3
MATH 4400	Operations Research	3
MATH 4610	Numerical Analysis	3

Education Requirements

Students must have an overall GPA of 2.5 and have successfully completed all three GACE Basic Skills Assessment tests or an exemption based upon satisfactory scores on the SAT or ACT tests for acceptance into the education program. Students must maintain an overall minimum GPA of 2.75 in all education courses.

Course	Description	31 Credit Hours
EDUC 2110	Investigating Critical and Contemporary Issues in Education	3
EDUC 2120	Exploring Socio-Cultural Perspectives on Diversity in Educational Contexts	3
EDUC 2130	Exploring Teaching and Learning	3
PSYC 3010	Adolescent Psychology	3
RDNG 4021	Reading and Writing Issues in the Secondary School	2
SCED 3000	Secondary Curriculum, Instruction and Assessment	3
SCED 4010	Classroom Management in the Secondary School	3
SCED 3022	Mathematics Method in Secondary Education	2
SCED 4030	Professional Roles, Ethics, and Collaboration in the Secondary School	2
SCED 4040	Internship in the Secondary School	5
SPED 3410	Inclusion of Special Populations	2

Total Required for Graduation 121

NURSING

BACHELOR OF SCIENCE IN NURSING PRE-LICENSURE BSN PROGRAM

School of Nursing and Health Sciences

Jones 117A

912-279-5860

Program Coordinator:

Dr. Lydia Watkins 279-5906

lwatkins@ccga.edu

The Bachelor of Science in nursing is a four-year pre-licensure degree program that prepares a nurse generalist for leadership and practice in the role of professional nurse in a variety of health care settings and specialties. Graduates are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN) for entry into practice in any state. This is a broad-based program built upon courses in the humanities, sciences and social and behavioral studies. The program conforms to standards set by the Georgia Board of Nursing and the Accreditation Commission for Education in Nursing (ACEN) located at 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326 ACEN can also be reached by phone at (404)975-5000, or on line at www.acenursing.org. The curriculum also provides graduates with the requirements to enter a master's program of study in nursing.

Students who are interested in this nursing program must meet the college admissions requirements listed in the Admissions section of this catalog. The BSN program has limited enrollment and a selective program admission process, which involves deadlines for testing, academic coursework, and submission of application materials. During the freshman and sophomore years, candidates for the BSN program are required to take 60 total credit hours: 60 hours of the core curriculum in Areas A through F (listed in this section). Interested applicants may contact the School of Nursing and Health Sciences (912) 279-5860.

CCGA does not discriminate on the basis of disability. Students who would like to receive accommodations on the basis of disability under the Americans with Disabilities Act of 1990 and Rehabilitation Act of 1973, must self-identify, must provide documentation of the disability, and must request accommodations through the College Disability Services.

Georgia Board of Nursing Information

The Georgia Board of Nursing requires criminal background checks for licensure and has the authority to refuse to grant a license to an applicant upon a finding by the board that the applicant has been convicted of any felony, crime involving moral turpitude, or crime violating a federal or state law relating to controlled substances or dangerous drugs in the courts of this state, any other state, territory, or country or in the courts of the United States, including, but not limited to a pleas of nolo contendere entered to the charge; or any licensing board or agency in Georgia or any other state denied the applicant's license application, renewal or reinstatement; or revoked, suspended, restricted, or prohibited the applicant's license, or requested or accepted surrender of the applicant's license, or reprimanded, fined or disciplined the applicant. If you have questions you may review these policies on the State of Georgia web site or call (478) 207-1640. All new graduates must submit to a background check process as required by 43-26-7-(4). Please refer to Georgia Board of Nursing website ([Nursing - Georgia Board of Nursing](http://www.georgiaboardofnursing.org)) for additional information.

The Georgia Board of Nursing requires a social security number to apply for licensure as a registered nurse in the State of Georgia.

General Information

Students must meet with a nursing advisor each semester and review the plan of study. Many core courses require prerequisite and co-requisite courses that must be met. Classes, laboratory, and clinical practice experiences in the BSN program require a commitment of approximately 25-35 hours per week.

Program Admission Information and Requirements

Applicants must meet specific requirements to be considered for admission to the BSN Program. Applications must be received in the School of Nursing Office by the deadline date posted on the college website. To be considered for admission, the student must ensure that all required documents (BSN program application, official transcripts, HESI A² results) are received in the Nursing and Health Science Office prior to the application deadline posted on the college website; however, the Progression and

Admission Committee will continue to look at applications until the spaces are filled with qualified applicants. Applications will be considered based on qualifications and space availability. Letters of program status (acceptance or denial) will be mailed to all candidates. Please do not call our offices in regard to individual status as officials do not discuss this matter over the phone prior to the sending of letters. Meeting minimal admission requirements does not guarantee admission to the BSN Program.

Applicants must:

1. Complete the College of Coastal Georgia admission application, available at www.ccgga.edu. Include official transcripts from all colleges attended, SAT or ACT scores (or take the Compass exam); immunization records, and declare the pre-nursing major. Submit application materials to the College Admissions Office. Students must be officially accepted to the College of Coastal Georgia prior to submitting an application to the BSN program.
2. Complete the BSN application, available at www.ccgga.edu. Include all requested materials and submit to the School of Nursing and Health Sciences. All required admission materials must be submitted as a packet.
3. Submit official transcript(s) for all college work attempted.
4. Take the required HESI A2 and submit results with application (NO pending HESI A² accepted). A score of 80% or higher must be achieved on the HESI A² Assessment Exam, on no more than 2 attempts in each of the five (5) sections: Math, Reading Comprehension, Vocabulary and General Knowledge, Anatomy and Physiology, and Biology. See the college web site: (www.ccgga.edu) for test instructions. Achieving the 80% on the HESI A² does NOT guarantee admission. If a student scored between 75%-79% on a section(s) of the HESI A² exam, they may be considered for conditional admission.
5. Have a minimum grade of C in all courses.
6. Have a minimum of a 2.8 overall grade point average (GPA).
7. Complete all required core courses prior to the start of the BSN courses.
8. Have completed BIOL 2111, BIOL 2112, and BIOL 2215 within the previous 5 years. If these courses are older than 5 years they may be subject to review by the School of Nursing and Health Sciences Dean and the student may be required to retake.
9. If the student has ever received a D or F in a nursing course in any nursing program, they will be evaluated on an individual basis by the Admission and Progression Committee. If a student has received a D or F in two or more nursing courses they are not eligible for admission to the BSN program.
10. Meet/perform the Core Performance Standards for nursing as listed below:
 - a. Critical thinking -- Critical-thinking ability sufficient for rapid clinical judgment and decision making.
 - b. Interpersonal -- Interpersonal abilities sufficient for interaction with individuals, families and groups, from various social, emotional, cultural and intellectual backgrounds.
 - c. Communication in English -- Communications abilities sufficient for verbal and written interaction with others to include note taking abilities and the ability to rapidly interpret and disseminate information.
 - d. Mobility -- Physical abilities sufficient for movement from room to room and in small spaces.
 - e. Motor Skills -- Gross and fine motor abilities sufficient for providing safe, effective nursing care.
 - f. Hearing -- Auditory ability sufficient for monitoring and assessing health needs.
 - g. Visual -- Visual ability sufficient for observation and assessment necessary in nursing care.
 - h. Tactile -- Tactile ability sufficient for physical assessment.

Once accepted into the Bachelor of Science Nursing Program, students are required to:

1. Attend the nursing orientation session.
2. Submit proof (form provided upon acceptance) of the following prior to the stated deadline:
 - a. Yearly TB skin (PPD) test or TB screening (first year in nursing program required 2 step-TB skin test).
 - b. Current physical health examination by a healthcare provider.
 - c. Additional immunizations required by the program or clinical agencies.
 - d. American Heart Association Healthcare Provider CPR Certification (the student must keep this certification current throughout the program).
 - e. Professional liability insurance (included in tuition and fees).
 - f. Health insurance may be required. If requested by the clinical agency, students must submit proof of personal health insurance prior to attendance in clinical education. The USG has a health insurance program which is available for students to purchase.
3. Adhere to the student guidelines specific to the BSN Program as outlined in the nursing student handbook.
4. Travel at own expense to clinical sites. Note: Some clinical experiences may be distances up to 100 miles.
5. Attend clinical practice experiences which may be scheduled during days, evenings/nights and weekends.
6. Undergo criminal background checks and/or drug testing as required by individual agencies. The cost will be the responsibility of the student. Background checks could result in denial to the clinical site and inability to pass a course or the program.
7. Purchase required School of Nursing uniforms and supplies.

Continuation and Progression in the BSN Program

1. Continuation in the BSN Program requires a minimum grade of C in all nursing courses. A student earning a grade of less than C or WF in a nursing course must repeat the course.
2. Letter grades for nursing courses (NURS) are computed as follows: A = 90-100 B = 80-89 C = 75-79 D = 66-74 F = 65 and below
3. Student is restricted to one withdrawal or failure during the entire nursing curriculum.
4. The student may repeat a nursing course once. Management of failures is as follows:
 1. Withdrawal or Failure of one class requires a student to meet with their advisor to establish a progression plan.
 2. Permission to re-enroll in any nursing course is contingent on space availability and is not guaranteed.
 3. Withdrawal or failure of two classes will result in the student receiving a letter of dismissal from the School of Nursing.
 4. Students who have been dismissed from the program are ineligible for readmission (see Nursing Student Handbook).
5. Leave of Absence from the program: Under catastrophic circumstances, a student may request a Leave of Absence from the Dean of School of Nursing and Health Sciences. See Nursing Student Handbook for specific guidelines.
6. All nursing courses must be completed within four years of the date of entry into the first nursing course.
7. All clinical nursing courses include a medication calculation requirement.
8. All pre-licensure nursing students will be required to participate in comprehensive assessment testing while enrolled in the nursing program. Additional fees per semester will be applicable.
9. Laboratory fees are charged.

**School of Nursing and Health Science
Conditional Admit Policy**

All students who are admitted to the School Nursing and Health Sciences have qualifications equal to or greater than the minimum standards outlined in the requirements for admission to a nursing or health science program except under rare and unusual circumstances. However, on appeal, the Admissions and Progression Committee may recommend, with the consent of the School Dean, that a student be admitted to a nursing or health science program with conditions. The Admissions and Progression Committee will require the student to maintain a grade of B higher than that of the minimum requirement of C for one semester, take a specified number of semester hours of coursework, and/or meet other conditions as specified by the Committee and/or Dean. A conditionally admitted student may also be required to remedy deficiencies, academic and/or behavioral, to remain in a program. A student who does not fulfill the conditions within the specified time may be dismissed from the program and/or the School of Nursing and Health Sciences.

Standardized Testing

All pre-licensure nursing students will be required to take standardized examinations as part of the course work. Students who score less than the benchmark are required to complete faculty supervised, independent remediation programs in order to successfully complete the requirement of the course (mastery of content).

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

Course	Description	15 Credit Hours
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2215	Foundations of Microbiology	4
BIOL 2111	Human Anatomy & Physiology II	4
PSYC 2103	Introduction to Human Development	3

Area F – Areas of Concentration

If MATH 2112 is taken in area D, BSN students should select a 3 hour elective.

Course	Description	3 Credit Hours
CHEM 1151	Survey of Chemistry I	3
CHEM 1151L	Survey of Chemistry Laboratory I	1
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
MATH 2112	Probability and Statistics	3
PSYC 2104	Introduction to Abnormal Psychology	3
SOCI 1101	Introduction to Sociology	3

Area H – Nursing Curriculum

Core Hours 62; Nursing Hours 60; Total BSN Hours 122

Course	Description	60 Credit Hours
NURS 3100	Theoretical Foundations of Professional Nursing	3
NURS 3102	Health Assessment and Promotion	4
NURS 3104	Pathophysiologic Concepts of Nursing Practice	4
NURS 3106	Fundamentals of Nursing	4
NURS 3205	Gerontology and Healthy Aging	3
NURS 3207	Pharmacological Nursing Concepts	3
NURS 3208	Mental Health Nursing	5
NURS 3209	Medical-Surgical Nursing I	5
NURS 4104	Medical-Surgical Nursing II	6
NURS 4105	Nursing Care of Women and Infants	4

NURS 4106	Nursing Care of Children	4
NURS 4204	Research and Evidenced Based Nursing Practice	3
NURS 4205	Community Focused Nursing	4
NURS 4206	Nursing Leadership and Management	2
NURS 4207	Transitional Nursing Practicum	6

Total Required for Graduation 120

BACHELOR OF SCIENCE IN NURSING RN to BSN

School of Nursing and Sciences

Jones 117A

912-279-5860

Program Coordinator:

Nicole Masano 279-5863

nmasano@ccga.edu

The RN to BSN program is designed to provide a registered nurse, with an associate degree in nursing or a diploma in nursing, the opportunity to earn a baccalaureate degree in nursing. The BSN student will develop their professional role by enhancing their basic education, providing new knowledge and skills, and promoting their career progression and mobility. This program also provides the foundation for graduate study in a specialty area of nursing and expands the scope and practice for professional nurses already licensed. The Georgia RN to BSN Articulation Plan is the foundation for this program. The articulation plan supports and facilitates career mobility for registered nurses in Georgia. Students who are interested in the RN to BSN program must meet the college admissions requirements listed in the Admissions section of this catalog. Interested applicants may call the School of Nursing and Health Sciences (912) 279-5860.

General Information

Registered nurses who seek enrollment into the RN to BSN curriculum must have a current Georgia license or have proof that an application for a Georgia license has been submitted. The RN must be in good standing in the state of Georgia with regard to clinical practice and professional behavior.

Many clinical agencies require a criminal background check. If the RN student does not meet the agency's requirement, then the student may not be able to complete the clinical requirement and will be unable to complete the nursing program.

Students must meet with a nursing advisor and discuss the plan of study initially and prior to any changes in their schedule. It is required that the RN student complete all core academic courses prior to enrolling in the RN to BSN program.

All applications will be evaluated by the RN to BSN Admission & Progression Committee and the most qualified applicants will be accepted. To be considered for admission to the RN to BSN program, applicants must have met the following requirements:

- Maintained a GPA of 2.0 in the required academic core courses.
- Be a graduate of an accredited AS Degree or Diploma Nursing Program.
- Fulfilled the Georgia RN-BSN articulation requirements.
- Current Georgia licensure as a registered nurse.

Submitted an application for the RN-BSN program with a copy of all transcript(s).

Upon acceptance to the RN to BSN Program, the RN student must:

Develop a plan (with an advisor) for progression through the nursing courses.

Submit completed health form. These must be received before enrolling in the first nursing course.

Obtain the required vaccinations.

Adhere to the guidelines in the student handbook.

Plan for clinical experiences that might include evenings, nights and or weekends.

Travel to clinical sites at the student's expense.

Obtain required uniform

Purchase liability insurance.

Health insurance may be required. If requested by the clinical agency, students must submit proof of personal health insurance prior to attendance in clinical education. The USG has a health insurance program which is available for students to purchase.

Provide proof of current Healthcare Provider CPR certification through the American Heart Association.

Maintain current licensure in the State of Georgia as a registered nurse throughout the program.

Georgia RN-BSN Articulation Plan

The RN-BSN Program adheres to the Georgia RN to BSN Articulation Plan for the admission and acceptance of students into the nursing program. Students who do not meet eligibility requirements for acceptance into the nursing courses will need to complete the following requirements prior to acceptance in to the RN to BSN Program:

Completion of validation testing will be required of all associate degree or diploma graduates who graduated from non- ACEN accredited schools outside the state of Georgia, who graduated more than four years ago, and/or who have less than 1,000 clinical practice hours. Successful completion of the four subsets of the Accreditation Commission for Education in Nursing (ACEN-ACE II) validation tests are required to validate current knowledge in the areas of Pediatrics, Obstetrics, Adult Health, and Psychiatric Nursing.

Clinical competencies will be validated through psychomotor skills evaluation by RN to BSN Faculty. A list of selected skills and evaluation criteria will be provided to students prior to examination. Evaluation of psychomotor skills will occur prior to acceptance into the RN to BSN Program. Upon successful completion of examination and skills requirements, admission to the RN to BSN Program, and successful completion of NURS 3101 and 3102, advance standing course credit of 30 hours will be awarded. RN-BSN students will follow standards applicable to all nursing students (see Pre-Licensure BSN program requirements).

Students have one opportunity to demonstrate clinical competencies on the psychomotor skills exams. If a student is not successful in completing one or more components of the required ACEN-ACE II validation tests, an individual remediation plan will be developed. After completion of the remediation plan, the student will have a total of two opportunities to successfully complete the required testing in each area in which they were unsuccessful.

NOTE: Students who require validation testing for acceptance into the RN to BSN Program will be charged a testing fee for the ACEN-ACE II validation tests.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

Course	Description	15 Credit Hours
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BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2215	Foundations of Microbiology	4
BIOL 2111	Human Anatomy & Physiology II	4
PSYC 2103	Introduction to Human Development	3

Area F – Concentration

Course	Description	3 Credit Hours
CHEM 1151	Survey of Chemistry I	3
CHEM 1151L	Survey of Chemistry Laboratory I	1
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
MATH 2112	Probability and Statistics	3
PSYC 2104	Introduction to Abnormal Psychology	3
SOCI 1101	Introduction to Sociology	3

Area H – Nursing Curriculum

Total Lower Division Hours (Existing courses) 62 Hours

After completing NURS 3101 and 3102 students will be given credit for 30 hours of lower division course work.

Total Upper Division Nursing Hours 30 Hours

Total program hours 122 Hours

Course	Description	30 Credit Hours
NURS 3101	Theoretical Perspectives in Nursing Transition	3
NURS 3102	Health Assessment and Promotion	4
NURS 3205	Gerontology and Healthy Aging	3
NURS 3107	Pathophysiologic Applications to Nursing Practice	4
NURS 3207	Pharmacological Nursing Concepts	3
NURS 4204	Research and Evidenced Based Nursing Practice	3
NURS 4205	Community Focused Nursing	4
NURS 4206	Nursing Leadership and Management	2
NURS 4208	Capstone Experience in Professional Nursing	4

Total Required for Graduation 120

PSYCHOLOGY

BACHELOR OF SCIENCE WITH A MAJOR IN PSYCHOLOGY CONCENTRATION IN GENERAL PSYCHOLOGY

School of Arts and Sciences

Academic Commons North 2100

912-279-5877

Program Coordinator:

Dr. Brian Pope 279-5883

dpope@ccga.edu

The Bachelor of Science with a Major in Psychology is designed for students who want to make a difference in the lives of others. This major offers students a uniquely innovative choice of curricula

aimed at addressing 21st Century changes in demography, privations, and technology. It offers student-centered instruction and advising by nationally and internationally recognized faculty, with a strong emphasis on research. Contemporary psychology is both a scientific and applied field of study with interdisciplinary roots that provides a strong liberal arts background and pathways to numerous careers.

The General Psychology Concentration will provide students with a rigorous program of study in the science of psychology, including the theory, research, and quantitative methods of both basic and applied psychology. This concentration will provide students with a strong background for graduate studies, as well as for entry into the workforce.

Program Requirements

1. Completion of Psychology Area F courses with a grade C or better
2. Completion of the required upper division psychology courses with a C or better.
3. 2.0 GPA required for graduation.

For additional program information, see the college website or contact the Department Coordinator for the Department of Social Sciences at 912-279-5877.

GENERAL EDUCATION CORE CURRICULUM

Area D – Math 2112 is recommended. A grade of C or better is required for the BS Psychology Program.

Area F – Required Courses

Must take PSYC 1101, PSYC 2103, and PSYC 2104 (or) PSYC 2105

Course	Description	9 Credit Hours
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
PSYC 2105	Introduction to Psychology of Adjustment	3

Area F – Electives

*Any transferrable courses will count for Area F Electives

*MATH 2112 is required in Area F if not taken in Area D.

Course	Description	9 Credit Hours
The courses below are recommendations not requirements		
ANTH 1102	Introduction to Anthropology	3
BIOL 1130	Human Biology	3
BUSA 1105	Introduction to Business	3
COMM 2200	Intercultural Communication	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
PHIL 2020	Critical Thinking and Reasoning	3
SOCI 1101	Introduction to Sociology	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3

Upper Division Required Psychology Courses

Course	Description	25 Credit Hours
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PSYC 3000	Research Methods and Statistics	4
PSYC 3050	Psychology of Adults and Aging	3
PSYC 3200	Foundations of Brain and Behavior	3
PSYC 3300	Community Psychology	3
PSYC 4000	Ethics & Professional Issues in Psychology	3
PSYC 4100	Experimental Psychology	3

Required Senior Capstone Course

Course	Description	3 Credit Hours
PSYC 4800	History and Systems of Psychology	3

Restricted Electives

(35 hours + optional elective OR 38 hours without optional elective)

Course	Description	35-38 Credit Hours
ANTH 3202	Cultural Anthropology	3
LEAD 3000	Foundations of Leadership	3
LEAD 3100	Personal Leadership Development	3
LEAD 4000	Leadership of Non-Profit Organizations and Social Enterprises	3
LEAD 4100	Leadership for the Common Good	3
PSYC 3010	Adolescent Psychology	3
PSYC 3020	Infant and Child Psychology	3
PSYC 3210	Psychology of Human Sexuality	3
PSYC 3220	Psychology of Drugs and Behavior	3
PSYC 3230	Psychology and Nutrition	3
PSYC 3240	Introduction to Health Psychology	3
PSYC 3260	Comparative Psychology	3
PSYC 3310	Social Psychology	3
PSYC 3320	Industrial/Organizational Psychology	3
PSYC 3330	Cross-Cultural Psychology	3
PSYC 3350	Sport Psychology	3
PSYC 3500	Introduction to Human Services	3
PSYC 3510	Human Services in Multicultural Context	3
PSYC 3600	Survey of Counseling and Clinical Psychology	3
PSYC 3620	Psychopathology	3
PSYC 3630	Theories of Personality	3
PSYC 4200	Learning and Behavior	3
PSYC 4220	Cognitive Psychology	3
PSYC 4500	Organization and Administration of Human Service Agencies	3
PSYC 4510	Program Development and Grant Writing	3
PSYC 4600	Special Topics in Psychology	3
PSYC 4610	Theories of Motivation	3
PSYC 4700	Psychology of Women	3
PSYC 4710	Environmental Psychology	3
SOCI 3700	Sociology of Gender	3
SOCI 3900	Sociology of Deviance	3
SOCI 4100	Social Stratification	3
SOCI 4200	The Self and Social Existence	3

Optional Electives

Course	Description	3 Credit Hours
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Choices include upper or lower division courses from AMST, ANTH, COMM, BIOL, BUSI, ENGL, EDUC, HIST, MATH, PHIL, POLS, PSYC, and SOCI.

Total Required for Graduation 120

BACHELOR OF SCIENCE WITH A MAJOR IN PSYCHOLOGY

CONCENTRATION IN COMMUNITY AND ORGANIZATIONAL LEADERSHIP

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Marci Culley 279-5887

mculley@ccga.edu

The Bachelor of Science with a Major in Psychology is designed for students who want to make a difference in the lives of others. This major offers students a uniquely innovative choice of curricula aimed at addressing 21st Century changes in demography, privations, and technology. It offers student-centered instruction and advising by nationally and internationally recognized faculty, with an emphasis in service-learning. Contemporary psychology is both a scientific and applied field of study with interdisciplinary roots that provides a strong liberal arts background and pathways to numerous careers.

The Community and Organizational Leadership Concentration will provide students with a rigorous program of study in the science of psychology, including the theory, research, and quantitative methods of both basic and applied psychology. Community and Organizational Leadership is an applied field, based in organizational and community psychology and business. This concentration will provide students a strong background for entry level leadership positions in community government agencies, non-profit organizations, and business.

Program Requirements

1. Completion of Psychology area F courses with a grade C or better
2. Completion of the required upper division psychology courses with a C or better.
3. 2.0 GPA required for graduation.

For additional program information, see the college website or contact the Department Coordinator for the Department of Social Sciences at 912-279-5877.

GENERAL EDUCATION CORE CURRICULUM

Area D – Math 2112 is recommended. A grade of C or better is required for the BS Psychology Program.

Area F – Required Courses

Must take PSYC 1101, PSYC 2103, and PSYC 2104 (or) PSYC 2105.

Course	Description	9 Credit Hours
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
PSYC 2105	Introduction to Psychology of Adjustment	3

Area F – Electives

*Any transferrable courses will count for Area F Electives.

*MATH 2112 is required in Area F if not taken in Area D.

Course	Description	9 Credit Hours
The courses below are recommendations not requirements		
ANTH 1102	Introduction to Anthropology	3
BIOL 1130	Human Biology	3
BUSA 1105	Introduction to Business	3
COMM 2200	Intercultural Communication	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
PHIL 2020	Critical Thinking and Reasoning	3
SOCI 1101	Introduction to Sociology	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3

Upper Division Required Psychology Courses

Course	Description	21 Credit Hours
PSYC 3000	Research Methods and Statistics	4
PSYC 3050	Psychology of Adults and Aging	3
PSYC 3200	Foundations of Brain and Behavior	3
PSYC 3300	Community Psychology	3
PSYC 4000	Ethics & Professional Issues in Psychology	3

Required Senior Capstone Course

Course	Description	3 Credit Hours
PSYC 4800	History and Systems of Psychology	3

Community and Organizational Leadership Required Courses

Course	Description	12 Credit Hours
LEAD 3000	Foundations of Leadership	3
LEAD 3100	Personal Leadership Development	3
LEAD 4000	Leadership of Non-Profit Organizations and Social Enterprises	3
LEAD 4100	Leadership for the Common Good	3
PSYC 4510	Program Development and Grant Writing	3

Restricted Electives

Course	Description	24-27 Credit Hour
ANTH 3202	Cultural Anthropology	3
PSYC 3010	Adolescent Psychology	3
PSYC 3020	Infant and Child Psychology	3
PSYC 3210	Psychology of Human Sexuality	3
PSYC 3220	Psychology of Drugs and Behavior	3
PSYC 3230	Psychology and Nutrition	3
PSYC 3240	Introduction to Health Psychology	3
PSYC 3260	Comparative Psychology	3
PSYC 3310	Social Psychology	3

PSYC 3320	Industrial/Organizational Psychology	3
PSYC 3330	Cross-Cultural Psychology	3
PSYC 3350	Sport Psychology	3
PSYC 3500	Introduction to Human Services	3
PSYC 3510	Human Services in Multicultural Context	3
PSYC 3600	Survey of Counseling and Clinical Psychology	3
PSYC 3620	Psychopathology	3
PSYC 3630	Theories of Personality	3
PSYC 4100	Experimental Psychology	3
PSYC 4200	Learning and Behavior	3
PSYC 4220	Cognitive Psychology	3
PSYC 4500	Organization and Administration of Human Service Agencies	3
PSYC 4600	Special Topics in Psychology	3
PSYC 4610	Theories of Motivation	3
PSYC 4700	Psychology of Women	3
PSYC 4710	Environmental Psychology	3
SOCI 3700	Sociology of Gender	3
SOCI 3900	Sociology of Deviance	3
SOCI 4100	Social Stratification	3
SOCI 4200	The Self and Social Existence	3

Optional Elective

3 Credit Hours

Choices include upper or lower division courses from AMST, ANTH, COMM, BIOL, BUSI, ENGL, EDUC, HIST, MATH, PHIL, PSYC, POLS, and SOCI

Total Required for Graduation 120

BACHELOR OF SCIENCE WITH A MAJOR IN PSYCHOLOGY CONCENTRATION IN HUMAN SERVICES

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Karen Hambright 279-5879

khambright@ccga.edu

The Bachelor of Science in Psychology is designed for students who want to make a difference in the lives of others. This major offers students a uniquely innovative choice of curricula aimed at addressing 21st Century changes in demography, privations, and technology. It offers student-centered instruction and advising by nationally and internationally recognized faculty, with an emphasis in service-learning. Contemporary psychology is both a scientific and applied field of study with interdisciplinary roots that provides a strong liberal arts background and pathways to numerous careers.

The Human Services Concentration will provide students with a rigorous program of study in the science of psychology that includes theory, research, qualitative and quantitative methods behavior analysis, and internship opportunities. Psychology of Human Services is an emerging field at the intersection of psychology, health, and business and this concentration will provide students with a strong background for entry level positions in a variety of human services areas.

Program Requirements

1. Completion of Psychology area F courses with a grade C or better
2. Completion of the required upper division psychology courses with a C or better.
3. 2.0 GPA required for graduation.

For additional program information, see the college website or contact the Department Coordinator for the Department of Social Sciences at 912-279-5877.

GENERAL EDUCATION CORE CURRICULUM

Area D – Math 2112 is recommended. A grade of C or better is required for the BS Psychology Program.

Area F – Required Courses

Must take PSYC 1101, PSYC 2103, and PSYC 2104 (or) PSYC 2105.

Course	Description	9 Credit Hours
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
PSYC 2105	Introduction to Psychology of Adjustment	3

Area F – Electives

*Any transferrable courses will count for Area F Electives.

*MATH 2112 is required in Area F if not taken in Area D.

The courses below are recommendations not requirements

Course	Description	9 Credit Hours
ANTH 1102	Introduction to Anthropology	3
BIOL 1130	Human Biology	3
BUSA 1105	Introduction to Business	3
COMM 2200	Intercultural Communication	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
PHIL 2020	Critical Thinking and Reasoning	3
SOCI 1101	Introduction to Sociology	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3

Upper Division Required Psychology Courses

Course	Description	18 Credit Hours
PSYC 3010	Adolescent Psychology	3
PSYC 3020	Infant and Child Psychology	3
PSYC 3050	Psychology of Adults and Aging	3
PSYC 3310	Social Psychology	3
PSYC 3320	Industrial/Organizational Psychology	3
PSYC 3330	Cross-Cultural Psychology	3

Psychology of Human Services Required Courses

Course	Description	12 Credit Hours
PSYC 3500	Introduction to Human Services	3

PSYC 4500	Organization and Administration of Human Service Agencies	3
PSYC 3001	Research Methods for Human Services	3
PSYC 4210	Behavior Analysis for Human Services	3

Required Senior Capstone Course

Course	Description	3 Credit Hours
PSYC 4801	Human Services Capstone	3

Restricted Electives

Course	Description	18-27 Credit Hours
PSYC 3240	Introduction to Health Psychology	3
PSYC 3600	Survey of Counseling and Clinical Psychology	3
PSYC 3620	Psychopathology	3
PSYC 3630	Theories of Personality	3
PSYC 4200	Learning and Behavior	3
PSYC 4600	Special Topics in Psychology	3
PSYC 4610	Theories of Motivation	3
LEAD 3000	Foundations of Leadership	3
LEAD 3100	Personal Leadership Development	3

Optional Elective

Course	Description	3-9 Credit Hours
Choices include upper division courses from AMST, ANTH, COMM, BIOL, BUSI, ENGL, EDUC, HIST, MATH, PHIL, POLS, PSYC, and SOCI		

Total Required for Graduation 120

PUBLIC MANAGEMENT

BACHELOR OF SCIENCE IN PUBLIC MANAGEMENT

CONCENTRATION IN PUBLIC NON-PROFIT MANAGEMENT AND LEADERSHIP

School of Business and Public Management

Academic Commons North

912-279-5852

Program Coordinator:

Dr. Mary Eleanor Wickersham 279-4569

mwickersham@ccga.edu

The future environment faced by public and nonprofit organizations will be one of increasing complexity, rising expectations and yet decreasing resources. Designed with input from key public and private partners from the Coastal region, the Bachelor of Public Management (BSPM) is successfully preparing students to face the challenges of managing and leading dynamic government and nonprofit organizations. Rare for baccalaureate degrees and unique for the Southeast Georgia region, the BSPM provides students with key management competencies and decision-skills to support a wide range of organizations and complex policies. Program graduates will help address the growing need in these sectors for employees with strong management skills and a public service mindset.

Students entering the public management major generally have completed 60 hours of program curriculum in Areas A-F. Requirements include the following course areas and outcomes:

1. A minimum of 60 credit hours in Area A-F, including (A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Public Management, 18 hours.
2. A grade of C or better in all Area F courses and MATH 2112.
3. An institutional GPA of 2.0 or better ; and
4. Have met all prerequisites for the courses in which they plan to enroll.

Following successful completion of preliminary work, the student must complete 36 hours from a core set of classes that provide the essentials for public and nonprofit management. To further tailor the degree to their specific interest, in this case the Nonprofit and Leadership concentration, students then choose one of three concentrations for an additional 18 hours and complete two additional guided electives for degree completion. The required Senior Seminar includes a 120 hour internship with a nonprofit organization.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BSPM has the following additional policies: At least 30 hours of upper division BSPM courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Public Management Required Courses

A grade of C is required in each of these classes. MATH 1111 is a prerequisite for ECON 2105/2106.

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
COMM 1101	Human Communication	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3
SOCI 1160	Introduction to Social Problems	3

Junior and Senior Required Common Core Curriculum

Course	Description	33 Credit Hours
BISM 3100	Principles of Management Information Systems	3
ECON 4400	Public Economics	3
MGMT 3100	Principles of Management	3
MGMT 3120	Human Resource Management	3
PUBM 3000	Principles of Public Management	3
PUBM 3040	Administrative Law	3
PUBM 3060	Public Budgeting and Finance	3
PUBM 3100	Research Methods for Public Management	3
PUBM 3150	Policy Development, Implementation and Analysis	3
PUBM 3170	Public Communication	3
PUBM 4910	Senior Seminar in Public Management	3

Concentration - Nonprofit Management and Leadership

Course	Description	18 Credit Hours
LEAD 4000	Leadership in Nonprofit Organizations and Social Enterprises	3

LEAD 4100	Leadership for the Common Good	3
PUBM 4210	Planning and Evaluation	3
PUBM 4220	Resource Development and Marketing for Nonprofits	3
PUBM 4230	Grant Writing	3

Choose One:

LEAD 3140	Personal Leadership Development	3
OR		
PUBM 3130	Conflict Management	3

Area Concentration – Directed Electives

9 Credit Hours

Directed electives must be selected with consultation of an academic advisor.

Total Required for Graduation 120

**BACHELOR OF SCIENCE IN PUBLIC MANAGEMENT
CONCENTRATION IN PUBLIC MANAGEMENT**

School of Business and Public Management

Academic Commons North

912-279-5852

Program Coordinator:

Dr. Mary Eleanor Wickersham 279-4569

mwickersham@ccga.edu

The future environment faced by public and nonprofit organizations will be one of increasing complexity, rising expectations and yet decreasing resources. Designed with input from key public and private partners from the Coastal region, the Bachelor of Public Management (BSPM) is successfully preparing students to face the challenges of managing and leading dynamic government and nonprofit organizations. Rare for baccalaureate degrees and unique for the Southeast Georgia region, the BSPM will provide students with key management competencies and decision-skills to support a wide range of organizations and complex policies. Program graduates will help address the growing need in these sectors for employees with strong management skills and a public mindset.

Students entering the public management major generally have completed 60 hours of program curriculum in Areas A-F. Requirements include the following course areas and outcomes:

1. A minimum of 60 credit hours in Area A-F (A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Public Management, 18 hours.
2. A grade of C or better in all Area F courses and MATH 2112.
3. An institutional GPA of 2.0 or better ; and
4. Have met all prerequisites for the courses in which they plan to enroll.

Following successful completion of preliminary work, the student must complete 36 hours from a core set of classes that provide the essentials for public and nonprofit management. To further tailor the degree to their specific interest, in this case the Public Management concentration, students then choose one of three concentrations for an additional 18 hours and complete two additional guided electives for degree completion. The required Senior Seminar includes a 120 hour internship with a nonprofit organization.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BSPM has the following additional policies: At least 30 hours of upper division BSPM courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Public Management Required Courses

A grade of C or better is required in each of these classes. MATH 1111 is a prerequisite for ECON 2105/2106.

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
COMM 1101	Human Communication	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3
SOCI 1160	Introduction to Social Problems	3

Junior and Senior Required Common Core Curriculum

Course	Description	33 Credit Hours
BISM 3100	Principles of Management Information Systems	3
ECON 4400	Public Economics	3
MGMT 3100	Principles of Management	3
MGMT 3120	Human Resource Management	3
PUBM 3000	Principles of Public Management	3
PUBM 3040	Administrative Law	3
PUBM 3060	Public Budgeting and Finance	3
PUBM 3100	Research Methods for Public Management	3
PUBM 3150	Policy Development, Implementation and Analysis	3
PUBM 3170	Public Communication	3
PUBM 4910	Senior Seminar in Public Management/Internship	3

Public Management

Course	Description	18 Credit Hours
LEAD 4100	Leadership for the Common Good	3
PUBM 3130	Conflict Management	3
PUBM 4200	Managing State and Local Governments	3
PUBM 4210	Planning and Evaluation	3
PUBM 4250	Emergency Management	3

Choose One:

PUBM 3020	Comparative Public Management	3
OR		
POLS 3201	Constitutional Law and the Federal System	3

Area Concentration – Directed Electives

9 Credit Hours

Directed electives must be selected with consultation of an academic advisor

Total Required for Graduation 120

BACHELOR OF SCIENCE IN PUBLIC MANAGEMENT CONCENTRATION IN PUBLIC POLICY

School of Business and Public Management
Academic Commons North
912-279-5852

Program Coordinator:

Dr. Mary Eleanor Wickersham 279-4569

mwickersham@ccga.edu

The future environment faced by public and nonprofit organizations will be one of increasing complexity, rising expectations and yet decreasing resources. Designed with input from key public and private partners from the Coastal region, the Bachelor of Public Management (BSPM) is preparing students to face the challenges of managing and leading dynamic government and nonprofit organizations. Rare for baccalaureate degrees and unique for the Southeast Georgia region, the BSPM will provide students with key management competencies and decision-skills to support a wide range of organizations and complex policies. Program graduates will help address the growing need in these sectors for employees with strong management skills and a public sector mindset.

Students entering the public management major generally have completed 60 hours of program curriculum in Areas A-F. Requirements include the following course areas and outcomes:

1. A minimum of 60 credit hours in Area A-F (A) Essential Skills, 9 hours; (B) Institutional Options, 4 hours; Humanities/Fine Arts, 6 hours; (D) Science and Math, 11 hours; (E) Social Sciences, 12 hours; and (F) Public Management, 18 hours.
2. A grade of C or better in all Area F courses and MATH 2112.
3. An institutional GPA of 2.0 or better
4. Have met all prerequisites for the courses in which they plan to enroll.

Following successful completion of preliminary work, the student must complete 36 hours from a core set of classes that provide the essentials for public and nonprofit management. To further tailor the degree to their specific interest, in this case the Public Policy concentration, students then choose one of three concentrations for an additional 18 hours and complete two additional guided electives for degree completion. The required Senior Seminar includes a 120 hour internship with a nonprofit organization.

Residency Requirements

In addition to the general College of Coastal Georgia baccalaureate residency requirements, the BSPM has the following additional policies: At least 30 hours of upper division BSPM courses must be taken at CCGA. Courses taken as required for Area F cannot be counted toward the residency requirement.

GENERAL EDUCATION CORE CURRICULUM

Area F – Public Management Required Courses

A grade of C is required in each of these classes. MATH 1111 is a prerequisite for ECON 2105/2106.

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
COMM 1101	Human Communication	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

SOCI 1160	Introduction to Social Problems	3
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Junior and Senior Required Common Core Curriculum

Course	Description	33 Credit Hours
BISM 3100	Principles of Management Information Systems	3
ECON 4400	Public Economics	3
MGMT 3100	Principles of Management	3
MGMT 3120	Human Resource Management	3
PUBM 3000	Principles of Public Management	3
PUBM 3040	Administrative Law	3
PUBM 3060	Public Budgeting and Finance	3
PUBM 3100	Research Methods for Public Management	3
PUBM 3150	Policy Development, Implementation and Analysis	3
PUBM 3170	Public Communication	3
PUBM 4910	Senior Seminar in Public Management/Internship	3

Concentration in Public Policy in Public Management

Course	Description	18 Credit Hours
CRJU 4100	Homeland Security	3
HINF 3001	Overview of the U.S. Health Care System	3
PUBM 4270	Environmental Policy	3
PUBM 4210	Planning and Evaluation	3
Choose One:		
PUBM 3130	Conflict Management	3
AND		
LEAD 4100	Leadership for the Common Good	1-3 credits
OR		
HIST 3332	U.S. Social and Cultural History	3
AND		
POLS 3201	Constitutional Law and the Federal System	3

Area Concentration – Directed Electives 9 Credit Hours

Directed electives must be selected with consultation of an academic advisor

Total Required for Graduation 120

MINORS

The Board of Regents guidelines states that a minor is between 15 and 18 credit hours and that at least 9 of those hours must be in the courses numbered 3000 or higher. None of the classes used in the minor may be counted toward meeting the Areas A-E requirements of a student's degree program. (No course may be counted twice.)

American Studies
Business
Criminal Justice
Economics
French
German
Health Informatics
History
Literature
Mathematics
Public Management
Spanish
Writing

Minor in American Studies

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Chris Wilhelm 279-5985

cwilhelm@ccga.edu

Program Curriculum

Required courses:

Course	Description	6 Credit Hours
AMST 1102	American Identities	3
AMST 3700	Principles and Methods of American Studies	3

Electives

Course	Description	9 Credit Hours
ARTS 3050	American Art	3
AMST 3710	America in the World	3
AMST 3740	American Popular Culture	3
AMST 3800	Introduction in Cultural Studies	3
AMST 4490	Special Topics in American Studies	3
ENGL 3201	Survey of Contemporary Literature	3
ENGL 3580	Film Criticism	3
ENGL 3590	Technical and Professional Communication	3
ENGL 3600	Advanced Composition	3
ENGL 4300	Single Author	3
HIST 3332	US Social and Cultural History	3
HIST 4170	The Atlantic World	3
PHIL 4080	American Philosophy	3
POLS 3201	Constitutional Law and the Federal System	3

Total Required for Minor 15 credit hours

Minor in Business

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Bill Garlen 279-5888

bgarlen@ccga.edu

Note: the minor in business is only for students not attempting to earn the Bachelor of Business Administration degree. Students seeking the minor in business should take MATH 1111, College Algebra, in Area A, and either ECON 2105, Principles of Macroeconomics, or ECON 2106, Principles of Microeconomics in Area E.

Program Curriculum

Course	Description	15 Credit Hours
BUSA 1105	Introduction to Business	3
ACCT 2101	Principles of Accounting I	3
MGMT 3100	Principles of Management	3
MKTG 3100	Principles of Marketing	3
MGMT 3500	Business Law and Ethics	3

Total Required for Minor 15 credit hours

Minor in Criminal Justice

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Cindy Atwood 279-5909

catwood@ccga.edu

Program Curriculum

Course	Description	3 Credit Hours
CRJU 1100	Introduction to Criminal Justice	3

Course	Description	3 Credit Hours
CRJU 1020	Introduction to Corrections	3
CRJU 2000	Introduction to Law Enforcement	3
CRJU 2070	Introduction to Criminal Law	3
CRJU 2080	Introduction to Constitutional Law	3
CRJU 2150	Introduction to Criminology	3
CRJU 2160	Introduction to Criminal Investigations	3

Course	Description	9 Credit Hours
CRJU 3100	Criminal Justice and Security	3
CRJU 3110	Corrections Organizations and Systems	3

CRJU 3120	Community Policing	3
CRJU 4100	Homeland Security	3
CYBR 3110	Cyber-Crime and Cyber-Security	3
CRJU 4120	Law Enforcement Intelligence Operations	3

Total Required for Minor 15 credit hours

Minor in Economics

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Don Mathews 279-5929

dmathews@ccga.edu

Program Curriculum

Course	Description	6 Credit Hours
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3

Course	Description	9 Credit Hours
ECON 3110	Money and Financial Markets	3
ECON 3131	Intermediate Macroeconomics	3
ECON 3200	International Economics	3
ECON 3231	Intermediate Microeconomics	3
ECON 4400	Public Economics	3
ECON 4500	Special Topics in Economics	3
ECON 4960	Economics of Work and Pay	3

Total Required for Minor 15 credit hours

Minor in French

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Lisa Noetzle 279-5881

lnoetzle@ccga.edu

Program Curriculum

Required Course	Description	18 Credit Hours
FREN 2001	Intermediate French Language and Introduction to Francophone Cultures, I (if needed)	3
FREN 2002	Intermediate French Language and Introduction To Francophone Cultures, II (if needed)	3
FREN 2010	Intermediate Conversation	3

French courses, 3000 and above

9-15 credit hours

Total Required for Minor 18 credit hours

Minor in German

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Michael Hannaford 912-510-3334

mhannaford@ccga.edu

Program Curriculum

Required

Course	Description	18 Credit Hours
GRMN 2001	Intermediate German I (if needed)	3
GRMN 2002	Intermediate German II (if needed)	3
German courses, 3000 and above		12-18 Credit Hours

Total Required for Minor 18 credit hours

Minor in Health Informatics

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Lee McKinley 279-5886

lmckinley@ccga.edu

Health Informatics – Students interested in this minor should take BIOL 1130, Human Biology in Area D of the core curriculum program

Program Curriculum

Required Courses

Course	Description	11 Credit Hours
HINF 2000	Medical Terminology	2
HINF 3000	Foundations of Health Informatics	3
HINF 3001	Overview of U.S. Healthcare System	3
HINF 3310	Electronic Health Records	3

Electives

Course	Description	6 Credit Hours
HINF 3300	Health Care Information System	3
OR		
HINF 4250	Healthcare Finance	3
ITEC 3730	Database Management Systems	3
OR		
ITEC 3110	Business Analysis Using Computer Applications	3

Total Required Minor 17 credit hours

Minor in History**School of Arts and Sciences****Academic Commons North 210****912-279-5877****Program Coordinator:****Dr. Michael Morris 279-5901****mmorris@ccga.edu****Program Curriculum****Lower Division Courses**

If a student has taken or otherwise used the credits in these courses the balance must come from other upper division history courses

Course	Description	6 Credit Hours
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	US History I	3
HIST 2112	US History II	3

Select of the following:

Upper Division History Courses (9 credits) including but not limited to the following history courses

Course	Description	9 Credit Hours
HIST 3101	History of Georgia	3
HIST 3160	American Environmental History	3
HIST 3201	History of Women in the United States	3
HIST 3315	US Economic History	3
HIST 3332	US Social and Cultural History	3
HIST 4170	The Atlantic World	3

Total Required for Minor 15 credit hours

Minor in Literature**School of Arts and Sciences****Academic Commons North 210****912-279-5877****Program Coordinator:****Dr. David Mulry 279-5811****dmulry@ccga.edu****Program Curriculum****Required Course**

Course	Description	3 Credit Hours
ENGL 2111	World Literature I	3
OR		
ENGL 2112	World Literature II	3
OR		
ENGL 2130	American Literature	3

Electives

Course	Description	12 Credit Hours
ENGL 3100	Teaching Writing and Literature in Middle Grades Language Arts	3
ENGL 3101	Nineteenth Century British Literature	3
ENGL 3102	Twentieth Century British Literature	3
ENGL 3150	Introduction to Creative Writing: Poetry/Fiction	3
ENGL 3201	Survey of Contemporary Literature	3
ENGL 3202	African American Literature	3
ENGL 3203	Women's Literature	3
ENGL 3204	Literature of the American South	3
ENGL 3205	Survey of Children's and Adolescent Literature	3
ENGL 3401	Nineteenth Century American Literature	3
ENGL 3402	Twentieth Century American Literature	3

Total Required for Minor 15 credit hours

Minor in Mathematics

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Syvillia Averett 279-4548

saverett@ccga.edu

The mathematics minor is designed to deepen mathematical knowledge and equip students with essential mathematical tools for application to their chosen major. While students of all majors can find use in further mathematical study, students majoring in the natural sciences, psychology, and various concentrations within business (e.g., economics) will find a mathematics minor of particular interest to further develop their preparation for a career or graduate study.

