

# **SOUTH GEORGIA STATE COLLEGE**

## **ACADEMIC CATALOG 2023-2024**

SOUTH GEORGIA STATE COLLEGE  
100 WEST COLLEGE PARK DRIVE  
DOUGLAS, GEORGIA 31533-5098

A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA

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General Catalog

2023-2024

Telephone: (912) 260-4200  
Throughout Georgia: 1-800-342-6364  
FAX: (912) 260-4455  
<http://www.sgsc.edu/>

## **THE COLLEGE**

**Vision**

**Mission**

**History**

**Accreditation**

**Location**

## THE VISION AND MISSION OF SOUTH GEORGIA STATE COLLEGE



### VISION

South Georgia State College will be a student-centered institution that produces life-long learners well equipped to succeed in a diverse global society.

### MISSION

South Georgia State College, a state college of the University System of Georgia, is a multi-campus, student-centered institution offering high-quality associate and select baccalaureate degree programs. The institution provides innovative teaching and learning experiences, a rich array of student activities and athletic programs, access to unique ecological sites, and residential options to create a diverse, globally-focused, and supportive learning environment.

*Current Mission was approved by the Board of Regents of the University System of Georgia on May 8, 2012.*

### HISTORY OF THE COLLEGE

Agricultural and Mechanical (A&M) schools were forerunners of many of Georgia's University System schools. Founded in 1906 as the Eleventh District A&M School, South Georgia College is recognized as the oldest publicly supported two-year college in Georgia and has a long and distinguished history, rich in the tradition of serving the people of the Southeast.

For two decades, the Eleventh District A&M School set the pace for the growing number of high schools in the area. In 1927, the Georgia legislature passed a bill elevating the A&M school to junior college status.

In 1932, by legislative enactment, this College and other state-supported institutions of higher learning in Georgia were organized into the University System of Georgia and placed under the jurisdiction of the Board of Regents. As a unit of the University System, South Georgia College (the College's original name) continued its two-year curriculum and adopted its original name in 1937. In 2011 the Board of Regents approved a mission and sector change for the institution, making SGC a State College authorized to offer a limited number of bachelor's degrees.

The original SGC campus, including three buildings constructed in 1907-08, was listed on the National Register of Historic Places in 2010. Now a thriving center for learning, the 190-acre Douglas campus has grown to include approximately twenty academic buildings and numerous athletic facilities.

The Clower Student Center, housed in SGC's 1930s gymnasium, has won numerous awards from the state for historic preservation. The Wellness Center boasts a junior Olympic-sized indoor swimming pool, a basketball gym, and weight-lifting room. Renovation created a new Dining Hall with space for a collegiate store, a coffee shop, and convenience store. One of the few two-year institutions with campus housing, SGC constructed two contemporary residence halls, known as Tiger Village I and Tiger Village II. Outdoor facilities include a baseball stadium, a nine-hole golf course, tennis courts, and fields for softball and soccer.

On January 10, 2012, the Board of Regents approved the consolidation of South Georgia College and Waycross College, an associate degree granting institution within the city limits of Waycross that first offered classes in September 1976. The Waycross campus, located on a tract of approximately 150 acres abundant with flora native to southeast Georgia, includes five main buildings: an Administrative Building with classrooms, laboratories, conference rooms, a library, a student commons area, and faculty offices; an Educational Building with classrooms, computer labs, an auditorium, and faculty offices; the James M. Dye Student Services building with offices for admissions, student records, financial aid, and student life, as well as an Academic Support Center, a STEM Center, a commons area, a conference room, and a bookstore; a Physical Education Building with a gymnasium, classrooms, athletic offices, locker facilities, and a fitness/wellness room; and a Physical Plant that facilitates maintenance of the campus.

The Board of Regents approved the name South Georgia State College for the consolidated institution on August 7, 2012. On January 8, 2013, the Board of Regents adopted the resolution authorizing the newly consolidated baccalaureate institution, SGSC.

## **ACCREDITATION**

South Georgia State College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Degree-granting institutions also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of South Georgia State College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website ([www.sacscoc.org](http://www.sacscoc.org)).

The Associate of Science in Nursing (ASN) and Bachelor of Science in Nursing (RN-BSN) programs are approved by the Georgia Board of Nursing. The contact information is listed below.

### **Georgia Board of Nursing**

237 Coliseum Drive

Macon, Ga 31217

Telephone: (844)753-7825

Website: <https://sos.ga.gov/georgia-board-nursing>

The associate nursing program at South Georgia State College at the Waycross Campus located in Waycross, Georgia, and the associate and baccalaureate (RN-BSN) nursing programs at South Georgia State College at the Douglas Campus located in Douglas, Georgia, are accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE,

Suite 1400, Atlanta, GA 30326, (404) 975-5000. The most recent accreditation decision made by the ACEN Board of Commissioners for the associate and baccalaureate (RN-BSN) nursing programs is Continuing Accreditation.