Program Curriculum

Required

Course	Description	6 Credit Hours
MATH 1122	Calculus II	4

One of the following courses*:

MATH 2112	Probability and Statistics	3
MATH 2123	Calculus III	4
MATH 2124	Linear Algebra	3
MATH 2403	Differential Equations	4

Elective

9 Credit Hours

Any Mathematics courses at the level of 3000 or above excluding MATH 3510, 3520 or 4510.

This minor assumes students take MATH 1113 for Area A and MATH 1121 for Area D to meet all prerequisite requirements. Students may substitute MATH 1113 with MATH 1111 and MATH 1112.

Students who take MATH 2112 for Area D should instead use that course for the required portion of the major and take MATH 1121 for their Area D credit.

*Students who use MATH 1121 for Area A and MATH 1122 for Area D must take two courses from this list.

Minor in Public Management
School of Business and Public Management
Academic Commons North 102
912-279-5852
Program Coordinator:
Dr. Mary Eleanor Wickersham 279-4569
mwickersham@ccga.edu

Program Curriculum

Required		
Course	Description	6 Credit Hours
PUBM 3000	Principles of Public Management	3
PUBM 3060	Public Budgeting and Finance	3
Electives		
Course	Description	9 Credit Hours
PUBM 3020	Comparative Public Management	3
PUBM 3040	Administrative Law	3
PUBM 3100	Research Methods for Public Management	3
PUBM 3150	Policy Development, Implementation and Analysis	3
PUBM 3170	Public Communication	3
PUBM 4200	Managing State and Local Government	3
PUBM 4250	Emergency Management	3
PUBM 4260	Administrative Ethics in Public Service	3
ECON 4400	Public Economics	3
LEAD 4000	Leadership in Non-Profit Organizations and Social Enterprises	3
LEAD 4100	Leadership for the Common Good	3
MGMT 3120	Human Resource Management	3
Total Required for Minor 15 credit hours		

Minor in Spanish
School of Arts and Sciences
Academic Commons North 210
912-279-5877
Program Coordinator:
Dr. Lisa Noetzle 279-5881
lnoetzle@ccga.edu

Program Curriculum

Required		
Course	Description	18 Credit Hours
SPAN 2001	Intermediate Spanish I (if needed)	3
SPAN 2002	Intermediate Spanish II (if needed)	3
Spanish courses, 3000 and above		6-12 Credit Hours

Total Required for Minor 18 credit hours

Minor in Writing

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Jennifer Gray 279-5910

jgray@ccga.edu

Students interested in an English Writing minor should take 3 credit hours in a 2000 level Literature course, and 12 credit hours in Composition or Writing classes at a 3-4000 level.

Program Curriculum

Required

Course	Description	3 Credit Hours
ENGL 2111	World Literature I	3
OR		
ENGL 2112	World Literature II	3
OR		
ENGL 2130	American Literature	3

Electives

Course	Description	12 Credit Hours
ENGL 3100	Teaching Writing and Literature in Middle Grades Language Arts	3
ENGL 3107	Intro to Creative Writing: Non-fiction	3
ENGL 3150	Intro to Creative Writing: Poetry/Fiction	3
ENGL 3301	Environmental Writing	3
ENGL 3590	Technical and Professional Communication	3
ENGL 3600	Advanced Composition	3
ENGL 4640	Studies in Composition Theory	3
ENGL 4400	American Rhetorics	3
ENGL 4832	Digital Reading and Writing	3

Total Required for Minor 15 credit hours

TRANSFER ASSOCIATE DEGREES

PRE-MAJORS

AGRIBUSINESS

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Dr. Don Mathews 279-5929

dmathews@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F - Required Classes

Course	Description	9 Credit Hours
ECON 2106	Principles of Microeconomics	3
MATH 1122	Calculus II	4
MATH 2112	Probability and Statistics	3

Area F - Additional Required courses for Agribusiness

Course	Description	9 Credit Hours
ACCT 2101	Principles of Accounting I	3
CSCI 1201	Computer Concepts	3
ECON 2105	Principles of Macroeconomics	3

Total Required for Graduation 60

AGRICULTURAL ECONOMICS

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Dr. Don Mathews 279-5929

dmathews@ccga.edu

GENERAL EDUCATION CORE CURRICULUM**Area F – Required Classes**

Course	Description	9-10 Credit Hours
ECON 2106	Principles of Microeconomics	3
MATH 1122	Calculus II	4
MATH 2112	Probability and Statistics	3

Area F – Additional Required courses for Agricultural Economics

Course	Description	9 Credit Hours
ACCT 2101	Principles of Accounting I	3
CSCI 1201	Computer Concepts	3
ECON 2105	Principles of Macroeconomics	3

Total Required for Graduation 60

ART

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Jeff LeMieux 279-5842

jlemieux@ccga.edu

Note: The Savannah College of Art and Design (SCAD) will accept an Associate of Arts with an Area of Concentration in Art from the College of Coastal Georgia as credit toward Bachelor of Arts degrees in

Graphic Design, Illustration, and Visual Arts. Transfer of credits earned at the CCGA to other SCAD programs is also possible based on program requirements of specific majors.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	9 Credit Hours
ARTS 1010	Drawing I	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3

Area F – Restricted Electives

Course	Description	9 Credit Hours
ARTS 1011	Drawing II	3
ARTS 1020	Two Dimensional Design	3
ARTS 1030	Three Dimensional Design	3
ARTS 2020	Introduction to Painting	3
ARTS 2030	Introduction to Ceramics	3
ARTS 2400	Sculpture I	3

Total Required for Graduation 60

BIOLOGY

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Phillip Mason 279-5715

pmason@ccga.edu

We encourage you to pursue the baccalaureate degree in Biological Sciences offered at the College of Coastal Georgia. However, if you plan to transfer to another four year college or university, the Biology pre-major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors program and any other graduation requirements listed in this catalog.

GENERAL EDUCATION CORE CURRICULUM

Area F - Required Courses for Biological Sciences

A grade of C or better is required in all Area F courses.

Course	Description	18 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
MATH 2112	Probability and Statistics	3 **

**if needed

BUSINESS

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Bill Garlen 279-5888

bgarlen@ccga.edu

We encourage you to pursue the baccalaureate degree in Business Administration offered at the College of Coastal Georgia. However, if you plan to transfer to another four year college or university, the Business pre-major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors program, meet wellness requirements and any other graduation requirements listed in this catalog.

GENERAL EDUCATION CORE CURRICULUM

Area F – Business Administration Required Courses

Must be completed with a grade of C or better in each class

Course	Description	18 Credit Hours
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
BUSA 1105	Introduction to Business	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
ITEC 2100	Computer Applications for Business	3

CHEMISTRY

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Colleen Knight 279-5937

cknight@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

Two extra hours from Areas A and D may be used for hours needed in Area F

Note: Students cannot receive credit for both PHYS 1111 and PHYS 2211

Organic Chemistry sequence is required. Choose 10 hours from the remaining classes.

Course	Description	18 Credit Hours
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
MATH 1122	Calculus II	4
MATH 2123	Calculus III	4
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4

PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4

Total Required for Graduation 60

COMMUNICATION

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Tyler Bagwell 279-5882

tbagwell@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	9 Credit Hours
COMM 1110	Fundamentals of Speech Communication	3
COMM 2100	Survey of Mass Communication	3
COMM 2200	Intercultural Communication	3

Area F – Required Courses continued

Course	Description	3 Credit Hours
FREN 2002	Intermediate French II	3
GRMN 2002	Intermediate German II	3
SPAN 2002	Intermediate Spanish II	3

Area F – Restricted Electives

Note: Please see Course Description of Hours for International Perspectives (INST 1000) and International Studies (INST 2000).

Course	Description	6 Credit Hours
GLOB 1001	Global Issues	1
MATH 2110	Logic	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3
INST 1000	International Perspectives	1
INST 2000	International Studies	3

Total Required for Graduation 60

COMPUTER INFORMATION SYSTEMS
School of Business and Public Management
Academic Commons North 102
912-279-5852
Program Coordinator:
Rich Hampton 279-5919
rhampton@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

Course	Description	18 Credit Hours
CSCI 1201	Computer Concepts	3
ACCT 2101	Principles of Accounting I	3
ACCT 2102	Principles of Accounting II	3
CSCI 1301	Computer Science I	3
CSCI 1302	Computer Science II	3

**To complete the required 18 hours in Area F, students should select any Mathematics or Computer Science course.

Total Required for Graduation 60

COMPUTER SCIENCE

School of Business and Public Management
Academic Commons North 102
912-279-5852
Program Coordinator:
Rich Hampton 279-5919
Rhampton@ccga.edu

Designed for students interested in preparing for upper-division studies in computer science (CS) or who want the basics needed to enter the world of computer science, the pre-CS program includes six courses in computer science-related fields that provide a sound foundation for students seeking entry-level CS positions in for-profit, nonprofit/not-for-profit, or public organizations.

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

Course	Description	18 Credit Hours
CSCI 1201	Computer Concepts	3
CSCI 1301	Computer Science I	3
CSCI 1302	Computer Science II	3
MATH 1122	Calculus II	4
MATH 3250	Discrete Mathematics	3

**To complete the required 18 hours in Area F, students should select any Mathematics course from Area D.

Total Required for Graduation 60

CRIMINAL JUSTICE

School of Business and Public Management
Academic Commons North 102
912-279-5852
Program Coordinator:
Cindy Atwood 279-5909
catwood@ccga.edu

We encourage you to pursue the baccalaureate degree in Public Management with a concentration in Criminal Justice at the College of Coastal Georgia.
(BS in Public Management - Criminal Justice)

Designed for students interested in preparing for upper-division studies in Criminal Justice, Criminology, etc., the Pre-Baccalaureate Associate Degree with a concentration in Criminal Justice (CJ) provides a sound foundation for students seeking entry level CJ positions or planning to pursue a four year bachelor's degree in the field.

GENERAL EDUCATION CORE CURRICULUM

Area F - Criminal Justice

Course	Description	12 Credit Hours
CRJU 1100	Introduction to Criminal Justice	3
CRJU 2000	Introduction to Law Enforcement	3
CRJU 2070	Introduction to Criminal Law	3
CRJU 2160	Introduction to Criminal Investigations	3

Area F – Electives

6 Credit Hours

6 credit hours from accounting, criminal justice, sociology, psychology, anthropology, American history, political science and legal studies, economics, English (speech), foreign language, mathematics (statistics), and ethics.

Total Required for Graduation 60

DENTAL HYGIENE

School of Nursing and Health Sciences
Jones 117A
912-279-5870
Program Coordinator:
Dr. Gerard Whire 279-5920
gwhite@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	12 Credit Hours
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2111	Human Anatomy & Physiology II	4
BIOL 2215	Foundations of Microbiology	4

Area E – Electives May be taken in appropriate area.

Course	Description	6 Credit Hours
COMM 1110	Fundamentals of Speech Communication	3
CSCI 1201	Computer Concepts	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
MATH 2112	Probability and Statistics	3
PSYC 1101	Introduction to Psychology	3
SOCI 1101	Introduction to Sociology	3

Total Required for Graduation 60

ENGLISH

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. David Mulry 279-5811

dmulry@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	3 Credit Hours
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
ENGL 2130	American Literature	3

Area F – Electives

Course	Description	3 Credit Hours
FREN 2002	Intermediate French II	3
GRMN 2002	Intermediate German II	3
ITAL 2002	Intermediate Italian II	3
SPAN 2002	Intermediate Spanish II	3

Area F – Restricted Electives

Course	Description	12 Credit Hours
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
COMM 1110	Fundamentals of Speech Communication	3
COMM 2200	Intercultural Communication	3
ENGL 2130	American Literature	3
ENGL 2130H	Honors American Literature	3
ENGL 3101	Nineteenth Century British Literature	3
ENGL 3102	Twentieth Century British Literature	3
ENGL 3201	Survey of Contemporary Literature	3
ENGL 3202	African American Literature	3
ENGL 3203	Women's Literature	3
ENGL 3204	Literature of the American South	3
ENGL 3205	Survey of Children's and Adolescent Literature	3

ENGL 3401	Nineteenth Century American Literature	3
ENGL 3402	Twentieth Century American Literature	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
PSYC 1101	Introduction to Psychology	3
SPAN XXXX	Spanish	3

Total Required for Graduation 60

ENVIRONMENTAL ECONOMICS AND MANAGEMENT

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Dr. Don Mathews 279-5929

dmathews@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

*Additional required courses are based on specific area of study

Course	Description	18 Credit Hours
ECON 2106	Principles of Microeconomics	3
MATH 1122	Calculus II	4
MATH 2112	Probability and Statistics	3

Area F – Elective courses for Environmental Economics and Management

Students should select **three** 1000 and/or 2000 courses from the Core.

COMM 1110 is a recommended Area F elective.

Total Required for Graduation 60

FISHERIES AND AQUACULTURE

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. David Stasek 279-5943

dstasek@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	14 Credit Hours
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BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
COMM 1110	Fundamentals of Speech Communication	3
MATH 2112	Probability and Statistics	3

Area F – Continued

Course for Fisheries and Aquaculture - select one of the following:

Course	Description	4 Credit Hours
BIOL 2220	Botany	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
PHYS 1111	Introductory Physics I	4
GEOL 1121	Physical Geology	4
GEOL 1122	Historical Geology	4

Total Required for Graduation 60

FORESTRY

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Traesha Robertson 279-5894

trobertson@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	14 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
COMM 1110	Fundamentals of Speech Communication	3
MATH 2112	Probability and Statistics	3

Area F – Elective

Course for Forestry - select one of the following:

Course	Description	4 Credit Hours
BIOL 2220	Botany	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
PHYS 1111	Introductory Physics I	4
GEOL 1121	Physical Geology	4
GEOL 1122	Historical Geology	4

Total Required for Graduation 60

GEOLOGY

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Ntungwa Maasha 279-5932

nmaasha@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration Required Classes

Course	Description	8 Credit Hours
GEOL 1121	Physical Geology	4
GEOL 1122	Historical Geology	4

Area F – Electives

Students cannot get credit for both PHYS 1111 and PHYS 2211

Two extra hours from Areas A and D may be used for hours needed in Area F

Course	Description	10 Credit Hours
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
CHEM 1212	Principles of Chemistry II	3
CHEM 1212L	Principles of Chemistry Laboratory II	1
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
MATH 1121	Calculus I	4
MATH 1122	Calculus II	4
MATH 2123	Calculus III	4
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4

Total Required for Graduation 60

HEALTH AND PHYSICAL EDUCATION

School of Education and Teacher Preparation

Correll Center 212

912-279-5849

Program Coordinator:

Teresa Peeples 279-5840

tpeeples@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

Course	Description	18 Credit Hours
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2111	Human Anatomy & Physiology II	4
EDUC 2110	Investigating Critical and Contemporary Issues in Education	3
EDUC 2120	Exploring Socio-Cultural Perspectives on Diversity in	

	Educational Contexts	3
EDUC 2130	Exploring Teaching and Learning	3
PHED 2011	Health and Physical Education Practicum I	1

Total Required for Graduation 60

HEALTH INFORMATICS

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Lee McKinley 279-5886

lmckinley@ccga.edu

We encourage you to pursue the baccalaureate degree in Health Informatics offered at the College of Coastal Georgia. However, if you plan to transfer to another four year college or university, the Health Informatics pre-major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors program, meet wellness requirements and any other graduation requirements listed in this catalog.

HISTORY

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Chris Wilhelm 279-5985

cwilhelm@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Restricted Electives

Course	Description	9 Credit Hours
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3

Area F – Restricted Electives

Course	Description	3 Credit Hours
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
SPAN XXXX	Spanish	3

Area F – Electives

Course	Description	6 Credit Hours
COMM 1110	Fundamentals of Speech Communication	3
COMM 2200	Intercultural Communication	3
CSCI 1201	Computer Concepts	3
ECON 2105	Principles of Macroeconomics	3

ECON 2106	Principles of Microeconomics	3
GEOG 1101	Introduction to Human Geography	3
MATH 2112	Probability and Statistics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
SOCI 1101	Introduction to Sociology	3
SOCI 1160	Introduction to Social Problems	3

Total Required for Graduation 60

INFORMATION TECHNOLOGY

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Rich Hampton 279-5919

rhampton@ccga.edu

Designed for students interested in preparing for upper-division studies in information technology (IT) or who want the basics needed to enter the world of computer science, the pre-IT program includes six courses in computer science-related fields that provide a sound foundation for students seeking entry-level IT positions in for-profit, nonprofit/not-for-profit, or public organizations.

GENERAL EDUCATION CORE CURRICULUM

Area F – Information Technology

To complete the required 18 hours in Area F, students must choose from Area F Restricted Electives. Select course(s) with prior-approval from your advisor.

Course	Description	18 Credit Hours
CSCI 1201	Computer Concepts	3
CSCI 1301	Computer Science I	3
CSCI 1320	Introduction to Windows Programming using Microsoft Visual Basic	3
MATH 1121	Calculus I	4
MATH 3250	Discrete Mathematics	3
XXXX XXXX	Restricted Electives	2

Total Required for Graduation 60

INTERDISCIPLINARY STUDIES

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Brian Pope 279-5883

bpope@ccga.edu

We encourage you to pursue the baccalaureate degree in Interdisciplinary Studies offered at the College of Coastal Georgia. However, if you plan to transfer to another four year college or university, the

Interdisciplinary Studies Pre-Major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors in Interdisciplinary Studies program and any other graduation requirements listed in this catalog.

GENERAL EDUCATION CORE CURRICULUM

Area F – Highly Recommended

Course	Description	3 Credit Hours
IDIS 1102	Foundations in Interdisciplinary Studies	3

Area F – Electives

15 hours in any course approved for Areas B – F at the institution that has not been counted elsewhere.

Course	Description	15 Credit Hours
ARTS 1010	Drawing I	3
ARTS 1011	Drawing II	3
ARTS 1020	Two Dimensional Design	3
ARTS 1030	Three Dimensional Design	3
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
ARTS 2020	Introduction to Painting	3
ARTS 2030	Introduction to Ceramics	3
COMM 1110	Fundamentals of Speech Communication	3
COMM 2100	Survey of Mass Communication	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
ENGL 2130	American Literature	3
FREN XXXX	French	3
GEOG 1111	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
ITAL XXXX	Italian	3
MATH 2112	Probability and Statistics	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
PSYC 2105	Introduction to Psychology of Adjustment	3
SOCI 1160	Introduction to Social Problems	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3

Mathematics

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Jose Lugo 279-4548

jlugo@ccga.edu

We encourage you to pursue the baccalaureate degree in Mathematics offered at the College of Coastal Georgia. However, if you plan to transfer to another four year college or university, the Mathematics pre-major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors program, meet wellness requirements and any other graduation requirements listed in this catalog.

GENERAL EDUCATION CORE CURRICULUM

BACCALAUREATE DEGREE IN MATHEMATICS

MEDICAL RECORDS ADMINISTRATION

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Lee McKinley 279-5886

lmckinley@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	15 Credit Hours
ACCT 2101	Principles of Accounting I	3
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2111	Human Anatomy & Physiology II	4
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1

Area F – Electives

Course	Description	3 Credit Hours
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
SOCI 1101	Introduction to Sociology	3

Total Required for Graduation 60

MEDICAL TECHNOLOGY
School of Arts and Sciences
Jones 202
912-279-5876
Program Coordinator:
Jim Carpenter 279-5916
jcarpenter@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration Required Classes

Course	Description	12 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 2215	Foundations of Microbiology	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1

Area F – Electives

Course	Description	6 Credit Hours
BIOL 1108	Principles of Biology II	4
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
COMM 1110	Fundamentals of Speech Communication	3
CSCI 1201	Computer Concepts	3
ECON 2106	Principles of Microeconomics	3
MATH 2112	Probability and Statistics	3

Total Required for Graduation 60

MODERN FOREIGN LANGUAGES

School of Arts and Sciences
Academic Commons North 210
912-279-5877
Program Coordinator:
Dr. Lisa Noetzle 279-5881
lnoetzle@ccga.edu

We encourage you to pursue the baccalaureate degree via online. However, if you plan to transfer to another four year college or university, the Foreign Languages pre-major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors in Foreign Languages, and any other graduation requirements listed in this catalog.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Course

Course	Description	3 Credit Hours
ENGL 2112	World Literature II	3
ENGL 2111	World Literature I	3
ENGL 2130	American Literature	3

Area F – Required Elective

Course	Description	3 Credit Hours
FREN 2002	Intermediate French II	3
GRMN 2002	Intermediate German II	3
ITAL 2002	Intermediate Italian II	3
SPAN 2002	Intermediate Spanish II	3

Area F – Restricted Electives

Course	Description	12 Credit Hours
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
COMM 1110	Fundamentals of Speech Communication	3
COMM 2200	Intercultural Communication	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
SPAN XXXX	Spanish	3

Total Required for Graduation 60

NURSING

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dr. Lydia Watkins 279-5906

lwatkins@ccga.edu

We encourage you to pursue the baccalaureate degree in Nursing offered at the College of Coastal Georgia. However, if you plan to transfer to another four year college or university, the Nursing pre-major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors in Nursing program, meet wellness requirements and any other graduation requirements listed in this catalog.

GENERAL EDUCATION CORE CURRICULUM**Area F – Required Courses**

Course	Description	15 Credit Hours
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2215	Foundations of Microbiology	4
BIOL 2111	Human Anatomy & Physiology II	4
PSYC 2103	Introduction to Human Development	3

Area F – Areas of Concentration

If MATH 2112 is taken in area D, BSN students should select a 3 hour elective.

Course	Description	3 Credit Hours
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CHEM 1151	Survey of Chemistry I	3
CHEM 1151L	Survey of Chemistry Laboratory I	1
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
MATH 2112	Probability and Statistics	3
PSYC 2104	Introduction to Abnormal Psychology	3
SOCI 1101	Introduction to Sociology	3

OCCUPATIONAL THERAPY

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dr. Jennifer Hatchel 912-510-3341

jhatchel@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Areas of Concentration

18 Credit Hours

If a chemistry sequence is taken in Area D, then a 4 hour physics course is taken in Area F
OR

If a physics sequence is taken in Area D, then a 4 hour chemistry course is taken in Area F

Course	Description	4 Credit Hours
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
PHYS 1111	Introductory Physics I	4

Course	Description	14 Credit Hours
BIOL 2110	Human Anatomy and Physiology I	4
COMM 1110	Fundamentals of Speech Communication	3
PHIL 2030	Introduction to Ethics	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3

Total Required for Graduation 60

PHILOSOPHY

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Catherine Culver 279-5983

cculver@ccga.edu

An AA, or pre-major, degree in philosophy will give students an introduction to the major questions in philosophy and a foundation in the history of philosophical thought, including metaphysics and epistemology, ethics and logic. For this degree a student will complete the core courses required for an AA degree including three 2000 level philosophy classes. Those students wishing to stay for a baccalaureate degree should note that these basic philosophy classes also serve as prerequisites for

upper level philosophy classes in our American studies program, including, but not limited to, American Philosophy and Environmental Ethics.

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	9 Credit Hours
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3

Area F – Elective

Course	Description	3 Credit Hours
FREN 2002	Intermediate French II	3
GRMN 2002	Intermediate German II	3
SPAN 2002	Intermediate Spanish II	3

Area F – Restricted Electives

Course	Description	6 Credit Hours
ARTS 1100	Art Appreciation	3
COMM 2200	Intercultural Communication	3
ENGL 2111	World Literature I	3
ENGL 2112	World Literature II	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MATH 2110	Logic	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
SPAN XXXX	Spanish	3

Total Required for Graduation 60

PHYSICAL THERAPY

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dr. Jennifer Hatchel 912-510-3341

jhatchel@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F - Areas of Concentration

Students will need to check specific requirements before transferring. Entry level requirements into Physical Therapy professional program requires a Bachelor's degree. (See Biology degree pre-professional track). Any combination of classes to equal 18 hours.

Course	Description	18 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4

BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2111	Human Anatomy & Physiology II	4
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
CHEM 1212	Principles of Chemistry II	3
CHEM 1212L	Principles of Chemistry Laboratory II	1
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4

Total Required for Graduation 60

PHYSICS

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Leon Gardner 279-5927

lgardner@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

18 Credit Hours

Area F – Required Classes

Course	Description	16 Credit Hours
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4
MATH 1122	Calculus II	4
MATH 2123	Calculus III	4

Area F – Elective

Course	Description	2 Credit Hours
CSCI 1201	Computer Concepts	3
MATH 2403	Differential Equations	4
CSCI 1201	Computer Concepts	3

Total Required for Graduation 60

POLITICAL SCIENCE

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Tony Wege 279-5893

twege@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Classes

Course	Description	4 Credit Hours
GLOB 1001	Global Issues	1
POLS 2302	Introduction to International Relations	3

Area F – Electives

Course	Description	14 Credit Hours
COMM 1110	Fundamentals of Speech Communication	3
COMM 2100	Survey of Mass Communication	3
COMM 2200	Intercultural Communication	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
FREN XXXX	French	3
GEOG 1101	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
ITAL XXXX	Italian	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
SPAN XXXX	Spanish	3
SOCI 1101	Introduction to Sociology	3
SOCI 1160	Introduction to Social Problems	3

Total Required for Graduation 60

PRE-DENTISTRY

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dr. Gerard White 279-5920

gwhite@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

Required Courses

Course	Description	16 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1

Area F – Continued

2 Credit Hours

A dentistry degree is a graduate professional degree and entry level requirements require a bachelor's degree. (See Biology degree pre-professional track). Students should check specific requirements of the school they are planning to attend.

Total Required for Graduation 60

PRE-ENGINEERING

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Renren Zhao 279-5918

rzhao@ccga.edu

Recommended courses are required for admission to Georgia Institute of Technology.

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

Required courses: MATH 2123, MATH 2403, and PHYS 2211-2212.

MATH 2124 is strongly recommended.

Course	Description	18 Credit Hours
CSCI 1301	Computer Science I	3
MATH 2112	Probability and Statistics	3
MATH 2123	Calculus III	4
MATH 2124	Linear Algebra	3
MATH 2403	Differential Equations	4
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4

Total Required for Graduation 60

PRE-MEDICINE

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dr. Holly Nance 279-5890

hnance@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

18 Credit Hours

A Medical degree is a graduate professional degree and entry level requirements require a bachelor's degree. (See Biology degree pre-professional track).

Course	Description	3 Credit Hours
MATH 2112	Probability and Statistics	3

Area F – Electives

The following course are required for admission to Medical School

Course	Description	Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4

Total Required for Graduation 60

PRE-PHARMACY

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dr. Andrea Wallace 279-5931

awallace@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Areas of Concentration

18 Credit Hours

A Pharmacy degree is a professional degree and students should check with the institution to which they are planning to transfer for specific requirements.

Course	Description	18 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
MATH 2112	Probability and Statistics	3
PHYS 1111	Introductory Physics I	4
PHYS 2211	Principles of Physics I	4

Total Required for Graduation 60

PRE-PHYSICIAN ASSISTANT

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dr. Holly Nance 279-5890

hnance@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F - Areas of Concentration**18 Credit Hours**

The Physician Assistant degree is a graduate professional degree and entry level requirements require a bachelor's degree. (See Biology degree-professional track). Students should check specific requirements of the school that they plan to attend.

Area F – Required Courses

Course	Description	8 Credit Hours
BIOL 2215	Foundations of Microbiology	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1

Area F - Continued

Course	Description	10 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2111	Human Anatomy & Physiology II	4
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4

Total Required for Graduation 60**PRE-VETERINARY MEDICINE****School of Nursing and Health Sciences****Jones 117A****912-279-5870****Program Coordinator:****Dr. David Stasek 279-5943****dstasek@ccga.edu****GENERAL EDUCATION CORE CURRICULUM****Area F – Areas of Concentration**

Strongly recommended - BIOL 1107-1108, CHEM 2211-2212, PHYS 1111-1112 or PHYS 2211-2212*

A Veterinary Medicine degree is a graduate professional degree. Admission requires a bachelor's degree (See Biology degree pre-professional track).

Course	Description	18 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
BIOL 2215	Foundations of Microbiology	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
CHEM 2212	Organic Chemistry II	3
CHEM 2212L	Organic Chemistry Laboratory II	1
CSCI 1201	Computer Concepts	3
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4
PHYS 2211	Principles of Physics I	4
PHYS 2212	Principles of Physics II	4

Total Required for Graduation 60

PSYCHOLOGY

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Brian Pope 279-5883

bpope@ccga.edu

We encourage you to pursue the baccalaureate degree in Psychology offered at the College of Coastal Georgia. However, if you plan to transfer to another four year college or university, the Psychology pre-major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors program, meet physical education requirements and any other graduation requirements listed in this catalog.

GENERAL EDUCATION CORE CURRICULUM

RADIOLOGIC SCIENCE

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

John Eichinger 279-5864

jeichinger@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

Course	Description	12 Credit Hours
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2111	Human Anatomy & Physiology II	4
PHYS 1111	Introductory Physics I	4

Area F – Electives

Course	Description	6 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
CHEM 1212	Principles of Chemistry II	3
CHEM 1212L	Principles of Chemistry Laboratory II	1
COMM 1110	Fundamentals of Speech Communication	3
CSCI 1201	Computer Concepts	3
MATH 1121	Calculus I	4

Total Required for Graduation 60

RECREATION

School of Education and Teacher Preparation

Correll Center 212

912-279-5849

Program Coordinator:

Teresa Peeples 279-5840

tpeeples@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Areas of Concentration

18 Credit Hours

See Core Curriculum for other 1000 - 2999 level courses which carry transfer credit.

Area F – Required Courses

Course	Description	4 Credit Hours
PHED 2012	Recreation Practicum	1
PSYC 2103	Introduction to Human Development	3

Area F – Electives

Course	Description	14 Credit Hours
ACCT 2101	Principles of Accounting I	3
ARTS 1020	Two Dimensional Design	3
ARTS 1100	Art Appreciation	3
BUSA 1105	Introduction to Business	3
COMM 1110	Fundamentals of Speech Communication	3
COMM 2200	Intercultural Communication	3
JOUR 1000	Journalism Practicum	2
MUSI 1100	Music Appreciation	3
THEA 1100	Theatre Appreciation	3

Total Required for Graduation 60

RESPIRATORY THERAPY

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dr. Gerard White 279-5920

gwhite@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Area of Concentration

If Chemistry sequence was taken in area D then Physics sequence is recommended. If Physics sequence was taken in area D then Chemistry sequence is recommended.

Respiratory Therapy is a professional degree. Students should check with the institution to which they are planning to transfer for specific requirements. Often a bachelor's degree is required (see Biology program Pre-professional track).

Course	Description	18 Credit Hours
BIOL 2215	Foundations of Microbiology	4
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2111	Human Anatomy & Physiology II	4
PHYS 1111	Introductory Physics I	4
PHYS 1112	Introductory Physics II	4
CHEM 1211	Principles of Chemistry I	3
CHEM 1211L	Principles of Chemistry Laboratory I	1
CHEM 1212	Principles of Chemistry II	3
CHEM 1212L	Principles of Chemistry Laboratory II	1

Total Required for Graduation 60

SOCIOLOGY

School of Arts and Sciences

Academic Commons North 210

912-279-5877

Program Coordinator:

Dr. Orsi Kolozsvari 279-5828

okolozsvari@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

Course	Description	16 Credit Hours
SOCI 1101	Introduction to Sociology	3
SOCI 1160	Introduction to Social Problems	3

Area F – Electives

Course	Description	12 Credit Hours
ANTH 1102	Introduction to Anthropology	3
CSCI 1201	Computer Concepts	3
CSCI 1301	Computer Science I	3
ECON 2105	Principles of Macroeconomics	3
ECON 2106	Principles of Microeconomics	3
FREN XXXX	French	3
GEOG 1101	Introduction to Human Geography	3
GRMN XXXX	German	3
HIST 1001	World Civilization I	3
HIST 1002	World Civilization II	3
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3
ITAL XXXX	Italian	3
MATH 1001	Quantitative Skills and Reasoning	3
MATH 1112	Trigonometry	3
MATH 1111	College Algebra	3
MATH 1113	Precalculus	4
MATH 1120	Survey of Calculus	4
MATH 1121	Calculus I	4
MATH 1122	Calculus II	4
MATH 2110	Logic	3

MATH 2112	Probability and Statistics	3
MATH 2123	Calculus III	4
MATH 2124	Linear Algebra	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
POLS 2302	Introduction to International Relations	3
PSYC 1101	Introduction to Psychology	3
PSYC 2103	Introduction to Human Development	3
PSYC 2104	Introduction to Abnormal Psychology	3
SOCI 1101	Introduction to Sociology	3
SPAN XXXX	Spanish	3

Total Required for Graduation 60

TEACHER EDUCATION

School of Education and Teacher Preparation

Correll Center 212

912-279-5849

Program Coordinator:

Dr. Claire Hughes 279-5848

cehughes@ccga.edu

We encourage you to pursue the baccalaureate degree in Teacher Education offered at the College of Coastal Georgia. However, if you plan to transfer to another four year college or university, the Teacher Education pre-major associate degree for transfer is available at CCGA. To earn an associate degree, a student must complete Areas A - F of the bachelors program and any other graduation requirements listed in this catalog.

GENERAL EDUCATION CORE CURRICULUM

WILDLIFE

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. Tate Holbrook 279-5928

tholbrook@ccga.edu

GENERAL EDUCATION CORE CURRICULUM

Area F – Required Courses

Course	Description	14 Credit Hours
BIOL 1107	Principles of Biology I	4
BIOL 1108	Principles of Biology II	4
COMM 1110	Fundamentals of Speech Communication	3
MATH 2112	Probability and Statistics	3

Area F – Area of Concentration

Course for Wildlife - select one of the following:

Course	Description	4 Credit Hours
BIOL 2220	Botany	4
CHEM 2211	Organic Chemistry I	3
CHEM 2211L	Organic Chemistry Laboratory I	1
PHYS 1111	Introductory Physics I	4
GEOL 1121	Physical Geology	4
GEOL 1122	Historical Geology	4

Total Required for Graduation 60

CAREER ASSOCIATE DEGREES

ASSOCIATE OF APPLIED SCIENCE DEGREE IN CULINARY ARTS

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Carl Miller 279-5852

cmiller@ccga.edu

Career opportunities in the hospitality industry are many and varied. There is a documented need for well-educated hospitality professionals in Culinary Arts in the Coastal Georgia area as well as in the state and nation. Tourism has increased significantly and is a major component of the nation's economy. Positions are available in resorts, hotels and restaurants.

The Culinary Arts program is accredited by the American Culinary Federation (ACF) and is designed to provide students the educational opportunities to meet the learning objectives of the ACF, which certifies Chefs. The program is structured on a cohort format. The course work in the Culinary Arts program includes but is not limited to theory and skill development in food preparation, hospitality management, purchasing and receiving, menu planning/design, food and beverage management, and sanitation. Successful completion of this program along with various work experiences in the culinary field will make the student eligible for ACF certification. The program emphasizes skills in Culinary Arts as well as in management.

The Program Mission and objectives of the culinary program is to prepare students to perform effectively in the culinary specialty, with the ability to advance into a satisfying hospitality career. The program objectives are to:

1. Prepare students to competently perform in an entry-level position as a cook, pastry cook, or food service management trainee.
2. Provide knowledge and skills that will allow graduates to advance in the hospitality industry and recognize that learning is a lifelong process.
3. Ensure that students acquire the knowledge and are able to apply professional work ethics (attendance, character, teamwork, appearance, attitude, productivity, organizational skills, communication, cooperation, and respect) in the professional work environment.
4. Expose students to many different aspects of the industry, including but not limited to internship, community and college events.

5. Provide skilled graduates with career opportunities to match the community employers' needs. Provide students with the knowledge and self-confidence needed to pass various national certification exams.

For career associate degree completion, the University System of Georgia requires a minimum of 21 general education hours. The College requires that at least one general education course is completed in the following areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics. These courses do not specifically focus on a particular occupation or profession. A total of 22 hours core curriculum is required in the Culinary Arts. Additionally, the Culinary Arts program may offer additional general education courses that support the major.

Program Curriculum

Area A – Essential Skills

A grade of C or better is required in ENGL 1101

Course	Description	3 Credit Hours
ENGL 1101	English Composition I	3

Area A – Mathematics

Course	Description	3 Credit Hours
MATH 1001	Quantitative Skills and Reasoning	3
OR		
MATH 1111	College Algebra (Required for the BBA degree)	3

Area C – Humanities/Fine Arts Electives

Course	Description	3 Credit Hours
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3

Area D – Science Requirement

Course	Description	4 Credit Hours
CHEM 1100	Introductory Chemistry	3
CHEM 1100L	Introductory Chemistry Laboratory	1

Area E – Social Science Requirement

Course	Description	3 Credit Hours
POLS 1101	American Government	3

Area E – Required History Elective

Course	Description	3 Credit Hours
HIST 2111	U.S. History I	3

HIST 2112	U.S. History II	3
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Required Course

Course	Description	3 Credit Hours
CSCI 1201	Computer Concepts	3

Culinary Arts Required Courses

Course	Description	48 Credit Hours
CULN 1103	Cooking Theory and Culture	2
CULN 1105	Basic Food Preparation	3
CULN 1106	Garde Manger	2
CULN 1107	Menu Planning and Design	3
CULN 1108	Baking 1	3
CULN 1111	Food Service Sanitation	2
CULN 2105	Advanced Food Preparation	3
CULN 2106	Dining Room Management	2
CULN 2108	Catering & Events Management	3
CULN 2109	Purchasing and Receiving	2
CULN 2110	Culinary Cost Control	3
CULN 2112	Baking II	3
CULN 2205	International Cuisine	3
CULN 2901	Internship	4
HOSP 1106	Introduction to Hospitality	3
HOSP 2108	Hotel/Motel Management	3
HOSP 2109	Nutrition	3

Total Required for Graduation 71

HOSPITALITY MANAGEMENT

School of Business and Public Management

Academic Commons North 102

912-279-5852

Program Coordinator:

Walter Wright 279-5930

wwright@ccga.edu

Career opportunities in the hospitality industry are many and varied. There is a documented need for well-educated hospitality professionals in Hospitality Management in the Coastal Georgia area as well as in the state and nation. Tourism has increased significantly and is a major component of the nation's economy. Positions are available in resorts and hotels. By providing the skills, knowledge, and hands-on training, hospitality positions provide valuable opportunities to get ahead in the resort and hospitality industry. Convention and event planners, front desk managers, or general managers are examples of positions in the Hospitality industry.

For career associate degree completion, the University System of Georgia requires a minimum of 21 general education hours. The College requires that at least one general education course is completed in the following areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics. These courses do not specifically focus on a particular occupation or profession. A total of 22 hours core curriculum is required in the Hospitality Management program. Additionally, each program may offer additional general education courses that support the career major.

Program Curriculum

Area A – Essential Skills

A grade of C or better is required in ENGL 1101

Course	Description	3 Credit Hours
ENGL 1101	English Composition I	3

Area A – Mathematics

Course	Description	3 Credit Hours
MATH 1001	Quantitative Skills and Reasoning	3
MATH 1111	College Algebra	3

Area C – Humanities/Fine Arts Electives

Course	Description	3 Credit Hours
ARTS 1100	Art Appreciation	3
ARTS 2003	Art History I	3
ARTS 2004	Art History II	3
FREN XXXX	French	3
GRMN XXXX	German	3
ITAL XXXX	Italian	3
MUSI 1100	Music Appreciation	3
PHIL 2010	Introduction to Philosophy	3
PHIL 2020	Critical Thinking and Reasoning	3
PHIL 2030	Introduction to Ethics	3
SPAN XXXX	Spanish	3
THEA 1100	Theatre Appreciation	3

Area D – Science

Course	Description	4 Credit Hours
CHEM 1100	Introductory Chemistry	3
CHEM 1100L	Introductory Chemistry Laboratory	1

Area E – Social Science Requirement

Course	Description	3 Credit Hours
POLS 1101	American Government	3

Area E – Required History Elective

Course	Description	3 Credit Hours
HIST 2111	U.S. History I	3
HIST 2112	U.S. History II	3

Required Course

Course	Description	3 Credit Hours
CSCI 1201	Computer Concepts	3

Hospitality Management Curriculum

Course	Description	30 Credit Hours
ACCT 2101	Principles of Accounting I	3
BUSA 1105	Introduction to Business	3
COMM 1110	Fundamentals of Speech Communication	3
ECON 2105	Principles of Macroeconomics	3

HOSP 1106	Introduction to Hospitality	3
HOSP 2104	Hospitality Law	3
HOSP 2105	Practicum	3
HOSP 2108	Hotel/Motel Management	3
HOSP 2110	Hospitality Marketing	3
PSYC 1101	Introduction to Psychology	3

Electives

12 Credit Hours

Electives are selected with advisor approval

Total Required for Graduation 68

NURSING

School of Nursing and Health Sciences

Jones 117A

912-279-5870

Program Coordinator:

Dawana Gibbs 279-5907

dgibbs@ccga.edu

The Associate of Science in Nursing curriculum is a 70 semester credit hour program which prepares individuals with the knowledge and skills necessary to provide nursing care to clients and groups of clients throughout the life span in a variety of settings. The purpose of the Associate of Science Nursing Program is to prepare graduates who can successfully enter the practice of professional nursing. Graduates of the ASN Program are prepared to take the national examination (NCLEX-RN) leading to licensure as a Registered Nurse. The program conforms to standards set by the Georgia Board of Nursing and Accreditation Commission for Education in Nursing (ACEN) located at 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326. ACEN can also be reached by phone at (404)975-5000, or on line at www.nursingaccreditation.org.

Students who are interested in the ASN Program must meet the college admissions requirements listed in the Admissions section of this catalog. This is a limited enrollment program and has a selective program admission process. Interested students may contact the School of Nursing and Health Sciences (912) 279-5860 for further information.

CCGA does not discriminate on the basis of disability. Students who would like to receive accommodations on the basis of disability under the Americans with Disabilities Act of 1990 and Rehabilitation Act of 1973, must self-identify, must provide documentation of the disability, and must request accommodations through the Disability Service Director on campus.

GEORGIA BOARD OF NURSING INFORMATION

The Georgia Board of Nursing requires criminal background checks for licensure and has the authority to refuse to grant a license to an applicant upon a finding by the board that the applicant has been convicted of any felony, crime involving moral turpitude, or crime violating a federal or state law relating to controlled substances or dangerous drugs in the courts of this state, any other state, territory, or country, or in the courts of the United States, including, but not limited to, a plea of nolo contendere entered to the charge; or any licensing board or agency in Georgia or any other state denied the applicant's license application, renewal or reinstatement; or revoked, suspended, restricted, or prohibited the applicant's license; or requested or accepted surrender of the applicant's license, or reprimanded, fined or disciplined the applicant. If you have questions you may contact the Georgia

Board of Nursing at (478) 207-1640. All new graduates must submit to a background check process required by 43-26-7-(4). Please refer to Georgia Board of Nursing website ([Nursing - Georgia Board of Nursing](#)) for additional information.

The Georgia Board of Nursing requires a social security number to apply for licensure as a registered nurse in the State of Georgia.

General Information

1. Learning Support courses, if required, must be completed prior to applying for the ASN Program.
2. Students must meet with a nursing advisor each semester to review their plan of study and prior to any changes in their schedule. Please contact School of Nursing to schedule an appointment with your advisor.
3. Students may begin taking core academic courses any semester.
4. The ASN Program sequence begins every fall semester.
5. Classes, laboratory, and clinical practice experiences in the ASN Program require a commitment of approximately 25-35 hours per week; therefore, it may be difficult for a student to work.
6. Health insurance may be required. If requested by the clinical agency students must submit proof of personal health insurance prior to attendance in clinical education. The USG has a health insurance program which is available for students to purchase.

Program Admission Information and Requirements

Applicants must meet specific requirements to be considered for admission to the ASN program. Applications must be received in the School of Nursing Office by the deadline date posted on the college website. Applications will be evaluated based on qualifications and space availability. Meeting minimal admission requirements does not guarantee admission to the ASN program. Letters of program status (acceptance or denial) will be mailed to all candidates. Admission status will not be provided via phone.

Applicants must:

1. Meet college admission requirement listed on the Admissions section of this catalog.
2. Provide evidence they have met with a nursing advisor prior to submitting program application.
3. Complete the ASN application, available [at College of Coastal Georgia: Associate of Science in Nursing](#). Submit official transcript(s) for all college work attempted. Include all required materials and submit to the School of Nursing and Health Sciences. All required admission materials must be submitted as a packet.
4. Successfully complete Biology 2110, English 1101 and Psychology 1101 to be considered as a program applicant.
5. Have a minimum grade of C in all Biology and English courses.
6. Have not repeated any science course more than once to achieve a passing grade of C or higher. Only a total of 3 courses in area A and F may be repeated. A withdrawal from a course is considered a repeat. The applicant will be EXEMPT from this requirement under the following conditions: The failures occurred at least 5 years prior to the date of application to the nursing program AND the student has successfully completed 30 semester hours of college credit with a minimum 3.0 GPA since the last failure occurred.
7. Have a minimum of a 2.5 grade point average (GPA) in all core academic courses required for nursing.
8. Take the required HESI A² and submit the results with application (NO pending HESI A² accepted). A score of 75% or higher must be achieved on the HESI A² Assessment Exam, on no more than 2 attempts in each of the five (5) sections: Math, Reading Comprehension, Vocabulary and General Knowledge, Anatomy and Physiology, and Biology. Achieving 75% on the HESI A² does NOT guarantee admission. See the college web site for test instructions.

9. Be evaluated on an individual basis by the Admission and Progression Committee, if an applicant has ever received a D or F in a nursing course in any nursing program. If a student has received a D or F in two or more nursing courses they are not eligible for admission to the ASN program.

For the purposes of calculating the GPA (Grade Point Average) pertaining to admission/progression/retention. ALL grades received during course attempts will be included in the GPA calculation(s). Example: if a student receives a grade of D in a course, then repeats the course and receives a grade of B in the course on the second attempt both grades (D from first attempt, and B from second attempt) will be utilized for GPA calculation. No adjusted GPA will be considered for admission or progression.

10. Meet/perform the Core Performance Standards for nursing as listed below:
 - a. Critical thinking -- Critical-thinking ability sufficient for rapid clinical judgment and decision making.
 - b. Interpersonal -- Interpersonal abilities sufficient for interaction with individuals, families and groups, from various social, emotional, cultural and intellectual backgrounds.
 - c. Communication in English -- Communications abilities sufficient for verbal and written interaction with others.
 - d. Mobility -- Physical abilities sufficient for movement from room to room and in small spaces.
 - e. Motor Skills -- Gross and fine motor abilities sufficient for providing safe, effective nursing care.
 - f. Hearing -- Auditory ability sufficient for monitoring and assessing health needs.
 - g. Visual -- Visual ability sufficient for observation and assessment necessary in nursing care.
 - h. Tactile -- Tactile ability sufficient for physical assessment.

Nursing Program Requirements

Once accepted in the Associate of Science Nursing program, students are required to:

1. Participate in a nursing orientation session.
2. Submit proof (form provided upon acceptance) of the following:
 - a. Yearly TB skin (PPD) test or TB screening;
 - b. Current physical health examination by a healthcare provider;
 - c. Additional immunizations required by the program or clinical agencies;
 - d. American Heart Association Healthcare Provider CPR Certification (the student must keep this certification current throughout the program);
 - e. Professional liability insurance (included in tuition and fees);
 - f. Students must provide proof of personal health insurance if requested throughout the program.
3. Adhere to the student guidelines specific to the ASN Program as outlined in the Nursing Student Handbook.
4. Travel at own expense to clinical practice sites. Note: Some clinical experiences may be distances up to 100 miles.
5. Clinical practice experiences may be scheduled during days, evenings, nights and or weekends.
6. Undergo criminal background checks and/or drug testing as required by individual agencies. The cost will be the responsibility of the student. Background checks and/or drug testing results could result in denial to the clinical site and inability to pass a course or the program.
7. Purchase required School of Nursing uniforms and supplies.

Continuation and Progression in the ASN Program

1. Continuation in the ASN Program requires a minimum grade of C in all required nursing, biology and English courses.
2. A 2.0 overall Grade Point Average (GPA) must be maintained in all courses required in the nursing curriculum.
3. All non-nursing academic courses must be completed before the student enters NURS 2112, the last nursing course.
4. All nursing courses include a medication calculation requirement.
5. Letter grades for nursing courses are computed as follows: A = 90-100 B = 80-89 C=75-79 D = 66-74 F = 65 and below
6. Only one nursing course may be repeated.
7. All nursing courses must be completed within four years of the date of entry into the first nursing course.
8. All nursing students will be required to participate in comprehensive testing while enrolled in the nursing program. Additional fees per semester will be applicable.
9. Laboratory fees are charged.
10. Leave of Absence: Under catastrophic circumstances, a student may request a Leave of Absence from the School of Nursing. See Nursing Student Handbook for specific guidelines.

School of Nursing and Health Science

Conditional Admit Policy

All students who are admitted to the School Nursing and Health Sciences have qualifications equal to or greater than the minimum standards outlined in the requirements for admission to a nursing or health science program except under rare and unusual circumstances. However, on appeal, the Admissions and Progression Committee may recommend, with the consent of the School Dean, that a student be admitted to a nursing or health science program with conditions. The Admissions and Progression Committee will require the student to maintain a grade of B higher than that of the minimum requirement of C for one semester, take a specified number of semester hours of coursework, and/or meet other conditions as specified by the Committee and/or Dean. A conditionally admitted student may also be required to remedy deficiencies, academic and/or behavioral, to remain in a program. A student who does not fulfill the conditions within the specified time may be dismissed from the program and/or the School of Nursing and Health Sciences.

Standardized Testing

All pre-licensure nursing students will be required to take standardized examinations as part of the course work. Students who score less than the benchmark are required to complete faculty supervised, independent remediation programs in order to complete the requirement of the course (mastery of content).

Readmission to the ASN Program

1. A student seeking to return to the ASN Program after any period of non-attendance must apply to the college and nursing program for readmission.
2. College readmission applications are available from the Admissions Office.
3. Program readmission applications are available from the School of Nursing. Re-admission applications must be submitted by the deadline date.
4. The readmission applicant will be required to meet the current admissions and curriculum requirements in effect at the time of re-admission.
5. A student may be re-admitted only once.

6. Readmission is not guaranteed and is contingent upon the professional judgment of the Nursing Faculty, completion of all core academic courses, an overall GPA of 2.0 with a GPA of 2.8 in required core academic courses, and space available.
7. All nursing courses must be completed within four years of the date of entry into the first nursing course.
8. Students who have been dismissed from the program are ineligible for readmission (see Nursing Student Handbook).

Advanced Placement Option (APO) for Licensed Practical Nurses (LPN)

This option is designed to provide educational advancement opportunities for the LPN. The applicant must have graduated from an LPN program within the past 5 years, be licensed or eligible for licensure in the state of Georgia as an LPN and must have work experience within the past 5 years in a structured health care setting (acute care, long term care). LPNs who graduated more than 5 years ago will be evaluated by the Admission/ Progression Committee to determine eligibility.

LPN applicants who are accepted into the ASN Program and successfully complete the validation requirements (listed below) will be eligible to enter the second semester of the first year (spring semester) of the nursing curriculum. In catastrophic circumstances, an APO applicant unable to begin in the nursing program may request a one-year admission extension. The Admission and Retention Committee will consider documented extension requests on an individual basis. Escrow credit for Nursing 1111 will be awarded upon completion of the program.

Admission Requirements for LPN Advanced Placement:

1. Apply to the ASN program and meet the same admission requirements as for pre-licensure nursing students (See ASN program admission requirements).
2. Submit documentation of required work experience after acceptance when requested.
3. Validate cognitive and clinical competency through written and demonstration testing processes. (Written and skills competency testing may only be taken one time.)
4. Enter Nursing 1112 in the January (spring semester) following passing validation testing the previous summer.

For career associate degree completion University System of Georgia requires a minimum of 21 general education hours. The College requires that at least one general education course is completed in the following areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics. These courses do not specifically focus on a particular occupation or profession. Additionally, each program may offer additional general education courses that support the career major.

GENERAL EDUCATION CORE CURRICULUM

Area F – Sciences

Course	Description	15 Credit Hours
BIOL 2110	Human Anatomy and Physiology I	4
BIOL 2111	Human Anatomy & Physiology II	4
BIOL 2215	Foundations of Microbiology	4
PSYC 2103	Introduction to Human Development	3

Major Area of Study

Course	Description	37 Credit Hours
NURS 1111	Nursing 1	8
NURS 1112	Nursing 2	8
NURS 2111	Nursing 3	9

Total Required for Graduation 70**RADIOLOGIC SCIENCE****School of Nursing and Health Sciences****Jones 117A****912-279-5870****Program Coordinator:****John Eichinger 279-5864****jeichinger@ccga.edu****Mission and Goals**

The Radiologic Science program is a two-year curriculum leading to an Associate of Science degree in Radiologic Science. Program completion generally requires 3 years for students who begin the core curriculum courses immediately following high school and progress to acceptance into the Radiologic Science Program. The program is fully accredited by the Joint Review Committee on Education in Radiologic Technology (20 N. Wacker Drive, Chicago, IL 60606-3182, 312-704-5300, or [JRCERT](#)). All radiologic courses follow the recommendations set forth in The Professional Curriculum for Radiography, published by the American Society of Radiologic Technologists ([American Society of Radiologic Technologists](#)). In fulfillment of the College of Coastal Georgia mission to provide equal emphasis on career programs and university parallel programs, the mission of the Radiologic Sciences program is to provide a quality education such that students will become competent, entry-level radiographers. Upon completion of the program, the student may be eligible to take the American Registry of Radiologic Technologists ([ARRT - The American Registry of Radiologic Technologists](#)) national registry examination for certification as a Registered Radiologic Technologist. Students who matriculate from the program and pass the ARRT exam may use the initials A.S., R.T. (ARRT) after their name. Example: Jane Smith, A.S., R.T. (ARRT). The program prepares the student for entry-level technologist positions in hospitals, clinics or private physician's offices; however, the program does not guarantee a job at any facility upon completion of the program. Many four-year institutions offer elective credit for successful completion of the ARRT examination. This allows program graduates an increased opportunity to pursue a baccalaureate degree. The Radiologic Science program at College of Coastal Georgia provides equal opportunity in education for all qualified persons regardless of race, color, religion, sex, national origin, age, disability or veteran status. This opportunity is relevant to acceptance into the program as well as instruction in the classroom and/or clinical education setting.

Mission and Goals

The mission of the Radiologic Science Program at the College of Coastal Georgia is to provide a quality education such that students will become competent, entry-level radiographers.

Program Goals:

1. Radiologic Science students will demonstrate critical thinking and problem solving skills.
2. Radiologic Science students will be clinically competent.
3. Radiologic Science students will be able to communicate.
4. Radiologic Science students will evaluate the importance of professional growth and development.

Student Learning Outcomes

Goal 1: Radiologic Science students will demonstrate critical thinking and problem solving skills.

Tool 1: Students will manipulate technical factors for non-routine examinations.

Tool 2: Students will be able to adapt positioning for trauma patients.

Goal 2: Radiologic Science students will be clinically competent.

Tool 1: Students will apply positioning skills.

Tool 2: Students will select appropriate technical factors.

Tool 3: Students will practice radiation protection.

Goal 3: Radiologic Science students will be able to communicate.

Tool 1: Students will demonstrate oral communication skills.

Tool 2: Students will practice written communication skills.

Goal 4: Radiologic Science students will evaluate the importance of professional growth and development.

Tool 1: Students will determine the importance of continued professional development.

Tool 2: Student will summarize their professional obligations upon gaining their ARRT credentials.

Program Application Process

An applicant must complete the College of Coastal Georgia application and the Radiologic Science application (these may be obtained from the college website, or the Radiologic Science faculty).

Program Enrollment

Program enrollment is limited and applicants will be accepted according to the following criteria:

1. Total number of core classes completed (8 points possible).
2. Overall grade point average.
3. Individual grades (C or better required) earned in ENGL 1101, BIOL 2110, BIOL 2111, and MATH 1001 or 1111.
4. CCGA student status (active or inactive).
5. Radiologic application status (initial or re-submission).
6. A HESI A² test grade that indicates a 75% minimum cumulative score over the academic subject areas covered on the test.
7. An earned overall GPA of 2.5 or higher. The overall GPA includes all unadjusted transfer and unadjusted institutional grades.

School of Nursing and Health Science

Conditional Admit Policy

All students who are admitted to the School Nursing and Health Sciences have qualifications equal to or greater than the minimum standards outlined in the requirements for admission to a nursing or health science program except under rare and unusual circumstances. However, on appeal, the Admissions and Progression Committee may recommend, with the consent of the School Dean, that a student be admitted to a nursing or health science program with conditions. The Admissions and Progression Committee will require the student to maintain a grade of B higher than that of the minimum requirement of C for one semester, take a specified number of semester hours of coursework, and/or meet other conditions as specified by the Committee and/or Dean. A conditionally admitted student may also be required to remedy deficiencies, academic and/or behavioral, to remain in a program. A student who does not fulfill the conditions within the specified time may be dismissed from the program and/or the School of Nursing and Health Sciences.

Application Deadline

Application deadline each year is March 15. Letters of program status (acceptance or denial) will be mailed to all candidates in April. Please do not call our offices in regard to individual status as officials do not discuss this matter over the phone prior to the sending of letters.

The Radiologic Science courses begin in the fall semester of each year and are taught on an annual rotation basis. Students must be accepted into the Radiologic Science program prior to enrollment in the Radiologic Science classes. In order to assure student success and timely completion of all program requirements students are encouraged to complete all core prior to beginning the Radiologic Science courses. However, all general education courses must be completed by the end of the first semester for which the student is formally enrolled in the radiologic science program. Once formally admitted to the program, students must earn a minimum grade of C in all radiologic science (RADT) courses to ensure continuance in the program and progression to the next semester.

Ethics Requirements

Individuals who have been involved in a criminal proceeding or who have been charged with or convicted of a crime must file a request for an Ethics Pre-Application Review with the ARRT. As mentioned previously, this is the credentialing agency for radiologic technologists. Per the ARRT, A charge or conviction, a plea of guilty, or a plea of nolo contendere (no contest) to an offense that is classified as a misdemeanor or felony constitutes a conviction for ARRT purposes. This includes situations in which the result is deferred or withheld adjudication, suspended or stay of sentence, or where the individual enters into a pre-trial diversion activity. Military courts-martial must also be reported. The Ethics Pre-Application Review applies only to crimes specified on the pre-application form and does not apply to any crimes occurring after submission of the pre-application or otherwise not reported on the pre-application form. All offenses must be reported regardless of how long ago they were committed.

Exceptions are: offenses committed while a juvenile and processed in the juvenile court system; traffic violations that did not involve drugs or alcohol; charges that were dismissed if there were no court conditions required for the dismissal.

The Ethics Pre-Application Review and the appropriate non-refundable fee are to be submitted to the ARRT. This is the student/applicant's sole responsibility. The pre-application process can be found at the ARRT web site: arrt.org or by calling the ARRT (651) 687-0048. The ARRT Ethics Committee will contact the student in regard to the Pre-Application Review decision. A copy of the final decision from the ARRT must be presented to program officials no later than the first day of enrollment in the radiologic science program. Students who do not possess a final ARRT Pre-Application Review decision on the first day of enrollment in the radiologic science program will be immediately dismissed from the program. Students are advised that the ARRT Pre-Application Review process can take up to 12 weeks to be completed.

A student who is not sure about the status or impact of any prior charges or convictions should not submit an application to our program until he/she has checked with the ARRT. It is a form of lying to submit a radiologic science program application with an answer of NO in regard to this matter and subsequently inform program officials that there was in truth a charge. Being deliberately untruthful is a serious and unethical action and is grounds for immediate termination from the program. A student who has been dismissed from the radiologic science program under such conditions is not eligible for readmission.

Criminal background checks and/or drug testing may be required by the clinical education sites. The cost will be the responsibility of the student. Results of background checks and/or drug testing could result in denial to the clinical site and inability to pass a course or continue in the program.

Students who are under the assumption that any past police or court documents have been expunged are encouraged to research the extent of such assumption. Anecdotal evidence has shown that some information considered to be expunged does indeed populate ethics and background checks. Students are advised to air on the side of caution and respond accordingly.

COLLEGE OF COASTAL GEORGIA
PERFORMANCE STANDARDS

All students applying to the Radiologic Science Program are expected to have the following competencies in order to effectively and safely perform the responsibilities of a radiologic science student.

Performance Standards for Admission and Progression*

Requirements	Standards	Examples
Critical thinking	Critical-thinking ability sufficient for rapid clinical judgment and decision making.	<ul style="list-style-type: none"> ☐ Identification of cause/effect relationships in clinical situations Use of the scientific method in the development of patient care plans ☐ Evaluation of the effectiveness of patient care interventions
Interpersonal	Interpersonal abilities sufficient for interaction with individuals, families and groups, from various social, emotional, cultural and intellectual backgrounds.	<ul style="list-style-type: none"> ☐ Establishment of rapport with patients/clients and colleagues capacity to engage in successful conflict resolution ☐ Peer accountability
Communication in English	Communications abilities sufficient for verbal and written interaction with others to include note taking abilities and the ability to rapidly interpret and disseminate information.	<ul style="list-style-type: none"> ☐ Explanation of diagnostic/ treatment procedures ☐ Documentation and interpretation of patient care actions and patient/client responses ☐ Capable of both verbal and non-verbal communication.
Mobility	Physical abilities sufficient for movement from room to room in small spaces	<ul style="list-style-type: none"> ☐ Movement about radiographic room, work spaces and patient room as necessary. ☐ Ability to stand for up to three hours without rest. ☐ Administration of rescue procedures- cardiopulmonary resuscitation (CPR) ☐ Ability to withdraw contrast media from a vial according to guidelines. ☐ Ability to perform venipuncture as necessary. ☐ Ability to handle clinical specimens and biohazardous materials according to guidelines.
Motor skills	Gross and fine motor abilities sufficient for providing safe, effective patient care	<ul style="list-style-type: none"> ☐ Calibration and use of equipment

		<input type="checkbox"/> Therapeutic positioning of patients <input type="checkbox"/> Ability to operate radiographic equipment according to departmental regulations <input type="checkbox"/> Ability to lift without assistance up to 25lbs.
Hearing	Auditory ability sufficient for monitoring and assessing health needs	<input type="checkbox"/> Ability to hear monitoring device alarm and other emergency signals <input type="checkbox"/> Ability to discern auscultatory sounds and cries for help
Visual	Visual ability sufficient for observation and assessment necessary while patient is in your care	<input type="checkbox"/> Ability to observe patient's condition and responses to examinations and/administration to contrast media. <input type="checkbox"/> Ability to visualize images on a computer monitor and/or radiographic film.
Tactile Sense	Tactile ability sufficient for physical assessment and for radiographic positioning.	<input type="checkbox"/> Ability to palpitate in physical examinations and/or radiographic positioning.

*** There may be more stringent requirements for clinical agencies that may preclude the student's progression in the Radiologic Science Program.**

Services for students with disabilities are available through the Office of Disability Services. Qualified students with documented disabilities are eligible for physical and academic accommodations under the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Students requesting accommodations should contact The Office of Disability Services at 912-279-5806. Students who have been approved for accommodations have the responsibility of identifying themselves and their needs to each professor through an accommodation letter provided by Disability Services.

Additional Program Requirements and Costs*

Once accepted in the Radiologic Science program, students are required to submit proof (form provided upon acceptance) of the following prior to beginning the first clinical radiologic science course. Due to the time-sensitive nature of these tests, students must first contact program officials for specific instructions and deadlines.

1. Current physical health examination by a healthcare provider. Please see an RS faculty member for the required form.
2. Annual TB skin (PPD) or TB screening.
3. In addition to the immunizations required by CCGA, additional inoculations may be required by the Radiologic Science program.
4. Students who are pursuing a degree in radiologic science may be required by certain clinical practice sites to have health insurance. You are receiving this notification and acknowledgement of responsibility because you are a student enrolled in a course of study that may require you to train at a clinical practice site which requires health insurance coverage of its employees and student trainees.
5. Purchase professional liability insurance annually (purchased through the college).

6. Criminal background checks and/or drug testing as required by individual agencies. The cost will be the responsibility of the student. Results of background checks and/or drug testing results could result in denial to the clinical site and inability to pass a course or continue in the program.
7. Purchase radiologic science uniform to wear at all clinical sites.
8. Annual CPR certification. (Must be American Heart Association, Healthcare Provider CPR)
9. Purchase radiographic markers for placement on image receptors. Please see RS faculty member
10. Purchase required garments or devices to cover any visible tattoos.
11. All students must purchase a USB Flash drive for the purpose of storing digital images obtained in the lab. This should be available for submission to program officials at any time.
12. Purchase a basic function calculator.
13. Purchase a pocket notebook for use in the classroom, laboratory, and clinical site.
14. ARRT Radiography Examination fee
15. CCGA Graduation fee
16. RS Club dues as determined by majority vote (approx. \$25.00 each spring and fall semester)
17. Purchase a long, white lab coat for the Pinning Ceremony
18. Purchase a professional pin from the CCGA bookstore (non-refundable after ordering)
19. Cellular telephone with GPS capabilities
20. Annual flu immunization as required
21. Any other additional costs for the program will be addressed in the syllabi.

Occupational Exposure/Risk

Students enrolled in our program and all Radiologic Technologists are at risk for frequent exposure to radiation, sharps, patient secretions, bodily wastes, infectious patients, electricity, equipment noise, and latex. Exposure to latex may be moderate depending on the setting in which you are assigned. Those with latex sensitivity or allergies should consult with a physician prior to entering the program for guidance on the merits of continuing in a health care career.

General Information

1. Letter grades for all Radiologic Science (RADT) courses are computed as follows: A = 90-100 B = 80-89 C = 75-79 D = 66-74 F = 65 and below.
2. All Radiologic Science courses must be completed within three years of the date of entry into the first radiologic science course.
3. A student may be dismissed from a course and/or the radiology program prior to completion if, in the judgment of the program faculty or the clinical administration, the student's clinical practice jeopardizes the client and/or violates policies or professional standards of the program. A student who has been dismissed from the radiologic science program under such conditions is not eligible for readmission.
4. A student who leaves the program due to other circumstances may be readmitted to the program only once. Readmission is not guaranteed and is contingent upon space available and the professional judgment of the Radiologic Science faculty. Additionally, all applicants are required to meet the current admission and curriculum requirements. Students who wish to reapply for admission within one year must submit a letter of intent to reapply and a current radiologic science application. Students who are readmitted will be required to repeat all clinical and didactic radiography courses for which they earned a grade of less than C. Students who are readmitted will be required to audit the last clinical course for which a passing grade was earned. This audit must be completed prior to program continuance. Students who are auditing any radiologic science course will be required to fulfill all course requirements as listed on the syllabus. A grade for all audited courses will be calculated. Students must complete an audit with a grade of C or better as per the Radiologic Science Program policies. In accordance with CCGA policy, a student must register and pay tuition for an audited course. Readmitted students will also be required to repeat all prior clinical competency exams regardless of earned grade.

The student will meet with program faculty to devise a plan for the timely completion of these clinical requirements.

5. Students who have been out of the program for over 1 year must reapply for admission and repeat all radiologic science courses. The applicant will be required to meet the admission and curriculum requirements in effect at the time of re-admission.
6. There is no policy for transfer of radiologic science courses; this is due to variations in the structure, sequencing, and depth of the professional curriculum.
7. All general education courses must be completed by the end of the first semester for which the student is formally enrolled in the radiologic science program.

Clinical Requirements

Classes, laboratory, and clinical practice experiences in the Radiologic Science program require a commitment of approximately 24-33 hours per week; therefore, it may be difficult for a student to work. Clinical rotations may vary in assignment ranging from 7:00 am until 10:00 pm Monday through Sunday. Special clinical education rotations may be offered such as trauma observations and/or radiation therapy observations. Hours of special rotations may vary. Special clinical education hours will be included in the students total clinical hours for that week.

1. For the safety of students and patients, our program does not schedule more than ten (10) clinical hours in any one day. Scheduled didactic and clinical hours combined cannot exceed forty (40) hours per week. Hours exceeding these limitations must be voluntary on the student's part.
2. Travel at own expense to clinical sites. Note: Some clinical experiences may be distances up to 100 miles.
3. All visible tattoos will be covered with a garment or device that has been approved by RS program faculty.
4. Students must purchase a pocket notebook for reference type material and are required to carry the notebook at all times during clinical assignment.
5. Students are required to bring *The Radiography Procedure and Competency Manual* to clinic each day. This is a required text that must be purchased prior to attendance in RADT 1112. This textbook must be submitted to the clinical faculty at program completion.
6. All students must carry a calculator on clinical assignment. The calculator should have basic functions.
7. The radiographic marker set must be brought to every clinical course. See Additional Costs.
8. If a posted deadline is missed for the submission of any clinical forms the student will not be allowed to participate in clinical education until all such documents are given to the clinical coordinator. The student will be marked absent from the clinical setting. This absence cannot be made up.

For career associate degree completion University System of Georgia requires a minimum of 26 general education hours. The College requires that at least one general education course is completed in the following areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics. These courses do not specifically focus on a particular occupation or profession. Additionally, each program may offer additional general education courses that support the career major.

GENERAL EDUCATION CORE CURRICULUM

Major Area of Study

Course	Description	49 Credit Hours
RADT 1001	Patient Care & Ethics in Radiology	4
RADT 1002	Radiographic Procedures I	4
RADT 1003	Radiographic Procedures II	4

RADT 1006	Radiographic Procedures III	3
RADT 1100	Radiographic Imaging I	4
RADT 1112	Introduction to Clinical Procedures and Techniques	3
RADT 1113	Clinical Procedures and Techniques I	3
RADT 2002	Pathophysiology	2
RADT 2003	Certification Fundamentals	4
RADT 2100	Radiologic Imaging II	4
RADT 2200	Radiologic Imaging III	4
RADT 2221	Clinical Procedures and Techniques II	4
RADT 2231	Clinical Procedures and Techniques III	3
RADT 2241	Advanced Clinical Procedures and Techniques	3

Total Required for Graduation 75

PRE-BACCALAUREATE CERTIFICATES

SPANISH FOR PROFESSIONALS

A grade of “C” or better is required in each course

Course	Description	12-18 Credit Hours
SPAN 2001	Intermediate Spanish I	3 (if needed)
SPAN 2002	Intermediate Spanish II	3 (if needed)
SPAN 3012	Applied Spanish Conversation for Professionals	3
SPAN 3014	Language, Culture and Advanced Conversation	3
*SPAN 4500	Profession-Related Practicum or Study Abroad	3
*SPAN 4501	Research Project in Spanish for Professionals	3

***Note:** Appropriate courses in the student’s major field such as business, criminal justice, sociology, social work, nursing, or biology may be substituted.

Total hours required for the Certificate 12-18 hours

TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES – TESOL

Course	Description	18 Credit Hours
*ESOL 4010, *ESOL 4020, *ESOL 4030		9
ESOL 4040, ESOL 4050, ESOL 4060		9

***Note:** These three courses within the certificate fully satisfy the add-on ESOL Endorsement requirements for certified teachers in Georgia.

Total hours required for the Certificate 18
Total hours required for the Georgia Add-on ESOL Endorsement 9

LIBERAL ARTS 1st YEAR CERTIFICATE

School of Arts & Humanities
Academic Commons North 210

279-5877

Program Coordinator:

Dr. German Vargas 279-5918

gvargas@ccga.edu

CORE CURRICULUM AREAS A-E

- Completion of 30 credit hours with a GPA of 2.0 or higher
- All Area A courses must be completed with a grade of C or higher.
- Completion of the following courses:
 - o ENGL 1101 (3 hours)
 - o ENGL 1102 (3 hours)
 - o Area A Math (3-4 hours)
 - o Two (2) Area B, Area C or a combination of Area B and C courses (Community, Cultural, Global Engagement or Humanities/Fine Arts) 4-6 hours
 - o One (1) Area D or E course (Math, Science or Social Science) 3-4 hours
 - o The remaining portion of the 30 hours (10-14 hours) may include any courses that will count towards a degree.

STEM (Science, Technology, Engineering and Math) 1st YEAR CERTIFICATE

School of Science & Mathematics

Jones 228

279-5876

Program Coordinator:

Dr. German Vargas 279-5918

gvargas@ccga.edu

CORE CURRICULUM AREAS A-E

- Completion of 30 credit hours with a GPA of 2.0 or higher
- All Area A courses must be completed with a grade of C or higher.
- Completion of the following courses:
 - o ENGL 1101 (3 hours)
 - o ENGL 1102 (3 hours)
 - o Two (2) Area A/D Math courses for Math/Science Majors (6-8 hours). Appropriate Area A/D Math courses: MATH 1111, 1112, 1113, 1121, 1122, 2110, 2112
 - o Two (2) Area D Science for Math/Science Majors (8 hours). Appropriate Area D Science courses: ASTR 1010, 1020; BIOL 1107, 1108; CHEM 1211, 1211L 1212 and 1212L; GEOL 1121, 1122; PHYS 1111, 1112, 2211, 2212.
 - o The remaining portion of the 30 hours (8-10 hours) may include any courses that will count towards a degree.

COURSE DESCRIPTIONS

ACCT 2101 Principles of Accounting I 3 credits

3 class hours

Prerequisites: MATH 1111, BUSA 1105

An introduction to the principles and practices of accounting. Topics include the construction and interpretation of accounting statements and the theory of debits and credits as applied business transactions and records.

ACCT 2102 Principles of Accounting II 3 credits

3 class hours

Prerequisite: ACCT 2101 with a grade of C grade or better

A continuation of ACCT 2101, with emphasis on the detailed application of accounting principles to corporation accounting, cost accounting and accounting as a tool for business decisions.

ACCT 3050 Accounting and Reporting for Governmental and Non-profit Entities 3 credits

3 class hours

Prerequisite: ACCT 2101 with a grade of C or better and Junior Standing

This course introduces the student to theory and practice of financial accounting and reporting related to governmental and nonprofit entities. Topics covered will include the promulgated standards, conceptual issues, and special topics as necessary. Comparisons will be drawn with accounting and reporting theory and practice of private business. The focus will be on local, state and federal accounting and reporting issues. A summary of the similarities and differences related to nonprofits will be included.

ACCT 3100 Cost Accounting 3 credits

3 class hours

Prerequisite: ACCT 2102

A study of cost concepts and cost flows, cost behavior and cost estimation, job order costing, process costing, activity based costing, and joint product and byproduct costing.

ACCT 3110 Intermediate Accounting I 3 credits

3 class hours

Prerequisite: ACCT 2102 with a C grade or better

This is the first in a two course sequence intended for students concentrating on accounting as their primary field of study. This course is also helpful for students concentrating in finance. The first semester covers the theory and practice of accounting, an overview of the basic financial statements, and accounting treatment of: cash and receivables; inventory; property, plant and equipment; current liabilities and contingencies.

ACCT 3120 Intermediate Accounting II 3 credits

3 class hours

Prerequisite: ACCT 3110 with a C grade or better

The course is the second in two course sequence intended for students concentrating on accounting as their primary field of study. This course is also helpful for students concentrating in finance. The second semester covers concepts related to the time value of money, revenue recognition, the statement of cash flows, and accounting for investments, bonds and notes payable, leases, income taxes, other post-employment benefits, shareholder's equity, share-based compensation and earnings per share, and accounting changes and error corrections.

ACCT 3200 Principles of Taxation 3 credits

3 class hours

Prerequisite: ACCT 2102 with a grade of C grade or better

This course examines the principles and major provisions of federal income taxation as they apply to individuals and all types of business entities. It also includes making determination of tax liability as well as an introduction to tax research methodology.

ACCT 4100 Financial Statement Analysis 3 credits

3 class hours

Prerequisites: ACCT 2102 with a grade of C or better

The study of financial statements and their related footnotes, as well as tools and procedures common to financial statement analysis.

ACCT 4200 Auditing and Assurance 3 credits

3 class hours

Prerequisite: ACCT 3120

This course examines the fundamental principles and techniques of auditing and the reporting of audits. It also examines ethics, the legal environment, reporting standards, auditing standards, and fraud.

ACCT 4300 Advanced Financial Accounting 3 credits

3 class hours

Prerequisite: ACCT 3120 with a grade of C or better.

The objective of this course is to provide the student a detailed exposure to the financial accounting treatment of business combinations and consolidations; foreign currency transactions; and multinational, partnership, governmental, and not-for-profit accounting.

ACCT 4400 Accounting Information Systems 3 credits

3 class hours

Prerequisite: ACCT 3110

This course examines a variety of accounting transaction processing concepts; internal controls and systems analysis and design.

ACCT 4500 Special Topics 1-3 credits

Repeatable for maximum 6 hours credit

Prerequisite: Permission of Department

Special Topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

ACCT 4510 Independent Study 1-3 credits

Repeatable for maximum 6 hours credit

Prerequisite: Permission of Department

An independent study represents research, readings, and/or projects under the direction of a faculty member of the School of Business and Public Management.

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

ACCT 4900 Internship 3 credits

3 class hours

Prerequisite: Senior standing in BBA program and permission of the instructor

This course provides the student with work experience in an accounting setting. Students are supervised by accounting faculty and the person or persons designated to coordinate the internship at the accounting practice.

AMST 1102 American Identities 3 credits

3 class hours

Prerequisites: None

This introductory course explores what it means to be *American*. Examining *American Identities* from local and global perspectives, and through a variety of disciplinary frameworks, this course focuses on the diverse forms of *American Identity*, as well as the social and cultural histories that have shaped these identities. Students examine their own and others' identities. Students gain knowledge and skills related to intercultural relations through various methods that include research, reading, writing, performance, and class activities.

AMST 3400 Introduction to Environmental Studies 3 credits

3 class hours

Prerequisite or Co-requisite: AMST 3700

This course is a basic introduction to environmental studies. Students will learn to apply various concepts in the biological, physical, social sciences and humanities in order to understand the causes and consequences of environmental problems facing the world today, and what can be done to address them. Students will also be encouraged to explore how these concepts and issues relate to their own lives, from both global and local perspectives.

AMST 3580 Film Criticism 3 credits

3 class hours

Prerequisites: Passing ENGL 1102 with a grade of C or better

This course is dedicated to the student of the professional film critic and the craft of writing film criticism. The course begins with a historical overview of the development of the profession before moving on to explore the ways the profession has changed in the online era. Students will read many reviews written by a diverse group of critics and will spend considerable watching films and writing their own reviews of them for peer review and discussion.

AMST 3700 Principles & Methods of American Studies 3 credits

3 class hours

Prerequisites: ENGL 1102, HIST 2111 or 2112; Pre or Co-requisite: AMST 1102

This course critically examines the meaning and culture of America locally and globally emphasizing principles of a scientific method. This reading-, writing-, and discussion-based course introduces students to the interdisciplinary study of American cultures. The course uses a wide variety of readings and activities from multiple academic disciplines and popular culture.

AMST 3710 America in the World 3 credits

3 class hours

Prerequisites: None

This course examines *America* as a cultural signifier that circulates around the world. These representations not only travel to other countries, but also return to us in cultural products from other countries. In addition to cultural theory, we will look at film, television, literature, and music. A primary concern is to interrogate what ideological assumptions underlie our notion of what *America* means.

AMST 3740 American Popular Culture 3 credits

3 class hours

Pre-requisites: None

This course is a critical analysis of popular culture in American society. A particular offering of the course could focus on a specific area of popular culture (e.g., books, music, sports, food, mass consumption and advertising) or survey several of those topics. Historical and theoretical readings will support students' analysis of primary texts, potentially including examples which highlight the globalization of American popular culture, mass markets and niche markets, the social formation of taste, and shifts in society's preferences for mass consumption in different time periods.

Note: Course can be repeated for credit provided the content differs entirely from the previous offering.

AMST 3760 Advanced Studies in American Identities 3 credits

3 class hours

Prerequisite: ENGL 1102 or AMST 1102

This course examines the construction of individual identities and identity groups in American culture. Students survey and critique a range of texts expressing and representing the formation of identity constructions around such categories as race, gender, ethnicity, national origin, class, and sexuality. Students consider the various historical, cultural and social forces that shape (and sometimes resist) diverse views of American identity both within and outside the U.S.

Note: Course may be repeated one time for up to 6 credits with a change in content.

AMST 3780 American Cultural Movements 3 credits

3 class hours

Prerequisite: ENGL 1102

This course examines the history of and relationships between selected cultural movements in the United States through an interdisciplinary lens. Drawing primarily on historical resources and cultural texts, the course analyzes the evolution and conduct of movements or of a particular major movement, as well as the evolution of academic inquiry and understanding of these movements.

AMST 3800 Introduction to Cultural Studies 3 credits

3 class hours

Pre-requisites: None

This course provides an introduction to critical approaches and debates in the field of cultural studies. The course examines how cultures emerge, the difference between high and mass culture, and how race, gender, and class are produced and consumed. Theoretical approaches are applied to an object of study chosen by the instructor, typically a single long text or a collection of shorter ones, for historical context.

AMST 4300 Supervised Research 1-3 credits

Prerequisite: IDIS 3900 or AMST 3700 or permission of the instructor

This course provides students with the opportunity to engage in directed research that may further explore an area of interest from prior studies, or pursue a research or publication opportunity. Credit for this course is variable and the student may earn from 1 to 3 hours credit depending upon the complexity of the project. Course may be repeated with different content. No more than six credits can be applied to the degree.

AMST 4490 Special Topics in American Studies 3 credits

3 class hours

Prerequisites: AMST 3700 and AMST 3710 with a grade of C grade or better and permission of the instructor.

The study of a selected topic in American Studies.

Note: Course may be repeated for up to 6 credits provided the content differs from the previous offering.

AMST 4900 American Studies Capstone 3 credits

3 class hours

Pre-requisites or co-requisites: Senior standing in the American Studies program and completion of all program core courses with a C or better.

The senior capstone practicum offers students the opportunity to structure, plan, design, implement, and present a final body of work under the supervision of a professor in their area of interest. This capstone project will provide the environment for the student to synthesize their learning experience as an American Studies major and give seniors the opportunity to communicate knowledge in their area of concentration. All projects will culminate in a required public presentation (poster, oral presentation, video, or other document) and in an academic setting. Depending on the area of concentration and each student's individual area of interest, the capstone experience may involve a service-learning component. A faculty member in the American Studies Program will direct the capstone experience each semester; in addition, each student completing the capstone experience will be required to solicit the participation of an additional faculty member who will serve as the student's primary advisor for the project. The final grade for the project will be determined by both the capstone faculty member and the student's project advisor. Additionally, each student in the capstone experience will be required to pass a comprehensive exam, designed by the American Studies faculty, in which the student must demonstrate competency in both the American Studies core and in their specific track.

AMST 4901 Internship 1-3 credits

Prerequisite: Junior/Senior standing and permission of the instructor

This course provides students with the opportunity to engage in an internship experience. Credit for this course is variable and the student may earn from 1 to 3 hours credit depending upon the complexity of the project. There will be an expectation of at least 40 hours of documented work per credit hour (120 for 3 credit hours). Course may be repeated with different content. No more than six credits can be applied to the degree.

ANTH 1102 Introduction to Anthropology 3 credits

3 class hours

Prerequisite: None

This is a survey of general anthropology, the comparative study of humankind as a whole, including its major sub-disciplines: Cultural anthropology, archaeology, linguistics, and physical anthropology.

ANTH 3202 Cultural Anthropology 3 credits

3 class hours

Prerequisites: ANTH 1102

This is a survey of cultural anthropology, the comparative study of human cultural systems, with an applied component that will engage students in community-based service and anthropological research.

ARTS 1010 Drawing I 3 credits

1 class hour, 4 studio hours

Prerequisite: None

Introduction to techniques, materials, and strategies of drawing including linear and atmospheric perspective, figure/ground, gesture, contour, and value--using ink, charcoal, and graphite.

ARTS 1011 Drawing II 3 credits

1 class hour, 4 studio hours

Prerequisite: None

A continuation of Drawing I with emphasis on advanced visual problem solving including a practical survey of contemporary issues and practices in drawing.

ARTS 1020 Two Dimensional Design 3 credits

1 class hour, 4 studio hours

Prerequisite: None

A project-based survey of the various elements and principles of two-dimensional design with a section on the main principles of color theory. The course includes an introduction to computer art and one project each using vector and raster desktop publishing programs.

ARTS 1030 Three Dimensional Design 3 credits

1 class hour, 4 studio hours

Prerequisite: None

A project-based survey of the materials, techniques, and strategies involved in three-dimensional design including additive and subtractive modeling, as well as casting and construction of various forms.

ARTS 1100 Art Appreciation 3 credits

3 class hours

Prerequisite: None

A survey of the history and significance of world visual arts for non-majors. This course includes a hands-on component of several small studio projects.

NOTE: Art historical images surveyed in the course may contain some nudity.

ARTS 2003 Art History I 3 credits

3 class hours

Prerequisite: None

An overview of art history from pre-historic times to the Renaissance and a study of the influence of art of the past on that of today.

NOTE: Art historical images surveyed in the course may contain some nudity.

ARTS 2004 Art History II 3 credits

3 class hours

Prerequisite: None

An overview of art history from the Renaissance to modern times and a study of the influence of art of the past on that of today. NOTE: Art historical images surveyed in the course may contain some nudity.

ARTS 2020 Introduction to Painting 3 credits

1 class hour, 4 studio hours

Prerequisites: None, ARTS 1010 and ARTS 1020 recommended

An introductory studio course in painting using oil paint. Topics include grisaille, glazing, underpainting, portraiture, still life, landscape, and abstraction.

ARTS 2030 Introduction to Ceramics 3 credits

1 class hour, 4 studio hours

Prerequisite: None, ARTS 1010 and ARTS 1030 recommended

An introductory studio course in ceramics using stoneware. Topics include pinch building, coil building, slab construction, throwing, firing, and glazing.

ARTS 2400 Sculpture I 3 credits

5 studio Hours

Prerequisites: ARTS 1010 and ARTS 1030 or permission of instructor

This course will survey the technical fundamentals of subtractive, additive, and substitutive sculptural processes. Projects will include Carving, Modeling and mold making/casting. Additionally, projects will address the aesthetic implications of form and content in the context of three dimensions.

ARTS 3050 American Art 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

A survey of American visual art from the colonial period to the present. Lecture format. Grade determined by exams, papers, and discussion participation. Exams will include visual identification of works by significant American artists. The focus of the course will be the shift in the individual and collective ideal in response to scientific, industrial, and political American culture as interpreted through the visual arts.

ARTS 3240 Digital Photography 3 credits

3 class hours

An introductory course with emphasis on the technical and aesthetic foundations of digital photography including DSLR camera functions, composition, and presentation of work. A DSLR camera is required.

ARTS 3500 Intermediate Ceramics 3 credits

5 class hours

Prerequisite: ARTS 2030 Intro to Ceramics

An elective course exploration with the goal of the development of individual artistic vision in the ceramics medium.

ARTS 4500 Advanced Ceramics 3 credits

5 class hours

Prerequisite: ARTS 3500 Intermediate Ceramics

An advanced studio course in ceramics refining skills in design, building and finish, including advanced throwing techniques, and advanced glazing methods. The course may focus on a variety of ceramic projects, including building sets and series, advanced wheel techniques and/or sculptural work in clay, and figurative and functional objects. Students are expected to spend at least 3 hours in the workshop outside of class time.

ASTR 1010 Astronomy of the Solar System 4 credits

3 class hours, 3 laboratory hours.

Astronomical concepts, methods of observation, and a study of the solar system.

ASTR 1020 Stellar and Galactic Astronomy 4 credits

3 class hours, 3 laboratory hours.

Fundamental principles of stellar and galactic astronomy, stellar evolution, and cosmology.

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BASW 1100 Introduction to Business for Managers 3 credits

3 class hours

A study of the principles and practices of business in a system of private enterprise. Examines the functions of finance, accounting, marketing and management in the operation of a business.

BASW 2000 Computer Applications for Managers 3 credits

3 class hours

This course introduces the student to computer applications most commonly used in the business world. Coverage focuses predominately on the use of the MSWord, Excel and PowerPoint. Introduction to MS Access, Application used in Accounting and statistical analysis will also be covered.

BASW 3100 Management for Workforce Leaders 3 credits

3 class hours

Prerequisites: BUSA 1105 or Prior learning assessment or permission of instructor

Managers often mandate change yet mismanage it. Today's successful leaders are willing to adapt and improve team performance by sharpening their own leadership team development skills. This course presents to students the skills needed to be effective workplace leaders. (This course can only be used towards Bachelor of Applied Science programs.)

BASW 3110 Workforce Accounting 3 credits

3 credit hours

Prerequisite: BUSA 1105 or Prior learning assessment or permission of instructor

Potential managers or leaders will gain a practical understanding of how to use financial data to inform and impact the decision-making process. The course teaches non-accounting managers how to translate accounting information and apply it to business and industry quickly and efficiently.

Instructional case studies featuring real business scenarios and financial practice applications are used to enhance the learning experience. Case studies may include information from the student's workplace if available and approved. (This course can only be used towards Bachelor of Applied Science programs.)

BASW 3120 Workforce Communications 3 credits

3 class hours

Prerequisites: BUSA 1105 or Prior learning assessment or permission of instructor

The ability to effectively communicate in a variety of situations found in the workplace needs to be developed. Managers and workforce leaders need to be equipped with the necessary skills required for high performance and competitiveness in the marketplace. (This course can only be used towards Bachelor of Applied Science programs.)

BASW 3130 Workforce Crisis Management 3 credits

3 class hours

Prerequisite: BUSA 1105 or prior learning assessment or permission of instructor

Unexpected events occur and understanding the importance and challenges when addressing crisis management or emergency situations is vital for the safety and security of human life, revenues and reputation. (This course can only be used towards Bachelor of Applied Science programs.)

BASW 4100 Capstone Site Project 6 credits

6 class hours

Prerequisite: Senior status or permission of instructor

In this course students will develop a project in their workplace that builds on and then extends the learning outcomes of the program. The project will be workplace specific and will require data development and analysis, a formal presentation and a paper. (This course can only be used towards Bachelor of Applied Science programs.)

BASW 4200 Human Resources for the Workforce 3 credits

3 class hours

Prerequisite: BUSA 1105 or prior learning assessment or permission of instructor

This course will help managers have a solid understanding of the fundamentals of human resource management and its strategic relevance in the critical role of human achievement in business results. It provides a critical perspective on the development of human capital in the context of a unified system of attracting, retaining and developing talent that creates and supports the vision, values and the critical implications for human resources in today's business, industry, organization or entity (This course can only be used towards Bachelor of Applied Science programs.)

BASW 4300 Lean Manufacturing in the Workforce 3 credits

3 class hours

Prerequisite: BUSA 1105 or prior learning assessment or permission of instructor

This course provides a unique lean training experience to help implement and sustain a lean culture within a business, industry or organization. The lean training includes a mix of theory, and hands-on practical training projects.

BASW 4310 Strategic Planning for the Workforce 3 credits

3 class hours

Prerequisite: BUSA 1105 or prior learning assessment or permission of the instructor

This course develops the strategic planning process for potential work place managers and leaders. This course exposes students to the four critical elements of the strategic planning process: 1. Assessing the current situation, 2. Developing a strategy map based on that assessment, 3. Effectively communicating the strategy throughout the business, industry or entity, and 4. Maintaining the plan through on-going governance. The strategic problems managers face are typically ambiguous and strategic management solutions are required to answer questions about products to develop, the markets to enter, operations to outsource and accessing the competition.

BASW 4320 Workforce Project Management 3 credits

3 class hours

Project management helps to keep projects on track even in the toughest, most unpredictable times. All projects hit roadblocks, can run over budget or come in late. Some projects fail altogether. Projects face constant costs pressure and therefore must be implemented quickly and delivered with high quality. This course helps students create high quality planning, execution and monitoring of efforts to effectively manage projects(This course can only be used towards Bachelor of Applied Science programs.)

BASW 4330 Workforce Supply Chain, Logistics & Material Management 3 credits

3 class hours

Prerequisites: BUSA 1105 or prior learning assessment or permission of Instructor

Businesses focus on how they manage their supply chain. Supply chain management can be defined as the management of relationships with all stakeholders, to deliver superior customer value at less cost to the supply chain as a whole. To do this effectively, logistics is required to coordinate the complex operations involving people, facilities and supplies. This course will help students understand how to optimize the flow of products and services as they are planned, sourced, made, and delivered to give the business or industry a competitive advantage. (This course can only be used towards Bachelor of Applied Science programs.)

BIOL 1107 Principles of Biology I 4 credits

3 class hours, 2 laboratory hours

This is the first course in a sequence designed for majors in biology and related fields. Topic areas include the chemistry of cells, cell structure and function, cellular metabolism, DNA structure and function, genetics, and control of gene expression.

BIOL 1108 Principles of Biology II 4 credits

3 class hours, 2 laboratory hours

Prerequisite: BIOL 1107 with a C grade or better

This is the second course in a general biology sequence designed for majors in biology and related fields. This course begins with a review of phylogeny and diversity in all kingdoms. The second part of this course covers the functional anatomy and physiology of representative organisms. The third part of the course explores basic ecology and conservation biology.

BIOL 1120 Introduction to Environmental Science 3 credits

3 class hours

A one-semester course for students in non-science areas of concentration. This course is an introductory, interdisciplinary course that examines current local and global environmental issues and explores possible solutions. Specific topics include human population; industrial systems; air, terrestrial and water pollution; global warming; conventional and alternative energy; agriculture and food production; and waste management.

BIOL 1130 Human Biology 3 credits

3 class hours

The course, Human Biology, is an introduction to anatomy and physiology for the non-major with special emphasis on the processes involved in the development and maintenance of complex multicellular organisms.

BIOL 1140 Plants and Society 3 credits

3 class hours

This is a one-semester course for students in non-science areas of concentration. This course serves as an introduction to the study of botany and its applications, with an emphasis on the impact of plants on human society.

BIOL 1140L Plants and Society Laboratory 1 credit

2 laboratory hours

Prerequisite or Co-requisite: BIOL 1140

This is a one-semester laboratory course for students in non-science areas of concentration. This laboratory course serves to complement BIOL 1140 – Plants and Society, which is an introduction to the study of botany and its applications, with an emphasis on the impact of plants on human society. BIOL 1140L may be taken concurrently with BIOL 1140 or after BIOL 1140 has been successfully completed.

BIOL 2110 Human Anatomy and Physiology I 4 credits

3 class hours, 2 laboratory hours

This course is the first half of a two-semester course covering the structure and function of the human body, with laboratory gross dissection. The emphasis is on chemistry, cells, tissues, bones, muscles, and the nervous system and cannot be taken if the student has a CPC deficiency in science. It is strongly recommended that the student have already taken introductory courses in biology and chemistry.