View the public information disclosed by the ACEN regarding these programs at <http://www.acenursing.us/accreditedprograms/programSearch.htm>

Contact information is below:

**Accreditation Commission for Education in Nursing (ACEN)**

3390 Peachtree Road NE, Suite 1400

Atlanta, GA 30326

Telephone: (404) 975-5000

Website: <https://www.acenursing.org/>

## **LOCATION**

South Georgia State College is located on two campuses. The Douglas campus is home to a warm and friendly southeastern Georgia community with a growing population of some 11,000 citizens. The center of the city is within walking distance from the campus, and many shops and restaurants border the campus. The Waycross campus, established in 1976, is on the western edge of Waycross, a progressive, business-friendly community with a population exceeding 14,000 citizens and a major transportation hub in the state's southeastern quadrant. The climate in Douglas and Waycross is moderate year-round.

Geographically, South Georgia State College is situated near the Georgia coast. The Douglas campus is no more than 90 miles west of Brunswick and the Golden Isles, 150 miles northeast of the Gulf of Mexico, 120 miles northwest of Jacksonville, Florida, and 200 miles south of Atlanta; the Waycross campus is no more than 60 miles west of Brunswick and the Golden Isles, 140 miles northeast of the Gulf of Mexico, 75 miles northwest of Jacksonville, Florida, and 250 miles southeast of Atlanta.

The Douglas campus of South Georgia State College is easily accessible via U.S. Highways 221 and 441 and Georgia Highways 32, 135, and 158. The Waycross campus is located on U.S. Highway 82, near U.S. Highway 1 and U.S. Highway 84. Interstates I-16, I-75, and I-95 service southeast Georgia.

South Georgia State College also offers courses on the campus of Valdosta State University through an entry program that prepares students for sophomore-level courses at the senior institution. High school students may take courses for dual enrollment credit through the Dual Enrollment program in partnership with area high schools.

A unique feature of South Georgia State College is its location in the heart of South Georgia's outdoor recreation area. Within a 30-mile radius, one can experience the finest in fishing, hunting, camping, canoeing, and waterskiing. Each campus is also in close proximity to four major rivers, the Okefenokee National Wildlife Refuge, and four wildlife management reservations. In addition, the Atlantic Ocean with its beautiful beaches is only 50 to 90 minutes away.

Revised 06/30/23



# SOUTH GEORGIA STATE COLLEGE

## 2023-2024 Academic Year Calendar

Fall Semester, 2023	Day	Date
Summer/Fall 2023 Registration Begins	Tuesday	April 4, 2023
Fall 2023 Financial Aid Priority Date	Monday	May 15, 2023
Fall 2023 Admissions Application Priority Date	Monday	May 15, 2023
Fall 2023 Fee Payment Deadline	Friday	Aug 4, 2023
Faculty Return – Convocation	Monday	Aug 7, 2023
First Day Financial Aid can be used in Bookstore	Monday	Aug 7, 2023
Resident Move-in (Valdosta)	Friday	August 11, 2023 (TENT)
Resident Move-in (Douglas)	Sat-Sun	Aug 12-13, 2023
First Day of Classes (Douglas, Waycross, Valdosta, SGSC online, A Term)	Monday	Aug 14, 2023
Drop/Add Period (Douglas, Waycross, Valdosta, SGSC online, A Term)	Mon-Fri	Aug 14-18, 2023
Attendance Verification (Douglas, Waycross, Valdosta, SGSC online, A Term)	Mon-Fri	Aug 21-25, 2023
Last Day to use Financial Aid in Bookstore	Friday	Aug 25, 2023
Labor Day Holiday (No classes)	Monday	Sep 4, 2023
Mid-Term/Last Day to Withdraw to receive W grade (A Term)	Thursday	Sep 7, 2023
Fall 2023 B Term Fee Payment Deadline	Monday	Oct 2, 2023
Mid-Term, (Valdosta)	Thursday	Oct 5, 2023
Last Day of Class and Final Exams (A Term)	Monday	Oct 9, 2023
Mid-Term/Last Day to Withdraw to receive W grade (Douglas, Waycross, SGSC online)	Monday	Oct 9, 2023
First Day of Classes (B Term)	Tuesday	Oct 10, 2023
Fall Break (Valdosta)	Mon-Tues	Oct 9-10, 2023
Drop/Add Period (B Term)	Tues-Thurs	Oct 10-12, 2023
Spring 2024 Admissions Application Priority Date	Sunday	Oct 15, 2023
Spring 2024 Financial Aid Priority Date	Sunday	Oct 15, 2023
Attendance Verification (B Term)	Fri - Tues	Oct 13-17, 2023
Spring 2024 Registration Begins	Tuesday	Oct 24, 2023
Mid-Term/Last Day to Withdraw to receive W grade (B Term)	Tuesday	Oct 31, 2023
Research Symposium Day (Douglas and Waycross only - No day classes – evening classes will meet)	Tuesday	Nov 14, 2023
Thanksgiving Holidays (Douglas, Waycross, Valdosta, SGSC online, B Term) No classes	Weds–Fri	Nov 22-24, 2023
Last Day of Classes (Douglas, Waycross, SGSC online, B Term)	Thursday	Nov 30, 2023
Last Day of Classes (Valdosta)	Monday	Dec 4, 2023
Final Exams (Douglas, Waycross, SGSC online, B Term)	Mon-Fri	Dec 4-8, 2023
Final Exams (Valdosta)	Tues-Fri	Dec 5-8, 2023
Resident Move-Out (Douglas)	Saturday	Dec 9, 2023
Resident Move-Out (Valdosta)	Saturday	December 9, 2023
Winter Break (All campuses closed)	Weds-Fri	Dec 20, 2023 – Jan 2, 2024