BIOL 2111 Human Anatomy & Physiology II 4 credits

3 class hours, 2 laboratory hours

Prerequisite: BIOL 2110 with a grade of C or better

This course is the second half of a two-semester course covering the structure and function of the human body, with laboratory gross dissection. Body systems included are cardiovascular, respiratory, digestive, urinary, reproductive and endocrine.

BIOL 2215 Foundations of Microbiology 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 1107 or BIOL 2110 or CHEM 1151 or CHEM 1211 with a C or better

This course is a survey of microorganisms with emphasis on bacteria and their relationships to man. This course covers microbial growth, metabolism, genetics, and classification. It is strongly recommended that the student have two years of high school biology, some high school chemistry or have taken BIOL 1107. Cannot be used in Area D.

BIOL 2220 Botany 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 1108 with a grade of C or better

An overview of plant form and function, development and reproduction, systematics, ecology, and economic importance.

BIOL 2270 Zoology 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 1108 with a grade of C or better

A comparative study of the taxonomy, functional morphology, development, ecology and evolutionary relationships of representative animals.

BIOL 3060 Aquatic Biology & Ecology 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 3300 with a grade of C or better

In this course the student will examine and study the diversity and ecology of plants, animals, and microorganisms that live in water. Emphasis will be placed on freshwater forms found in the Southeastern United States. Field trips will be required.

BIOL 3100 Biochemistry 3 credits

3 class hours

Prerequisites: BIOL 1108 and CHEM 2212 with a grade of C or better

This is a one-semester course covering the principles of biological chemistry with an emphasis on the structure and function of biological molecules (proteins, carbohydrates, lipids, and nucleic acids), metabolism and bioenergetics, and flow of genetic information.

BIOL 3110 Human Anatomy 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 1108 with a grade of C or better or permission of Instructor

A one-semester course entailing the descriptive and functional analysis of human body structure.

BIOL 3111 Human Physiology 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 1108 with a grade of C or better or permission of Instructor

A one-semester course providing a comprehensive description and analysis of human body functions.

BIOL 3150 Principles of Ecology 4 credits

3 class hours, 2 laboratory hours

Prerequisite: None

This is a one semester course designed for non-science majors (e.g. Middle Grades Education) to fill the requirements for upper level science content courses. This course serves to provide an introduction to the field of ecology and covers basic ecological principles. Specific topics include: biotic and abiotic structures of the environment, animal and plant adaptations to the environment, community dynamics, predator-prey interactions, and population regulation. Lab exercises and field activities supplement lecture material.

BIOL 3200 Plant Anatomy 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 2220 with a grade of C or better

A study of the origin, development, and structure of cells, tissues, organs, and special anatomical features of vascular plants. Laboratories stress microtechnique, including preparation, staining, and sectioning plant tissues.

BIOL 3250 Marine Biology 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIO 1108 with a grade of C or better or Permission of Instructor

This course is an introduction to the marine environment and includes a survey of the general marine habitats and the organisms that occupy those habitats. Field trips are an integral part of this course and most are required.

BIOL 3300 Ecology 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 1108 and CHEM 1212 with a grade of C or better

A one-semester course that is a survey of the primary ecological principles and processes and their applications. Lecture and laboratory activities will focus on ecosystem dynamics, system sustainability and its importance to humans, and will include some field trips.

BIOL 3350 Animal Anatomy 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 2270 with a grade of C or better

A comparative study of invertebrate and vertebrate structure. Lectures will include the phylogeny of organ systems and the integration of systems into the individual organism. Laboratories will include dissection of representative invertebrate and vertebrate species.

BIOL 3370 Invertebrate Natural History 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 2270 with a grade of C or better

A study of the diversity of invertebrate life forms. The course will entail a study of the taxonomy, morphology, development, ecology and evolution of invertebrate species.

BIOL 3380 Vertebrate Natural History 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 2270 with a grade of C or better

A study of the diversity of vertebrate life forms. The course will entail a study of the taxonomy, development, ecology and evolution of vertebrate species.

BIOL 3400 Plant Physiology 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 2220 with a grade of C or better

An overview of the life processes of plants. Topics include photosynthesis, movement of water and solutes, plant nutrition and soils, and internal and external factors affecting plant growth and flowering.

BIOL 3410 Pathophysiology 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 3350 and 3450 with a grade of C or better

This course entails a study of the pathophysiology of the major organs and systems of the human body. Emphasis will be placed on alterations and adaptations of body systems in relationship to disease. Laboratory exercises will provide case studies, clinical-laboratory applications and correlations to concepts covered in the course as appropriate.

BIOL 3450 Animal Physiology 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 2270 with a grade of C or better

A study of animal physiology with an emphasis on mammalian systems. The molecular and cellular aspects of physiology as they relate to these systems are considered. All major organ systems are considered.

BIOL 3760 Immunology 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 1108 and CHEM 1212 with a grade of C or better

A study of the mammalian immune system, including comparative immunity, innate immunity, lymphocyte development, genetic recombination of immune receptors, antibody function, cell-mediated immunity, and immune disorders. Laboratory studies will include fundamentals of antigen-antibody reactions, serological procedures and selected cellular immunological protocols.

BIOL 4001 Topics in Biology I 3 credits

3 class hours

Prerequisite: Completion of 12 hours of upper division level Biology (3000-4000) with a grade of C or better and permission of the instructor.

The study of a selected topic in the biological sciences which must be different from the topic that was explored in BIOL 4002. This course does not include a laboratory component.

BIOL 4002 Topics in Biology II 3 credits

3 class hours

Prerequisite: Completion of 12 hours of upper division level Biology (3000-4000) with a grade of C or better and permission of the instructor

The study of a selected topic in the biological sciences which must be different from the topic that was explored in BIOL 4001. This course does not include a laboratory component.

BIOL 4020 Conservation Biology 4 credits

3 class hours and 3 laboratory hours

Prerequisites: BIOL 3300 and BIOL 4110 or permission of the instructor

Conservation biology examines the importance, declines and preservation of biodiversity at the genetic, population, community, ecosystem and biosphere levels. Topics will include species status, policy and laws, protected areas and hotspots, lessons from animal behavior and examples of in and ex situ wildlife management. Readings will be from textbooks and primary literature. Field trips are required.

BIOL 4050 Microbial Diversity 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 1108 and CHEM 2212 with a grade of C or better

This course is a survey of microorganisms including bacteria, fungi, viruses, and parasites. The topics covered in this course will include microbial morphology, structure and function, pathogenesis, physiology, genetics, and ecology. This course will examine the role of microbes in the medical field and biotechnology, as well as, food, environmental, and industrial microbiology.

BIOL 4110 Genetics 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 1108, CHEM 1212, MATH 1113 or MATH 1111 and MATH 2212 with a grade of C or better

This course is designed to provide students with a broad background in Genetics. This course includes: Mendelian, molecular, population, and evolutionary genetics. Throughout the course, experiments that led to major advances in genetics will be discussed in the context of utilizing the scientific method.

BIOL 4126 Parasitology 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 2270 with a grade of C or better

This course is a study of the diversity of parasites. The course will emphasize the taxonomy, development, ecology, evolution, pathology, and epidemiology of parasites.

BIOL 4200 Mycology 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 2220 with a grade of C or better

In this course students will explore the diversity of the fungi and fungus-like organisms, covering their general biology at the cellular level as well as their roles as saprobes, symbionts, animal pathogens, and plant pathogens. The importance of fungi in industry and as models for research will also be covered.

BIOL 4440 Cell and Molecular Biology 4 credits

3 class hours, 3 laboratory hours

Prerequisites: BIOL 1108 and CHEM 1212 with a grade of C or better or permission of instructor.

In depth examination of the molecular mechanisms by which cellular processes are controlled, including cell-to-cell signaling and signal transduction, genomics, control of gene expression, and the cell cycle. Laboratory studies will emphasize recombinant DNA technology and protein techniques.

BIOL 4450 Field Biology 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 3300 with a grade of C or better

Classroom lectures will cover the natural history, habitats, and ecology of the coastal region in relation to other parts of the world. Field studies will include a study of the local flora and fauna of the region with emphasis on taxonomy and phylogenetic relationships. Field trips will be required.

BIOL 4500 Introduction to Biological Research: Service-Learning 3 credits

3 class hours

Prerequisites: Minimum cumulative GPA 2.5, minimum GPA in Biology 2.0, completion of 12 hours upper division level biology (3000-4000) with a grade of C or better and permission of instructor

The course includes an introduction to research and research methods as well as review the basic statistical methods used in research. The student is expected to select and plan a research problem that will be presented during BIOL 4950. The research is conducted under the supervision of a student-selected faculty mentor. This course should be taken during the Spring Semester of the student's junior year.

BIOL 4650 Animal Behavior 4 credits

3 class hours and 3 laboratory hours

Prerequisites: BIOL 3300 Ecology with a grade of C or better

This course introduces students to basic concepts and theories in animal behavior and to the techniques, both field and laboratory, that students of behavior use in conducting research. Topics to be covered include natural and sexual selection; mate choice and reproductive strategies; life history evolution; foraging; predator/prey interactions; migration and orientation; and sociality. The behaviors studied take place within communities and ecosystems; many of these are at risk. Students will learn the important role that behavioral studies play in conservation at multiple levels from managing protected

reserves to conducting successful reintroductions. Readings will be from textbooks and primary literature. Field trips are required.

BIOL 4890 Neurobiology 4 credits

3 class hours, 3 laboratory hours

Prerequisite: BIOL 4440 with a grade of C or better

A study of neural function from the cellular through the behavioral levels. Analysis of neural structures and functions from the perspectives of electrophysiology, neurotransmitter mechanisms and pharmacology, neural circuits, and comparative neuroanatomy.

BIOL 4900 Service-Learning Internship in Biology 3 credits

Minimum of 90 hours of field laboratory work

Prerequisites: Coastal Ecology Track - BIOL 3300 and permission of instructor/Pre-Professional Track - BIOL 3350 and BIOL 3450 and permission of instructor.

This course will apply to internships and domestic or international field studies programs sponsored by other institutions of higher education. Students will participate in a Service-Learning Internship, course, or field study during which they will participate in or design a scientific project. Students must apply for this course in writing to the Dean of Arts and Sciences stating the name of the course or internship, who will be supervising, the sponsoring institution, the student's objectives for taking this course, where the field study or internship is being conducted and when the field trip or internship begins and ends.

BIOL 4905 Research Independent Study 3 credits

Requirements: Submission, to the Department Chair, a one page proposal that outlines research goals and identifies a research mentor.

Research mentor may be CCGA faculty or off campus scientists. Both research proposal and mentor must be approved by the Department Chair. A maximum of 4 credits may be applied per degree.

BIOL 4930 Diagnostic Medical Microbiology I 4 credits

3 class hours, 3 laboratory hours

Prerequisite/Corequisite: Permission of instructor or acceptance into the MLS program

Advanced study of the medically significant microbial agents which cause human disease. Emphasis will be placed on the biology, medical significance and disease processes of clinical specimens and the state of the art isolation and identification of pathogenic bacteria. The theory and practice of antimicrobial therapeutic testing, serologic and molecular testing is included.

BIOL 4950 Senior Seminar: Service-Learning 1 credit

1 class hour

Prerequisite: Senior status and completion of all Biology degree program core requirements with a grade of C or better. The capstone course in biology.

This course assesses the student's ability to research independently, assimilate the information and disseminate the information in an organized understandable fashion in both written and oral forms. The student will also take the ETS major field test in biology and complete the department senior exit questionnaire for course completion. This course should be taken during the Spring Semester of the student's senior year.

BISM 3100 Principles of Management Information Systems 3 credits

3 class hours

Prerequisite: BUSA 1105 and ITEC 2100 with a grade of C or better

Examines conceptual foundations, strategic and competitive uses, as well as global and ethical issues in the use of information systems technology by managers and professionals to improve organizational performance, group work, and personal productivity. Students discover how various information

systems enable improvement in operations, management, analysis, and decision-making and support functions in business organizations.

BISM 3135 System Analysis and Design 3 credits

3 class hours

Prerequisite BISM 3100 or Permission of instructor

The course introduces the fundamental principles of information systems analysis and design. Emphasis is on applying tools and techniques commonly used by systems analysts to build and document information systems. Classical and structured tools for describing data flow, data structure, process flow, file design, input and output design, and program specifications will be discussed. Object-oriented concepts and techniques will also be introduced.

BISM 4500 Special topics 1-3 credit hours

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

BISM 4510 Independent Study 1-3 Credit hours

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

BUSA 1105 Introduction to Business 3 credits

3 class hours

Prerequisite: NONE

A study of the principles and practices of business in a system of private enterprise. Examines the functions of finance, accounting, marketing and management in the operation of a business.

BUSA 2106 The Environment of Business 3 credits

3 class hours

Prerequisite: NONE

An introduction to the legal, regulatory, political, social and cultural environment of private enterprise. Includes an overview of how demographic diversity affects business firms.

BUSA 3120 Business Communication and Personal Professional Development 3 credits

3 class hours

Prerequisite: ACCT 2102, BUSA 1105, ECON 2105, and ECON 2106 with a grade of C or better

This is a study and practice of strategies, skills, and principles of effective business communication in its myriad forms coupled with a focus on professional development. Major emphasis will be placed on not only understanding business communications and the roles that attitudes, values, and behaviors play, but additionally, the simultaneous evolution of the student's professional development. The program's official communication competencies assessment (i.e., oral, written), which students are required to pass prior to enrollment in the internship (BUSA 4900 or ACCT 4900), is also administered in this course.

BUSA 4300 Management of Competitive Analysis 3 credits

3 class hours

Prerequisite: ECON 3231, MGMT 3110, MKTG 3100 with a grade of C or better

Introduction to decision-making contexts, processes, and techniques of managing competitive intelligence (CI). CI is the interpretation of signals from the environment for an organization's decision makers to understand and anticipate industry change. Contexts addressed include the practical application of CI to ethical, functional organizational, industry-specific, international, and technological domains.

BUSA 4400 Analysis of Business, Competitive & Management Information 3 credits

3 class hours

Prerequisite: ECON 3231, MGMT 3110, MKTG 3100 with a grade of C or better

This course provides students the opportunity to learn about both the process of gathering information and performing analysis valuable for organizational decision makers. Subjects emphasized include analyzing competition, customers, environments, markets, organization, financial and temporal resources.

BUSA 4500 Special Topics 1-3 credits

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special Topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

BUSA 4510 Independent Study 3 credits

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

BUSA 4900 Internship 3 credits

3 class hours

Prerequisite: Senior standing in BBA program and permission of the instructor

This course provides the student with work experience in a professional business setting. Students are supervised by business administration program faculty and the person or persons designated to coordinate the internship at the place of business.

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CHEM 1000 Preparatory Chemistry 1 credit

1 class hour, 0 laboratory hours

Pre-requisite: Entry into CHEM 1000 is either by choice or placement (Math SAT of 430 or less or Math ACT of 18 or less). Students must be concurrently enrolled in CHEM 1211 Principles of Chemistry I.

This course provides foundational concepts needed to support students enrolled in CHEM 1211 Principles of Chemistry I. The topics covered include scientific notation and algebra, the metric system, significant figures, conversion factors, as well as effective study techniques. Institutional credit only.

CHEM 1100 Introductory Chemistry 3 credits

3 class hours

A one-semester course covering some basic concepts and applications of chemistry for non-science majors.

CHEM 1100H Honors Introduction to the Chemistry of the Oceans 3 credits
3 class hours

A one-semester non-lab course that presents a survey of basic concepts and applications of chemistry for non-science majors. One or more topics may be presented with more breadth and depth. Also, the entire class may revolve around a single theme. The class may have a strong interdisciplinary nature, using concepts from other subjects to enhance the understanding of the chemistry. As an honors class, this course may require research, written papers, and presentations.

CHEM 1100L Introductory Chemistry Laboratory 1 credit
2 laboratory hours

Corequisite: CHEM 1100

Laboratory exercises supplement the lecture material in CHEM 1100 Introductory Chemistry.

CHEM 1151 Survey of Chemistry I 3 credits
3 class hours

First course in a two-semester sequence covering elementary principles of general, organic, and biochemistry designed for allied health professions majors. Topics to be covered include elements and compounds, chemical equations, nomenclature, and molecular geometry. Laboratory exercises supplement the lecture material.

CHEM 1151L Survey of Chemistry Laboratory I 1 credit
3 laboratory hours

Corequisite: CHEM 1151

Laboratory exercises supplement the lecture material in CHEM 1151 Survey of Chemistry I.

CHEM 1152 Survey of Chemistry II 3 credits
3 class hours

Prerequisite: CHEM 1151 with a grade of C or better

Second course in a two-semester sequence covering elementary principles of general, organic, and biochemistry designed for allied health professions majors.

CHEM 1152L Survey of Chemistry Laboratory II 1 credit
3 laboratory hours

Corequisite: CHEM 1152

Laboratory exercises supplement the lecture material in CHEM 1152 Survey of Chemistry II.

CHEM 1211 Principles of Chemistry I 3 credits
3 class hours

Prerequisite/Corequisite: MATH 1111 or MATH 1113

Note: Students who have any CPC requirements in mathematics or science should not take CHEM 1211. It is strongly recommended that students complete one year of high school chemistry or CHEM 1151 before attempting this course.

First course in a two-semester sequence covering the fundamental principles and applications of chemistry designed for science majors. Topics to be covered include composition of matter, stoichiometry, periodic relations, and nomenclature.

CHEM 1211L Principles of Chemistry Laboratory I 1 credit
3 laboratory hours

Corequisite: CHEM 1211

Laboratory exercises supplement the lecture material in CHEM 1211 Principles of Chemistry I.

CHEM 1212 Principles of Chemistry II 3 credits

3 class hours

Prerequisite: CHEM 1211 with a grade of C or better

Second course in a two-semester sequence covering the fundamental principles and applications of chemistry designed for science majors.

CHEM 1212L Principles of Chemistry Laboratory II 1 credit

3 laboratory hours

Corequisite: CHEM 1212

Laboratory exercises supplement the lecture material in CHEM 1212 Principles of Chemistry II.

CHEM 2211 Organic Chemistry I 3 credits

3 class hours

Prerequisite: CHEM 1212 with a grade of C or better

First course in a two-semester sequence covering the fundamental principles and theories of organic chemistry. Topics to be covered include bonding, organic functional groups, organic synthesis, and spectroscopic analysis of organic molecules.

CHEM 2211L Organic Chemistry Laboratory I 1 credit

3 laboratory hours

Corequisite: CHEM 2211

Laboratory exercises supplement the lecture material in CHEM 2211 Organic Chemistry I.

CHEM 2212 Organic Chemistry II 3 credits

3 class hours

Prerequisite: CHEM 2211 with a grade of C or better

Second course in a two-semester sequence covering the fundamental principles and theories of organic chemistry.

CHEM 2212L Organic Chemistry Laboratory II 1 credit

3 laboratory hours

Corequisite: CHEM 2212

Laboratory exercises supplement the lecture material in CHEM 2212 Organic Chemistry II.

CHEM 3000K Analytical Chemistry 4 credits

3 class hours, 3 laboratory hours

Prerequisite: CHEM 1212 with a grade of C or better

Introduces chemical analysis with statistical evaluations focusing on the principles of stoichiometry, chemical equilibrium, titrimetric and spectrophotometric analysis, potentiometry and analytical separation processes.

CHEM 3100 Biochemistry 3 credits

3 class hours

Prerequisites: BIOL 1108 and CHEM 2212 with a grade of C or better

This is a one-semester course covering the principles of biological chemistry with an emphasis on the structure and function of biological molecules (proteins, carbohydrates, lipids, and nucleic acids), metabolism and bioenergetics, and flow of genetic information.

CHEM 3200K Survey of Physical Chemistry 4 credits

3 class hours, 3 laboratory hours

Prerequisites: CHEM 2212 and PHYS 1112 with a grade of C or better

This is a one semester physical chemistry course designed for the biochemistry concentration. The course covers the basic principles of quantum mechanics, spectroscopy, thermodynamics and kinetics including applications to the biological sciences. It will not fulfill requirements for a BS in chemistry.

CHEM 4100K Advanced Biochemistry 4 credits

3 class hours, 3 laboratory hours

Prerequisite: CHEM 3100

A continued study of the principles of biological chemistry with an emphasis on the structure and function of biological molecules (proteins, carbohydrates, lipids, and nucleic acids), metabolism and bioenergetics, and flow of genetic information. Laboratory exercises will complement lecture.

CHEM 4905 Research Independent Study 1-3 credits

0 class hours, 3 laboratory hours per credit

Requirements: Submission, to the Department Chair, a one page proposal that outlines research goals and identifies a research mentor. Research mentor may be a CCGA faculty or off campus scientist. Both research proposal and mentor must be approved by the Department Chair. A maximum of 4 credits may be applied per degree.

CMLT 1100 Introduction to Clinical Laboratory Techniques 4 credits

4 class hours

This course is designed for the beginning CLT student and provides basic didactic instruction in the major areas of clinical laboratory science and also includes laboratory safety, OSHA requirements related to bloodborne pathogens, professionalism, medical ethics, medical terminology, introductory laboratory calculations, and basic phlebotomy.

CMLT 1101 Introduction to Clinical Laboratory Techniques Lab 2 credits

4 laboratory hours

Prerequisite or Corequisite: CMLT 1100

Student practice in the performance of basic skills required in the various departments of a clinical laboratory.

CMLT 1200 Intermediate Clinical Laboratory Techniques I 4 credits

4 class hours

This course provides didactic instruction in hematology, urinalysis, immunohematology and serology.

CMLT 1201 Intermediate Clinical Laboratory Techniques I Lab 2 credits

4 laboratory hours

Prerequisite or Corequisite: CMLT 1200

Student practice in the performance of entry level skills in the areas of hematology, urinalysis, immunohematology and serology.

CMLT 1300 Intermediate Clinical Laboratory Techniques II 4 credits

4 class hours

Prerequisite or Corequisite: CMLT 1100 or CMLT 1200

This course provides didactic instruction in the areas of clinical chemistry, clinical microbiology, body fluid analysis, and immunodiagnosics.

CMLT 1301 Intermediate Clinical Laboratory Techniques II Lab 2 credits

4 laboratory hours

Prerequisite or Corequisite: CMLT 1300

Student practice in the performance of entry level skills in clinical chemistry, clinical microbiology, body fluid analysis, and immunodiagnostics.

CMLT 1400 Advanced Clinical Laboratory Techniques 4 credits

4 class hours

Prerequisite or Corequisite: CMLT 1100 or CMLT 1200

Additional didactic instruction in hematology, clinical microbiology, clinical chemistry, and immunohematology to prepare students with the theoretical concepts of high complexity testing in today's clinical environment.

CMLT 1401 Advanced Clinical Laboratory Techniques Lab 2 credits

4 laboratory hours

Prerequisite or Corequisite: CMLT 1100, CMLT 1200, and CMLT 1400

Students practice in the performance of high complexity testing in hematology, microbiology, clinical chemistry, and immunohematology.

CMLT 2101 Directed Clinical Practice in Phlebotomy 3 credits

6 laboratory hours

This course is designed to provide clinical training and practice in the collection of blood samples for laboratory testing. It includes all aspects of phlebotomy in health care. Students complete 50 hours of phlebotomy training at Southeast Georgia Regional Medical Center. This practicum may be taken any semester after successful completion of a CMLT techniques course with a grade of C or better.

CMLT 2102 Directed Clinical Practice I 6 credits

30 laboratory hours

Prerequisites: CMLT 1100, CMLT 1104, CMLT 1200, and CMLT 1400

This course provides a clinical rotation at an approved clinical affiliate through the departments of Hematology, Urinalysis, Serology/Immunology. It is taken after completion of all didactic CMLT courses with a grade of C or better.

CMLT 2103 Directed Clinical Practice II 6 credits

30 laboratory hours

Prerequisites: CMLT 1100, CMLT 1104, CMLT 1200, and CMLT 1400

This course provides a clinical rotation at an approved clinical affiliate through the departments of Clinical Chemistry, Clinical Microbiology, and Blood Banking. It is taken after completion of all didactic CMLT courses with a grade of C or better.

CMLT 2104 Seminar in Clinical Laboratory Science 2 credits

2 class hours

Prerequisites or Corequisites: CMLT 2102 and CMLT 2103

This course is designed for classroom/group discussion and presentation of case studies for students in directed clinical practice.

COMM 1101 Human Communication 3 credits

3 Class Hours

Prerequisite: None

This critical thinking-based course offers a broad approach to the elements of effective human communication. Students learn a variety of strategies that can be used to improve both professional and personal communication skills. Special emphasis is placed on interpersonal and intrapersonal

communication, listening techniques, language use, nonverbal communication, cultural and gender diversity, and current communication technology. Students also gain experience in small group discussion and public speaking.

COMM 1110 Fundamentals of Speech Communication 3 credits

3 class hours

Prerequisite: ENGL 1101

This course presents the fundamentals of oral communication through public speaking and critical listening. Essential principles include research techniques, the reasoning process, creative speech analysis, organization, audience adaptation, supporting materials, ethical practices, and recognition of cultural diversity. Students will practice effective delivery of original speeches to a class audience.

COMM 2100 Survey of Mass Communication 3 credits

3 class hours

Prerequisite: ENGL 1102

This course provides an introductory overview of mass communication, including the evolution of modern communication techniques in print and electronic media (for example -- radio, television, film, newspapers, and Internet). Current controversies are examined, stressing strengths and weaknesses of various forms of media. Students will develop analytic tools that will enhance their ability to evaluate and make judgments concerning messages they receive, and they will become more discriminating and critical viewers, listeners, and readers. Additionally, the course will explore media in a broader context -- that is, in relation to economic, political, social, and cultural aspects and issues.

COMM 2200 Intercultural Communication 3 credits

3 class hours

Prerequisite: ENGL 1102

This course examines the process of communication among individuals from different cultures and subcultures. It focuses on the development of cultural awareness of self and others, knowledge, appreciation, skills development, and factors that facilitate or impede effective communication competence. Students study the effects of differing world views, value systems, language, nonverbal codes, and relational norms. Students also explore race, class, and gender to understand how these cultural and social constructs shape our sense of identity, beliefs, actions, and relationships with each other. Students are offered ample opportunities for thinking critically about the intellectual and political issues in cross-cultural encounters.

CRJU 1020 Introduction to Corrections 3 credits

3 class hours

Prerequisite/Corequisite: CRJU 1100 or Permission of Instructor

This survey course provides an overview of the American correctional system and correctional practices. The course includes field trips to correctional institutions when logistically possible.

CRJU 1100 Introduction to Criminal Justice 3 credits

3 class hours

This survey course examines the emergence of formal institutions established within the American experience to deal with criminal behavior. The philosophical and cultural origins of the criminal justice system and current trends in criminal justice are emphasized.

CRJU 2000 Introduction to Law Enforcement 3 credits

3 class hours

Prerequisite/Corequisite: CRJU 1100 or Permission of Instructor

A study of the organization and administration of local, state, and federal law enforcement agencies with emphasis on police departments. Includes an introduction to the history and philosophy of law enforcement.

CRJU 2070 Introduction to Criminal Law 3 credits

3 class hours

Prerequisite/Corequisite: CRJU 1100 or Permission of Instructor

This course offers a study of the source and development of criminal law, its application, interpretation, and enforcement, and an analysis of Supreme Court decisions to emphasize problems in due process.

CRJU 2080 Introduction to Constitutional Law 3 credits

3 class hours

Prerequisite/Corequisite: CRJU 1100 or Permission of Instructor

This course offers a survey level examination of the U.S. Constitution, the original Bill of Rights, and other ratified amendments. Emphasis is placed upon the Supreme Court decisions, which apply Constitutional standards to all elements of the Criminal Justice System, and impact daily life in the United States.

CRJU 2150 Introduction to Criminology 3 credits

3 class hours

Prerequisite/Corequisite: CRJU 1100 or Permission of Instructor

A survey of the scope and varieties of crime, the societal and psychological causes of crime, the criminal subculture and society's reaction, the behavior of criminals in penal and correctional institutions and the problems of rehabilitating the convicted criminal.

CRJU 2160 Introduction to Criminal Investigations 3 credits

3 class hours

Prerequisite/Corequisite: CRJU 1100 or Permission of Instructor

A survey provides an introduction to modern investigation methodologies used such as crime scene searches, the use of informants, and surveillance. Presentation of police cases in court will be used.

CRJU 3100 Criminal Justice and Security 3 credits

3 class hours

Prerequisite: Junior Standing

This course will introduce the student to the history and current elements of criminal justice and security in U.S. society. It will cover topics such as criminal justice landscape, current issues in criminal justice, contract and proprietary security, resource management and investigation, as well as contracting with the federal government, including the military, federal civilian agencies, and top secret facilities. Contracts and budgeting will also be covered.

CRJU 3110 Corrections Organizations and Systems 3 credits

3 class hours

Prerequisite: CRJU 3100 or permission of instructor

This course will introduce the student to the history and evolution of correctional organizations and systems in the U.S. It will cover topics including custodial and non-custodial functions, detention and incarceration centers and facilities, alternatives to incarceration, behavior modification, comparison of system costs, and effectiveness of various systems and organizations.

CRJU 3120 Community Policing 3 credits

3 class hours

Prerequisite: CRJU 3100 or permission of instructor

This course will introduce the student to the history and current practice of community policing in U.S. society. It will cover topics such as cost and effectiveness as compared to traditional policing methods, and the value of involving citizens to take responsibility for the safety of their community.

CRJU 3130 Courts and Criminal Procedure

3 Credit Hours

Pre-requisites: CRJU 1100; CRJU 2070

This course provides an in-depth examination of the various court systems (municipal, state, and federal) in the United States, including both trial and appellate courts. The course emphasizes the role of the law enforcement officer in the preparation of a criminal complaint, affidavit for an arrest or search warrant, and other documents required with having a defendant brought before a court to answer a criminal charge. The course is based on the rules of criminal procedure, focusing on those rules affecting law enforcement officers.

CRJU 4100 Homeland Security 3 credits

3 class hours

Prerequisite: CRJU 3100 or permission of instructor

This course will introduce the student to the history and current elements of homeland security in U.S. society. It will cover topics such as terrorism and counter-terrorism, terrorist groups, principles of emergency management, public health and environmental protection, private sector roles, and security vs. civil liberties.

CRJU 4120 Law Enforcement Intelligence Operations 3 credits

3 class hours

Prerequisite: CRJU 3100 or permission of instructor

This course will introduce the student to the history and current elements of law enforcement intelligence operations including implications for civil and criminal law. It will cover areas such as data mining, intelligence management, predictive analysis, and the relationship of such information to operational responsibilities and resource allocation.

CRJU 4130 Immigration and Border Security 3 credits

3 class hours

Pre-requisite: CRJU 4100

This course provides an examination of U.S. immigration law and policy, with an emphasis on the distinct roles and responsibilities of local, state, and federal agencies. The course will examine perceptions of border security; the evolution of strategies to stem the flow of drugs and contraband into the United States; human trafficking, illegal immigration, and terrorism; as well as the geopolitical, social, and economic impacts of these strategies.

CRJU 4140 Predictive Analytics in Criminal Justice Investigations 3 credits

3 class hours

Prerequisites: MATH 3311 Introduction to R Programming

This course introduces data warehousing and data mining. The former being a standard approach to archiving summary data for analysis; the latter being techniques of analysis intended to discover subtle and unexpected relationships in the historical data, for use in design, marketing, research and engineering. Topics include concepts, principles and architectures and the design and implementation of data mining applications.

CRJU 4150 Network Defense 3 credits

3 class hours

Prerequisite: CYBR 3110 Cyber Crime and Cyber Security

This course examines security and defense related issues arising from computer networks. Topics include the detection of intrusion, firewalls, threats, denial of service, viruses, worms, TCP connections and the effectiveness of encryption.

CRJU 4500 Special topics 1-3 Credit hours

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

CRJU 4510 Independent Study 1-3 Credit hours

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

CSCI 1201 Computer Concepts 3 credits

3 class hours

Prerequisite: None

A survey of computer information systems and equipment. The course introduces the student to hardware, software, data procedures, and human resources and examines their integration and application in the business setting. Students will experience the use of word processing, spreadsheet, and database management.

CSCI 1301 Computer Science I 3 credits

3 class hours

Prerequisite: MATH 1111 or MATH 1113

Provides an emphasis on problem identification and solution through a system of computer programs using such tools as structured charts, flowcharts and pseudo code. Topics include: problem solving process, fundamentals of structured programming, program development building blocks, simple data types, arithmetic and logical operators, selection structure, repetition structure, text files, arrays (one and two dimensional), procedural abstraction and software design, modular programming (including subprograms or the equivalent) programs. The programming language for this course is modern object-oriented computer language.

CSCI 1302 Computer Science II 3 credits

3 class hours

Prerequisite: CSCI 1301

This course is an extension of CSCI 1301. This course includes an overview of abstract data types (ADTs), arrays (multi-dimensional) and records, sets and strings, binary files, searching and sorting, introductory algorithm analysis (including Big-O), recursion, pointers and linked lists, software engineering concepts, dynamic data structures (stacks, queues, trees).

CSCI 1320 Introduction to Windows Programming using Microsoft Visual Basic 3 credits

3 class hours

Prerequisite: CSCI 1201

Introduces Microsoft Windows event-driven programming. Along with this new method of programming, common elements of Windows applications will be discussed. These elements will be created and manipulated using Microsoft's Visual Basic development environment. Topics include: Windows applications, user interface design, capturing and validating input, event-driven design, conditional processing, file processing, and incorporating graphics.

CULN 1103 Cooking Theory and Culture 2 credits

2 class hours

This course is designed to provide an introduction as well as a solid foundation needed to adapt to and be successful in a professional kitchen environment. In a controlled lab setting students will be introduced to basic and modern cooking techniques required as they progress to the basic cooking course and a production kitchen. The course will emphasize the mastery of cooking methods, techniques and sanitation. In addition, students will complete research and reading assignments that expose them to the rich history of food as well as the industry's future in the 21st century.

CULN 1105 Basic Food Preparation 3 credits

1 class hour, 6 laboratory hours

Prerequisite: HOSP 1107

This course is designed to develop skills in knife, tool and equipment handling, and to apply principles of food preparation to produce a variety of food products. The course stresses the proper and safe operation of equipment, as well as the importance of sanitation.

CULN 1106 Garde Manger 2 credits

1 class hour, 2 laboratory hours

Prerequisite: HOSP 1107

This course is designed to develop skills in producing a variety of cold food products, including items appropriate for buffet presentations. Decorative pieces will also be addressed.

CULN 1107 Menu Planning and Design 3 credits

3 class hours

This course is designed to develop skills in menu planning and the development of menus for a variety of facilities and services.

CULN 1108 Baking 1 3 credits

1 class hour, 6 laboratory hours

Prerequisite: HOSP 1107 or Permission of instructor

This course is designed to develop the fundamentals of baking science in the preparation of a variety of products. The use and care of baking equipment is stressed.

CULN 1111 Food Service Sanitation 2 credits

2 class hours

Studies of the principles of sanitation and dining room management for institutional and hospitality food service facilities. Food service sanitation includes material on food spoilage and food borne illness, maintenance of sanitary food facilities, equipment and supplies, and sanitation standards and regulations.

CULN 2105 Advanced Food Preparation 3 credits

1 class hour; 6 laboratory hours

Prerequisites: CULN 1105, HOSP 1107

This course is designed to further develop skills in food preparation and to produce a variety of food products. The course stresses the proper and safe operation of equipment and the importance of sanitation.

CULN 2106 Dining Room Management 2 credits

2 class hours

This course will familiarize students with dining room and banquet management, including waiter and waitress training and the basic production processes and varieties of alcoholic and nonalcoholic beverages. (No alcohol will be on the campus.)

CULN 2108 Catering & Events Management 3 credits

1 class hour, 6 laboratory hours

Prerequisites: CULN 1105, CULN 1106, CULN 2105, HOSP 1107 or Permission of instructor

This course is designed to add balance and relevance to the preparation for a culinary career. Catering is more than creating a great meal. In this course, the student will learn the business aspects of both on premise and off premise catering, including menu planning, customer service, marketing and profitability. Students will continue to apply sanitation and proper cooking skills in the labs and/or on site endeavors.

CULN 2109 Purchasing and Receiving 2 credits

2 class hours

This course is designed to develop skills in the purchasing and receiving operations as they relate to food preparation. Students will learn and apply the quality standards and regulations that govern food products and will learn to receive and store food and non-food items properly.

CULN 2110 Culinary Cost Control 3 credits

3 class hours

Prerequisites: MATH 1001 or MATH 1111 or Permission of instructor

The purpose of this course is to provide an overview of cost control functions in the management of a *dining room* operation. It will provide hospitality (culinary) industry standards, terminology, flow and control of food and beverages through an operation. It will also include sales and marketing, labor costs and performance and other peripheral expenses that impact the culinary operation.

CULN 2112 Baking II 3 credits

1 class hour and 6 lab hours

Prerequisite: CULN 1108

This course is designed to reinforce and continue the knowledge and skills gained from CULN 1108. In Baking II students will gain proficiency in laminated and steam leavened dough, creams, custards and mousse, tarts, mini tea cookies and tuiles, cake formulas and mixing methods. Additionally, emphases will be placed on: icings, butter creams, meringues, glazes and fondant; decoration and assembly of cakes and tortes, specialty cakes, wedding cakes, chocolate, pulled sugar and other specialty products.

CULN 2113 Nutrition 3 credits

3 class hours

The basic principles of nutrition are discussed from the standpoint of how the food service industry must assume some responsibility for providing a healthy, nutritional food supply. The life cycle of a human being is also studied from a nutritional needs standpoint. How to write menus from this varying viewpoint is discussed.

CULN 2205 International Cuisine 3 credits

1 class hour and 3 lab hours

Prerequisites: CULN 1105, CULN 1111 and CULN 2105

This course is designed to introduce the student to the diverse culture and historical significance of the cuisines from around the globe and to understand how these cuisines have influenced food in American society, and their flavors.

CULN 2902 Restaurant Operations - BOH 4 credits

0 Class hours, 12 laboratory hours

Prerequisites: Completion of all CULN classes

This capstone course provides the setting for the completion for the Culinary Arts Program. Restaurant Operations-Back of the House (BOH) is an advanced class offering students hands-on service-learning in fully operating restaurant venue. The primary focus is a Bistro/fine dining experience being offered to the general public. Students will be expected to successfully execute meal service as assigned to the satisfaction of the paying guest. Demonstrating through service the understanding of menu development, business operations, profit and loss, cost control and product utilization will be stressed.

CULN 2903 Restaurant Operations - FOH 4 credits

0 Class hours, 12 laboratory hours

Prerequisites: Completion of all CULN classes

This capstone course will give students the opportunity to practice in a functioning restaurant the content that has been demonstrated in the culinary program. The course will include, but not be limited to, serving, hosting, handling, complaints from both the server and host points of view, operating and maintaining Point of Service (POS) systems, and analyzing POS reports. Students will work an average of 15 hours per week in the restaurant setting.

CULN 3000 Special Topics in Culinary Arts 6 credits

1 class hour, 10 laboratory hours

Prerequisites: ServSafe Certification and Permission from Instructor

This course is specifically designed as an introduction to culinary arts for non-culinary arts majors. The course is an 8-week intensive culinary program designed with culinary theory and the fundamentals of cooking and baking at the core of the instruction.

CULN 4500 Special topics 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

CULN 4510 Independent Study 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

CYBR 3110 Cyber-Crime and Cyber-Security 3 credits

3 class hours

Prerequisite: CRJU 3100 or permission of instructor

This course will introduce the student to the history and current elements of cyber-security and cyber-crime operations. It will cover areas such as the evolution of cyber-crime and cyber-security, investigative techniques, system improvements and target-hardening procedures, and strategic and tactical applications to cyber-crime and cyber-security.

CYBR 4100 Information Assurance and Cyber Security 3 credits

3 class hours

Prerequisites: CYBR 3110 Cyber Crime and Cyber Security

This course focuses on information assurance and cyber security. Attention is given to preventing and defending against attacks and unauthorized use of computer systems and networks. Students will also explore the protection of digital and non-digital information assets.

CYBR 4200 Security Design and Cryptography 3 credits

3 class hours

Prerequisites: CYBR 3110 Cyber Crime and Cyber Security

This course provides participants with the ability to design, execute and evaluate information design and security procedures. This course also introduces students to the foundations of model cryptography and how they can be used in the development of modern protocols for secure communication.

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ECED 3310 Curriculum, Planning and Organization 2 credits

2 class hours

Prerequisites: SPED 3110 and Admission to Teacher Education cohort

This course provides teacher candidates an opportunity to learn and use the best practices associated with the design of curriculum, the planning and implementation of instruction, as well as appropriate use of visual literacies to enhance instruction.

ECED 3320 Nature, Needs and Development of Children 2 credits

2 class hours

Prerequisites: SPED 3110 and Admission to Teacher Education cohort

This course provides teacher candidates an opportunity to explore a comprehensive overview of developmental processes and cognitive learning theories appropriate for children in grades pre-school through grade five.

ECED 3330 Integrated Methods 3 credits

3 class hours

Prerequisites: ECED 3310 and Admission to Teacher Education cohort

This course provides teacher candidates an opportunity to learn and understand how to teach concepts and principles through inquiry based and other applicable instructional methods related to science, math and social science. Teacher candidates examine the theory and practice that impacts current interdisciplinary teaching and learning in early childhood education. The interrelationships of subject area concepts and themes as they are applied to the early childhood elementary curriculum are explored. Emphasis is on planning and design, methods of instruction and materials for teaching an interdisciplinary curriculum in the early childhood elementary classroom. In addition, the integration of appropriate technologies across the curriculum will be explored.

ECED 4310 Integrating Art and Music into the Curriculum 2 credits

2 class hours

Prerequisites: ECED 3310, ECED 3330, and Admission to Teacher Education cohort

This course provides teacher candidates an opportunity to design and integrate meaningful activities and programs in art, music, and theatre across the curriculum.

ECON 2105 Principles of Macroeconomics 3 credits

3 class hours

Prerequisite: MATH 1111

An introduction to macroeconomics, the study of how an economy as a whole functions. Students will learn about factors which affect aggregate production, employment and the general price level. Students will also study the Federal Reserve System and the role of the federal government in the economy.

ECON 2106 Principles of Microeconomics 3 credits

3 class hours

Prerequisite: MATH 1111

Microeconomics is the study of economic factors that affect the choices people make. Students will study the economic approach to value, the function of prices, how markets work, competition, and market structures.

ECON 3110 Money and Financial Markets 3 credits

3 class hours

Prerequisite: ECON 2105, ECON 2106 with a grade of C or better

This course examines monetary and financial instruments, institutions, and markets. Topics include money and capital markets, the foreign exchange market, the banking system, the Federal Reserve System, and monetary policy.

ECON 3131 Intermediate Macroeconomics 3 credits

3 class hours

Prerequisite: ECON 2105, ECON 2106 with a grade of C or better

The study of forces which determine the level of income, employment, inflation, interest rates, output with particular attention to the effects of government monetary and fiscal policy.

ECON 3200 International Economics 3 credits

3 class hours

Prerequisite: ECON 2105, ECON 2106 with a grade of C or better

This course introduces students to the basic elements of business and the global economy. The course examines global markets, international trade, international finance, balance of payments, the foreign exchange market, international banking and monetary policy.

ECON 3231 Intermediate Microeconomics 3 credits

3 class hours

Prerequisite: ECON 2105, ECON 2106 with a grade of C or better

This course examines the market mechanism and its relationship to major institutions. A major focus is on household decision making and consumer demand, as well as production, cost and the firm's supply decision. Also addresses market structures, market failures and the appropriate role of government policy in both a domestic and global context.

ECON 3315 U.S. Economic History 3 credits

Prerequisite: ECON 2105, ECON 2106 with a grade of C or better

This course explores the growth and development of the U.S. economy from colonial times to the present. The course emphasizes the structural change in key sectors, such as agriculture, transportation,

and manufacturing, as well as crucial events, such as the Civil War and the Great Depression, that shaped the pace and pattern of U.S. economic development.

ECON 3340 Health Economics 3 credits

3 class hours

Prerequisite: ECON 2105 and ECON 2106 with a grade of C or better, Junior Standing

The course gives students an understanding of the economic theory behind policy, health services, supply, and consumption patterns. In addition, microeconomic principles will be applied to health production, the market for health insurance, an analysis of the health care industry and the evaluation of health policy.

ECON 4400 Public Economics 3 credits

3 class hours

Prerequisites: ECON 2105 and ECON 2106 with a grade of C or better

The course explores the role of government in the economy. It examines principles of taxation, tax policy, expenditure programs, income redistribution, and public policies to correct for market failure.

ECON 4500 Special Topics 1- 3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

ECON 4510 Independent Study 1-3 credits

1 class hour

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content. (up to 6 hours credit.)

ECON 4960 Economics of Work and Pay 3 credits

3 class hours

Prerequisite: ECON 2105, ECON 2106 with a grade of C or better

This course applies economic theory to the analysis of labor markets. Topics examined include wage determination, employment and labor force growth, education and training, occupational attainment, unemployment, and the impact of discrimination, unions, and government policy on the functioning of labor markets.

ECSP 3100 Professional Seminar I 0 credit

0 class hours

Prerequisite: Admission to Teacher Education cohort

Corequisite: ECSP 3190

Professional Seminars represent three-hour workshops held at the beginning of the semester and monthly throughout the semester. These workshops provide an overview of the semester, the courses to be completed, the connections between courses, the overall course outcomes, dispositional expectations, technology skill development relative to the courses, and connection with the conceptual framework as candidates develop their knowledge, skills, and dispositions. (No credit is awarded until the completion of ECSP 4101.)

ECSP 3101 Professional Seminar II 0 credit

0 class hours

Prerequisite: Admission to Teacher Education cohort

Corequisite: ECSP 3190

Professional Seminars represent three-hour workshops held at the beginning of the semester and monthly throughout the semester.

These workshops provide an overview of the semester, the courses to be completed, the connections between courses, the overall course outcomes, dispositional expectations, technology skill development relative to the courses, and connection with the conceptual framework as candidates develop their knowledge, skills, and dispositions. (No credit is awarded until the completion of ECSP 4101.)

ECSP 3110 Language for All Learners 3 credits

3 class hours

Prerequisites: SPED 3110, Admission to Teacher Education cohort

This course provides background in language development for all learners and critical issues for ESOL instruction.

ECSP 3120 Assessment and Evaluation of Learning 3 credits

3 class hours

Prerequisites: RDNG 3410, ECED 3320, Admission to Teacher Education cohort

The course provides teacher candidates with instruction in informal and formal assessment techniques and instruments appropriate for use in assessing all students, including students with disabilities. Included will be information about the pre-referral and referral processes, eligibility criteria for services, instructional decision-making issues, due process and development of individual educational plans as well as appropriate technologies for maintenance of data.

ECSP 3190 Integrated Practicum I 1 credit

1 class hour

Prerequisite: Admission to Teacher Education cohort

Corequisite: ECSP 3100

This course provides teacher education candidates with directed field experiences in the public schools with assignments and activities commensurate to their level and course work.

ECSP 3191 Integrated Practicum II 1 credit

1 class hour

Prerequisite: Admission to Teacher Education cohort

Corequisite: ECSP 3101

This course provides teacher education candidates with directed field experiences in the public schools with assignments and activities commensurate to their level and course work.

ECSP 4100 Professional Seminar III 0 credit

0 class hours

Prerequisite: Admission to Teacher Education cohort

Corequisite: ECSP 4190

Professional Seminars represent three-hour workshops held at the beginning of the semester and monthly throughout the semester.

These workshops provide an overview of the semester, the courses to be completed, the connections between courses, the overall course outcomes, dispositional expectations, technology skill development relative to the courses, and connection with the conceptual framework as candidates develop their knowledge, skills, and dispositions. (No credit is awarded until the completion of ECSP 4101.)

ECSP 4101 Professional Seminar IV 1 credit

1 class hours

Prerequisite: Admission to Teacher Education cohort

Corequisite: ECSP 4191

Professional Seminars represent three-hour workshops held at the beginning of the semester and monthly throughout the semester. These workshops provide an overview of the semester, the courses to be completed, the connections between courses, the overall course outcomes, dispositional expectations, technology skill development relative to the courses, and connection with the conceptual framework as candidates develop their knowledge, skills, and dispositions.

ECSP 4110 Behavior and Classroom Management 3 credits

3 class hours

Prerequisites: ECSP 3120, SPED 3220, Admission to Teacher Education cohort

This course provides teacher candidates an opportunity to create a well-managed classroom and guide the behavior of all children in grades P-5, including individual and classroom management, and behavioral assessments.

ECSP 4120 Professional Development Seminars 2 credits

2 class hours

Corequisites: ECSP 4100, ECSP 4190

Candidates are required to participate in a minimum of five Noon Seminars during the three semesters prior to their final semester. Noon seminars are coordinated by faculty in collaboration with local public schools. Following the Noon Seminar, candidates complete an on-line module and assessment. Noon Seminar topics include, but are not limited to these areas: children & poverty, teacher as leader, improving followership, making sense of UBD and GPS, ESOL and ESL instructional issues, critical conversational Spanish for an elementary school setting, content area reading strategies, and preschool curriculum.

ECSP 4190 Integrated Practicum III 1 credit

0 class hours

Prerequisite: Admission to Teacher Education cohort

Corequisite: ECSP 3190

This course provides teacher education candidates with directed field experiences in the public schools with assignments and activities commensurate to their level and course work.

ECSP 4191 Capstone Integrated Internship 6 credits

Teaching hours in the School - TBD

Prerequisite: Completion of all professional education coursework

This course provides teacher candidates an opportunity for full-time classroom teaching experience under the direction of an experienced mentor teacher and a college faculty supervisor. Placements must be in the public school setting grades 1-5 as well as a public school setting in an interrelated or inclusionary classroom.

EDUC 2110 Investigating Critical and Contemporary Issues in Education 3 credits

3 class hours

Prerequisite: ENGL 1101 and ENGL 1102

This course engages students in observations, interactions, and analyses of critical and contemporary educational issues. Students will investigate issues influencing the social and political contexts of educational settings in Georgia and the United States. Students will actively examine the teaching profession from multiple vantage points both within and outside the school. Against this backdrop, students will reflect on and interpret the meaning of education and schooling in a diverse culture, and

examine the moral and ethical responsibilities of teaching in a democracy. In addition to class, an off-campus field component is required. Students cannot take EDUC 2110, EDUC 2120, and EDUC 2130 simultaneously without permission of the Dean.

EDUC 2120 Exploring Socio-Cultural Perspectives on Diversity in Educational Contexts 3 credits
3 class hours

Prerequisite: None

Given the rapidly changing demographics in our state and country, this course is designed to equip future teachers with the fundamental knowledge of understanding culture and teaching children from diverse backgrounds. Specifically, this course is designed to examine 1) the nature and function of culture; 2) the development of individual and group cultural identity; 3) definitions and implications of diversity; and 4) the influences of culture on learning, development, and pedagogy. In addition to class, an off-campus field component is required. Students cannot take EDUC 2110, EDUC 2120, and EDUC 2130 simultaneously without permission of the Dean.

EDUC 2130 Exploring Teaching and Learning 3 credits
3 class hours

Prerequisite: ENGL 1101 and ENGL 1102

This course will explore key aspects of learning and teaching through examining your own learning processes and those of others, with the goal of applying your knowledge to enhance the learning of all students in a variety of educational settings and contexts. This course includes an additional ten (10) hours of observation by the student in various elementary, middle, and/or secondary school classrooms. In addition to class, an off-campus field component is required. Students cannot take EDUC 2110, EDUC 2120, and EDUC 2130 simultaneously without permission of the Dean.

EDUC 3000 Digital Media for Educators 2 credits
2 class hours

Prerequisite: Permission of the Dean

Designed primarily for teacher candidates this course, students will integrate various digital technologies within instruction. Introduction and effective utilization of Smart boards, web 2.0 technologies (wikis, Google documents, blogs, Skype, social networking etc.), Web page design and construction, audio and video podcasting & editing, and digital photography within instruction to connect with the millennial learner is explored.

EDUC 4300 Special Topics in Education 1 credit
1-3 class hours

Prerequisite: Permission of the Dean

Individual study, readings, research, and/or projects in education under the direction of a faculty member in the Department of Education and Teacher Preparation.

ENGL 0989 Foundations for English Composition 4 credits
4 class hours

Prerequisite: none

This prepares students for college-level reading and writing. Using paired reading and writing assignments that help students work with concepts in context, students will build competency in recognizing, comprehending, and using appropriate grammar, vocabulary, punctuation, and structure in sentences, paragraphs, and essays.

Upon successful completion of this course, students will take the English 1101/English 0999 (gateway/co-requisite) course. Institutional credit only

ENGL 0999 Support for English Composition 1 credit

1 class hour

Prerequisite: none

This course provides extra instruction in the practice and analysis of academic writing. Some portion of the lab will also focus on grammar and mechanics. Access to a computer is required. (One Hour-Institutional credit only)

ENGL 1101 English Composition I 3 credits

3 class hours

Prerequisite: None

This is a composition course that focuses on skills required for effective writing in a variety of contexts, with emphasis on exposition, analysis, and argumentation, and also including introductory use of a variety of research skills. The course may be taught in conjunction with a computerized learning lab. To have ENGL 1101 credit applied toward meeting the requirements of a degree, a student must earn a grade of C or better.

ENGL 1101H Honors English Composition I 3 credits

3 class hours

Prerequisite: Permission of the Honors Program Director

English 1101 is a composition course that focuses on skills required for effective writing in a variety of contexts, with emphasis on exposition, analysis, and argumentation, and also including introductory use of a variety of research skills. The course may be taught in conjunction with a computerized learning lab. Honors courses offer more robust coverage of the same content areas delivered through the traditional course format. To have ENGL 1101H credit applied toward meeting the requirements of a degree, a student must earn a grade of C or better.

ENGL 1102 English Composition II 3 credits

3 class hours

Prerequisite: ENGL 1101 with a grade C or better

This is a composition course that develops writing skills beyond the levels of proficiency required by English 1101, that emphasizes interpretation and evaluation, and that incorporates a variety of more advanced research methods. To have ENGL 1102 credit applied toward meeting the requirements of a degree, a student must earn a grade of C or better.

ENGL 1102H Honors English Comp II 3 credits

3 class hours

Prerequisite: ENGL 1101 or ENGL 1101H with a grade of C or better and Permission of the Honors Program Director

This is a composition course that develops writing skills beyond the levels of proficiency required by English 1101, that emphasizes interpretation and evaluation, and that incorporates a variety of more advanced research methods. Honors courses offer more robust coverage of the same content areas delivered through the traditional course format. To have ENGL 1102 credit applied toward meeting the requirements of a degree, a student must earn a grade of a C or better.

ENGL 2111 World Literature I 3 credits

3 class hours

Prerequisite: ENGL 1102 with a C grade or better

This course is a survey of world literature from its ancient foundations to the seventeenth century.

ENGL 2112 World Literature II 3 credits

3 class hours

Prerequisite: ENGL 1102 with a grade of C or better

This course is a survey of world literature from the seventeenth century to the present.

ENGL 2130 American Literature 3 credits

3 class hours

Prerequisite: ENGL 1102 with a grade of C or better

English 2130 is a one-semester survey of American Literature beginning with the first accounts of the encounters between Native Americans and Europeans, and concluding with contemporary works that address the diversity of literary traditions in the Americas. Honors courses offer more robust coverage of the same content areas delivered through the traditional course format.

ENGL 2130 Honors American Literature 3 credit hours

3 class hours

Prerequisite: ENGL 1102 or ENGL 1102H with a grade of C or better and permission of the Honors Program Director

English 2310H is a one-semester survey of American Literature beginning with the first accounts of the encounters between Native Americans and Europeans, and concluding with contemporary works that address the diversity of literary traditions in the Americas. Honors courses offer more robust coverage of the same content areas delivered through the traditional course format. To have ENGL 2130H credit applied toward meeting the requirements of a degree, a student must earn a grade of C or better.

ENGL 3100 Teaching Writing and Literature in Middle Grades Language Arts 3 credits

3 class hours

Prerequisite: ENGL 1102 with a grade of C or better

This course is designed to prepare Language Arts Education majors to effectively teach the critical reading and writing practices appropriate to the Middle Grades ELA classroom as well as improve their own writing skills. The course will cover the structure and elements of a variety of literary genres and forms of informational texts, as well as their cultural/historical aspects. Students will study, learn, and demonstrate techniques for several types of writing (course may include narrative, exposition, analysis, persuasion, and research/documentation). Particular emphasis will be placed on rhetorical awareness (audience, purpose, stance, genre, medium, etc.) and the writing process, including stages such as planning, drafting, revising, and editing.

ENGL 3101 Nineteenth Century British Literature 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

This course will examine the literacy traditions and cultural movements of 19th Century Britain, including reading and analyses of works of the major figures in Romantic and Victorian literature. Specific works covered may vary with instructor.

ENGL 3102 Twentieth Century British Literature 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

This course will examine the literacy traditions and cultural movements of twentieth century Britain, including reading and analyses of works of the major figures in Modern and Contemporary literature. Specific works covered may vary with instructor.

ENGL 3107 Intro to Creative Writing: Non-Fiction 3 credits

3 class hours

Prerequisite: ENGL 1101 and ENGL 1102

A creative nonfiction workshop focusing on the production and in-class critique of students' creative work and including study of memoir, literary journalism, personal essay, and individual writers. The

course involves some written analysis of the work of published writers and, especially, of fellow students' nonfiction prose. Students' creative work will build the required portfolio.

Note: Course may be repeated for up to 6 credits provided the content differs entirely from the previous offering.

ENGL 3140 Writing and Editing for Publication 3 Credits

3 class hours

Pre-requisite: ENGL 1102

This course explores the types of writing that professionals and/or graduate students may do outside of the classroom. The course will prepare students for conference presentations as well as journal submissions, and students will leave the semester with prepared (and submitted) conference proposals and a journal submission piece.

ENGL 3150 Intro to Creative Writing: Poetry/Fiction 3 credits

3 class hours

Prerequisites: ENGL 1101 and ENGL 1102

A poetry and fiction workshop focusing on the production and in-class critique of students' creative work and including study of poetic forms and movements, elements of fiction, the short story, and individual writers. The course involves some written analysis of the work of published poets and fiction writers and, especially, of fellow students' poems and stories. Students' creative work will build on the required portfolio.

Note: Course may be repeated for up to 6 credits provided the content differs entirely from the previous offering.

ENGL 3201 Survey of Contemporary Literature 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

Survey of literature that defines the 20th Century, based on writings influenced by major historical and cultural events, new technology, environmental issues, and the changing representation of the self. Specific works covered may vary with Instructor.

ENGL 3202 African American Literature 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

Focused study of African American literature beginning with the earliest known examples, continuing with slave narratives from the nineteenth century, works from the Harlem Renaissance, the Civil Rights Era and modern classics. Specific works covered may vary with Instructor.

ENGL 3203 Women's Literature 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

Focused study of women writers, examining themes of power, culture, class, ethnicity, and sexuality. Specific works covered may vary with Instructor.

ENGL 3204 Literature of the American South 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

Survey of works by Southern writers, with emphasis on nineteenth and twentieth-century fiction, poetry and drama. Specific works covered may vary with Instructor.

ENGL 3205 Survey of Children's and Adolescent Literature 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

Survey of the literature for children and adolescents, from both the traditional canon and more recent works with particular emphasis on cultural diversity. Texts will include poetry, picture books, fiction and non-fiction. Specific works covered may vary with Instructor. Course is designed for use across the curriculum.

ENGL 3301 Environmental Writing 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

An examination of the views of nature and the environment presented by writers, poets, and essayists beginning with Thoreau's *Walden*. Emphasis is placed on environmental writing as a form of civic action - on how various types of environmental writing function as *work* in our society and on a global scale.

ENGL 3401 Nineteenth Century American Literature 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

This course will examine the literary traditions and cultural movements of 19th century America, including reading and analyses of works by major American writers that provide a perspective on what constitutes, or makes, American literature *American*. Specific works covered may vary with instructor.

ENGL 3402 Twentieth Century American Literature 3 credits

3 class hours

Prerequisite: ENGL 2111 or 2112

This course will examine the literary traditions and cultural movements of 20th century American, including reading and analyses of works by major American writers that provide a perspective on what constitutes, or makes, American literature *American*. Specific works covered may vary with instructor.

ENGL 3580 Film Criticism 3 credits

3 class hours

Prerequisites: Passing ENGL 1102 with a grade of C or better

This course is dedicated to the student of the professional film critic and the craft of writing film criticism. The course begins with a historical overview of the development of the profession before moving on to explore the ways the profession has changed in the online era. Students will read many reviews written by a diverse group of critics and will spend considerable watching films and writing their own reviews of them for peer review and discussion.

ENGL 3590 Technical and Professional Communication 3 credits

3 class hours

Prerequisites: ENGL 1102

This course is designed to introduce technical communication to students in a variety of disciplines, including health sciences, technology and computer sciences, business, and the humanities. This advanced course in writing familiarizes students with the discourse practices prized in their disciplinary and institutional communities - and helps them to manage those practices effectively in their own written work. In this way the course teaches those writing strategies and tactics professionals will need in order to write successfully on the job.

ENGL 3600 Advanced Composition 3 Credits

3 class hours

This course will explore different genres in composition at a more advanced level than first-year composition. Students will interact with different genres, understand key features of each genre, and

create within the genre (using specific subject matter choices of their own.). By the end of the term, students will have their own portfolio of genres, complete with a reflective component to highlight their learning experiences.

ENGL 3900 Special Topics 3 credits

3 class hours

Pre-requisite: ENGL 2111, ENGL 2112 or ENGL 2130, or permission of the instructor

This study of a selected topic in English will focus on particular genre, period, or style, or allow close study of particular authors, or works. NOTE: Course may be repeated for up to 6 credits provided the content differs from the previous offering.

ENGL 4300 Single Author 3 credits

3 class hours

Prerequisites: Passing ENGL 1102 with a grade of C or better, ENGL 2111/2112/2130 or equivalent.

This course is dedicated to the study of a single author (example: Hemingway) whose work has occasioned a significant body of criticism. Students will focus on the body of the author's work and consider both historical context and critical response.

ENGL 4400 American Rhetorics 3 credits

3 class hours

(Topic options vary when course is taught: Southern Social Rhetorics, Composition Studies, Medical Rhetorics, Environmental Rhetorics, Digital Literacies, etc.) Rhetoric is the study of persuasion and effective discourse. This course focuses on verbal, nonverbal, and symbolic forms of discourse that exist within American culture. Texts and images are rhetorical agents that manipulate and shape past, present, and future American public culture. ENGL 4400 grounds itself in classic and current rhetorical theories; print-based and digital-based artifacts will be used to explore these theories in practice.

Note: Course may be repeated for up to six credits, pending topics offered.

ENGL 4640 Studies in Composition Theory 3 credits

3 class hours

Pre-requisite: ENGL 1102

This course explores the history, theory, and practice of composition pedagogy at the college level, including crafting assignments; planning, drafting, revising, and editing texts; conferencing with students; and evaluating student writing.

ENGL 4832 Digital Reading & Writing 3 credits

3 class hours

Prerequisites: English 2111 or 2112

Writing and reading in digital environments involves weaving text, images, links, interruptions, sound, and video within and across multiple media. Access to information grows daily as globalization offers writers and readers increased audiences, purposes, venues, and feedback options. Digital environments complicate traditional reading, writing, and publication processes, and students will consider and analyze elements of imagery, layout, typography, usability, and most importantly, user interaction.

ESOL 4010 Applied Linguistics for ESOL Teachers 3 credits

3 class hours

A study of the nature, structure, and diversity of language, emphasizing the phonological, morphological, syntactic, and semantic patterns of English in comparison and contrast with features of other selected languages. Prospective teachers will explore the principles of linguistic systems and major theorists and schools of linguistic thought. Language acquisition theories as related to language

development and learning and their implications for instruction will also be examined within the cultural framework of working with communities of non-native English speakers.

ESOL 4020 Cultural Perspectives for ESOL Teachers 3 credits

3 class hours

Culture and the relationships between culture, language, and education. Prospective ESOL teachers will investigate theories related to the nature and role of culture and cultural groups in the construction of learning environments that support linguistically diverse learners. The course will address developmental aspects of language and literacy with emphasis upon specific ways in which cultural identities affect language learning and school achievement. This course is designed for ESOL endorsement candidates.

ESOL 4030 Methods and Materials for Teaching ESOL 3 credits

3 class hours

Methods for teaching English to elementary-, middle-, and high school-students whose first language is not English. The course content includes theories of language acquisition, instructional strategies and materials, methods of evaluating proficiency and progress, curriculum, and knowledge of professional organizations and resource. This course prepares teachers to respond to the needs of students of limited English proficiency in ESOL and mainstream classrooms.

ESOL 4040 Assessing English Language Learners 3 credits

3 class hours

The application of TESOL theories, principles, and current research to the assessment of P-12 and adult English Language Learners. This course emphasizes the importance of reading and literacy as fundamental factors in second-language acquisition.

ESOL 4050 Teaching English Grammar for ESOL 3 credits

3 class hours

This course offers a survey of practical approaches to teaching grammar to learners of English as a second language based on the application of second language acquisition research and theory. The course also includes a review of common English Language Learner (ELL) grammar questions and errors.

ESOL 4060 Theory and Practice in Second-Language Acquisition 3 credits

3 class hours

Discussion, analysis, and practice of the various theories and models of second-language acquisition.

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FILM 3100 Introduction to Film and Digital Media Production 3 credits

3 class hours

This course will introduce students to basic video techniques and will provide an overview of the preproduction, production, and postproduction processes necessary to produce video content for film, television, and other digital formats including the Internet. Students will acquire the basic conceptual abilities needed to plan and execute a variety of video projects for digital display.

FILM 3200 Documentary Filmmaking 3 credits

3 class hours

This course will examine the basics of documentary film production. Through critical analysis and hands-on experience, students will study the art of nonfiction filmmaking. Digital film assignments will explore documentary techniques and enable students to develop an understanding of the discipline's objectivity and subjectivity. During the semester students will explore pre-production processes including story

writing and budgeting and production activities including directing, lighting and shooting. The postproduction processes of editing and sound design will be covered and distribution options examined. Students will write a script proposal, participate in a production shoot, and edit a short documentary film using a nonlinear digital editing system.

FILM 4100 Special Topics in Film and Television 3 credits

3 class hours

This course on a selected topic in film and television will examine an area of the discipline not covered in other courses. Course may be repeated for up to six credit hours as long as the content differs from the previous offering.

FINC 3100 Business Finance 3 credits

3 class hours

Prerequisites: ACCT 2101, BUSA 1105, ECON 2105, ECON 2106 with a grade of C or better

This is an introductory course in finance, an understanding of basic financial concepts and techniques, and an ability to apply them in arriving at management decisions within the context of specific business situations.

FINC 3200 Principles of Banking 3 credits

3 class hours

Prerequisite: FINC 3100

This course introduces the students to basic principles of banking governing loans, investments, deposits, liabilities, and capital. Consideration is given to the areas of liquidity, profitability, and capital adequacy as they relate to regulatory standards. Additional topics include bank organization, performance, and scope of services.

FINC 3250 Bank Regulation 3 credits

3 class hours

Prerequisite: FINC 3200

The regulations imposed upon the banking industry are examined at several levels: state, federal, and global. Both the historical development of banking regulation as well as current issues/controversies are discussed. In addition, the banker's perspective of regulatory compliance is explored.

FINC 3350 Personal Financial Planning and Management 3 credits

3 class hours

Prerequisite: None

This course presents concepts and principles of personal financial planning and management including personal financial assessment, goal setting, planning and management of personal assets, credit, insurance, investments, estates and taxes.

FINC 4220 Corporate Finance 3 credits

3 class hours

Prerequisite: FINC 3100

This course provides an introduction to various quantitative methods of analysis that informs a firm's decision to raise capital publicly and/or privately. Among other things, various methods for quantifying the risk and returns of various projects and investments are discussed. Students will develop an understanding of basic financial concepts and techniques, and an ability to apply them in arriving at management decisions within the context of specific business situations.

FINC 4230 Securities Analysis 3 credits

3 class hours

Prerequisite: FINC 3100

This course examines some of the key assumptions underlying the major areas of investments, i.e. portfolio theory, derivative asset pricing, and asset valuation. It provides a thorough examination of various topics found in the academic as well as financial press.

FINC 4431 Principles of Real Estate 3 credits

3 class hours

Prerequisite: FINC 3100

Addresses a real estate transaction in enough depth to guide the student through a transaction with minimal outside help (attorney, etc.). Addresses those economic factors that will affect value to the property through time. In addition, the student will be introduced to several areas of real estate as a possible profession.

FINC 4500 Special topics 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

FINC 4510 Independent Study 1- 3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

FINC 4660 Advanced Corporate Finance 3 credits

3 class hours

Prerequisite: FINC 4220

This course provides an in-depth coverage of various quantitative methods of analysis that inform a firm's decision to raise capital publicly and/or privately. This course builds on the knowledge that students acquired in FINC 4220, to develop the knowledge and skills to tackle more complex investment scenarios. Among other things, various methods for quantifying the risk and returns of various projects and investments are discussed. Students will develop an understanding of complex financial concepts and techniques and an ability to apply them in arriving at management decisions within the context of specific business situations.

FREN 1001 Elementary French Language and Introduction to Francophone Cultures I 3 credits

3 class hours

Prerequisite: None

Emphasis on the development of proficiency and communicative competence at the novice level in the four basic skills: speaking, listening, reading, and writing, as defined by the American Council on the Teaching of Foreign Languages Proficiency Guidelines. Awareness of various sociocultural aspects and the distinctiveness of certain cultural traditions. FREN 1001 is not open for credit to students with two or more years of high school French or the equivalent.

FREN 1002 Elementary French Language and Introduction to Francophone Cultures, II 3 credits

3 class hours

Prerequisite: FREN 1001 or the equivalent

A continuation of FREN 1001, with emphasis on proficiency and communicative competence at the novice level in the four basic skills: speaking, listening, reading, and writing, as defined by the American Council on the Teaching of Foreign Languages Proficiency Guidelines. Awareness of various sociocultural aspects and the distinctiveness of certain cultural traditions.

FREN 2001 Intermediate French Language and Introduction to Francophone Cultures, I 3 credits

3 class hours

Prerequisite: FREN 1002 or the equivalent

Emphasis on the development of proficiency and communicative competence at the intermediate level in the four basic skills: speaking, listening, reading, and writing, as defined by the American Council on the Teaching of Foreign Languages Proficiency Guidelines. Awareness and understanding of various sociocultural aspects and the distinctiveness of certain cultural traditions.

FREN 2002 Intermediate French Language and Introduction to Francophone Cultures, II 3 credits

3 class hours

Prerequisite: FREN 2001 or the equivalent

A continuation of FREN 2001, with emphasis on proficiency and communicative competence at the intermediate level in the four basic skills: speaking, listening, reading, and writing, as defined by the American Council on the Teaching of Foreign Languages Proficiency Guidelines. Awareness and understanding of various sociocultural aspects and the distinctiveness of certain cultural traditions.

FREN 2010 Intermediate Conversation 3 credits

3 class hours

Prerequisite: FREN 2002 or the equivalent

A study of conversational techniques, integrating grammatical structures and appropriate vocabulary. Emphasis is given to practicing spoken French and to using audio programs to increase listening comprehension. Attention is also given to pronunciation and phonetics.

FREN 3001 French Conversation 3 credits

3 class hours

Prerequisite: FREN 2001 or Instructor approval

A study of conversational techniques, integrating grammatical structures and appropriate vocabulary. Emphasis is given to practicing spoken French and to using audio programs to increase listening comprehension. Attention is also given to pronunciations and phonetics.

FREN 3002 French Composition 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

A thorough review and expansion of the main grammatical concepts, rules and applications studied in FREN 1001, 1002, 2001, and 2002 courses. A practical application of grammar study through translations (English to French), formal/informal writing, listening and speaking, and refinement of self-editing skills.

FREN 3150 French Culture and Civilization 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

A survey of the historical, sociological, philosophical, literary, and artistic developments of France and neighboring French-speaking European countries up to modern times.

FREN 3160 Francophone Culture and Civilization 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

A survey of the historical, sociological, philosophical, literary, and artistic developments of the Francophone world.

FREN 3201 Approaches to Literature 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

The development of students' reading and writing skills along with knowledge of the major literary genres and literary thought. Texts are from traditional and contemporary sources (selections of prose, poetry, and theater).

FREN 3250 Survey of French Literature from the Middle Ages to the Present 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

Selected major literary works, authors, and literary movements of France from the Middle Ages to the present.

FREN 3260 Survey of Francophone Literature 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval.

Selected major literary works, authors, and literary movements of the Francophone world.

FREN 3300 French Phonetics and Phonology 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

Study of phonetic principles and their applications.

FREN 3400 Culture, Business, and Society in the Francophone World 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

A study of culture as it relates to business practices in the French speaking world. A variety of authentic media sources will be used. Emphasis will be put on listening comprehension and translation as well as on business correspondence.

FREN 4001 Advanced French Conversation 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

An advanced study of spoken and written French, with emphasis on oral and written communication strategies, including the interpersonal and presentational modes, for communication in Francophone contexts.

FREN 4002 French Composition 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

An advanced study of grammar, syntax, and vocabulary with refinement of writing skills through composition.

FREN 4210 Business French 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

An introduction to the economic and business practices of contemporary France and the Francophone world.

FREN 4800 Special Topics 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval

Special topics in French and Francophone language, literature, civilization, or culture. May be repeated up to a maximum of 9 hours if topics are different.

FREN 4950 Directed Study 3 credits

3 class hours

Prerequisite: FREN 2002 or Instructor approval.

Study in an area or topic of Francophone literature or the French language not normally found in established courses offered by the department. The work is done under the supervision of a professor.

FREN 4960 Study Abroad Special Topic 3 credits

3 class hours

Consult the Instructor regarding arrangements, requirements, and credit. May be repeated for a maximum of 9 hours if topics are different.

FREN 4980 Community Practicum/Internship 3 credits

3 class hours

Graded Satisfactory or Unsatisfactory.

A practical application of students' skills in French. Students will either tutor students enrolled in public or private schools or complete a research project that requires extensive use of all language skills. This course may be repeated for up to 9 credit hours. Course is elective and will be graded S/U.

FREN 4991 Senior Seminar 3 credits

3 class hours

Prerequisite: Senior Standing.

An all-inclusive communication skills course. This course focuses on the four basic skills: reading, writing, listening and speaking.

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GEOG 1101 Introduction to Human Geography 3 credits

3 class hours

Prerequisite: None

This course is a survey of global patterns of resources, population, culture, and economic systems. Emphasis is placed upon the factors contributing to these patterns and the distinctions between the technologically advanced and less advanced regions of the world.

GEOG 3101 World Geography 3 credits

3 class hours

Prerequisite: GEOG 1101

Study of the earth, including basic geology and the cartographic investigation of climate, topography, natural resources, and socio-cultural and political variables.

GEOL 1121 Physical Geology 4 credits

3 class hours, 2 laboratory hours

This course covers Earth materials and processes.

GEOL 1122 Historical Geology 4 credits

3 class hours, 2 laboratory hours

This course covers geological time, sedimentary environments, fossils, and Earth history.

GEOL 3200 Foundations of Ocean Atmospheric Science 4 credits

3 class hours, 2 lab hours

Prerequisite: Completion of Area D with C or better

This course is open only to qualified students in the School of Education and Teacher Preparation. The course is a study of the ocean and atmosphere: composition, structure, energy budget, dynamics, and their influence on weather and climate.

GLOB 1001 Global Issues 1 credit

2 class hours

Prerequisite: None

This course is an introduction to issues and ideas of international significance as they relate to U.S. culture (e.g., physical environment, status of women, the family, crime/terrorism, and economic development).

GLOB 1001H Honors Global Issues 1 credit

1 class hour

Prerequisite: Permission of the Honors Program Director

Co-requisite: HON 1101

This is an introduction to issues and ideas of international significance. Students will be challenged to engage in an interdisciplinary centered dialogue on a contemporary issue using critical thinking and global awareness. This course is intended to expand the student's perspective by encountering divergent points of view. The course is also intended to model and practice the intellectual exchange necessary to understand and meaningfully contribute to ongoing interdisciplinary dialogue. Honors courses offer more robust coverage of the same content areas delivered through the traditional course format.

GRMN 1001 Elementary German I 3 credits

3 class hours

Prerequisite: None

This course will develop your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in German (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of German culture through the materials presented for reading and conversation.

GRMN 1002 Elementary German II 3 credits

3 class hours

Prerequisite: GRMN 1001 or at least one year of German in high school

This course will develop your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in German (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of German culture through the materials presented for reading and conversation.

GRMN 2001 Intermediate German I 3 credits

3 class hours

Prerequisite: GRMN 1002 or at least two years of German in high school

This course will develop your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in German (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of German culture through the materials presented for reading and conversation.

GRMN 2002 Intermediate German II 3 credits

3 class hours

Prerequisite: GRMN 2001 or at least three years of German in high school

This course will develop your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in German (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of German culture through the materials presented for reading and conversation.

GRMN 3070 Business and Political German I 3 credits

3 class hours

Prerequisite: GRMN 2002 or Instructor approval

This course is an overview of Germany's contemporary political scene and economic position, Germany's role in the European Union, comparative German and American business culture, Germany's economic relationship with the United States and the global economy. We will learn communication skills for use in the German-speaking workplace and practical tools, such as writing a German résumé, writing a cover letter for a job application, and how to conduct a business conversation on the phone.

GRMN 3080 Business and Political German II 3 credits

3 class hours

Prerequisite: GRMN 2002 or Instructor approval.

Further develops the themes of Business German, with increasing emphasis on personal and group project development and a high level of German linguistic and cultural competence. Students will explore German politics and companies in detail, research case histories, and follow recent developments, trends, and conflicts in the German and European political/economic scene.

GRMN 3110 Germanica 3 credits

3 class hours

Prerequisite: GRMN 3010 or GRMN 3070

This course explores the historical, cultural, and literary roots of the Germanic world between the Bronze and Viking ages. We will study ancient Germanic religions and mythologies; runic inscriptions; the Roman-Germanic encounter; the Age of Migrations; early medieval Germanic kingdoms; Christianization; Germanic heroic ethos and epic; and 19th & 20th century uses and abuses of the Germanic legacy.

GRMN 3310 Intermediate Reading 3 credits

3 class hours

Prerequisite: GRMN 2002 or Instructor approval

The course will develop students' proficiency in spoken and written German. The readings will be based on material from contemporary sources, including prose, poetry, and theater.

GRMN 3320 Intermediate German Grammar and Composition 3 credits

3 class hours

Prerequisite: GRMN 3020 or GRMN 3080

This course will continue students' study of the major difficulties of German Grammar with practice in composition.

GRMN 3540 German Popular Literature 3 credits

3 class hours

Prerequisite: GRMN 3310 or consent of instructor

Study of lyrical forms, such as the ballads and poems of selected major authors and the lyrics of the common people over several centuries. A study of prose forms of popular literature, such as fairy tales and contemporary children's books.

GRMN 3551 German Culture and Civilization I 3 credit hours

3 class hours

Prerequisite: GRMN 2002 or Instructor approval.

This introductory cultural studies course acquaints you with central social, cultural and political issues of post-war Germany. Our textbook is designed as a course for foreigners wishing to become German citizens. We are therefore becoming familiar with pertinent aspects of German culture from this unique and authentic vantage point. Our course also includes systematic grammar review. This class hones all your language skills (reading, writing, listening, and speaking) while simultaneously teaching cultural content. It is a gateway course structured to prepare you for higher-level German classes.

GRMN 4410 Advanced German Conversation and Composition 3 credits

3 class hours

Prerequisite: GRMN 3020 or GRMN 3080

This course will be refining your command of spoken and written German. The focus will be on developing a more sophisticated range of vocabulary and expressions, and obtaining more ease in dealing with the finer points of German grammar. A significant part of class time is spent on developing speaking skills. The course is structured around four movies and shorter clips which we will discuss in detail based on student input.

GRMN 4510 Special Topics 3 credits

3 class hours

Prerequisite: GRMN 2002 or Instructor approval.

Special topics in German language, literature, civilization, or culture. May be repeated up to a maximum of 9 hours if topics are different.

GRMN 3552 German Culture and Civilization II 3 credits

3 class hours

Prerequisite: GRMN 2002 or Instructor approval.

German 3552 is designed to increase your competency in interpretive, interpersonal and presentational communication as well as your understanding of contemporary German culture. More specifically, you will increase your active and passive vocabulary. This will improve your comprehension of spoken and written German and enable you to speak German more fluently. We will review elements of German grammar to improve your confidence and accuracy as you use the German language. The course exposes you to texts of various genres (including podcasts) to help you hone your interpretation skills while gaining a richer understanding of German culture.

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HINF 2000 Medical Terminology 2 credits

2 class hours

Prerequisite: None

This course is an introduction to medical terminology, including root words, prefixes, suffixes, and combining forms. The course includes the proper pronunciation and use of medical terms in medical

reports as well as an introduction to commonly used drugs. Emphasis is on correct spelling and use of medical terms in the healthcare environment.

HINF 3000 Foundations of Health Informatics 3 credits

3 class hours

Prerequisite: BIOL 1130 or equivalent or Instructor Permission

This course is an overview of the field of health informatics. It provides coverage of the status of and trends about the field's origins and development. Students discuss patient informatics, electronic health records, health related data structures, software applications, enterprise architecture in health care and public health organizations. The concept of *meaningful use* is introduced and the importance of data quality assessment, data standards, data integrity, HIPPA, privacy confidentiality health care decision support methods and related technologies are discussed. The concepts of human factors and user interface are introduced.

HINF 3001 Overview of the US Health Care System 3 credits

3 class hours

Prerequisite: BIOL 1130 or equivalent, and POLS 1101

The course provides a survey of how health care and public health are organized and services delivered, regulated and financed in the US. It includes a brief introduction to health care delivery systems in other developed countries. Health policy and the history of health care reform efforts are addressed as well as relevant organizations and the interrelationships of those organizations including legal, regulatory and payment systems. Discussions also focus on how health care is organized in various settings including hospitals, and medical practice settings as well as trends in e health care. The role of regulatory bodies including the federal government, the state government, JCAHO and other industry regulatory entities are reviewed. Students are introduced to the roles of various professionals and ethical issues encountered in the work place including research guidelines, research review boards and the National Guideline regarding human subjects in research.

HINF 3002 Classifications and Terminologies 3 credits

Prerequisite: HINF 3000 and HINF 3001

This course will address the application of clinical classification systems and reimbursement methodologies with a focus on analysis and synthesis of case studies relevant to the Health Information Manager role. The course includes a more detailed study of key classification and terminology systems that are most commonly used to capture healthcare data. Student will also examine coding compliance and ethical behavior and the effects of both on revenue as well as key principles for managing the coding function.

HINF 3100 Principles of Project Management in Health Care 3 credits

3 class hours

Prerequisite: MATH 1111 or equivalent, and HINF 3000, or Permission of instructor

Due to recent transformation of health care and advancement in health care information technology, projects in health informatics (HI) require a unique approach to management and administration. The course covers knowledge areas and tools necessary for successful management and completion of HI related projects. Starting from project pre-initiation and selection process, this course also stresses the life cycle of health care information technology (HIT) projects and how to apply appropriate knowledge areas in various phases of HIT project's life cycle for integrated project management. Students are expected to complete a semester long team project relevant to HI.

HINF 3300 Healthcare Information Systems 3 credits

3 class hours

Prerequisite: HINF 3000, BISM 3100 or permission of instructor

Information systems have become a key factor in the effective operation and competitive position of health care and other organizations. This course focuses on various aspects of health care information systems from both general and in-depth systems perspective which includes applications, components, vendor selection, design, and implementation details. This course also emphasizes electronic health records and issues related to health data exchanges among various providers. Data standards such as HL7 and other industry compliance standards and terminologies and their roles in health care delivery in electronic environment are also covered. Legal issues are also discussed in depth. Integration of technologies to advance the quality and efficiency of patient care as well as to improve organizational performance, individual health care and community health through the use of health care information systems are also emphasized.

HINF 4100 Health Care Policy 3 credits

3 class hours

Prerequisites: MGMT 3100, HINF 3000, Senior Standing

This course will engage students in critically thinking about health policymaking and analysis that shapes the development, implementation and changes in health policy at the federal and state level. Lectures, readings and assignments will define health policy, provide an overview of the state and federal policy making process, investigate approaches and methods for analyzing health policy as well as strategies for influencing health policy. Students will examine the history of health policy making as well as restrictions and limitations that influence the delivery of healthcare.

HINF 4250 Healthcare Finance 3 credits

3 class hours

Prerequisite: ACCT 2101, ECON 2106, HINF 3000 and HINF 3001, or Permission of instructor

This course focuses on financial management of health care organizations. It includes budget preparation, financial statements and reports, financial analysis and health resources management, health care costs, and various regulations related to financial management in health care settings. Special emphasis will also be put on Medicare, Medicaid and other third party billing and reimbursement process including rate schedule, financial forecasting, cost-benefit ratio analysis and financial aspects of health care projects.

HINF 4320 Health Data Analysis 3 credits

3 class hours

Prerequisite: HINF 3300, MATH 2112, or Permission of instructor

Health care decision making depends on analysis of large health related datasets and effective interpretation and representation of the results. This course focuses on health care related data analysis which includes various sources and uses of health data, various data types and classification procedures, common data collection tools and methodologies used in health care and basic applied statistical methods and procedures commonly used in health related data analysis. Health care industry level statistical data analysis software package such as SAS is introduced as well as how to utilize this package to analyze various secondary datasets in order to produce and represent appropriate results in various report formats are discussed.

HINF 4325 Principles of Health Care Quality and Continuous Improvement 3 credits

3 class hours

Prerequisite: HINF 3000, MATH 2112, HINF 4320 co-requisite or prerequisite

This course introduces concepts of continuous improvement (CI) and quality management (QM) approaches in today's information-driven health care organizations for delivery of care. Students address benefits and challenges in managing customer satisfaction benchmarking, performance measurement, QFD, statistical quality process, and related CI and QM activities. Methods for assessing utilization and resource management and other performance standards to improve quality are

discussed. Regulatory standards and accreditation standards are reviewed in the context of their role to ensure quality. Various approaches to outcomes measurement and organizational performance are also discussed. The broader principles of ethics including data ownership, beneficial use, justice and autonomy are also discussed.

HINF 4375 Healthcare Law and Compliance 3 credits

3 class hours

Prerequisite: HINF 3000 and HINF 3001

This course provides an introduction to the legal foundations of health care in America. This course will provide the student content to promote a broad understanding of the law and its administration in the healthcare industry. Students will learn to apply this understanding to relevant questions of policy and procedure development for documentation requirements in a health care setting.

HINF 4400 Advanced Database Management Systems 3 credits

3 class hours

Prerequisite: ITEC 3730, ITEC 3830, or Permission of instructor

This course builds on the concepts covered in ITEC 3730 Database Management Systems. This course focuses on more advanced topics in relational database management systems (RDBMS) and various integrated database applications in health care. Emphasis will be put on advanced query language, database security, web-based interface design, client server systems that utilize back-end relational database, XML based database applications. Students are expected to complete a specific health care database management system project, which includes assessing requirements to design and implementation of a database, and designing appropriate web-interfaces to interact with the database. Concepts of data ware housing and data mining will also be introduced.

HINF 4500 Special topics 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

HINF 4510 Independent Study 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

HINF 4600 Advanced Health Informatics 3 credits

3 class hours

Prerequisites: Senior Standing only, HINF 3000, HINF 3001, HINF 3100, HINF 3300, HINF 4320, HINF 4325 and ITEC 3730

This is capstone course for the degree program to integrate knowledge from the business, technical, and clinical courses. Students will apply analytical skills in strategic initiatives, performance improvement, decision support, and compliance for healthcare information circumstances.

HINF 4900 Health Informatics Internship 3 credits

3 class hours

Prerequisite: Senior-year standing in BSHI

This course provides the student with a minimum of 120 hours of supervised work experience in a healthcare setting. Students are supervised by Health Informatics faculty and the person or persons designated to coordinate the internship. Preceptors are identified to work with students at each field learning site. An initial proposal is required for approval by the faculty. The objective is to develop hands on experience of working with health care professionals, understanding the needs and challenges of the field and gaining hands on experience with applications currently in the market.

HIST 1001 World Civilization I 3 credits

3 class hours

Prerequisite: None

This course is a study of the development of human civilization from its origins in various regions of the world to about 1500 A.D. The political, social, cultural, and religious practices of various world cultures will be studied.

HIST 1002 World Civilization II 3 credits

3 class hours

Prerequisite: None

This course is a survey of Modern World History from 1500 A.D. to present. Social, economic, religious, and cultural issues along with political developments of various world cultures will be studied.

HIST 2111 U.S. History I 3 credits

3 class hours

Prerequisite: None

This course is a survey of American history covering the period 1492-1865 with the most emphasis placed upon the period after 1763. Satisfactory completion of this course fulfills the graduation requirement of proficient knowledge of the history of the United States and Georgia.

HIST 2111H: Honors U.S. History I 3 credits

3 class hours

Prerequisite: Permission of the Honors Program Director

This is a survey of American history covering the period 1492-1865 with the most emphasis placed upon the period after 1763. Satisfactory completion of this course fulfills the graduation requirement of proficient knowledge of the history of the United States and Georgia. Honors courses offer more robust coverage of the same content areas delivered through the traditional course format. Thus, the honors course version will include directed readings of primary source materials to complement advanced level lectures. Students will lead discussion groups to synthesize readings with lecture materials.

HIST 2112 U.S. History II 3 credits

3 class hours

Prerequisite: None

This course is designed to be a brief survey of the major developments in the history of the United States since 1865. Special emphasis will be given to the significance of the State of Georgia at various stages in its development. Satisfactory completion of this course fulfills the graduation requirement of proficient knowledge of the history of the United States and Georgia.

HIST 3073 Modern America, 1945 to Present 3 Credits

3 class hours

Prerequisites: None

Social, economic, diplomatic, and political trends in the United States during the post-World War II era.

HIST 3050 American Indian History to 1840 3 credits

3 class hours

Prerequisites: None

Explores the impact of colonization on Native Americans to 1840. The course will focus on the creative adaptations of Indians to the great changes unleashed by the meeting of the new and old worlds.

HIST 3090 The American South 3 credits

3 class hours

Prerequisites: None

Major themes and issues in southern history from Jamestown through the 1980s. Topics will include colonial settlement, frontier expansion, slavery, the Civil War and Reconstruction, Populism, Jim Crow, the New South, the civil rights movement and Sunbelt development.

HIST 3101 History of Georgia 3 credits

3 class hours

Prerequisite: HIST 2111 or 2112

Study of the history of Georgia focusing on pre-colonial, state and local history and the connection with national events. This course fulfills the legislative requirement for Georgia history.

HIST 3160 American Environmental History 3 credits

3 class hours

Prerequisites: HIST 2111 or HIST 2112

This course examines the historical interactions between Americans and the natural environment from before European exploration and settlement until the present. The course particularly focuses on how nature has shaped human history, how humans have transformed the natural world, and how ideas about nature have changed over time.

HIST 3201 History of Women in the United States 3 credits

3 class hours

Prerequisite: HIST 2111 or 2112

Study of women and their central role in US History with particular attention to race, religion, and class.

HIST 3315 U.S. Economic History 3 credits

3 class hours

Prerequisites: ECON 2105 and ECON 2106

This course explores the growth and development of the U.S. economy from colonial times to the present. The course emphasizes the structural change in key sectors, such as agriculture, transportation, and manufacturing, as well as crucial events, such as the Civil War and the Great Depression, that shaped the pace and pattern of U.S. economic development.

HIST 3321 Diplomatic History of the United States 3 credits

3 class hours

Prerequisites:

Examines major trends in U.S. diplomacy from 1890 to the present, emphasizing U.S. rise to world power, World Wars I and II, the Cold War and its end, and U.S. relations with developing world areas.

HIST 3332 U.S. Social and Cultural History 3 credits

3 class hours

Prerequisite: HIST 2111 or 2112

For the years 1492 to present, consideration will be given to nationality, immigration, ethnicity (Asian-Americans, Hispanic-Americans, and Middle Eastern-Americans), the elderly, popular culture, and the environment.

HIST 4000 Studies in American History 3 credits

3 class hours

A special subject not otherwise offered in the history curriculum. Topics, methodology, and instructors vary from semester to semester. Representative topics include *Women, Private Property, and the State*, *Marx and Marxist History*, and *Slave Religions*. Repeatable for up to 9 credit hours.

HIST 4101 American Political History 3 credits

3 class hours

Examines the political history of America, specifically, the development of the major parties, debates over the structure of government, government's role in the economy, and civil rights for various groups.

HIST 4170 The Atlantic World 3 credits

3 class hours

Prerequisites: HIST 2111 or 2112

This course is an examination of the shared history of Europe, Africa, and the Americas during the period of colonization and globalization. Between the era of exploration and the age of revolutions, these civilizations interacted through conquest, trade, emigration, and cultural exchange, giving rise to a distinctly Atlantic World.

HIST 4412 The Early Republic 3 credits

3 class hours

Prerequisites: HIST 2111

This course will explore the history of the United States from 1787 – 1824. Topics and issues covered will include the creation of the Constitution, the formation of the first party system, the growth and development of the federal government, the young republic's foreign policy, the War of 1812, the Market Revolution, the Era of Good Feelings, and the development of a uniquely American culture. Social, economic, political, and military aspects of the American experience will be addressed.

HIST 4461 Gilded Age & Progressive Era 3 credits

3 class hours

Prerequisites: HIST 2112

The examination of the expansion, industrialization, and urbanization of the United States in the late 19th and early 20th centuries and of the era's cultural, political, economic, intellectual, and social issues.

HIST 4472 The Rise of Modern America 3 credits

3 class hours

Prerequisites: HIST 2112

Explores the social, political, cultural, economic, and diplomatic history of the U.S. from the end of World War I to the end of World War II.

HONS 1101 Honors Seminar 2 credits

2 class hours

Prerequisite: Permission of the Honors Program Director

Co-Requisite: GLOB 1101H

Honors Seminar is a two credit-hour course that introduces first-year honors students to higher education and to the expectations and opportunities that come with membership in the College of Coastal Georgia community of teachers and students. This course is designed to help students develop

strategies for academic, career, and personal success by developing a philosophy of personal and professional leadership grounded in global awareness, a commitment to service, and a rigorous engagement with questions of enduring significance to the human condition.

HONS 3001 Advanced Honors Seminar 3 credits

3 class hours

This course is the Junior-level Honors Seminar. As a junior level honors seminar, this course will examine multidisciplinary views of a topic chosen by the instructor(s). The chosen topic will be relevant and intellectually challenging to students of all majors. The course will also serve to prepare students for a senior capstone project.

HOSP 1106 Introduction to Hospitality 3 credits

3 class hours

An introductory course which gives the student an overview of the hospitality industry and its characteristics

HOSP 2104 Hospitality Law 3 credits

3 class hours

This course is the study of legal issues that are an integral part of every hotel organization from hiring and firing employees to guest safety and tax regulations. Topics covered include basic legal principles governing hospitality operations, laws that affect a hotel's dealing with employees, and how building codes and public health regulations apply to hotels.

HOSP 2105 Practicum 3 credits

6 laboratory hours

Prerequisite: Completion of all other hospitality courses or Permission of Instructor

This course provides students with the opportunity to utilize the skills learned in a *hands on* situation.

HOSP 2108 Hotel/Motel Management 3 credits

3 class hours

The study of organization, planning, leadership and controlling of hotels. Also investigated will be the interdependence of the housekeeping, engineering, security, food and beverage, marketing and human resource departments in successful hotel operations.

HOSP 2110 Hospitality Marketing 3 credits

3 class hours

This course introduces students to marketing techniques associated with hotel, restaurant, and travel fields with emphasis on identifying and satisfying needs of customers. Topics include an introduction to marketing, market research and analysis, marketing strategies, marketing plans, salesmanship, and advertising.

HOSP 3120 Hospitality and Entertainment Law 3 credits

3 class hours

This course provides an understanding of laws and regulations that apply to the hospitality and entertainment industry. The management of legal issues and liabilities faced by hospitality managers and agents is developed. Contract law and negotiations are also discussed. Rights and obligations of guests in the food and lodging are presented.

HOSP 3100 Fundamentals of Tourism 3 credits

3 class hours

Prerequisites: HOSP 1106, HOSP 2108

This course explores the concept that tourism can be seen as an inter-linked industry composed of many sectors of the private economy and the public sector. Business principles are applied to the unique nature of tourism. Tourism is also explored as a basic foundation of coastal economic development.

HOSP 4100 Econ Tourism 3 credits

3 class hours

Prerequisites: MGMT 3140, HOSP 3100

Coastal areas are sites of a unique form of tourism. Eco tourism focuses on the importance of natural sites, ecological and environmental assets as attractions. Logistical challenges of the movement and control of tourists/customers are developed. In interaction of human with the natural environment is also considered.

HOSP 4500 Special topics 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

HOSP 4510 Independent Study 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

HOSP 4900 Internship 3 credits

0 class hours/9 Laboratory hours

Prerequisite: Senior standing in BBA program and permission of the instructor

This course provides the student with work experience in a professional business setting. Students are supervised by business administration program faculty and the person or persons designated to coordinate the internship at the place of business.

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IDIS 1102 Foundations of Interdisciplinary Studies 3 credits

3 class hours

Prerequisite: ENGL 1101

This course begins by examining what an academic discipline is, how bodies of knowledge are treated in different disciplines, and what it means to be interdisciplinary. Students learn how diverse approaches to knowledge transcend the limitations of a single discipline approach. This course is the introductory foundations course for the Bachelors of Science in Interdisciplinary Studies degree, offering a starting point for Interdisciplinary enquiry, basic research methods and opportunities to explore interdisciplinary.

IDIS 3900 Interdisciplinary Methods 3 credits

3 class hours

Prerequisite: ENGL 1102, Sophomore Standing or permission of instructor

This course introduces students to the current methods and practices in interdisciplinary research in the humanities and social sciences. The course focuses on concepts, analysis, and diverse research practices (which may include methods of historical research, ethnography, literary criticism, and data collection and analysis). The course emphasizes secondary research, but students will be introduced to the methods of primary research and the ethical treatment of human subjects as those methods apply to interdisciplinary scholarship.

IDIS 4300 Supervised Research 1-3 credits

Prerequisite: IDIS 3900 or AMST 3700 or permission of the instructor

This course provides students with the opportunity to engage in directed research that may further explore an area of interest from prior studies, or pursue a research or publication opportunity. Credit for this course is variable and the student may earn from 1 to 3 hours credit depending upon the complexity of the project. Course may be repeated with different content. No more than six credits can be applied to the degree.

IDIS 4901 Internship 1-3 credits

40 hours of documented work per credit

Prerequisite: Junior/Senior standing and permission of the instructor

This course provides students with the opportunity to engage in an internship experience. Credit for this course is variable and the student may earn from 1 to 3 hours credit depending upon the complexity of the project. There will be an expectation of at least 40 hours of documented work per credit hour (120 for 3 credit hours). Course may be repeated with different content. No more than six credits can be applied to the degree.

INST 1000 International Perspectives 1 credit

1-6 class hours

Prerequisite: None

This course is designed to enhance and enrich the educational experience of students who travel abroad in a program sanctioned by the College of Coastal Georgia. It will provide students with an introduction to the culture(s) to be visited, an understanding and appreciation of the importance of the specific sites on the itinerary, and practical advice for the inexperienced traveler. The course will require classroom attendance, travel to the country studied, and necessary expenses.

INST 2000 International Studies 3 credits

3 or 6 or 9 class hours

Prerequisite: None

International Study 2000 is used for students studying abroad in University System sanctioned foreign study opportunities operated by units of the University System of Georgia. The course content will be determined by the title assigned by the office of the Registrar.

INST 3000 International Studies 3 credits

3 or 6 or 9 class hours

Prerequisites: Will be specific to the course title applied

International Study 3000 is used for students studying abroad in University System sanctioned foreign study opportunities operated by units of the University System of Georgia. The course content will be determined by the title assigned by the office of the Registrar.

INST 4000 International Studies 3 credits

3 or 6 or 9 class hours

Prerequisites: Will be specific to the course title applied

International Study 4000 is used for students studying abroad in University System sanctioned foreign study opportunities operated by units of the University System of Georgia. The course content will be determined by the title assigned by the office of the Registrar.

ISCI 2001 Life/Earth Science 3 credits

2 class hours, 2 laboratory hours

Prerequisite: Completion of all CPC and Learning Support Requirements

This is an activity-based and inquiry-based Area F content course designed for early childhood education majors. This course will emphasize the characteristics of life, biodiversity/heredity, energy flow, the interdependence of life, the cell, earth systems, the lithosphere, the hydrosphere, and the biosphere.

These topics are in direct correlation with the Georgia Performance Standards (GPS) K-5.

ISCI 2002 Physical Science 3 credits

2 class hours, 2 laboratory hours

Prerequisite: Completion of all CPC and Learning Support Requirements

This is an activity-based and inquiry-based Area F content course designed for early childhood education majors. This course will emphasize the concepts of matter, energy, force, and fields. These topics are in direct correlation with the Georgia Performance Standards (GPS) for K-5.

ITAL 1001 Elementary Italian I 3 credits

3 class Hours

Prerequisite: None

This course will develop your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in Italian (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of Italic culture through the materials presented for reading and conversation.

ITAL 1002 Elementary Italian II 3 credits

3 class Hours

Prerequisite: ITAL 1001 or Testing

This course will develop your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in Italian (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of Italic culture through the materials presented for reading and conversation.

ITAL 2001 Intermediate Italian I 3 credits

3 class hours

Prerequisite: ITAL 1002 or Testing

This course will develop your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in Italian (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of Italic culture through the materials presented for reading and conversation.

ITAL 2002 Intermediate Italian II 3 credits

3 class hours

Prerequisite: ITAL 2001 or Testing

This course will develop your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in Italian (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of Italic culture through the materials presented for reading and conversation.

ITEC 1310 Introduction to Internet and Wide Area Networks 3 credits

3 class hours

Prerequisite: CSCI 1201

This course introduces the Internet, a nationwide computer network that links colleges, businesses and government agencies. Provides an excellent opportunity to understand, investigate and explore the Internet as well as how to use communications software to access the many resources available on the network. Topics include network fundamentals, Internet concepts, electronic mail, file transfer protocol (FTP), Telnet, Internet gophers, and information servers.

ITEC 2100 Computer Applications for Business 3 credits

3 class hours

Prerequisite: None

This course introduces the student to computer applications most commonly used in the business world. Coverage focuses predominately on the use of the MSWord, Excel, and PowerPoint. Introduction to MS Access, Application used in Accounting, and statistical analysis will also be covered.

ITEC 3110 Business Analysis using Computer Applications 3 credits

3 class hours

Prerequisite: ITEC 2100

This course provides an intermediate treatment of advanced Office applications. Students examine and develop intermediate level proficiency in MS-Word, PowerPoint, and Excel. Students also apply this learning to a project in which they either write a professional-level report in Word with embedded tables and references, develop a new presentation with intermediate features, or develop a new/original spreadsheet for an organization in the community.

ITEC 3200 Computer Networks 3 credits

3 class hours

Prerequisite: CSCI 1201, CSCI 1301 or Permission of instructor

This is an introductory course that emphasizes on basic computer networking concepts and applications. Specific emphasis is on an in-depth overview of all aspects of computer networks which includes network design, LAN, WAN, topologies, architecture, protocols, error resolution, network addressing, network security and data communication within the network. Wireless networking and overall information exchange concepts will also be introduced.

ITEC 3730 Database Management Systems 3 credits

3 class hours

Prerequisite: CSCI 1301 or equivalent or Permission of Instructor

This course is an overview of the fundamentals of relational database design and management systems. This course emphasizes on ER modeling, database architecture, functional dependencies and relational design, relational algebra for basic query structure, Structured Query Language (SQL), query processing and transaction, concurrency and recovery, and database application development using one of the relational database management systems (RDBMS).

ITEC 3830 Web Programming 3 credits

3 class hours

Prerequisite: CSCI 1302, ITEC 3730 or Permission of instructor

This course emphasizes on both client-side and server-side programming of web page construction through hands-on assignments. Specific emphasis is on various mark-up and scripting languages as well as various technologies relevant to dynamic web page construction and web based applications development. Various web development environments will be discussed and utilized. Some of the

sample topics include HTML, XHTML, CSS, Common Gateway Interface (CGI)/PERL, PHP, ASP, C#, JavaScript, XML, Document Object Model (DOM), .NET environment and other relevant topics.

ITEC 4500 Special topics 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

ITEC 4510 Independent Study 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

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JOUR 1000 Journalism Practicum 2 credits

2 or 4 laboratory hours

Prerequisite: Permission of Instructor. Repeatable for maximum 8 hours credit.

This course is a practical application of the principles of reporting, interviewing, writing, photography, editing, art, and layout and design through production of a college publication. It is open to all students who are members of the staff of a campus publication. The course may be taken for one or two hours of credit. Credit does not apply toward degree requirements.

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LEAD 3000 Foundations of Leadership 3 credits

3 class hours

Prerequisites: BUSA 1105

This course examines the process of leadership, delineating the leaders' responsibility within that process. From historical to current leadership theories, leadership principles and theoretical concepts are addressed. Focus is on *real world* and present day application and the implications to organizations and to leaders. This course examines the development of leadership theories and approaches and their role in contemporary organizations. It also examines the differences between management and leadership and why those differences are important to the health of organizations.

LEAD 3100 Personal Leadership Development 3 credits

3 class hours

Prerequisites: BUSA 1105

This course is designed to be an interactive exploration of personal leadership development. Through the introduction of current theories and models, you will increase your understanding of leadership, examine how attitudes about yourself and others influence leadership behavior, and stimulate the development of new skills through demonstration and practice. The course considers leadership topics from three perspectives: the individual, the group, and the society. Readings, discussions, reflections, and experiential activities will examine self-development and understanding, group dynamics, change, ethics, and teamwork.

LEAD 4000 Leadership of Non-Profit Organizations and Social Enterprises 3 credits

3 class hours

Prerequisites: BUSA 1105

This course examines the leadership challenges of creating and sustaining high performing nonprofit organizations. The operating environment for nonprofit organizations is changing as dynamically as that of the for-profit sector. This course enables the student to both examine the applicability of for-profit business approaches to nonprofit organizational challenges as well as to identify entrepreneurial and innovative solutions to these challenges. This course will enable students to expand their knowledge of effective nonprofit management practices and to increase their understanding of the complex environment in which nonprofits operate. Students will become better prepared to achieve social objectives as leaders in business, government or the social sector.

LEAD 4100 Leadership for the Common Good 3 credits

3 class hours

Prerequisites: BUSA 1105

This course aims to inspire, teach and engage students in the theory and practice of public leadership, citizenship and civic engagement in a democratic society - from the local to the national and global. Good public leaders - whether in or outside of government - in a democratic society display certain capacities and virtues, such as being able to articulate and effectively implement an ethical vision. Such leaders facilitate broad-based citizen participation in matters of governance. Good citizens choose and influence good leaders, are informed and able to reason critically about public matters, and are committed to advance the common good. They are able to deliberate with others, whose values they may not share, in order to solve common problems.

LEAD 4500 Special topics 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

LEAD 4510 Independent Study 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

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MATH 0987 Foundations for Quantitative Reasoning 4 credits

4 class hours

A study of the essential mathematical concepts required for success in Math 1001: Quantitative Skills and Reasoning. Topics may include numeracy, proportional reasoning, algebraic reasoning, modeling via functions, and skills for mathematical success. Institutional credit only.

Math 0989 Foundations for College Algebra 4 credits

4 class hours

The purpose of this course is to prepare students for entry into College Algebra (MATH 1111) for the STEM pathway. This course provides detailed review of the fundamental concepts in mathematics including integers, decimals, fractions, exponents, percent, ratios, and proportions. Algebraic expressions, solutions to equations with applications will be covered. Polynomials, factoring, radical and fractional exponents will be discussed in great detail. Institutional credit only.

MATH 0997 Support for Quantitative Reasoning 2 credits

1 class hour

Prerequisite: Entry into MATH 0997 is either by choice or placement. Students must be concurrently enrolled in MATH 1001 Quantitative Skills and Reasoning.

This course provides an introduction to the Algebraic concepts and techniques necessary for MATH 1001. The topics covered include performing basic operations with rational and real numbers, simplifying expressions with exponents, using percentages, understanding graphs, solving linear equations, writing equations of a line, and recognizing functions and their graphs. Institutional credit only.

MATH 0999 Support for College Algebra 2 credits

1 class hour

Prerequisite: Entry into MATH 0999 is either by choice or placement. Students must be concurrently enrolled in MATH 1111 College Algebra.

This course provides an introduction to the Algebraic concepts and techniques necessary for MATH 1111. The topics covered include performing basic operations with rational and real numbers, simplifying expressions, solving linear equations, factoring polynomials, operating with rational and radical expressions and equations. Institutional credit only.

MATH 1001 Quantitative Reasoning 3 credits

3 class hours

Prerequisites: Two years of high school algebra, acceptable CPE or SAT score, or successful completion of MATH 0987. Learning support students are also required to take MATH 00997 as a co-requisite course.

This course emphasizes quantitative reasoning skills needed for informed citizens to understand the world around them. Topics include logic, basic probability, data analysis, and modeling from data.

MATH 1111 College Algebra 3 credits

3 class hours

Prerequisites: Two years of high school algebra, acceptable CPE or SAT Score, or successful completion of MATH 0989. Learning support students are also required to take MATH 0999 as a co-requisite course. This course provides an in-depth study of the properties of algebraic, exponential and logarithmic functions as needed for calculus. Emphasis is on using algebraic and graphical techniques for solving problems involving linear, quadratic, piece-wise defined, rational, polynomial, exponential, and logarithmic functions.

MATH 1112 College Trigonometry 3 credits

3 class hours

Prerequisite: MATH 1111 (with a grade of C or better) or Permission of Department

This course is an in-depth study of the properties of trigonometric functions and their inverses. Topics include circular functions, special angles, solutions of triangles, trigonometric identities and equations, graphs of trigonometric functions, inverse trigonometric functions and their graphs, Law of Sines, Law of Cosines, and vectors.

MATH 1113 Precalculus 4 credits

4 class hours

Prerequisites: Acceptable CPE or SAT score or Permission of Department

This course is an intensive study of the basic functions needed for the study of calculus. Topics include algebraic, functional, and graphical techniques for solving problems with algebraic, exponential, logarithmic, and trigonometric functions and their inverses.

MATH 1120 Survey of Calculus 4 credits

4 class hours

Prerequisite: MATH 1111 or MATH 1113 (with a grade of C or better in at least one) or Permission of Department

Designed primarily for business administration and social science majors, this course includes a review of algebra skills for calculus, problem-solving and mathematical modeling, differential calculus, and integral calculus.

MATH 1121 Calculus I 4 credits

4 class hours

Prerequisite: MATH 1112 or MATH 1113 (with a grade of C or better in at least one) or Permission of Department

This course consists of fundamentals of analytic geometry and introductory calculus including functions and their graphs, limits, continuity, derivatives, differentiation of algebraic and transcendental functions. Derivatives, antiderivatives, differentials, Riemann sums, area between curves, numerical integration, and integration by substitution and applications will also be studied.

MATH 1122 Calculus II 4 credits

4 class hours

Prerequisite: MATH 1121 (with a grade of C or better) or Permission of Department

The course is a continuation of MATH 1121 and includes the definite integral with applications to differential equations, integration of transcendental functions; techniques of integration; solids of revolution; improper integrals; infinite sequences and series; Power series and Taylor polynomials.

MATH 1371 MATLAB Programming 3 credits

3 class hours

Prerequisites: MATH 1111 or MATH 1113 (with a grade of C or better in at least one)

This course is designed to help students develop programming skills through the MATLAB mathematical computing environment. This course is an introduction to design and construction of programs used for scientific applications that require data analysis or that involve images, sound, and other signals. No previous programming experience required.

MATH 2008 Foundations of Numbers and Operations 3 credits

3 class hours

Prerequisite: MATH 1001 or MATH 1111 or MATH 1113

This course is an Area F introductory mathematics course for early childhood education majors. This course will emphasize the understanding and use of the major concepts of numbers and operations. As a general theme, strategies of problem-solving will be discussed in the context of various topics.

MATH 2110 Logic 3 credits

3 class hours

Prerequisite: MATH 1111 or MATH 1113

The major emphasis of the course is deductive reasoning. It includes recognizing arguments, symbolizing and checking the validity of arguments, use of truth tables, modified truth tables, rules of inference,

propositional and predicate logic, fallacies, categorical propositions, categorical syllogisms, symbolic logic, methods of deduction, and set theory. This course may not be used to satisfy degree requirements for students majoring in Mathematics nor for those majoring in secondary education.

MATH 2112 Probability and Statistics 3 credits

3 class hours

Prerequisite: MATH 1001 or MATH 1111 or MATH 1113

Topics covered include introduction to statistics (data, vocabulary, uses and abuses of statistics, sampling, and statistical computing), descriptive statistics (graphical techniques and numerical techniques), probability distributions (discrete and continuous distributions including the normal distribution), z scores and central limit theorem, estimation (point/interval), hypothesis testing (1 sample, 2 sample, ANOVA and correlation/regression). MINITAB, SPSS or Excel software may be used in laboratory.

MATH 2112H: Honors Probability and Statistics 3 credits

3 class hours

Prerequisite: Permission of the Honors Program Director and Completion of MATH 1001, MATH 1111, or MATH 1113

Topics covered include introduction to statistics (data, vocabulary, uses and abuses of statistics, sampling, and statistical computing), descriptive statistics (graphical techniques and numerical techniques), probability distributions (discrete and continuous distributions including the normal distribution), z scores and central limit theorem, estimation (point/interval), hypothesis testing (1 sample, goodness of fit, contingency tables and ANOVA), and Bayes Theorem, Statdisk, MINITAB, SPSS or Excel software may be used in laboratory. This course covered the topics in MATH 2112 in more depth. Note: Students cannot receive credit for both MATH 2112 and MATH 2112H.

MATH 2123 Calculus III 4 credits

4 class hours

Prerequisite: MATH 1122 (with a grade of C or better)

This course studies functions of two or three variables and includes parametric equations and polar coordinates vectors in the plane and space, partial differentiation, double and triple integrals, line integrals, Green's Theorem, Stoke's Theorem, Divergence, Curl and applications.

MATH 2124 Linear Algebra 3 credits

3 class hours

Prerequisite: MATH 1122 (with a grade of C or better) or Permission of Department

An introduction to linear algebra including systems of linear equations, determinants, vector spaces, sub spaces, bases and linear independence, orthogonality, linear transformations, eigenvalues, eigenvectors and applications.

MATH 2403 Differential Equations 4 credits

4 class hours

Prerequisite: MATH 1122 (with a grade of C or better)

This course presents the foundations and theory of ordinary differential equations. Topics include First-order differential equations (linear and nonlinear), linear second order and higher order differential equations, series solutions, systems of differential equations, matrix methods for linear systems, existence and uniqueness theorems, the Laplace transform, and applications.

MATH 3000 Logic and Proof 3 credits

3 class hours

Prerequisites: MATH 1122 (with a grade of C or better)

This course is designed to help students develop skills in reading and understanding elementary mathematical proofs, and in expressing their own mathematical ideas through formal writing. Topics include logical connectives and quantifiers, types of proof, set theory, functions, integers, induction and equivalence relations.

MATH 3010 History of Mathematics 3 credits

3 class hours

Prerequisites: MATH 1122 (with a grade of C or better)

This course studies the historical development of mathematics from its origins to modern times. It examines the influence of different famous mathematicians and historical events on the continuous development of mathematics throughout history.

MATH 3110 Abstract Algebra I 3 credits

3 class hours

Prerequisites: MATH 2124, MATH 3000 (with a grade of C or better in each)

This course studies the definitions and basic properties of groups (with examples), homomorphisms, normal subgroups, quotient groups and direct products. Rings, integral domains, fields, Ideals, quotient rings and polynomials rings will also be studied.

MATH 3250 Discrete Mathematics 3 credits

3 class hours

Prerequisite: MATH 1121 (with a grade of C or better)

This course is a foundational course in Discrete Mathematics intended for students majoring in Mathematics. Topics include proposition and predicate logic, basic set theory, counting techniques, elementary number theory and cryptography, introduction to proofs, mathematical induction and recursion, advance counting techniques, relations, recursion, graph theory, trees, matrix algebra and Boolean algebra.

MATH 3311 Introduction to R Programming 3 credits

3 class hours

Prerequisite: MATH 2112

This course introduces R as a widely used statistical computer language to students. Topics cover practical issues in statistical computing which includes simulating data, reading data into R, producing basic graphics and analyzing data using common statistical methods.

MATH 3360 Modern Geometry 3 credits

3 class hours

Prerequisites: MATH 1122 (with a grade of C or better)

This course studies Euclidean and non-Euclidean systems. An axiomatic approach is used and formal language and proofs in geometry are introduced.

MATH 3500 Independent Studies in Mathematics 3 credits

3 class hours

Prerequisite: Departmental approval

This course will provide the students the opportunity to further their knowledge in a particular subject in mathematics by working independently under the direction of the instructor. Reading, writing, or research in mathematics is expected. This course cannot be taken more than two times.

MATH 3510 Explorations in Geometry and Measurement 3 credits

3 class hours

Prerequisite: Completion of Area F mathematics or permission of the Dean

This is a mathematics course for Early Childhood Education and Middle Grades Education majors. This course will emphasize the understanding and use of fundamental concepts of geometry and methods and materials of instruction. Topics covered may include polygons, angles, geometry in space, constructions, measurement, transformations and tessellations. This course may not be used to satisfy degree requirements for students majoring in Mathematics nor for those majoring in secondary education.

MATH 3520 Algebra and Proportionality 3 credits

3 class hours

Prerequisite: Completion of Area F mathematics or permission of the Dean

This is a mathematics course for Early Childhood Education and Middle Grades Education majors. This course will emphasize the deep understanding and the use of the fundamental concepts of algebra, as well as the methods and materials of instruction. Students will gain a better perspective of how the topics and concepts they will eventually teach fit into the broader mathematical framework. Topics covered may include linear, quadratic, and exponential functions and their graphs; patterns, especially arithmetic and geometric sequences and the Binomial Theorem; solving equations; and ratios and proportions. This course may not be used to satisfy degree requirements for students majoring in Mathematics nor for those majoring in Secondary Education.

MATH 4011 Real Analysis I 3 credits

3 class hours

Prerequisites: MATH 3000, MATH 2124 (with a grade of C or better in each)

This course is designed for students of mathematics and studies the basic elements and theory of the real numbers. Topics include sequences, series, limits of functions, continuity, uniform continuity, metric spaces and differentiation.

MATH 4022 Real Analysis II 3 credits

3 class hours

Prerequisites: MATH 4011 (with a grade of C or better)

This course is a continuation of MATH 4011, Real Analysis I. It includes sequences and series of functions, the Riemann integral, the Fundamental Theorem of Calculus and basic topology.

MATH 4060 Complex Variables 3 credits

3 class Hours

Prerequisites: MATH 1122, MATH 2124, MATH 3000 (with a grade of C or better in each)

This course studies the theory of functions of a complex variable. Complex numbers, analytic functions, Cauchy-Riemann equations, complex integration, Cauchy integral formula, Morera's theorem, Liouville's theorem, Contour integration and residue theory.

MATH 4110 Abstract Algebra II 3 credits

3 class hours

Prerequisites: MATH 3110 (with a grade of C or better)

Development of group theory through Cauchy's Theorem and the Sylow Theorems. Topics in Elementary ring theory, introduction to modules and vector spaces will be addressed. Linear algebra, linear transformations and matrices will also be studied.

MATH 4200 Undergraduate Seminar in Math 2 credits

2 class hours

Prerequisite: Departmental approval.

This course serves as the capstone course for all mathematics and mathematics education majors. Selected topics in pure mathematics or applied mathematics are discussed. Students will provide

written, oral and group presentations and discussions on selected mathematical topics. Students will also learn mathematics Typesetting using available software like Lyx and Latex. Course can be taken no more than twice for up to 4 credits.

MATH 4260 Mathematical Modeling 3 credits

3 class hours

Prerequisite: MATH 2403 (with a grade of C or better)

This course introduces the student to the study and development of mathematical models to describe a wide range of phenomena from the natural and social sciences. Applications may include business, population growth, predator-prey, epidemics and a variety of physical phenomena; may also include student motivated projects and computer simulation of models.

MATH 4311 Probability and Statistics II 3 credits

3 class hours

Prerequisite: MATH 2112, MATH 1122 (with a grade of C or better in each)

Topics include discrete and continuous distributions and density functions, expected values, moment generating functions of probability distributions, multivariate distributions, transformation of random variables and regression analysis.

MATH 4360 Topology 3 credits

3 class hours

Prerequisites: MATH 2124, MATH 3000 (with a grade of C or better in each)

This course develops the important concepts of open and closed sets, topological spaces, bases, sub spaces, continuous functions, homeomorphisms, connected spaces and compact spaces.

MATH 4400 Operations Research 3 credits

3 class hours

Prerequisite: MATH 2124 (with a grade of C or better)

This course examines linear, nonlinear and dynamic programming, deterministic and probabilistic operations research models. The study of the optimization methods will be both analytical and numerical. Appropriate software like Mathematica will be used.

MATH 4450 Number Theory 3 credits

3 class hours

Prerequisite: MATH 3000 (with a grade of C or better)

This course will provide an overview of the standard topics in number theory, including elementary properties of integers including divisibility, unique factorization, congruences, linear congruence equations, Chinese Remainder Theorem, Theorems of Wilson, Fermat, and Euler, Multiplicative functions, Quadratic Residues and the Law of Quadratic Reciprocity, Primitive Roots, and Diophantine Equations. Additional topics, such as RSA Cryptography and Continued Fractions, may be covered at the discretion of the instructor.

MATH 4510 Foundations of Statistics and Probability 3 credits

3 class hours

Prerequisite: Completion of Area F mathematics or permission of the Dean

This course focuses on recognizing, using, and learning about mathematics in the context of real-world situations and problems. This course provides special emphasis for teachers of grades P-8 on the fundamental concepts of probability and statistics with particular attention to specific methods and materials of instruction. This course is intended for teacher education majors only.

MATH 4610 Numerical Analysis 3 credits

3 class hours

Prerequisite: MATH 1122 (with a grade of C or better)

This is a course in analysis of algorithms with practical applications in mathematics and physical sciences. Topics include root approximation, interpolation, polynomial approximation, numerical differentiation and integration, iterative methods for solving linear and nonlinear systems of equations. Numerical explorations will be performed in any appropriate language.

MATH 4900 Topics in Mathematics 3 credits

3 class hours

Prerequisite: Departmental approval

This course will cover a wide range of topics of interest in advance mathematics in the area chosen by the instructor.

MATH 4950 Undergraduate Research in Mathematics 1-3 credit hours

1-3 class hours

This course provides students an opportunity to work independently, or with a small group of fellow students, on a mathematics research project. The research is conducted under the supervision of a student-selected faculty mentor. Students are expected to present their research to the CCGA community.

MGED 3000 Professional Seminar I 0 credit

0 class hours

Prerequisite: Admission to Teacher Education cohort

Corequisite: MGED 3090

Professional Seminars represent three-hour workshops held at the beginning of the semester and monthly throughout the semester. These workshops provide an overview of the semester, the courses to be completed, the connections between courses, the overall course outcomes, dispositional expectations, technology skill development relative to the courses, and connection with the conceptual framework as candidates develop their knowledge, skills, and dispositions. (No credit is awarded until the completion of MGED 4001.)

MGED 3001 Professional Seminar II 0 credit

0 class hours

Prerequisite: Admission to Teacher Education cohort

Corequisite: MGED 3091

Professional Seminars represent three-hour workshops held at the beginning of the semester and monthly throughout the semester. These workshops provide an overview of the semester, the courses to be completed, the connections between courses, the overall course outcomes, dispositional expectations, technology skill development relative to the courses, and connection with the conceptual framework as candidates develop their knowledge, skills, and dispositions. (No credit is awarded until the completion of MGED 4001.)

MGED 3010 Middle Grades Schools and Curriculum 3 credits

3 class hours

Prerequisite: Admission to Teacher Education cohort

This course introduces teacher candidates to middle school theory, the current context of middle level schools, major concepts and principles of middle school curriculum, middle school standards, and strategies for motivating middle school learners.

MGED 3020 Middle Grades Instruction and Assessment 3 credits

3 class hours

Prerequisites: MGED 3010, Admission to Teacher Education cohort

This course provides teacher candidates with best practice research on effective instructional techniques for middle grade learners, application and integration of technology, how to connect instruction to assessment, background regarding informal and formal assessment techniques and instruments appropriate for use in assessing middle grade students, and how to use and interpret data.

MGED 3030 Professional Roles, Ethics, and Collaboration in the Middle School 2 credits

2 class hours

Prerequisite: MGED 3010

This course addresses the professional roles, ethical expectations, and collaborative relationships expected of professional educators at the middle school level. Attention to pertinent school law and current cases are included.

MGED 3040 Language Issues in Today's Middle Schools 2 credits

2 class hours

Prerequisite: MGED 3010

This course examines language development as it relates to middle school students, critical issues for ESOL instruction, and attention to development of critical language skills appropriate for middle school-aged children and their parents.

MGED 3090 Middle Grades Practicum I 1 credit

1 class hour

Prerequisite: Admission to Teacher Education cohort

Corequisite: MGED 3000

This course provides teacher education candidates with directed field experiences in elementary and middle schools (Grades 4-8) with assignments and activities commensurate to their level and course work.

MGED 3091 Middle Grades Practicum II 1 credit

1 class hour

Prerequisite: Admission to Teacher Education cohort

Corequisite: MGED 3001

This course provides teacher education candidates with directed field experiences in elementary and middle schools (Grades 4-8) with assignments and activities commensurate to their level and course work.

MGED 4000 Professional Seminar III 0 credit

0 class hours

Prerequisite: Admission to Teacher Education cohort

Corequisite: MGED 4090

Professional Seminars represent three-hour workshops held at the beginning of the semester and monthly throughout the semester. These workshops provide an overview of the semester, the courses to be completed, the connections between courses, the overall course outcomes, dispositional expectations, technology skill development relative to the courses, and connection with the conceptual framework as candidates develop their knowledge, skills, and dispositions. (No credit is awarded until the completion of MGED 4001.)

MGED 4001 Professional Seminar IV 1 credit

0 class hours

Prerequisite: Admission to Teacher Education cohort,

Corequisite: MGED 4091

Professional Seminars represent three-hour workshops held at the beginning of the semester and monthly throughout the semester. These workshops provide an overview of the semester, the courses to be completed, the connections between courses, the overall course outcomes, dispositional expectations, technology skill development relative to the courses, and connection with the conceptual framework as candidates develop their knowledge, skills, and dispositions.

MGED 4010 Classroom Management in Middle Schools 3 credits

3 class hours

Prerequisite: MGED 3010, MGED 3020, MGED 3030

This course focuses on dealing effectively with middle grade student behavior and management of middle grades classrooms, dealing effectively with emerging adolescent behavior from a psychological basis, and learning to reflect on teacher actions and environmental conditions that often induce behavior that negates engaged learning and productive social interaction.

MGED 4028 Effective Instruction: Math (math concentration only) 2 credits

2 class hours

Prerequisites: MGED 3010, MGED 3020

The purpose of this course is to familiarize teacher candidates with effective methods for teaching mathematics to students in the middle grades. The emphasis is on teaching for mathematical understanding, reasoning, connections, applications, representations, and problem solving in a wide range of mathematical areas, including: numbers and computation; probability and statistics; geometry and measurement; and algebra. Topics include: current recommendations from national and state mathematics commissions and organizations, recent research in middle school mathematics learning and teaching strategies, utilization of teaching aids including the physical models and technology, differentiating activities and resources, developing curricula and evaluation tools at the unit level, serving traditionally underserved populations and other current issues in mathematics education.

MGED 4030 Effective Instruction: Science (science concentration only) 2 credits

2 class hours

Prerequisites: MGED 3010, MGED 3020

This course explores both the teacher's and the learners' role in middle/secondary science classrooms. Teacher candidates will learn how to create positive learning environments that foster inquiry and promote meaningful learning. Numerous aspects of the science classrooms will be discussed including but not limited to: alternative forms of assessing instruction, designing a 5E curriculum, planning inquiry and constructivist based lessons and units, determining and adapting appropriate teaching methods, promoting inquiry, fostering dialogue, meeting district and national science standards, using technology and kinesthetic activities to promote learning, student and teacher preconceptions on the nature of science and the appropriate use of the laboratory.

MGED 4032 Effective Instruction: Social Sciences (social science concentration only) 2 credits

2 class hours

Prerequisites: MGED 3010, MGED 3020

The purpose of this course is to examine the curricula, instructional strategies, and classroom organization for social studies education relevant to grades Four through Nine. Emphasis is placed on the implementation of effective instructional strategies across the social sciences in modern classroom settings.

MGED 4034 Effective Instruction: ELA (English/language arts concentration only) 2 credits

3 class hours

Prerequisites: MGED 3010

Principles of teaching applied to language arts in the secondary schools - Topics include: motivation, organizational of subject matter, lesson/unit planning, assessment and reporting, organization and management of the classroom, and methodology and materials of the secondary schools. Teacher candidates develop an understanding of state and national standards to design developmentally appropriate English/language arts programs to meet the varying abilities and learning styles of young adolescents. This course addresses the following topics: 1) Composing in a variety of modes for a particular audience and purpose, 2) Responding to text by employing personal experiences, 3) Evaluating the content, organization and language of text, and 4) Applying the conventions of Standard English in writing and speaking, 5) General overview of a reading program with emphasis on developmental content, comprehension, skills and strategies, whole language approach, and instructional processes as applied to classroom teaching.

MGED 4090 Middle Grades Practicum III 1 credit

1 class hour

Prerequisite: Admission to Teacher Education cohort

Corequisite: MGED 4000

This course provides teacher education candidates with directed field experiences in elementary and middle schools (Grades 4-8) with assignments and activities commensurate to their level and course work.

MGED 4091 Capstone Internship in the Middle Schools 6 credits

Teaching Hours in the Schools - TBD

Prerequisite: Completion of all professional education coursework

This course provides teacher candidates an opportunity for full-time classroom teaching experience under the direction of an experienced mentor teacher and a college faculty supervisor. Placements must be in the public school setting in grades 4-5 and 6-8.

MGED 4120 Professional Development Seminars 2 credits

2 class hours

Corequisites: MGED 4001, MGED 4091

Candidates are required to participate in a minimum of five Noon Seminars the three semesters prior to their final semester. Noon seminars are coordinated by faculty in collaboration with local public schools. Following the Noon Seminar, candidates complete an on-line module and assessment. Noon Seminar topics include, but are not limited to these areas: children & poverty, teacher as leader, improving followership, making sense of UBD and GPS, ESOL and ESL instructional issues, critical conversational Spanish for a middle school setting, content area reading strategies, and middle school curriculum.

MGMT 3100 Principles of Management 3 credits

3 class hours

Prerequisite: ACCT 2101, BUSA 1105, and either ECON 2105 or ECON 2106 with a grade of C or better

Management functions and processes as applied to organizations and to individuals in organizations. Topics to be covered include strategy, job and organization design, ethics and social responsibility, diversity, global influences, leadership, motivation, human resource management, and organizational change. Emerging managerial issues will be introduced.

MGMT 3110 Management of Organizations and Individuals 3 credits

3 class hours

Prerequisite: MGMT 3100 or PUBM 3000

Management functions and processes as applied to organizations and to individuals in organizations. Topics to be covered include strategy, job and organization design, ethics and social responsibility,

diversity, global influences, leadership, motivation, human resource management, and organizational change. Emerging managerial issues will be introduced.

MGMT 3120 Human Resource Management 3 credits

3 class hours

Prerequisites: PUBM 3000 or MGMT 3100 or permission of instructor

This course introduces students to the fundamentals of strategic human resource management as applicable in nonprofits, private enterprises, and governmental organizations operating in the United States or based in the United States.

MGMT 3140 Fundamentals of Resort Management 3 credits

3 class hours

Prerequisites: HOSP 1106, HOSP2018 or MGMT 3100 and MKTG 3100

This course is designed to explore the management and planning of conferences, conventions, meetings, and special events. Issues relating to the responsibility of a planner are developed. Site selection, negotiations, program design, budgeting, contracts, marketing, and logistics are addressed.

MGMT 3300 Supply Chain Management 3 credits

3 class hours

Prerequisite: MGMT 3100 and MATH 2112 with a grade of C or better

This course examines the key concepts of supply chain management, involving the flows of materials and information among all of the entities that contribute value to a product or service, from raw material sources to end customers. The management of the relationship between a firm and its supply chain partners is emphasized: primarily the suppliers from whom it purchases its inputs and those who assist in the logistics and distribution of the products. The course has an international emphasis to reflect the trend of increasing partnerships with international suppliers, international transportation providers, and distributors in foreign markets.

MGMT 3320 Operations Management 3 credits

3 class hours

Prerequisite: MGMT 3100 and MATH 2112 with a grade of C or better

Examines the fundamentals and application of the principles of management to the planning, control, design, operation, and updating of operational systems both in the manufacturing and service sectors. Examines how organizations achieve quality, timing, cost and capacity objectives. Topics covered include TQM, continuous improvement, statistical process control, six sigma, MRP, JIT, and project management techniques like GANTT and PERT.

MGMT 3350 Business Logistics and Materials Management 3 credits

3 class hours

Prerequisite: MGMT 3100 with a grade of C or better

Concepts, strategies, and practices related to demand management, procurement and manufacturing, inventory, transportation infrastructure and operations, warehousing, packaging, material handling and distribution. Prerequisite: Principles of Operations and Supply Chain Management.

MGMT 3500 Business Law and Ethics 3 credits

3 class hours

Prerequisite: BUSA 1105

This course addresses the legal and ethical implications of an increasingly complex business world. Covers methods for analyzing and applying personal values, recognizing organizational, environmental, and legal forces that influence ethical behavior, and heightening the student's abilities to recognize legal and ethical issues and engage in effective moral debate in a business setting.

MGMT 3600 Hospitality Management 3 credits

3 class hours

Prerequisite: MGMT 3100

The student examines the issues and strategies of the hospitality industry. The concept of service and linkages to the functional areas of marketing, operations and human resources of hospitality businesses will be discussed. Different strategies for planning and implementing effective customer service will be covered including Six Sigma and utilizing Malcolm Baldrige Quality for Excellence criteria in a variety of hospitality settings including hotels, restaurants, foodservice operations, convention/meeting facilities, venues and clubs.

MGMT 4100 Entrepreneurship 3 credits

3 class hours

Prerequisite: Junior Standing and permission of instructor

This is a study of the business formation process. It focuses on characteristics of successful entrepreneurs, creativity, risk taking, and the necessary planning associated with new business ventures. Students will develop an idea for a new business venture, conduct a feasibility analysis, identify resources, and conclude with a comprehensive business plan.

MGMT 4200 Strategic Management (senior standing only) 3 credits

3 class hours

Prerequisite: MGMT 3100, MKT 3100, FINC 3100, MGMT 3320, and MGMT 3500

This is a capstone course designed to integrate knowledge gained in the various functional business areas and to exercise the student's analytical skills in problem identification, strategy formulation, integration, and decision implementation, including international and ethical considerations.

MGMT 4210 Strategic Golf Course Management 3 credits

3 class hours

Prerequisites: MGMT 3140

Golf courses are more than just sculptured areas of land and grass. They are unique assets that include design, real estate investments, lodging, beverage management, tournaments and resort development. This course applies business principles to this unique business asset.

MGMT 4300 Facilities Management 3 credits

3 class hours

Prerequisites: MGMT 3140 or MKTG 3100

Convention centers, sporting venues, shopping malls, and full services resorts are multi-faceted assets that require unique management skills. The course exposes students to the business principles as they apply to the unique arenas.

MGMT 4500 Special Topics 1-3 credit hours

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

MGMT 4510 Independent Study 1-3 credit hours

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

MGMT 4750 Management of Innovation and Technology 3 credits

3 class hours

Prerequisite: MGMT 3100

This course aims to equip students with the knowledge to understand, and the skill to participate in the management of technological innovation at the operational and strategic levels. The course addresses the planning, development, and implementation of technological capabilities to shape and accomplish the strategic and operational objectives of a business organization. Topics of study include disruptive technology, dimensions, life cycle, and diffusion of technology. Technological forecasting and environmental monitoring, role of technology in strategic management, managing change, assessment, justification, and financing new technology, and management of NTBF (new technology-based firms).

MKTG 3100 Principles of Marketing 3 credits

3 class hours

Prerequisite: BUSA 1105, ACCT 2101 and either ECON 2105 or ECON 2106 with a C grade or better

This is an introduction to the basic principles of marketing and the marketing environment with a focus on development of an understanding of ethical planning, implementing, and controlling marketing activities on a local, national, and international scale.

MKTG 3110 Integrated Promotion 3 credits

3 class hours

Prerequisite: MKTG 3100

This course examines all marketing communication tools, including advertising, public relations, sales promotion, and personal selling, and how these tools should be coordinated into an integrated promotion program to effectively communicate with consumers.

MKTG 3130 Event Management 3 credits

3 class hours

Prerequisites: HOSP 1106 and HOSP 2108 or MKTG 3100

This course is designed to explore the management and planning of conferences, conventions, meetings, and special events. Issues relating to the responsibility of a planner are developed. Site selection, negotiations, program design, budgeting, contracts, marketing, and logistics are addressed.

MKTG 4100 Marketing Research and Consumer Behavior 3 credits

3 class hours

Prerequisite: MKTG 3100 and MATH 2112

This is a study of the consumer decision-making process and the factors influencing it. Psychological, sociological, economic, and cultural anthropological factors are examined. Their impact on marketing formulation, both domestic and international, is emphasized. This course will review market research methods of gathering primary and secondary consumer behavior information.

MKTG 4175 Global Marketing 3 credits

3 class hours

Prerequisites: MKTG 3100 and MKTG 3110

This course applies marketing principles to develop and implement successful marketing solutions to complex global marketing opportunities and problems. Political, legal, economic, and cultural considerations inherent in international markets are applied to marketing strategic decisions.

MKTG 4198 Marketing Strategy 3 credits

3 class hours

Prerequisites: MKTG 3100, MKTG 3110, MKTG 4100 and senior standing

This is an integrative course which serves as the capstone to the marketing concentration. The course emphasizes developing and implementing strategic principles to marketing planning. The environment is analyzed to determine threats and opportunities. Based upon consumer research and analysis, marketing strategies are formulated to effectively manage products, services, pricing, distribution, and integrated promotion decisions.

MKTG 4500 Special topics 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

MKTG 4510 Independent Study 1-3 credits

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

MLS 4090 Clinical Practicum-Hematology 4 credits

Acceptance into the MLS program and successful completion of MLS and Biology core

The student will gain practical experience in fundamental hematological and coagulation techniques in the clinical hematology/coagulation section of an affiliated hospital laboratory. Additional practical experience in routine phlebotomy techniques will also be included along with practical experience with specimen collection, processing and accessioning. Experience with equipment maintenance, reporting correlation of results, quality control, proficiency testing, case studies and special procedures may also be included.

MLS 4290 Clinical Practicum-Microbiology 4 credits

Acceptance into the MLS program and successful completion of MLS and Biology core

The student will gain practical experience in the routine isolation and identification of medically significant bacteria, fungi, viruses and parasites using approved methods in the clinical microbiology section of an affiliated hospital laboratory. Additional practical experience with equipment maintenance, reporting and correlating results, quality control and proficiency testing, case studies and special procedures may also be included.

MLS 4390 Clinical Practicum-Immunohematology 4 credits

Acceptance into the MLS program and successful completion of MLS and Biology core

The student will gain practical experience in the current methods of blood group typing, fetal screening, transfusion therapy and serology testing in the immunohematology/immunology-serology section of an affiliated hospital laboratory. Additional experience with equipment maintenance, reporting and correlating results, quality control, proficiency testing, case studies and special procedures may also be included.

MLS 4590 Clinical Practicum-Clinical Chemistry 4 credits

Acceptance into the MLS program and successful completion of MLS and Biology core

The student will gain practical experience in the fundamental techniques used in the routine clinical chemistry/urinalysis and molecular diagnostics section at an affiliated hospital laboratory. Additional experience with equipment maintenance, reporting results, quality control, proficiency testing, case studies and special procedures may also be included.

MLS 4750 Management, Leadership and Education 2 credits

2 class hours

Prerequisites/Co-requisites: Acceptance into the MLS program

This course presents education terminology and instructional methods and evaluation techniques applied in the clinical laboratory workplace along with the overview of the management process and supervisory responsibilities commonplace in the clinical setting. Included are local, state and federal regulations applicable to the clinical laboratory.

MLS 4910 Hematology and Hemostasis 4 credits

3 class hours, 3 laboratory hours

Prerequisites/Co-requisites: BIOL 3410 or BIOL 3111 and acceptance into the MLS program

This is a course involving the study of the formed elements of the blood and the mechanism of coagulation. Emphasis will be placed on morphology and development of the formed elements along with the study of red and white cell disorders including anemia, leukemia, lymphomas and myeloproliferative disorders. Disorders of coagulation will also be discussed along with anticoagulant therapy. The laboratory will emphasize collection and evaluation of blood samples with development of laboratory skills that will aid in diagnosis of hematologic disease and coagulation testing.

MLS 4935 Diagnostic Medical Microbiology II 3 credits

2 class hours, 2 laboratory hours

Prerequisite/Co-requisite: BIOL/MLS 4930, permission of instructor or acceptance into the MLS program

A continuation of Diagnostic Medical Microbiology I to include the theory and practice of techniques used in the isolation, identification and recovery of medically significant Mycobacteria, Spirochetes, Mycoplasma, Chlamydia, fungi, parasites and viruses. Emphasis is also placed on the host/microbe interaction and response. The theory and practice of antimicrobial therapeutic testing, serology and molecular testing of the above mentioned organisms is also included.

MLS 4940 Clinical Chemistry 4 credits

3 class hours, 3 laboratory hours

Prerequisite/Co-requisite: CHEM/BIOL 3100, BIOL 4440, MLS 4970 and acceptance into the MLS program

A study of the carbohydrates, plasma proteins, enzymes, lipids and lipoproteins, electrolytes and blood gases found in the human body. Emphasis is placed on clinical laboratory testing used in the diagnosis of pathological states associated with the above components. Correlation of results with pathological states is also emphasized. Additional topics included are Endocrinology, therapeutic drug monitoring, and tumor markers along with the use of proper glass wear, reagents, safety and test performance relating to procedures, instrumentation, maintenance and quality control.

MLS 4945 Body Fluid Analysis 2 credits

1 class hour, 2 laboratory hours

Prerequisites/Co-requisites: Acceptance into the MLS program

This course provides students with theoretical and practical knowledge in the routine analysis of urine and other body fluids. The laboratory includes microscopy and fundamental techniques used in the

routine analysis of urine and body fluids encountered in the clinical laboratory. Additional experience with equipment maintenance, reporting and correlating results, quality control and proficiency testing, case studies and special procedures are included.

MLS 4950 Immunohematology 4 credits

3 class hours, 3 laboratory hours

Prerequisites/Co-requisites: BIOL 3760 and acceptance into the MLS program.

This course is a study of the immunological aspects of red blood cells and other cells in the context of blood grouping systems and blood donation. Donor selection, specimen collection, blood processing, component preparation, compatibility testing and transfusions are also included. HLA systems, transfusion reactions and data management are incorporated as well.

MLS 4970 Molecular Diagnostics 2 credits

2 class hours

Prerequisites/Co-requisites: CHEM/BIOL 3100, BIOL 4440 and acceptance into the MLS program

A study of the isolation and manipulation of nucleic acids as used for the construction and characterization of recombinant DNA molecules used for the generation of genetic probes or the development of genetically engineered microorganisms. Emphasis is placed on the uses of these tools in medical diagnostics and biotechnology.

MUSI 1090/1091 Concert Choir I & II 1 credit

3 studio hours

Prerequisite: Vocal proficiency

The study and performance of choral literature from traditional, contemporary and diverse cultural sources. Includes on-campus and sometimes off-campus performances.

MUSI 1100 Music Appreciation 3 credits

3 class hours

Prerequisite: None

An introduction to the appreciation of music which relates the development of music to general history and cultural history from the Middle Ages to the present and develops students' ability to listen perceptively. Extensive critical listening to representative works forms a major portion of the course content.

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NURS 1111 Nursing 1 8 credits

5 class hours, 9 laboratory hours

Prerequisite: Admission to the nursing program

Prerequisites and/or Corequisites: BIOL 2111

This course introduces students to knowledge and skills basic to beginning nursing practice. Based on the program philosophy and organizing framework, students begin to provide care to clients using a safe, systematic, caring, holistic approach. Students begin the socialization process into the nursing profession by practicing interpersonal skills with faculty, clients, colleagues and health-care providers. Students will begin to apply critical thinking, ethical, legal, teaching/learning, and pharmacological concepts. These concepts are integrated into classroom and clinical learning activities. The student is introduced to the basic human needs of clients, throughout the life span, with special clinical emphasis on the geriatric client. The student learns to include developmental factors in health assessment and health promotion. The student learns to identify age-related stressors which impact alterations in health. The student learns essential assessment, communication and technical skills in order to provide care to clients with commonly occurring alterations in biopsychosocial health care needs. The student begins

basic practice in the role of provider in acute-care and community-based settings. This is an eight credit hour course, placed in the first semester of the first year of the nursing sequence. Students will have five hours of class and an average of nine hours of laboratory or clinical experiences each week.

NURS 1112 Nursing 2 8 credits
5 class hours, 9 laboratory hours

Prerequisite: NURS 1111

Prerequisites and/or Corequisites: PSYC 2103

This course is designed to focus on the biopsychosocial needs of the child and adult client. Utilizing a safe, systematic, caring, holistic approach, students will provide care for adults and children experiencing physical or mental problems which interfere with the individual's ability to meet human needs. Emphasis is placed on the care and health promotion of clients with commonly occurring physical or mental problems in acute care and community-based settings. Students will practice the nursing roles of teacher, advocate, and team member. The role of provider is emphasized in prevention of illness and maintenance or restoration of physical and mental health. Classroom, clinical, and laboratory activities sensitize students to personal reactions, myths, and social stigma related to physical and mental health issues. Students practice critical thinking skills in these settings and practice therapeutic communication with clients and professional communications with faculty, colleagues, and health-care providers. This is an eight credit hour course in the second semester of the first year of the nursing sequence. Students will have 5 hours of class and an average of 9 hours of laboratory or clinical experiences per week.

NURS 2111 Nursing 3 9 credits
4 Class Hours, 15 laboratory hours

Prerequisite: NURS 1112

Prerequisites and/or Corequisites: BIOL 2215

This course integrates concepts from the child-bearing family and adult and child health. Content will focus on the biopsychosocial needs of clients throughout the life span. Utilizing a safe, systematic, caring, holistic approach, students will provide care for the healthy and at-risk adult, child, and child-bearing woman experiencing physical problems which interfere with the individual's ability to meet human needs. Building on previous concepts, students will learn to care for multiple clients with complex health problems in acute-care and community-based settings. Students will assess physical, psychosocial, and developmental needs of the family while fostering family unity. Students will plan and implement care for clients with needs related to family planning, parenting, and congenital alterations in the newborn. The roles of provider, teacher, manager, and advocate are emphasized as well as the essential competencies identified in the program philosophy. Students will utilize critical thinking skills in classroom learning activities, laboratory and in acute- and community-based clinical settings. This is a nine credit course in the first semester of the second year of the nursing program. Students will have 4 hours of class and an average of 15 hours of laboratory or clinical experiences per week.

NURS 2112 Nursing 4 12 credits
6 class hours, 18 laboratory hours

Prerequisites: NURS 2111 and all core must be completed

This course emphasizes provision of care for adults and children who are unable to meet human needs secondary to multi-system health problems. Utilizing a safe, systematic, caring, holistic approach, students will provide nursing care to clients experiencing physiological crisis. Clinical and college lab activities focus on development and practice of critical care nursing skills within a variety of settings. Students will practice the nursing roles of provider, advocate, teacher, and team member. The role of manager is emphasized. The clinical preceptorship supports transition into professional practice. Students will utilize critical thinking when analyzing data, evaluating outcomes, solving problems, and making decisions in classroom and clinical settings. The course encourages students to explore professional questions, issues, and trends that impact health care, and serves to transition the student

from the academic to the professional setting through evaluation of health care system responses to trends, as well as legal, bio-ethical, economic, and professional issues. This is a twelve-credit course in the second semester of the second year of the nursing program. Students will have 6 hours of class and an average of 18 hours of laboratory or clinical experiences per week.

NURS 3100 Theoretical Foundations of Professional Nursing 3 credits

3 class hours

Prerequisites: Core Courses and Acceptance into Nursing

Corequisites: NURS 3102, NURS 3104, NURS 3106 or permission of instructor

This course provides the foundation for the theory and practice of professional nursing. Professional standards, the code of ethics and legal issues are discussed as it relates to the nurse's role in the health care setting. An emphasis is placed on the ability of the nurse to think critically and examine issues in nursing. The role of the nurse in the health care systems is discussed with an emphasis on role socialization and implementation of nursing practice.

NURS 3101 Theoretical Perspectives in Nursing Transition 3 credits

3 class hours

Prerequisite: Core Area A-F Requirements and admission into RN-BSN program, Current Georgia RN License

This web based course, Theoretical Perspectives in Nursing Transitions, is designed to allow a practicing RN to examine the structures of nursing practice. The course will review nursing theory, issues, evidence based practices, complementary or alternative approaches, current health promotions and communicating through a web based learning platform.

NURS 3102 Health Assessment and Promotion 4 credits

3 class hours, 3 laboratory hours

Prerequisites: Area A-F Requirements and Acceptance into Nursing Program

Corequisites: NURS 3100, NURS 3104, NURS 3106 or permission of instructor

This course focuses on health history and physical examination skills, as well as health promotion, restoration, and maintenance activities related to caring for diverse clients. Emphasis is on the cognitive, affective and psychomotor skills necessary to perform a complete head-to-toe physical examination. It also includes clinical variations, developmental tasks, and health promotion, restoration, and maintenance activities related to the infant, child, and older adult, as well as significant cultural variations. Application of clinical assessment and clinical judgment is assessed in the laboratory setting.

NURS 3104 Pathophysiologic Concepts of Nursing Practice 4 credits

4 class hours

Prerequisites: BIO 2110, BIOL 2111, BIO 2115;

Corequisites: NURS 3100, NURS 3102, NURS 3106, or permission of instructor.

This course is designed to introduce the student to pathophysiologic concepts related to altered biological processes affecting individuals across the lifespan. It provides an overview of the pathophysiology of selected conditions focusing on the etiology, pathogenesis, physiological changes, and clinical manifestations of health problems. Focus will be on the application of the basic concepts to body systems, disease processes and nursing practice. Pathophysiology builds on previous principles from anatomy, physiology, and chemistry. Emphasis is upon the physiological changes that contribute to disease processes, the body's compensation for these changes and the application of this knowledge.

NURS 3106 Fundamentals of Nursing 4 credits

3 class hours, 3 clinical/laboratory hours

Prerequisites: Completion of Core Courses (Area A-F)

Co-requisites: NURS 3100, NURS 3102, NURS 3104 or permission of instructor.

This course provides the foundation for clinical practice, recognizing the individual needs of adult patients and the importance of continuity of care. Nursing process is the framework utilized to meet the patient's health care needs. Cultural and ethnic factors impacting health care beliefs and practices will be explored. The clinical care will focus on basic skills, health assessment and professional communication.

NURS 3107 Pathophysiologic Applications to Nursing Practice 4 credits

4 class hours

Prerequisites: Current Licensure as a Georgia Registered Nurse, BIOL 2110, BIOL 2111, BIOL 2115 AND/OR admission to the BSN program or permission of the instructor.

Pathophysiologic concepts are explored using a body systems approach. Theories relating etiology, pathogenesis, clinical manifestations, and pharmacology are used to study common disease processes as they relate to current clinical nursing practice. Concepts from anatomy and physiology, microbiology and pathophysiology provide a foundation for exploring human dysfunction.

NURS 3205 Gerontology and Healthy Aging 3 credits

3 class hours

Prerequisites: NURS 3100, NURS 3102, NURS 3104, NURS 3106 or permission of instructor

Corequisites: NURS 3207, NURS 3208, NURS 3209 or permission of instructor.

This course will focus on health, wellness, and aging reflecting the most current information on evidence-based gerontological nursing. Theories of aging related to physiological, psychological, spiritual, developmental, and sociocultural changes experienced in an aging population will be examined. The impact of the economics and delivery of health care and health policies are examined from a national and global perspective.

NURS 3207 Pharmacological Nursing Concepts 3 credits

3 class hours

Prerequisites: NURS 3100, NURS 3102, NURS 3104, NURS 3106 or permission of instructor

Corequisites: NURS 3205, NURS 3208, NURS 3209 or permission of instructor

This course is focused on a systematic approach to nursing responsibilities related to administration of broad classifications of drugs. The integration of pharmacokinetics and patient care are applied to clinical settings. There will be a systematic review of drug classes and their relationship to the disease process. Medication administration and calculation is an integral part of this course.

NURS 3208 Mental Health Nursing 5 credits

3 class hours, 6 clinical/laboratory hours

Prerequisites: NURS 3100, NURS 3102, NURS 3104, NURS 3106

Corequisites: NURS 3205, NURS 3207, NURS 3209 or permission of instructor.

This course focuses on psychosocial aspects of care applied to adults, children, family and aging. Promotion of mental health and the impacts of mental disorders on adults, children, family, and the community are presented. Particular focus is on the therapeutic communication and nursing's role in fostering mental health with individuals and in the community by involvement in service-learning. Nursing care for persons with mental and substance abuse disorders is studied and practiced in community mental health settings.

NURS 3209 Medical-Surgical Nursing I 5 credits

3 class hours, 6 clinical/laboratory hours

Prerequisites: NURS 3100, NURS 3102, NURS 3104, NURS 3106

Corequisite: NURS 3205, NURS 3207, NURS 3208 or permission of instructor.

This course addresses concepts related to physiological and psychological changes experienced by the adult with an alteration in health. Advancing from the knowledge developed in prior courses, such as

pathophysiology, health assessment & fundamental nursing guides the increased use of critical thinking and application of nursing process. Clinical care of the adult client in the hospital setting focuses on secondary care and tertiary care. Skills advance toward medication administration, holistic approach to planning care, and projection of long-term care needs with initial consideration of prioritization of care. Concepts forming the basis for nursing care of these clients include chronic disorders of oxygen, fluid alternations, metabolic changes and neurological disorders.

NURS 4104 Medical-Surgical Nursing II 6 credits

3 class hours, 9 clinical/laboratory hours

Prerequisites: NURS 3207, NURS 3209, NURS 3205, NURS 3208

Corequisites: NURS 4105, NURS 4106 or permission of instructor.

This course addresses concepts related to physiological and psychological changes experienced by the adult with an alteration in health. Advancing from the knowledge developed in prior courses, such as pharmacology & medical-surgical nursing I enhances critical thinking and application of nursing process. Clinical care of the adult client in the hospital setting focuses on all levels of care with an emphasis on acute medical situations. Skills advance toward complex medication administration, prioritization of multiple patient care, and projections of staffing and patient needs with consideration of acuity levels of care.

NURS 4105 Nursing Care of Women and Infants 4 credits

2 class hours; 6 lab/clinical hours

Prerequisite: NURS 3105, NURS 3107, NURS 3208, NURS 3209

Corequisite: NURS 4105, NURS 4106 or permission of instructor.

This course focuses on the provision of nursing care to women across the lifespan and the childbearing family. Women's health focuses on the physical and psychosocial needs of women throughout their life. A developmental framework for understanding the life cycle, physiological and psychological changes provides the foundation for care giving. An emphasis is on the normal reproductive phases of the life cycle, including prenatal, childbirth, postpartum and newborn care. The concepts of communication, pharmacology, nutrition and education are integrated throughout the course. Students will utilize the nursing process when planning care for women and childbearing families who may vary in age, ethnicity, and cultural backgrounds. Clinical experiences focus on care of women and childbearing families in a variety of settings.

NURS 4106 Nursing Care of Children 4 credits

2 class hours; 6 clinical/laboratory hours

Prerequisites: NURS 3205, NURS 3207, NURS 3208, NURS 3209

Corequisites: NURS 4104, NURS 4105 or permission of instructor.

This course is designed to focus on children as unique individuals with different capacities and vulnerabilities according to developmental level and health status. Children's responses in health and illness situations are examined within the context of their environment with an emphasis on the family. Nursing interventions that promote, maintain, or restore health and optimal functioning are explored in relation to children and their families. Clinical experiences focus on nursing care of children and families in health care and community settings.

NURS 4204 Research and Evidenced Based Nursing Practice 3 credits

3 class hours

Prerequisites: NURS 4104, NURS 4105, NURS 4106

Corequisites: NURS 4205, NURS 4206, NURS 4107 or permission of instructor.

This course presents an overview of basic nursing research concepts and examines the steps in the research process. The student will acquire the basic skills and knowledge needed to become a consumer

of nursing research. Emphasis is on the review and critique of published research and the utilization of research findings in evidence-based nursing practice.

NURS 4205 Community Focused Nursing 4 credits

2 class hours; 6 clinical/laboratory hours

Prerequisites: NURS 4104, NURS 4105, NURS 4106

Corequisites: NURS 4204, NURS 4206, NURS 4107 or permission of instructor.

Concepts of community oriented nursing and community based nursing will be explored. Public health policy from local to international levels along with surveillance, epidemiological methods, community assessment and techniques used to restore and maintain the health care of diverse populations and strategies for promoting wellness are included. Clinical experiences will expose students to a variety of community health environments, health programs and policies and their impact on care.

NURS 4206 Nursing Leadership and Management 2 credits

2 class hours

Prerequisites: NURS 4104, NURS 4105, NURS 4106

Corequisites: NURS 4204, NURS 4205, NURS 4207 or permission of instructor.

Selected principles of leadership and management as they relate to health care delivery and to specific nursing service roles in which nurses function. Includes content on leadership roles, management theories, components of effective management, organization dynamics, political and economic context of health care and career development strategies.

NURS 4207 Transitional Nursing Practicum 6 credits

2 seminar hours; 12 clinical hours

Prerequisites: NURS 4104, NURS 4105, NURS 4106

Prerequisites or Corequisites: NURS 4204, NURS 4205, NURS 4206 or permission of instructor.

Transitional nursing practicum is the capstone experience for the nursing student. As a final course of their nursing education, the intent of this experience is to apply the accumulation of their nursing knowledge in the clinical setting using leadership, professionalism, and skillful nursing knowledge to provide care for the patient. With the assistance of experienced, professional nurses as a preceptor, the student nurse will practice prioritization, delegation, and management skills as they prepare for their transition from student to practicing baccalaureate nurse.

NURS 4208 Capstone Experience in Professional Nursing 4 credits

2 project hours; 6 clinical hours

Prerequisites: All nursing courses

Prerequisites or Corequisites: NURS 4206 Nursing Leadership & Management

The Capstone Experience in Professional Nursing is the final experience for the nursing student transitioning from an associate degree to a baccalaureate degree. It is the intent of this experience to apply the accumulation of their nursing knowledge clinically in a student-selected setting. The student will be expected to complete a project for the agency/facility where the clinical occurs. This is a hybrid course using the web based learning platform and clinical experience.

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PHED 1110 Weight Training 2 credits

1 class hour, 2 laboratory hours

The student will be introduced to the principles of weight training in order to be able to develop muscular strength and/or endurance in all of the major muscle groups of the body. Fitness concepts and functions of muscles will be covered as well as the mechanics of performance for exercises which work

the muscle groups. Students will participate in a prescribed program for the first half of the semester. The second half of the semester the student will participate in a personalized program designed by the student to work all of the major muscle groups.

PHED 1120 Aerobic Conditioning 2 credits

1 class hour, 2 laboratory hours

The student will participate in aerobic dance, step aerobics and other forms of aerobic conditioning exercise in order to improve the cardiorespiratory system (aerobic capacity). The class will also include muscular conditioning exercises to exercise muscle groups which are used only minimally during the aerobic workout, such as the abdominal muscles. All major muscle groups and their functions will be covered and the student will understand and be able to demonstrate which exercises work which muscle groups.

PHED 1140 Fitness Walking and Jogging 2 credits

1 class hour, 2 laboratory hours

The student will participate in an exercise program designed to improve cardiorespiratory endurance (aerobic capacity). Basic fitness concepts and other related health and fitness material will be covered in the classroom. The student will be introduced to the basic principles and mechanics for participation in fitness walking and jogging and will participate in each form of exercise for a prescribed amount of time and then choose (under the guidance of the instructor) which form of exercise in which to participate for the remainder of the semester.

PHED 1150 Body Conditioning 2 credits

1 class hour, 2 laboratory hours

The student will learn the fundamental principles underlying physical activity and how to put these principles into practice by participating in an organized, total body, fitness program. Each student will design a personal fitness program to meet his/her individual needs. Other health and related fitness concepts will also be covered.

PHED 1160 Interval Aerobics 2 credits

1 class hour, 2 laboratory hours

Students will be introduced to the principles of interval aerobics. Intervals alternate brief periods of high-intensity recovery work with low intensity recovery periods, involving both the aerobic and anaerobic systems. This course utilizes single body station weight machines and aerobic activity stations in alternating succession as well as activities including cycle, gliding, circuit training, and trekking (treadmill intervals). This class is for everyone, at any age, at every level of fitness. Students will strive to improve their level of fitness and performance. There will be an additional fee for this course, payable when tuition is paid. This additional fee will be paid to a local gym for the cost of their facility usage and equipment.

PHED 1210 Golf 1 credit

2 laboratory hours

The student will be introduced to the basics of golf including the grip, stance, swing, putting, chipping, terminology, scoring and etiquette. Students will progress to being able to play a round of golf. The course will be conducted at the Coastal Pines Golf Center and a fee will be charged. Golf balls and clubs will be provided or students may use their own clubs.

PHED 1221 Bowling 1 credit

2 laboratory hours

The fundamentals of bowling (grip, stance, approach, release, scoring, and etiquette) will be covered and students will practice these skills in order to attain sufficient skill with which to participate in

bowling as a recreational activity. Students will use these skills in game situations throughout the semester and participate in a class bowling tournament during the last two weeks of the semester. The class will be held at the Strike Zone and there will be a fee required to be paid to the Strike Zone which will include all games, shoes and ball use.

PHED 1231 Volleyball 1 credit

2 laboratory hours

The student will be introduced to the fundamentals of volleyball including different serves, set, dig, spike, terminology, rules, scoring and court etiquette. The class will emphasize skill development through the use of drills designed to develop skill and the use of skills in game situations. Sufficient skill will be developed in order that the student will be able to participate successfully in volleyball as a recreational activity. Students will primarily participate in the six-person team volleyball but will also be introduced to two and three-person team play.

PHED 1242 Badminton 1 credit

2 laboratory hours

The fundamentals of badminton (grip, serve, clears, drop, smash, rules, scoring and etiquette) will be covered. Students will practice the skills of badminton through drills and game situations in order to attain sufficient skill with which to participate in badminton as a recreational activity.

PHED 1250 Tennis 1 credit

2 laboratory hours

The student will be introduced to the basic skills of tennis (grip, stance, serve, forehand, backhand, volley, half volley, lob, and overhead) as well as rules, scoring, strategy and etiquette of the game. Students will practice skills during various drills and will use the skills in game situations of singles and doubles.

PHED 1430 Outdoor Challenges 1 credit

0.5 class hour, 1 laboratory hour

Students will participate in various challenges, cooperative games, and other forms of adventure programming in an outdoor setting, which will include both low and high Ropes Course elements. This course develops leadership skills, stimulates group interaction and team building, and improves self-reliance and problem solving skills. The class will meet a total of four (4) days and 100% attendance is required. It will meet one Friday at a Brunswick CCGA classroom, and then the student will meet the following weekend at Epworth's Ropes Course on St. Simons Island. There will be an additional fee for this course, payable when tuition is paid. This additional fee will be paid to Epworth by the Sea's Ropes Course for usage of their facility and equipment.

PHED 1440 Camping and Hiking 1 credit

2 laboratory hours

Students will learn fundamental elements of recreational camping and hiking. The first class will be one afternoon, on the CCGA Brunswick campus to cover basic materials needed for camping and hiking, selected camping skills and planning for the overnight camping trip. The remainder of the class will be conducted at a public campground within four hours or less driving time from campus. At the campground more concepts will be covered and participated in. On the second day of the campout, camping skills will be tested and a written test will also be given. There will be an additional fee for this course payable when tuition is paid. This additional fee will be used to cover the cost of meals and campsite fees.

PHED 1450 Snow Skiing/Boarding I 2 credits

1 class hour, 2 laboratory hours

Students will develop basic skills of snow skiing or snowboarding as well as concepts related to safety, conditioning, etiquette, clothing, equipment, etc. The course will include two (2) (MANDATORY) orientation sessions on the Brunswick campus prior to the trip to a specified ski facility for the remainder of the class sessions. There will be an additional fee for this course, payable when tuition is paid. The additional fee will cover textbook, group lessons, equipment, lift tickets and lodging.

PHED 1455 Snow Skiing/Boarding II 2 credits

1 class hour, 2 laboratory hours

Prerequisite: PHED 1450

Students will develop an intermediate level of Snow Skiing and Snow Boarding skills. Those students already skilled in the basics of snow skiing/boarding will be allowed to further their skill and increase their level of expertise. The course will include two (2) MANDATORY orientation sessions on the Brunswick campus prior to the trip and to a specified ski facility for the remainder of the class sessions. There will be an additional fee for the course, payable when tuition is paid. This additional fee will cover textbook, group lessons, equipment, lift tickets and lodging.

PHED 1460 Martial Arts 2 credits

1 class hour, 2 laboratory hours

Students will participate in Shotokan Karate. The three components of karate practice will be covered: 1) *kihon* (blocks, punches, kicks and stances), 2) *kata* (pre-arranged movements simulating combat situations) and 3) sparring *kumite* with an opponent. Training will concentrate on both the physical and mental aspects of martial arts practice. Skill and written tests will be given at the end of the semester. Students will be required to purchase a uniform (*gi*) for this course during the first week of the semester.

PHED 1610 Dance-Social/Country-Western/ Line 2 credits

1 class hour, 2 laboratory hours

The Social/Line Dance class provides a fun and dynamic learning environment for anyone to come express themselves through various kinds of partner and line dancing. There will be a blend of the disciplines of dance, as well as, a brief glimpse into the history of dance. Students will learn how to dance in a social environment in order to participate in dance as a recreational activity. They will be introduced to basic line dances and will learn to use and sequence basic steps into various dance situations, and learn the process of linking the steps together to form the dance. Students will become proficient in basic social dance styles including, but not limited to, Waltz, Fox-Trot, Cha-Cha and others.

PHED 1620 Dance-Latin Rhythms 2 credits

1 class hour, 2 laboratory hours

The Dance-Latin Rhythms class provides a fun and dynamic learning environment for anyone to come express themselves through various kinds of Latin rhythm dancing. Compared to typical ballroom dances, Latin dances are generally faster-paced, and more rhythmic in expression. Dance music may be Latin American music or contemporary popular music. There will be a blend of the disciplines of dance as well as a brief glimpse into the history of dance. Students will learn how to dance in a social environment in order to participate in dance as a recreational activity. Students will become proficient in basic social dance styles including, but not limited to, Salsa, Rumba, Merengue, Cha Cha, and Cumbia. In addition to these popular dance styles, students will also experience *Zumba*, a popular fitness program inspired by Latin dance. The word *Zumba* comes from a Colombian word that means to move fast and have fun. Using upbeat Latin music together with cardiovascular exercise, Zumba is aerobic dancing that is lots of fun and easy to learn.

PHED 1710 Individual Physical Education I 1 credit

2 laboratory hours

Prerequisite: Permission of Instructor

This course is designed for the student who cannot fulfill the physical education graduation requirements in any other physical education class because of a physical or medical disability. An individual program is designed to fit the students' needs and to give maximum flexibility and benefits. An emphasis is placed on being a physically educated person.

PHED 1720 Individual Physical Education II 1 credit

2 laboratory hours

Prerequisite: Successful completion of PHED 1710 and Permission of Instructor

This course is the second session designed for the student who cannot fulfill the physical education graduation requirements in any other physical education class because of a physical or medical disability. The student will research his/her physical disability and will continue to implement an individual fitness program to meet his/her needs. The student will also receive information on sound nutrition and how to implement a food diary designed to track and enhance their food choices. Emphasis will be placed on wellness so that the student can continue to enhance their fitness knowledge.

PHED 1721 Intercollegiate Athletics I 1 credit

2 laboratory hours

Full-time students who are participating in their first year of the College of Coastal Georgia intercollegiate program may register for this course and receive one hour of physical education credit.

PHED 1722 Intercollegiate Athletics II 1 credit

2 laboratory hours

Full-time students who are participating in their second year of the College of Coastal Georgia intercollegiate program may register for PHED 1722 and receive one hour of physical education credit.

PHED 1800 Introduction to Yoga 2 credits

1 class hour, 2 laboratory hours

This is an activity course that provides an introduction to the general history, basic training principals, and various styles and forms of Yoga. The class focuses on safely stretching your muscles by increasing the range of motion around the joints. Basic poses, called asanas, will be performed and tested. Breathing techniques will be explored with the purpose of decreasing the student's tension, and thereby improving relaxation. The goal of the course is to provide health benefits such as increased flexibility, strength, and balance.

PHED 2011 Health and Physical Education Practicum I 1 credit

0.5 class hour, 1 laboratory hour

Prerequisite: Permission of the instructor

Any student majoring in Health and Physical Education must enroll in PHED 2011 as part of the Area F requirement for additional field experience in health and physical education. Students will participate and assist in public school based physical education classes, college physical education classes, or health and fitness centers or medically based health and fitness programs.

PHED 2012 Recreation Practicum 1 credit

0.5 class hour, 1 laboratory hour

Prerequisite: Permission of the instructor

This course is based on field experience for students majoring in recreation. Students will participate and assist in a public recreation program through the city, county, Boys and Girls Club, YWCA, or other public agencies.

PHED 3310 Physical Activity and Health in the Early Childhood Curriculum 2 credits

2 class hours

Prerequisites: ECED 3310, SPED 3110

This course is designed to assist Early Childhood/Special Education teacher candidates to integrate effectively physical education and health knowledge and skills in the classroom.

PHIL 2010 Introduction to Philosophy 3 credits

3 class hours

Prerequisites: None

This course is an introduction to the fundamentals of philosophy, its meaning and functions, its vocabulary and problems. It offers students an opportunity to become more aware of themselves and the world around them.

PHIL 2020 Critical Thinking and Reasoning 3 credits

3 Class hours

Prerequisites: None

This course offers an introduction to the principles of reasoning which includes both formal and informal logics. Under the rubric of informal logic students will learn to recognize arguments in ordinary language; they will also be introduced to common informal fallacies and methods for avoiding them. In formal Logic students will be introduced to methods of deduction in propositional and predicate logics. The course may also include an introduction to inductive arguments.

PHIL 2030 Introduction to Ethics 3 credits

3 class hours

Prerequisites: None

This course is an introduction to the principles and problems of ethics in relation to a variety of contemporary issues. The course will engage students in critical thinking about the major philosophical positions concerning right and wrong, moral values, and moral responsibility.

PHIL 3600 Special Topics in Philosophy 3 credits

3 class hours

Prerequisites: PHIL 2010 with a grade of C or better or permission of the instructor

This study of a selected topic in philosophy may examine aspects of classical or traditional philosophy in detail, such as the history of women in philosophy, non-western philosophies, or topics of current (or discipline-specific) interest, such as issues in contemporary ethics, e.g., the rights of marginalized groups, issues of business or scientific ethics, or other topics of interest.

PHIL 4080 American Philosophy 3 credits

3 class hours

Prerequisite: Phil: 2010

The most important philosophical works and ideas that form the basis for the American Intellectual experience are examined. Study will include the works of Jefferson, Franklin, Pierce, James, Dewey and King.

PHIL 4115 The American Paradigm 3 credits

3 class hours

Prerequisites: Phil 2010

This course focuses on the works of Plato and Aristotle as they form the paradigms for Western thought, particularly the influence on the American Experience.

PHIL 4220 Environmental Ethics 3 credits

3 class hours

Prerequisites: PHIL 2030

This course covers major topics in environmental ethics from the 1970's to the present ranging from questions of animal rights and welfare to ecofeminism and deep ecology.

PHSC 3000 Principles of Physical Science 3 credits

2 class hours, 2 laboratory hours

Prerequisite: Completion of Area A mathematics requirement and both Area D science requirements with a grade of C or better.

PHYS 1011 or 1111 and CHEM 1100, 1151 or 1211 are strongly recommended.

This course reinforces the basic concepts of the fundamental behavior of matter and energy. It provides greater depth on topics such as motion, heat, sound, electricity, light, periodic properties, chemical and nuclear reactions, solutions and organic chemistry. The laboratory exercises supplement the lecture material.

PHYS 1011 Survey of Physics 5 credits

4 class hours, 2 laboratory hours

Prerequisite: MATH 1111 with a grade of C or better

This course covers some basic concepts and applications of physics. Topics to be covered include mechanics, heat, electricity, light, and sound. Laboratory exercises supplement the lecture material.

Note: this course could also be used by Associate of Science or Associate of Art non-science majors (only) to partially satisfy their Area D science requirements. This course cannot be substituted for PHYS 1111, PHYS 1112, PHYS 2211, or PHYS 2212.

PHYS 1111 Introductory Physics I 4 credits

3 class hours, 2 laboratory hours

Prerequisites: MATH 1111 and MATH 1112 or MATH 1113 with a grade of C or better

An introductory course which will include mechanics (kinematics, dynamics, work and energy, momentum and collisions, and rotational motion and statics), and may also include thermodynamics and waves. Elementary algebra and trigonometry will be used. Laboratory exercises supplement the lecture material. (Note: A student may not receive credit for both PHYS 1111 & PHYS 2211)

PHYS 1112 Introductory Physics II 4 credits

3 class hours, 2 laboratory hours

Prerequisite: PHYS 1111 with a grade of C or better

An introductory course which will include material from electromagnetism, optics, and modern physics. Elementary algebra and trigonometry will be used.

PHYS 2211 Principles of Physics I 4 credits

3 class hours, 3 laboratory hours

Prerequisite: MATH 1121 with a grade of C or better

An introductory course which will include mechanics (kinematics, dynamics, work and energy, momentum and collisions, and rotational motion and statics), and may also include thermodynamics and waves. Elementary calculus will be used.

PHYS 2212 Principles of Physics II 4 credits

3 class hours, 3 laboratory hours

Prerequisites: PHYS 2211 and MATH 1122 with a grade of C or better

An introductory course which will include material from electromagnetism, optics, and modern physics. Elementary differential and integral calculus will be used.

PLAD 2000 Prior Learning Assessment 3 Credits

3 class hours

Prerequisites: None

Techniques for the development of documentation for prior learning experiences based on standards and criteria established by academic and subject matter professionals. Students prepare and submit documentation, which provides a clear description of competencies and learning obtained.

POLS 1101 American Government 3 credits

3 class hours

Prerequisite: None

An introductory course in American government covering the organization, functions, and processes of federal, state, and local governments, with emphasis on the federal. This course satisfies the Georgia requirement for proficiency in studies of the United States and Georgia Constitutions.

POLS 2302 Introduction to International Relations 3 credits

3 class hours

Prerequisite: POLS 1101

Introduction to International Relations examines the interaction of nation-states in the world system. The course will focus on three areas: the conduct of International Relations, issues in International Relations, and theoretical approaches to International Relations.

POLS 1101H Honors American Government 3 credits

3 class hours

Prerequisite: Permission of the Honors Program Director

An introductory course in American government covering the organization, functions, and processes of federal, state, and local governments, with emphasis on the federal. This course satisfies the Georgia requirement for proficiency in studies of the United States and Georgia Constitutions. Honors courses offer more robust coverage of the same content areas delivered through the traditional course format.

POLS 3201 Constitutional Law and the Federal System 3 credits

3 class hours

Prerequisite: POLS 1101

Study of the U.S. Supreme Court opinions on the Constitution. Emphasis on powers of the national government, judicial review, federalism, commerce power, separation of powers, power to tax and spend.

POLS 3202 Constitutional Civil Liberties 3 credits

3 class hours

Prerequisite: POLS 1101

Study of the U.S. Supreme Court opinions on the Constitution. Emphasis on individual rights, nationalization, the Bill of Rights, substantive and procedural due process, freedom of expression, association, religion, privacy and equal protection.

POLS 4415 Civil Liberties 3 credits

3 class hours

Prerequisites: POLS 1101

An intensive study of the rights of Americans as guaranteed by the Constitution. The changing character of civil liberties problems in the United States will be stressed with attention given to the legal, historical and political context of the cases studied.

POLS 4427 American Political Thought 3 credits

3 class hours

Prerequisite: POLS 1101

This course explores the diverse spectrum of American political thinking from the prerevolutionary period to the present. Beginning with colonial discourse, this comprehensive review captures the depth and distinctiveness of American thought as expressed by and through the writings and actions of philosophers, politicians, radicals, and revolutionaries.

PSYC 1101 Introduction to Psychology 3 credits

3 class hours

Prerequisite: None

This course is an introduction to the basic concepts and theories related to contemporary psychology. It introduces the application of the scientific method in the study of human behavior and examines how biological, psychological and social factors affect behavior. Major units of study include history, research methods, biological bases of behavior, learning, motivation, personality, stress, consciousness, and psychopathology.

PSYC 2103 Introduction to Human Development 3 credits

3 class hours

Prerequisite: PSYC 1101

This course is an introduction to the dynamics of human development across the life span. Emphasis is placed on physical, cognitive, social, and emotional development, and their respective theories and applications.

PSYC 2104 Introduction to Abnormal Psychology 3 credits

3 class hours

Prerequisite: PSYC 1101

This course is an introduction to maladaptive behaviors and psychological disorders as classified by the Diagnostic and Statistical Manual of Mental Disorders (current edition). Students will be introduced to historical and clinical perspectives, symptoms, etiology, and treatment through the application of psychological theory and research findings. Biological, psychosocial, and socio-cultural influences will be examined.

PSYC 2105 Introduction to Psychology of Adjustment 3 credits

3 class hours

Prerequisite: PSYC 1101

An examination of applied psychological theory and research as related to self-exploration, enhancement of mental health and well-being, and prevention of behavioral and mental disorders. Topics will include values development, conflict resolution, lifestyle management, anxiety and stress.

PSYC 3000 Research Methods and Statistics 4 credits

3 class hours, 2 laboratory hours

Prerequisites: PSYC 1101 and MATH 2112, with a grade of C or better

The course is designed as an introduction to behavioral science methods and statistics used in psychological research. The course and laboratory introduce the principles and methodologies involved in conducting, analyzing, and evaluating psychological research. This course and laboratory will emphasize describing and collecting data, descriptive statistics, inferential statistics, and writing APA-style research reports and presenting findings.

PSYC 3001 Research Methods for Human Services 3 credits

Prerequisite: PSYC 1001

This course introduces quantitative social science research methods with an emphasis on methods necessary for human service research and evaluation. This course enables students to become informed producers and consumers of research products in the human service areas. It also develops skills in designing research projects with a particular emphasis on survey research.

PSYC 3010 Adolescent Psychology 3 credits

3 class hours

Prerequisite: PSYC 2103 or EDUC 2130

This course is an introduction to behavior and development from early adolescence to adulthood, which will focus on the empirical study of biological, psychological, cognitive, emotional, personality, and social development that occur during adolescence. Topics addressed include: physical development, sexual maturation, social cognitions, identity development, peer relationships, family, socio-cultural context, adjustment and links between adolescent development and educational practice.

PSYC 3020 Infant and Child Psychology 3 credits

3 class hours

Prerequisite: PSYC 2103

This focus of this course is on theories and research concerning the psychology of infant and child development. Textbook and journal articles as well as online resources will be presented, researched, and discussed. Students will encounter materials to increase critical thinking on topics such as cross-cultural parenting and the role of new media in student's lives along with the learning of innovative presentation styles.

PSYC 3050 Psychology of Adults and Aging 3 credits

3 class hours

Prerequisite: PSYC 2103

A study of physical, emotional, cognitive, behavioral, and psychosocial changes occurring from young adulthood to old age. Focus is placed on topics such as preventive health measures, relationships, work and retirement, and death and dying issues.

PSYC 3200 Foundations of Brain and Behavior 3 credits

3 class hours

Prerequisite: PSYC 2103

This course is designed to provide a foundation for understanding the biological bases of behavior and mental processes in human and non-human animals. Emphasis will be on the ontology, phylogeny, and function of the physiology of behavior, affect, and cognition.

PSYC 3210 Psychology of Human Sexuality 3 credits

3 class hours

Prerequisite: PSYC 2103

This course is a survey of the psychology of human sexuality. Its focus is research based and topics include sex determination, reproduction, sexual orientation, sexual behavior over the lifespan, variations in sexual behavior, and related interpersonal and social issues.

PSYC 3220 Psychology of Drugs and Behavior 3 credits

3 class hours

Prerequisite: PSYC 2103

This course addresses the social, biological, and psychological factors relating to the major drugs associated with therapeutic and recreational use and abuse. Topics include drug use as a social problem, theories and treatment of addiction, how drugs work, and the detrimental health effects of drug use.

PSYC 3230 Psychology and Nutrition 3 credits

3 class hours

Prerequisite: PSYC 2103

In this course students study the relationship between nutrition, eating habits and the mental health issues of both children and adults. The course will explore whole foods nutrition, the treatment of eating disorders and therapeutic strategies for psychological disorders, such as food hoarding, bulimia, and non-nutritive eating. The course offers a broad base of knowledge in clinical health psychology with a mind-body focus.

PSYC 3240 Introduction to Health Psychology 3 credits

3 class hours

Prerequisite: PSYC 1101

This course will introduce students to contributions of psychological theories and empirical research in health psychology to the understanding, prevention, and treatment of a variety of health concerns. Topics include factors underlying health habits and lifestyles, methods to enhance health behavior and prevent illness, and stress and stress management. Emphasis will be placed upon the biopsychosocial model, which focuses on the interaction of social, emotional, behavioral, biological, and spiritual factors that influence health. The specific topics include stress, pain management, patient-physician relations, and chronic illnesses such as diabetes, cardiovascular disease, and AIDS.

PSYC 3260 Comparative Psychology 3 credits

3 class hours

Prerequisite: PSYC 2103

Area D BIOL, CHEM, or Human Biology are strongly recommended

Comparative Psychology is an interdisciplinary area within psychology that uses evolutionary principles as a unifying theme to scientifically investigate the proximate and ultimate influences on behavior and mental processes in human and non-human animals.

PSYC 3300 Community Psychology 3 credits

3 class hours

Prerequisite: PSYC 2103

Community psychology blends elements of many fields such as sociology, anthropology, clinical psychology, social psychology, developmental psychology, and urban studies. Students will discuss current research and intervention efforts consistent with the values of community psychology, highlighting issues of gender, race/ethnicity, and class.

PSYC 3310 Social Psychology 3 credits

3 class hours

Prerequisite: PSYC 1101

This course examines how people's thoughts, feelings, and behaviors are shaped by the social environment. Topics include interpersonal attraction, affiliation, aggression, prejudice, conformity, attitudes, persuasion, social cognition, altruism, self-presentation, social perception, and group behavior. Experimental research findings are emphasized.

PSYC 3320 Industrial/Organizational Psychology 3 credits

3 class hours

Prerequisite: PSYC 1101

Industrial/Organizational (I/O) Psychology is the application of the scientific study of human behavior and thinking to work organizations. I/O Psychology is both an academic discipline and a professional discipline; thus, in this class we focus on both research and the application of research findings to practical problems in the workplace. I/O Psychologists are concerned with the recruitment, selection,

training, motivation, and job performance of individuals at work. They are also involved in issues such as teamwork, leadership, and job attitudes. This class provides a general overview of research and practical application in I/O Psychology.

PSYC 3330 Cross-Cultural Psychology 3 credits

3 class hours

Prerequisite: PSYC 2103

This course covers similarities and differences among the peoples of the world regarding psychological principles, concepts, and issues. Cross-cultural methodology and limitations are introduced. Socio-cultural variation in social behavior, personality, psychopathology, child development, emotion and cognition will be examined.

PSYC 3350 Sport Psychology 3 credits

3 class hours

Prerequisite: PSYC 1101

In Sport Psychology the emphasis is upon breaking down negative links between cognition, behavior and emotion in one's sport. We will examine psychoanalytic, humanistic, cognitive and behavioral approaches. In this course a range of sports will be explored, such as tennis, golf, and bowling through the use of case studies. We will examine how change is facilitated; the research behind the practice of sport psychology, and how psychological well-being is achieved and ultimately performance can be improved.

PSYC 3500 Introduction to Human Services 3 credits

3 class hours

Prerequisite: PSYC 1101

An analysis of the social needs addressed by human service agencies and an overview of the historical back-ground, development, purposes, career patterns, ethics, and organization of such agencies with emphasis on the not-for profit sector.

PSYC 3510 Human Services in Multicultural Context 3 credits

3 class hours

Prerequisite: PSYC 3500

Human service workers have had to become more aware and responsive to global as well as local multicultural issues that have emerged in the 21st century. Here students will explore of how cultural diversity influences the structure and delivery of human services both locally and globally. Services provided by nonprofit/NGO organizations as well as those provided by governmental agencies and the United Nations are reviewed along with course materials instructing students on the meanings of how growing globalization effects the human services sector.

PSYC 3600 Survey of Counseling and Clinical Psychology 3 credits

3 class hours

Prerequisite: PSYC 2104 or PSYC 2105

This course is designed to address the major concepts, theories, practices, and ethical issues in contemporary counseling and clinical psychology. An introduction to assessment, testing and the diagnostic process is included.

PSYC 3620 Psychopathology 3 credits

3 class hours

Prerequisite: PSYC 2104

This course provides an overview of the causes, development, assessment, prevention, and treatment of psychopathology. Basic research methods are covered with a high degree of student engagement to

study psychopathology, theories of psychopathology, and practice with the skills of diagnosis and classification. This course is especially relevant for students who are pursuing clinically oriented service-learning such as mental health clinics, drug and alcohol prevention programs and early childhood intervention sites.

PSYC 3630 Theories of Personality 3 credits

3 class hours

Prerequisite: PSYC 2103

This course surveys classic and current theories of personality that represent several of the major perspectives in psychology (e.g., psychoanalytic, biological, developmental, behavioral, humanistic, cognitive, sociocultural), highlighting the contributions of each theory to personality description, assessment, research, therapy, and application.

PSYC 4000 Ethics & Professional Issues in Psychology 3 credits

3 class hours

Prerequisite: PSYC 3000 with a grade of C or better

Consideration of ethical and legal issues related to the professional application of psychology. The course will apply ethical and legal reasoning to major issues related to sound and professional practice in human services.

PSYC 4100 Experimental Psychology 3 credits

3 class hours

Prerequisite: PSYC 3000 with a grade of C or better

This course is an experimental course in which the skills obtained in research methods (PSYC 3000) are applied. The course further develops the student's understanding of the principles and methodologies of research by conducting a complete psychological research project. Students will gain hands-on experience with computer-based and traditional research techniques along with computer-based statistical analysis.

PSYC 4200 Learning and Behavior 3 credits

3 class hours

Prerequisite: PSYC 3000 with a grade of C or better

This course offers an introduction to the various learning mechanisms that influence the establishment, maintenance, and/or reduction of behaviors in both humans and nonhuman animals. The course focuses on linking processes and theories of classical and operant conditioning to everyday behaviors.

PSYC 4210 Behavior Analysis for the Human Services 3 credits

This course is designed to provide the basic characteristics, concepts and principles of Behavior Analysis. This course will offer explanation of operant contingencies and include reinforcement, punishment, antecedent control and behavior consequences. The course includes initial exposure to measurement of behavior and display and interpretation of behavior data. Also included are the seminal works of the founders of Behavior Analysis.

PSYC 4220 Cognitive Psychology 3 credits

3 class hours

Prerequisite: PSYC 3000 with a grade of C or better

This course is an examination of the major theories and research findings in areas of human cognition such as information processing, memory, language, knowledge and problem-solving.

PSYC 4300 Supervised Research in Psychology 1-3 credits

Prerequisite: A grade of C or better in PSYC 3000 (Research Methods and Statistics) and permission of the instructor.

This course provides students with the opportunity to engage in empirical psychological research (laboratory or field) conducted under the supervision of a psychology faculty member. Credit for this course is variable and the student may earn from 1 to 3 hours credit depending upon the complexity of the project. No more than six credits can be applied to the Bachelor of Science in Psychology degree.

PSYC 4400 Psychology and the Law 3 credits

This course provides an advanced general introduction to the important and fascinating relationship between psychology and the law. Psychology and law is a growing discipline that includes research on a large variety of topics. In this course, we will focus on several important topics, including stereotypes, prejudice and discrimination in the legal system, eyewitness memory, lie detection, interrogations, and false confessions, jury selection and jury decision making, the insanity defense and capital punishment. The law's informal theories of human behavior will be compared to what psychologists know on the basis of theories and empirical research.

PSYC 4500 Organization and Administration of Human Service Agencies 3 credits

3 class hours

Prerequisite: PSYC 3500

This upper level course will cover a range of topics related to the role and function of a human service agency management professional. Topics include skills and techniques in areas of planning, staffing, budgeting, volunteer coordination, and risk management. Students will also learn skills related to community relations and how to interact with both advisory and governing boards.

PSYC 4510 Program Development and Grant Writing 3 credits

3 class hours

Prerequisite: PSYC 3000 with a grade of C or better

Program development requires a structured, organized, systematic process with a collaborative team. This course offers students an intensive course that teaches students the techniques to design, implement, and develop programs. Strategies designed to sustain successful programs will be examined along with the information needed to write a various types of grant proposals.

PSYC 4600 Special Topics in Psychology 3 credits

3 class hours

Prerequisite: Completion of 12 hours of upper division level psychology (3000-4000) with a grade of C or better and permission of the instructor.

This course is an upper level study of a selected topic with the field of psychology that is not currently taught as a required or elective course, but which will address program outcomes. Students may receive credit for no more than two sections of this elective course.

PSYC 4610 Theories of Motivation 3 credits

3 class hours

Prerequisite: PSYC 2103

This course focuses on the basic concepts and major theories of human motivation and emotion. The course examines the needs, cognition, and social aspects of motivation. Included is a critical review of research and application of these theories to human behavior, and the application of the principles of motivation in settings such as schools, work, personal development and counseling.

PSYC 4700 Psychology of Women 3 credits

3 class hours

Prerequisite: PSYC 1101

This course will be devoted to a critical examination of the study of women and gender in the field of psychology. Biological, social, and cultural aspects of the study of women and gender will be explored from various theoretical and empirical perspectives. Topics include theoretical perspectives of gender stereotypes, women's social relationships and sexuality, discrimination in the work place, portrayal of women in the media and violence against women.

PSYC 4710 Environmental Psychology 3 credits

3 class hours

Prerequisite: PSYC 1101

This course will introduce students to contemporary theories and empirical research in environmental psychology, which is the study of the interrelationships between humans and their natural and built environments. Topics include major theories about human-environment interactions, natural and *human-made* disasters, the influence of environmental stressors (e.g., noise, weather, pollution, crowding) on individuals and larger social groups, as well as human behavior, planning and design. We will also discuss biological and social factors influencing our relationship with nature and issues related to environmental action and preservation.

PSYC 4800 History and Systems of Psychology 3 credits

3 class hours

Prerequisite: PSYC 3000 with a grade of C or better, and completion of a minimum of 36 additional credits of upper level Psychology program courses.

The course is designed to investigate psychology's roots in the disciplines of philosophy and physiology, and perspectives in contemporary psychology that originated in both philosophy and physiology. The course will also examine cross-cultural epistemological and ontological perspectives. This course will include completion of the ETS Psychology Majors Test for the purpose of program assessment.

PSYC 4801 Human Services Internship 3 credits

Prerequisite: PSYC 3000 or PSYC 3001 with a grade of C or better

This course is the culmination of the Human Services major, and thus integrates students' education and experiences. It provides students with the opportunity to synthesize and apply learning from their program of study in a comprehensive manner.

PSYC 4950 Human Services Capstone 3 credits

Prerequisite: PSYC 3000 or PSYC 3001 with a grade of C or better

A directed and supervised internship or practicum. Requires permission of Internship Coordinator.

PUBM 3000 Principles of Public Management 3 credits

3 class hours

The course introduces the student to the history and current position of public management in U.S. It covers topics such as management, human resources and financial administration in the public sector, along with the theories of organization and institutions important to the function, structure, and operation of public organizations.

PUBM 3020 Comparative Public Management 3 credits

3 class hours

Prerequisite: PUBM 3000

This course introduces the student to a global perspective of public management in modern times and includes developing an understanding of the geographical, political, cultural, and religious factors that have influenced the development of public management in other parts of the world.

PUBM 3040 Administrative Law 3 credits

3 class hours

Prerequisite: PUBM 3000

A review of safeguards in the administrative system for the rights and liberties of those in direct contact with public administrators, and for the rights and liberties of public administrators. Topics of study include rule making, adjudication, administrative discretion, regulation, and the Administrative Procedures Act.

PUBM 3060 Public Budgeting and Finance 3 credits

3 class hours

Prerequisite: PUBM 3000

The course introduces students to the theory and practice related to managing financial capital in the public sector. Topics include budgeting practices, raising capital through debt instruments, revenue policies that impact taxes, fees, fines, and other sources of financial capital that facilitate government performing their services. The course will introduce accounting and reporting practices in the public arena. Comparisons will be made with the nonprofit and commercial business sectors.

PUBM 3100 Research Methods for Public Management 3 credits

3 class hours

Prerequisites: PUBM 3000 and MATH 2112

A survey of the research techniques and issues common to the social sciences. Topics include experiment design, survey design, observational techniques, quantitative analysis, and research ethics.

PUBM 3130 Conflict Management 3 credits

3 class hours

Prerequisite: PUBM 3000

This course provides an examination of the nature of conflict and joint decision making processes in the public and non-profit sectors and provides students with the theory and tools for negotiation and conflict resolution.

PUBM 3150 Policy Development, Implementation and Analysis 3 credits

3 class hours

Prerequisites: PUBM 3000 and PUBM 3100

The course introduces the student to the theory and tools used to develop public policy options, their implementation, and their evaluation. The student is introduced to the various frameworks through which policy is often viewed so that they are better able to understand the origins of different policy and program alternatives.

PUBM 3170 Public Communication 3 credits

3 class hours

Prerequisite: PUBM 3000

Introduces students to the basic forms, audiences, and practices of communication in public, institutional settings. Students learn about the interrelationships among communicative activities and organizational goals. Internal and external messages, small group communication, interpersonal communication, and basic report preparation are covered. The course incorporates a focus on the influence of technological innovation on organization life and communicative practice. It provides students with opportunities to present work in written, oral, and computer-mediated forms.

PUBM 4200 Managing State and Local Governments 3 credits

3 class hours

Prerequisite: PUBM 3000

This course concentrates the student's learning experience on the knowledge, skills, and abilities necessary to successfully managing within state and local government. This course introduces management issues involving municipalities, counties, special purpose entities, and state agencies, and the challenges of intergovernmental cooperation. It includes the influence of federal policy on state and local government administration.

PUBM 4210 Planning and Evaluation 3 credit hours

3 class hours

Prerequisite: PUBM 3000

This course provides an examination of the processes of planning and evaluation in the public and nonprofit sectors. Students will develop an understanding of the relationship of planning to evaluation as applied to public sector decision-making.

PUBM 4220 Resource Development and Marketing for Nonprofits 3 credit hours

3 class hours

Prerequisite: PUBM 3000

This course is a survey of resource strategies and marketing for nonprofit organizations. Resources are defined broadly to include effective use of resources and development of resources, as well as marketing and fund-raising. Practical exercise and experiences will enhance learning.

PUBM 4230 Grant Writing 3 credits

3 class hours

Prerequisite: None

An examination of the process of acquiring and managing grants in the public sector. Emphasis is on demonstrating knowledge of grant strategies and procedures gained through course material and completion of a case study.

PUBM 4250 Emergency Management 3 credits

3 class hours

Prerequisite: PUBM 3000

An introduction to emergency management including the study of such topics as the evolution of emergency management in the United States, managing natural hazards and disasters, and managing man-made hazards and disasters.

PUBM 4260 Administrative Ethics in Public Service 3 credits

3 class hours

Prerequisite: PUBM 3000

This course helps students by broadening their understanding of the definition and philosophy of ethics. Students will learn to recognize ethical problems and gain skills to approach them with honesty, sincerity, and confidence. Special emphasis is given to public service ethics for public administrators.

PUBM 4270 Environmental Policy 3 credits

3 class hours

An examination of environmental

PUBM 4270 Environmental Policy 3 credits

3 class hours

An examination of environmental politics and policy in the U.S. Using historical and current case topics, students will gain an understanding of the policy making process and explore the challenges of making environmental policy that affect this and future generations.

PUBM 4500 Special topics 1-3 credit hours

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

Special topics courses represent subject matter not covered in other courses in the curriculum. These are generally presented in a classroom setting. This class may be repeated one time with different content.

PUBM 4510 Independent Study 1-3 credit hours

1 class hour

Repeatable for maximum 6 hours credit.

Prerequisite: Permission of Department

This is a customized course, conducted independently, which allows the student to participate in study that represents research, reading, and/or projects that is under the direction of a faculty member of the School of Business and Public Management. (Student must have a minimum of 45 contact hours for the course.) This class may be repeated one time with different content.

PUBM 4910 Senior Seminar in Public Management/Internship 3 credits

3 class hours

Prerequisite: Senior Standing

Taken during the student's final year in the Public Management major, this course provides a look at Public Management in the context of the larger society, as students explore the field of study through an internship, accompanied by record-keeping and analysis of their experiences through directed journaling. As a capstone project, students draw on their practical experiences and coursework to develop a personal philosophy of public management. The internship is supervised by both intern host and a faculty member.

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RADT 1001 Patient Care & Ethics in Radiology 4 credits

4 class hours

Prerequisite: Acceptance into the Radiologic Science Program

Co-requisites: RADT 1002, RADT 1112

This course is primarily concentrated on patient care and professionalism as well as the foundation in radiography and the role of the Radiologic Science practitioner within the health care delivery system. Emphasis is placed on communication skills, infection control, patient assessment and preparation for diagnostic imaging examinations. Topics will be presented within the context of medico-legal issues, medical terminology, basic pharmacology, record keeping, basic radiation protection, interpersonal relationships, ethics and methods of patient care. Content is designed to provide a fundamental background in the profession role of a radiologic technologist as well as critical thinking and lifelong learning. This is a required course for the Radiologic Science cohort.

RADT 1002 Radiographic Procedures I 4 credits

3 class hours, 2 laboratory hours

Prerequisite: Acceptance into the Radiologic Science Program

A study of radiographic positioning procedures covering general anatomy and radiographic positioning terminology, the upper and lower extremities, thoracic cavity, abdomen, and biliary system. Concepts include radiographic anatomy, positioning, and image analysis. Radiographic protection is stressed. This is a required course for the Radiologic Science cohort.

RADT 1003 Radiographic Procedures II 4 credits

3 class hours, 3 laboratory hours

Prerequisites: RADT 1001, RADT 1002

Co-requisites: RADT 1100, RADT 1113

A study of radiographic positioning procedures covering the pelvic girdle, upper femora, shoulder girdle, bony thorax, gastrointestinal system, and genitourinary system. Basic concepts of venipuncture and administration of diagnostic contrast agents and intravenous medications as well as patient care during delivery of these procedures is emphasized. Radiation protection is stressed. This is a required course for the Radiologic Science cohort.

RADT 1006 Radiographic Procedures III 3 credits

2 class hours, 3 laboratory hours

Prerequisites: RADT 1003, RADT 1100, RADT 1113

Co-requisites: RADT 2221

A study of radiographic positioning and procedures for the vertebral column, bony thorax, cranium, surgical radiography and additional studies (long bone measurement, arthrography, myelography, hysterosalpingography, trauma and pediatric). Concepts include radiographic anatomy, positioning, and image analysis. Radiation protection is stressed as each component of the course is covered. This is a required course for the Radiologic Science cohort.

RADT 1100 Radiographic Imaging I 4 credits

3 class hours, 3 laboratory hours

Pre-requisites: RADT 1001, RADT 1002, RADT 1112

Co-requisites: RADT 1003, RADT 1113

This is a course designed to introduce the concepts of physics and fundamentals of x-ray generating equipment. Emphasis is placed on the interactions of radiation with the biological system. Topics include basic units of measurement, electrostatics, magnetism, electrodynamics, high voltage, rectification, x-ray circuitry, image intensified fluoroscopy, and the structure of matter. Attention is given to the concepts of understanding potential genetic effects when using ionizing radiation and to the awareness of the radiographer's role to protect the patient, public, and self from unnecessary radiation exposure. This is a required course for the Radiologic Science cohort.

RADT 1112 Introduction to Clinical Procedures and Techniques 3 credits

33 laboratory hours

Prerequisite: RADT 1001, RADT 1002, RADT 1007

The student is introduced to work experience in clinical sites with supervision by the college Radiologic Science clinical instructor and designated members of the staff of the facility. Students will observe the clinical radiology environment and begin performing basic procedures which involve radiography of the chest, upper and lower extremities, and abdominal cavity under direct supervision as well as observe digital image processing and PACS utilization. This is a required course for the Radiologic Science cohort.

RADT 1113 Clinical Procedures and Techniques I 3 credits

33 laboratory hours

Prerequisites: RADT 1003, RADT 1004, RADT 1005, RADT 1112

A continuation of RADT 1112, the student observes and performs radiographic procedures and techniques previously learned. Additionally, the student will begin performing radiography of the spinal column and cranium under direct supervision. An introduction/observation to surgical radiographic procedures will also be completed. An in-depth study of the components of a radiographic panel/room is included. This is a required course for the Radiologic Science cohort.

RADT 2002 Pathophysiology 2 credits

2 class hours

Prerequisite: RADT 2004, RADT 2005, RADT 2221

This course will provide the student with an introduction to the concept of disease. Pathology and disease, as it relates to various radiographic procedures, will be discussed. Special procedures to demonstrate pathology will also be a focus of this course. This is a required course for the Radiologic Science cohort.

RADT 2003 Certification Fundamentals 4 credits

3 class hours

Prerequisite: All other didactic Radiologic Science courses

A final, comprehensive course that provides connection and review of the concepts previously covered in the curriculum. It provides the student with a meaningful approach to evaluate previous learning and to investigate areas of needed preparation for employment and credentialing. The course also includes employment interview skills and related concepts such as resume preparation. This is a required course for the Radiologic Science cohort.

RADT 2100 Radiographic Imaging II 4 credits

3 class hours, 3 laboratory hours

Pre-requisites: RADT 1006, RADT 2221

Co-requisites: RADT 2002, RADT 2231

This is a course designed to build on the foundation for the application of radiographic and diagnostic imaging techniques to include contrast, density, detail and distortion. This course provides the learner with concepts and comparison of film screen technology and digital imaging technology including film acquisition, digital processing, display, image analysis and archiving. Basic concepts of quality assurance and maintenance issues in digital and radiographic imaging systems will be discussed. Radiation dose reduction and patient safety is stressed. This is a required course for the Radiologic Science cohort.

RADT 2200 Radiographic Imaging III 4 credits

4 class hours

Pre-requisites: RADT 2100, RADT 2002, RADT 2231

Co-requisites: RADT 2003, RADT 2241

This course provides students with introduction and assessment of additional imaging modalities used in today's healthcare. The course will provide students practical information for education in other imaging modalities following completion of the radiologic science degree. Modalities explored will include mammography, nuclear medicine, magnetic resonance, ultrasound, radiation therapy, vascular imaging, and computed tomography. Requirements for professional certification in each modality will be emphasized. Through research, students will gain an understanding of diagnostic imaging procedural sequencing. Professional development/continuing education will be discussed. This is a required course for the Radiologic Science cohort.

RADT 2221 Clinical Procedures and Techniques II 4 credits

28 laboratory hours

Prerequisites: RADT 1003, RADT 1100, RADT 1113

Co-requisite: RADT 1006

This course involves the assignment of students to clinical sites for training and performance of procedures previously learned. In addition, radiographic surgical procedures and tomography will be incorporated in the unit. Radiation is stressed with special interest to operating room and other mobile radiation safety. This is a required course for the Radiologic Science cohort.

RADT 2231 Clinical Procedures and Techniques III 3 credits

33 laboratory hours

Prerequisites: RADT 1009, RADT 2221

A continuation of RADT 2221, the student continues to work in all areas and perform previously learned procedures. Major and minor special procedures will be incorporated. This is a required course for the Radiologic Science cohort.

RADT 2241 Advanced Clinical Procedures and Techniques 3 credits

33 laboratory hours

Prerequisites: RADT 2001, RADT 2002, RADT 2006, RADT 2231

Continuation of clinical training and performance of procedures from previous clinical courses. An in-depth study of Quality Control/Quality Assurance practices for the general radiology department will be included as well as a processing/image analysis unit. *Spot* evaluations, written and practicum, will also be performed periodically throughout the course to prepare students for the National Registry upon program completion. This is a required course for the Radiologic Science cohort.

RDNG 3410 Teaching Reading in Grades K-2 3 credits

3 class hours

Prerequisites: SPED 3110 and Admission to Teacher Education cohort

This course provides teacher candidates an opportunity to learn and practice developmentally appropriate reading instructional strategies with an emphasis on phonemic awareness, phonics, and fluency as well as appropriate uses of visual literacy to enhance instruction.

RDNG 3420 Teaching Reading 3-5 3 credits

3 class hours

Prerequisites: RDNG 3410 and Admission to Teacher Education cohort

This course provides teacher candidates an opportunity to learn and practice developmentally appropriate reading programs with an emphasis on fluency, vocabulary study, and comprehension including appropriate uses of visual literacy to enhance instruction.

RDNG 4020 Reading, Writing and Literature in the Middle Schools 2 credits

2 class hours

Prerequisites: MGED 3010 and Admission to Teacher Education cohort

This course introduces teacher candidates to reading to learn, writing to learn, writing across the curriculum, and an introduction to adolescent literature appropriate for middle school instruction and learning as well as opportunities for integration of appropriate technologies across these areas.

RDNG 4021 Reading and Writing Issues in the Secondary School 2 credits

2 class hours

Prerequisite: Admission to the Teacher Education Program (co-listed with RDNG 4020)

This course introduces teacher candidates to reading to learn, writing to learn, writing across the curriculum, and issues associated with reading and writing in the secondary school. This course includes a field experience in the schools.

RDNG 4410 Writing, Language Arts, and Children's Literature 3 credits

3 class hours

Prerequisites: RDNG 3410, RDNG 3420, Admission to Teacher Education cohort

Emergence of reading/writing processes in the P-5 years and the methods of teaching language arts and integrating children's literature in the curriculum as well as aspects of visual literacy that positively impact instruction.

RDNG 4420 Prescriptive Literacy Instruction 3 credits

3 class hours

Prerequisite: RDNG 4020 (GED majors)

Corequisite: ECSP 4191 (ECSP majors), MGED 4091 (MGED majors)

This course provides teacher candidates an opportunity to collect and analyze student data and then prescribe the principles underlying assessment and correction of learning difficulties related to reading during the completion of their capstone professional internship.

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SCED 3000 Secondary Curriculum, Instruction and Assessment 3 credits

3 class hours

Prerequisites: Admission to the Teacher Education Program

This course provides teacher candidates with best practice research on effective instructional techniques for secondary school learners, application and integration of technology, how to connect instruction to assessment, background regarding informal and formal assessment techniques and instruments appropriate for use in assessing secondary students, how to use and interpret data, and the principles of secondary school curriculum as they relate to state and national standards.

SCED 3020 Methods of Teaching Secondary Science 2 credits

2 class hours

Prerequisite: Admission to the Teacher Education Program (co-listed with MGED 4030)

This course explores both the teacher's and the learners' role in secondary science classrooms. Teacher candidates will learn how to create positive learning environments that foster inquiry and promote meaningful learning. Numerous aspects of the science classrooms will be discussed including but not limited to: alternative forms of assessing instruction, designing a 5E curriculum, planning inquiry and constructivist based lessons and units, determining and adapting appropriate teaching methods, promoting inquiry, fostering dialogue, meeting district and national science standards, using technology and kinesthetic activities to promote learning, student and teacher preconceptions on the nature of science and the appropriate use of the laboratory.

SCED 3022 Mathematics Method in Secondary Education 2 credits

2 class hours

Prerequisites: Admission to the Teacher Education Program.

The purpose of this course is to familiarize secondary education teacher candidates with effective methods of instruction for teaching mathematics to secondary education students. The emphasis is on teaching techniques and in the understanding, reasoning, connections, applications, representations and problem solving. A wide variety of problem solving techniques will be studied in different areas in mathematics including Precalculus, trigonometry, calculus, linear algebra and finite mathematics.

SCED 4010 Classroom Management in the Secondary School 3 credits

3 class hours

Prerequisite: Admission to the Teacher Education Program (co-listed with MGED 4010)

This course focuses on dealing effectively with secondary students' behavior and management of secondary classrooms, dealing effectively with adolescent behaviors from a psychological basis, and learning to reflect on teacher actions and environmental conditions that often induce behavior that negates engaged learning and productive social interaction. This course includes a field experience in the schools.

SCED 4030 Professional Roles, Ethics, and Collaboration in the Secondary School 2 credits

2 class hours

Prerequisite: Admission to the Teacher Education Program (co-listed with MGED 3030)

This course addresses the professional roles, ethical expectations, and collaborative relationships expected of professional educators at the secondary school level. Attention to pertinent school law and current cases are included.

SCED 4040 Internship in the Secondary School 5 credits

3 class hours

Teaching Hours in the Schools - TBD

Prerequisites: SCED 3000, SCED 3020, and SCED 4010

This course provides teacher candidates an opportunity for full-time, semester-long classroom teaching experience under the direction of an experienced mentor teacher and a college faculty supervisor in a secondary school.

SOCI 1101 Introduction to Sociology 3 credits

3 class hours

Prerequisite: None

This course is an introduction to the study of organized social life in America and the world community. Emphasis is placed upon the nature and study of sociology as a science: including the biological, psychological, and hereditary characteristics of the individual as they relate to the students' social nature, physical environment, groups and culture as instruments of socialization, and the more important social relationships such as marriage and family life and race relations.

SOCI 1160 Introduction to Social Problems 3 credits

3 class hours

Prerequisite: None

This course is an introduction to the study of the major problems of individuals, families, and communities which emphasizes the social forces tending to disorganize basic groups in American society and the adaptive efforts undertaken to restore effective social order.

SOCI 3700 Sociology of Gender 3 credits

3 class hours

Prerequisites: SOCI 1101 or SOCI 1160

Over the past fifty years, feminist scholars have created a rich discussion about the possible sources of gender inequality, detailing, for example, the extent to which the family, the workplace, or heterosexual relations inhibit women from becoming socially empowered and equal to men. In this course, we will review classical and contemporary theories about gender inequality and develop a critical perspective on the ways in which men and women both reproduce and subvert gender inequality globally and within American culture in particular.

SOCI 3900 Sociology of Deviance 3 credits

3 class hours

Prerequisites: SOCI 1101 or SOCI 1160

In this course, we will consider what is *normal* and what is *deviant*. Both are social inventions, and as such they are relative and forever changing. We will explore the social reality of deviance within contemporary society, investigating the complex ways in which power, inequality and oppression, as well as various legal and moral systems, maintain and reproduce current conceptions of normalcy and deviance in American culture.

SOCI 4100 Social Stratification 3 credits

3 class hours

Prerequisites: SOCI 1101 or SOCI 1160

Social stratification is not just a sociological concept; it is the reality that shapes everyone's life. This course will explore the processes of stratification in the United States and other affluent countries. We will focus on the various sources and structures that create and maintain the unequal distributions of wealth, power, and prestige. How are people positioned within these systems of stratification? In answering this primary question, we will also study the effects of education, intelligence, family background, gender, race, industry of employment, and other factors on people's life chances.

SOCI 4200 The Self and Social Existence 3 credits

3 class hours

Prerequisites: SOCI 1101 or SOCI 1160

In this course, we will conduct a theoretical evaluation of self and social structure, reviewing the major theories in micro-sociological theory: psychoanalysis, existentialism, symbolic interaction, social construction, and postmodern thought with slight references to behaviorism and cognitive development. The perpetual goal in this course is to provide students with a wide array of analytic tools that will enable them to comprehend the creation of self within the boundaries of history and circumstance.

SPAN 1001 Elementary Spanish I 3 credits

3 class hours

Prerequisite: None

Develops your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in the language (cf. ACTFL Novice Guidelines). Additionally, the class is designed to increase your knowledge of Hispanic culture through the materials presented for reading and conversation.

SPAN 1002 Elementary Spanish II 3 credits

3 class hours

Prerequisite: SPAN 1001 or at least one year of Spanish in high school

This course is a continuation of SPAN 1001.

SPAN 2001 Intermediate Spanish I 3 credits

3 class hours

Prerequisite: SPAN 1002 or at least two years of Spanish in high school

Develops your 4 communicative skills--speaking, listening, reading and writing---so as to give the student a basic proficiency in the language (cf. ACTFL Intermediate Guidelines). Additionally, the class is designed to increase your knowledge of Hispanic culture through the materials presented for reading and conversation.

SPAN 2002 Intermediate Spanish II 3 credits

3 class hours

Prerequisite: SPAN 2001 or at least three years of Spanish in high school

This course is a continuation of SPAN 2001. Continued emphasis on the study of Hispanic culture.

SPAN 3000 Intermediate Grammar 3 credits

3 class hours

Prerequisite: SPAN 2002

A study of selected lexical items and grammatical structures and concepts of the Spanish language. The course serves as an introduction to the major in Spanish.

SPAN 3010 Conversation and Composition 3 credits

3 class hours

Prerequisite: SPAN 2001 or Instructor approval

Thematic approach to the study of speaking and writing, focusing on the development of the student's proficiency in spoken and written Spanish. Conversations will be based on communicative situations which the student would encounter in the Spanish-speaking world. Written activities will enable the student to react to typical exchanges which require written responses.

SPAN 3012 Applied Spanish Conversation for Professionals 3 credits

3 class hours

Prerequisite: SPAN 2002 or Instructor approval

Practice in both formal and informal discourse for communication in professional settings such as social services, law enforcement, business and health care. Designed for the intermediate-level student, this course focuses on refining fluency through discussions and practical experiences.

SPAN 3014 Language, Culture, and Advanced Composition 3 credits

3 class hours

Prerequisite: SPAN 3012 or Instructor approval

Advanced practice in both formal and informal discourse for communication in professional settings such as social services, law enforcement, business, and health care. Conversational practice will focus upon discussing and debating how the historic contemporary cultural realities of the Spanish-speaking world affect language and oral communication.

SPAN 3150 Civilization and Culture of Spain 3 credits

3 class hours

Prerequisite: SPAN 2002 or Instructor Approval

Study of the religious, philosophical, geographical, historical, sociopolitical and economic beliefs that form the identity of Spain. Emphasis will be placed on the development of the modern nation, the significance of the Golden Age in Spain's history, and the major events of the twentieth-century. The works of representative artists, composers, and writers from the various historical periods will be studied.

SPAN 3160 Civilization and Culture of Latin America 3 credits

3 class hours

Prerequisite: SPAN 2002 or Instructor approval

Study of the religious, philosophical, geographical, historical, sociopolitical and economic beliefs that form the identity of Latin America. Emphasis will be placed on pre-Columbian societies, Discovery and Conquest, Revolutions and Dictatorships, and Contemporary Latin America.

SPAN 3200 Introduction to Literary Studies in Spanish 3 credits

3 class hours

Prerequisite: SPAN 2002 or Instructor approval

Introduction to major representative literary works and some non-canonical texts of Spain and Latin America. The acquisition of critical and organizational skills in reading and their application to Hispanic texts will be emphasized.

SPAN 3250 Survey of Peninsular Literature 3 credits

3 class hours

Prerequisite: SPAN 2002 or Instructor approval

Study of representative literary texts from the Middle Ages to the present within their historical context. The development of poetry, drama, and narrative prose will be emphasized.

SPAN 3260 Survey of Latin American Literature I 3 credits

3 class hours

Prerequisite: SPAN 2002 or Instructor approval

Survey of selected essays, poems, short stories, and other literary works from the pre-Columbian Latin American societies, the Colonial Period, the Independence Period, and the Latin American Romantic period.

SPAN 3270 Survey of Latin American Literature II 3 credits

3 class hours

Prerequisite: SPAN 2002 or Instructor approval

Survey of selected essays, poems, short stories, and other literary works from Modernismo to the end of the twentieth century.

SPAN 4010 Advanced Grammar 3 credits

3 class hours

Prerequisite: SPAN 2010 or Instructor approval

Advanced study of the structure of the Spanish language, with emphasis on practical composition and refinement of written expression.

SPAN 4020 Advanced Conversation 3 credits

3 class hours

Prerequisite: SPAN 2010 or Instructor approval

Intensive approach to spoken Spanish at the advanced level, with emphasis on increasing the speaking performance level of students and preparing them to take the exit assessment interview, the Oral Proficiency Interview, at the end of their program of study.

SPAN 4110 Spanish Phonetics and Phonology 3 credits

3 class hours

Prerequisite: SPAN 2010 or Instructor approval

Introduction to the phonetics and phonemics of the Spanish sound system, including but not limited to phonological analysis and transcription. Emphasis is placed on the study of those sounds found in the dialects of what has been traditionally labeled American Spanish (Mexico, Central America, and the South American highlands); however, important dialectal variations, such as those found in Caribbean and peninsular Spanish, will also be presented.

SPAN 4220 Hispanics Women Writers 3 credits

3 class hours

Prerequisite: None

Exploration of the way in which Hispanic women writers have created voices and identities through a variety of textual strategies. A study of the development of feminist discourse through these works will also be covered. Readings may include works from So Juana Ines de la Cruz, Isabel Allende, Julia de Burgos, Luisa Valenzuela, Angeles Maestretta, Rosario Castellanos, Merce Rodoreda, Ester Tusquets, Santa Teresa de Avila, Ana Maria Matute, Carmen Martin Gaité, and Rosa Montero.

SPAN 4240 Golden Age Spanish Literature 3 credits

3 class hours

Prerequisite: None

Study of selected texts, literary movements, and the cultural background of Spanish literature of the Golden age (Renaissance and Baroque), including selections of poetry, prose, and drama.

SPAN 4250 Contemporary Spanish Literature 3 credits

3 class hours

Prerequisite: None

Study of selected texts, literary movements and the cultural background of contemporary Spanish literature, including selections of poetry, prose and drama.

SPAN 4260 Latin American Prose: The Novel 3 credits

3 class hours

Prerequisite: None

Study of selected Latin American novels which reflect the major trends in the development of the genre.

SPAN 4270 Latin American Prose: The Short Story 3 credits

3 class hours

Prerequisite: None

Study of selected Latin American short stories which reflect the major trends in the development of the genre.

SPAN 4500 Profession Related Practicum or Study Abroad 3 credits

3 class hours

Prerequisite: SPAN 3014 or Instructor approval

Supervised service-learning in a Spanish-speaking community or study abroad in a Spanish-speaking country. Appropriate courses in the student's major field may be substituted.

SPAN 4501 Research Project in Spanish for Professionals 3 credits

3 class hours

Prerequisite: SPAN 4500 or Instructor approval

Professional and practical use of oral and written Spanish through the development of a community-based project for improving successful communication with Spanish-speaking clients. An appropriate course in the student's major field may be substituted.

SPAN 4900 Special Topics 3 credits

3 class hours

Prerequisite: None

Special topics in Spanish language or Hispanic literature, civilization, culture. May be repeated up to a maximum of 6 hours if topics are different.

SPAN 4950 Directed Study 1-3 credits

1-3 class hours

Prerequisite: None

Study in an area or topic of Spanish language or Hispanic literature, civilization, or culture not normally found in established courses offered by the department. Students may also study more extensively an area or topic covered by the departmental curriculum. May be repeated up to a maximum of 6 hours if topics are different.

SPAN 4970 Study Abroad Practicum 1 credit hour

1 class hour

Prerequisite: None

Orientation to the study abroad experience. Pre-departure sessions will focus on preparing the student to achieve the maximum learning potential from his/her stay in the selected site. Assigned readings and videos and regular discussion with the supervising instructor will familiarize the student with significant cultural practices that may differ from those of U.S. society and with geographical and historical features of the region as well as prepare him/her to function in the daily life of the community. A series of activities will be designed for the student to complete during the study abroad stay, and upon his/her

return, the student will make at least three presentations related to the study abroad experience to university Spanish classes, elementary, middle or high school classes, or community organizations. The course is a requirement for all Spanish majors and minors who participate in a study abroad program. Credit for the course is in addition to other credit earned through the study abroad program. May be repeated up to 3 hours.

SPAN 4980 Community Practicum 1 credit hour

1 class hour Graded as Satisfactory or Unsatisfactory

Prerequisite: None

Supervised volunteer interpreting or translating activities in community schools, service or law enforcement agencies, or business firms. Students will learn basic interpreting and translating skills before beginning their Practicum activities and will develop specialized vocabulary appropriate to their areas of work. Weekly reports and conferences with the supervising instructor are required. Course will be repeated for credit. Field visits comprise 70% of final grade. May be repeated up to three hours.

SPAN 4993 Senior Seminar for online classes 3 credits

3 class hours

Prerequisite: Senior Standing

Capstone course, focused on selected special topics, designed to help students synthesize their knowledge and reinforce the skills they have acquired as Spanish majors. Required of all Spanish online classes only.

SPED 3110 Survey of Children with Exceptionalities 2 credits

2 class hours

Prerequisite: EDUC 2110 or EDUC 2120 or EDUC 2130

The course provides the teacher candidates an opportunity to survey the specific disabilities and the impact they have on learning for students in grades PK-8. Strategies for academic refinement and modification, social skill development, assistive technologies, and behavior management as well as federal and state legislation will be presented. This course meets the certification requirements for H.B. 671. Guided field experiences are required in inclusionary classrooms.

SPED 3210 Ethics, Policies, and Procedures in Special Education 3 credits

3 class hours

Prerequisites: SPED 3110 and Admission to Teacher Education cohort

This course includes the study of policies and procedures, ethical guidelines pertinent to teachers providing special education services, including current laws, ethical standards, federal and state regulations, and individualized education programs.

SPED 3220 Curriculum and Methods for Children with Mild Disabilities 3 credits

3 class hours

Prerequisites: RDNG 3410, SPED 3210, Admission to Teacher Education cohort

This course is designed to provide teacher candidates with practical applications of research-based curriculum and methodology utilized in the teaching of students from diverse populations with mild to moderate disabilities in the inclusionary classroom. Appropriate planning, lesson implementation, and monitoring of student progress in collaborative situations are addressed as well as use of assistive technologies for instruction.

SPED 3410 Inclusion of Special Populations 2 credits

2 class hours

Prerequisites: EDUC 2110 or EDUC 2120 or EDUC 2130

The course provides the teacher candidates an opportunity to survey the specific disabilities and the impact they have on learning for students at the middle school and secondary level. Strategies for academic refinement and modification, social skill development, assistive technologies, and behavior management as well as federal and state legislation will be presented. This course meets the certification requirements for H.B. 671. Guided field experiences required in interrelated and inclusionary classrooms.

SPED 3430 Instruction of Special Populations in Middle and Secondary Settings 3 credits

3 Class Hours

Prerequisite: SPED 3410

This course provides instructional and assessment strategies for students with disabilities at the secondary level. Differentiation of core content, appropriate learning and behavioral objectives, and assessment purposes and methods will be provided. Teacher candidates will describe how to differentiate lessons, provide input into Functional Behavioral Assessments, determine behavior management strategies, and adapt assessment for students with diverse learning needs. Transition needs and considerations will also be addressed.

(Middle Grades Education/Secondary Education students only; required)

SPED 4210 Collaboration and Inclusion in the Regular Classroom 3 credits

3 class hours

Prerequisites: SPED 3210, SPED 3220, ECSP 3120

A course designed to provide teacher candidates with knowledge about the collaborative roles required of various service providers in education, with an emphasis on team interaction, family engagement, and meeting the needs of students with special needs in inclusion settings. STSK 0010 Study Skills 2 credits. This course emphasizes many of the techniques students need for being successful in their college careers. Topics include time management, note taking, test taking, reading and library usage. The course focus is also oriented around comprehensive critical thinking skills and strategies useful in Humanities, Social Sciences, Natural Sciences, and Mathematics. Entry into STSK 0010 is by choice or placement. Learning support, institutional credit only.

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THEA 1100 Theatre Appreciation 3 credits

3 class hours

Prerequisite: None

This course is an introduction to various forms of theatrical expression on stage, screen, and television. The course will emphasize the role of the audience as well as the artist. It will focus on the reading of dramatic literature, along with an introduction to play writing, theatre stages, and acting.

WELL 1001 Nutrition and Weight Control 3 credits

3 class hour

The student will be introduced to basic principles of nutrition and weight control and their application to health and wellness. This course will allow the student to understand factors that influence their dietary choices and the role of certain essential nutrients that will enhance and allow them to maintain optimal health. It is a behaviorally-based program designed to develop skills and positive eating habits as well as knowledge of proper nutrition. The students will assess their eating behaviors and learn to distinguish fact from fiction about trends in nutrition. They will identify potential risks and the role of nutrition in fighting various diseases.

WELL 1002 Healthy Decisions 3 credits

3 class hour

The student will be introduced to concepts regarding behavioral changes and help them identify areas which can be improved. The course will introduce the importance of a global perspective on health and will focus on current risk factors and how they can impact the student's current and future health. The student will learn how both internal and external factors affect their health and how stress can be a major contributor to poor health decisions. Topics covered will focus on risks from harmful habits such as violence and abuse, and addictive behaviors: drugs, alcohol and tobacco. The course will also focus on ways to improve communication skills and how to create and maintain healthy relationships.

FACULTY AND STAFF

OFFICE OF THE PRESIDENT

Gregory F. Aloia, Ph.D.	President
Judith Johnston	Executive Assistant
Kendra Lloyd	Administrative Assistant
Charles Fell	Director of Internal Audit

ACADEMIC AFFAIRS

Administration

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German Vargas, Ph.D.	Assistant Vice President for Academic Student Engagement
Andrea Wallace, Ph.D.	Assistant Vice President for Academic Planning, Assessment and Faculty Engagement
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Connie Toler	Records Management Specialist-International Initiatives
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Cody Cocchi	Assistant Director of Service-Learning
Lisa McNeal, Ed.D.	Director of e-Learning
Connie Hiott	Coordinator of Faculty and Administrative Services
Tracy Gwin	Administrative Assistant

School of Arts and Sciences

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VACANT	Chair, Department of Arts and Humanities
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Noris Torres	Science Lab Coordinator
Kelly Clark	Science Lab Coordinator - Camden
Maureen McCarthy-Wagner	Department Coordinator, Mathematics & Natural Sciences
Hope Williamson	Department Coordinator, Arts & Humanities

School of Business and Public Management

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Lori Harlin	Department Coordinator
Bill Garlen	Director of Administrative Operations

School of Education and Teacher Preparation

Patricia A. Kraft, Ed.D.	Interim Dean
Claire Hughes, Ph.D.	Interim Executive Director
Kathy Halliwell	Department Coordinator

School of Nursing and Health Sciences

Patricia A. Kraft, Ed.D.	Southeast Georgia Health System Distinguished
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Lydia Watkins, DNP
John Eichinger
Dawana Gibbs
Nicole Masano
Nichol James
Karen Culwell

Academic Advising

Patricia Morris
Shannon Riggins
VACANT
VACANT

Academic Tutoring and Instruction Center (ATTIC)

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Linell Bailey
Gary Stryck

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Heather Brown
Karen L. Haven
Lynda Kennedy
John Kissinger
Cary Knapp
Angela Hughes
Kimberly Leggett

Camden Center

VACANT
VACANT
Jimia Nightingale
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Institutional Effectiveness

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Ron Harding

Registrar

Lisa Lesseig
Jordan Hernandez
Holly Alling

Testing Center

Zerelda Jackson
April Davis

TRIO Student Support Services Program

Belete Muturo
Tashania Garner
Sarah Jones
Holly McLeod

Dean of School of Nursing and Health Sciences
Chair, Department of Nursing
Radiologic Science Program Director
ASN Program Coordinator
RN-BSN Program Coordinator
Department Coordinator
Nursing Program Assistant

Lead Academic Advisor
Nursing and Health Science Advisor
Academic Advisor
Academic Advisor

Coordinator of Academic Services
Move On When Ready Coordinator
Academic Services Specialist

Dean of Library Services
Public Services Librarian
Public Services Librarian
Public Services Librarian
Public Services Librarian, Camden
Public Services Librarian
Information Specialist, Camden
Department Coordinator

Director
Camden Center Department Coordinator
Student Services Manager
Academic Advisor

Director
Sr. Research Analyst

Registrar
Assistant Registrar
Records Management Specialist

Testing Coordinator
Assistant Coordinator

Director
Academic Advisor/Retention Specialist
Coordinator of Tutorial Services
Program Assistant

ADVANCEMENT

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Interim Vice President of Advancement

John Cornell

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J.D. Dickerson

Graphic Designer

Jennifer Askew

Assistant to the VP of Advancement

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Kevin Price

Director of Sports Information and Game Operations

Katelyn Wallace

Head Athletic Trainer

Anne Manzo

Department Coordinator

Coaches

Michael Minick

Head Coach, Softball

Leah Mihm

Head Coach, Volleyball

Matt Wallace

Assistant Coach, Volleyball

Jesse Watkins

Head Coach, Men's Basketball

Tommy Yancey

Assistant Coach, Men's Basketball

Roger Hodge

Head Coach, Women's Basketball

Mari Harden

Head Coach, Cheerleading

Michael Cook

Head Coach Men's Golf, Director of Men's Golf

Nicole Johns

Head Coach, Women's Golf

Kemper Baker

Head Coach, Tennis

BUSINESS AFFAIRS

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Vice President

C. Tom Saunders

Assistant Vice President for Budget and Finance

Chastity Knowles

Operations Manager/Assistant to VP for Business Affairs

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Director

Christine Strickland

Campus Coordinator

Business Services

Michelle Ham

Comptroller

Rachel Rowe

Accountant

Karen Martin

Grants Accountant/Purchasing Officer

Lorraine Moyer

Senior Accountant

Mary Nevill

Payroll Specialist

Donna Smith

Buyer III Central Stores Supervisor

Julian "Ed" Curry

Central Receiving/Inventory Control Clerk I

Bursar's Office

Allan Cox

Director of Student Accounts/Bursar

Ashley Jones

Cashier/Accounting Clerk

VACANT

Accounting Assistant

Kathy Price

Accountant II

Joshua Proctor

Director of Card Office

Campus Police

Bryan Sipe	Chief of Police
Johnny Davis	Campus Police Lieutenant
Michael Ellerson	Campus Police Sergeant, Camden
Ray Glendenning, Jr.	Campus Police Officer, Camden
Matthew Lane	Campus Police Officer
Julianna Kittles	Campus Police Officer
William Jennings	Campus Police Officer
Christopher Parker	Campus Police Officer
Brian Rainey	Campus Police Officer
Simone Sturgeon	Campus Police Officer
George "Sidney" Bush	Campus Police Officer
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Phyllis Broadwell	Director
Heather Kennedy	Human Resources Generalist
Angela Tucker	Human Resources Assistant
Plant Operations	
Gary Strickland	Director
Stacy Floyd	Plant Operations Assistant
Paul Melchor	Assistant Director
Skilled Trades	
Jon Abbott	Skilled Trades Worker/Painter
Michael Thrower	Skilled Trades Worker
Kevin Fisher	Electrician I
Bruce Grimes	Skilled Trades Worker
Donald Murphy	HVAC Mechanic II
Terry Rowell	Air Conditioning Mechanic II
Brian Tankersley	Utility Technician
Environmental Services	
Penny Ward	Environmental Services Foreman I
VACANT	Environmental Services Supervisor
Kristi Crawford	Environmental Services Tech I
Diana Ferry	Environmental Services Tech I
Mabel Gibbs	Environmental Services Tech I
Stephanie Hamilton	Environmental Services Tech I, Camden
Minnie Ramsey	Environmental Services Tech I
Christine Rice	Environmental Services Tech I
Troy Strickland	Environmental Services Tech I, Camden
Eunice Ellis	Environmental Services Tech I
Takita Carroll	Environmental Services Tech I
Mary Elkins	Environmental Services Tech I
Richard McGill	Environmental Services Tech I
Elizabeth Waye	Environmental Services Tech I
Landscape	
Brandon Letson	Landscape Supervisor
Roberto Perez	Landscape Tech I
Ronald Green	Landscape Tech I

James "Scott" Byars
Brandon Strickland
William Jackson
Rubiel "Lee" Stallings

Landscape Tech I
Landscape Tech I
Landscape Tech I
Landscape Tech I

ENROLLMENT MANAGEMENT

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Assistant Vice President

Admissions and Orientation

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Shane Apps
Kimberly Burgess
Randall "Carl" Collins
Holly Black
Robin Flores
Cynthia Schell

Associate Director
Regional Admissions Recruiter - Atlanta Area
Admissions Counselor
Admissions Counselor
Admissions Counselor
Admissions/Records Clerk III
Records Management Specialist
Admissions/Records Supervisor

Financial Aid

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Brenda Taylor
Valeska Carter
Nicole Ransom
Susan Bratten
Cammie Heinhold

Director
Associate Director
Financial Aid Specialist/Veteran's Affairs Coordinator
Financial Aid Counselor I
Financial Aid Counselor I
Financial Aid Customer Service Clerk

STUDENT AFFAIRS

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Brittany Garcia
Jessica Melilli-Hand, Ph.D.

Vice President
Administrative Assistant
Coordinator of Student Engagement and Diversity
Student Publications Advisor

Career Services

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Alysia Johnson

Coordinator of Career Services
Career and Student Employment Counselor

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Michael Woodbury
Samantha Santee
Theron Filson
Jennifer Zak
Cheryl Van Dyke

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Area Coordinator
Residence Hall Director
Residence Hall Director
Admin Assistant for Student Health Center
Director of Counseling and Disability Services
Personal and Career Counselor

Student Life

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Jaime Parker-Lewis

Director of Student Activities
Director of Campus Center and Student Life

Technology Services

Alan Ours
L.W. Bruce

Chief Information Officer
Client Support Specialist, Camden

Charles "Ed" Grueser
Paul Hearn
Gerald Moody
Brian McLeod
Maira Perdomo
Matthew Hanak
Kevin Culwell
KeOnesha Hamilton

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Webmaster
Chief Systems Engineer
Systems Support Specialist II
Application Systems Analyst
Audio/Visual/Telecommunications Specialist
Technology Support Specialist
Department Coordinator

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678-364-3710

Georgia College & State University

PO Box 23
Milledgeville, GA 31061
478-445-5004

Georgia Gwinnett College

1000 University Center Lane
Lawrenceville, GA 30043
678-407-5000

Georgia Highlands College

3175 Cedartown Highway, SE
Rome, GA 30161
706-802-5000

Georgia Institute of Technology

North Avenue
Atlanta, GA 30332
404-894-2000

Georgia Public Library Service

1800 Century Place, Suite 150
Atlanta, GA 30345-4304
404-235-7200

August State University

1120 Fifteenth Street
Atlanta, GA 30912
706-721-0211

Georgia Southern University

PO Box 8033
Statesboro, GA 30460
912-478-4636

Georgia Southwestern State University

800 Georgia Southwestern State Univ. Drive
Americus, GA 31709-4693
800-338-0082

Georgia State University

PO Box 3965 Atlanta, GA 30303-3083
404-413-2000

Gordon State College

419 College Drive
Barnesville, GA 30204-1762
800-282-6504

Kennesaw State University

1000 Chastain Road
Kennesaw, GA 30144-5591
770-423-6000

Middle Georgia State University

100 College Station Drive
Macon, GA 31206
478-471-2700

Savannah State University

3219 College Avenue
Savannah, GA 31404
912-358-4778

South Georgia State College

100 West College Park Drive
Douglas, GA 31533-5098
912-260-4200

University of Georgia

Athens, GA 30602
706-542-3000

University of North Georgia

82 College Circle
Dahlonega, GA 30597
706-864-1400

University of West Georgia

1601 Maple Street
Carrollton, GA 30118
678-839-5000

Valdosta State University

1500 North Patterson Street
Valdosta, GA 31698
229-333-5800

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