# SOUTH GEORGIA STATE COLLEGE

## 2023-2024 Academic Year Calendar

Spring Semester, 2024	Day	Date
Spring 2024 Financial Aid Priority Date	Sunday	Oct 15, 2023
Spring 2024 Admissions Application Priority Date	Sunday	Oct 15, 2023
Spring 2024 Registration Begins	Tuesday	Oct 24, 2023
New Year's Holiday	Monday	Jan 1, 2024
All Staff & Faculty Return	Tuesday	Jan 2, 2024
First Day Financial Aid can be used in Bookstore	Tuesday	Jan 2, 2024
Spring 2024 Fee Payment Deadline	Tuesday	Jan 2, 2024
Resident Move-in (Douglas)	Sunday	Jan 7, 2024
Resident Move-in (Valdosta)	TBA	TBA
First Day of Classes (Douglas, Waycross, Valdosta, SGSC online, A Term)	Monday	Jan 8, 2024
Drop/Add Period (Douglas, Waycross, Valdosta, SGSC online, A Term)	Mon–Fri	Jan 8-12, 2024
MLK Holiday (No classes)	Monday	Jan 15, 2024
Attendance Verification (Douglas, Waycross, Valdosta, SGSC online, A Term)	Tues–Mon	Jan 16-22, 2024
Last day to use Financial Aid in Bookstore	Monday	Jan 22, 2024
Mid-Term/Last day to withdraw to receive a W grade (A Term)	Thursday	Feb 1, 2024
Spring 2024 B Term Fee Payment Deadline	Monday	Feb 26, 2024
Last Day of Classes and Final Exams (A Term)	Monday	Mar 4, 2024
Mid-Term/Last day to withdraw to receive a W grade (Douglas, Waycross, Valdosta, SGSC online)	Monday	Mar 4, 2024
First Day of Classes (B Term)	Tuesday	Mar 5, 2024
Drop/Add Period (B Term)	Tues–Thurs	Mar 5-7, 2024
Attendance Verification (B Term)	Fri–Tues	Mar 8-12, 2024
Summer 2024 Financial Aid Priority Date	Friday	Mar 24, 2023
Summer 2024 Admissions Application Priority Date	Friday	Mar 24, 2023
Spring Break (Douglas, Waycross, Valdosta)	Mon-Fri	Mar 11-15, 2024
Summer/Fall 2024 Registration Begins	Tuesday	Apr 2, 2024
Mid-Term/Last day to withdraw to receive a W grade (B Term)	Monday	Apr 8, 2024
Research Symposium Day (Douglas and Waycross only - No day classes – evening classes will meet)	Tuesday	April 16, 2024
Last Day of Classes (Douglas, Waycross, Valdosta, SGSC online, B Term)	Monday	April 29, 2024
Final Exams (Valdosta)	Tue–Fri	April 30– May 3, 2024
Final Exams (Douglas, Waycross, SGSC online, B Term)	Wed–Tues	May 1-3 & 6–7, 2024
Resident Move-out (Valdosta)	Saturday	May 4, 2024
Douglas Campus Graduation	Thursday	May 9, 2024
Waycross Campus Graduation	Friday	May 10, 2024
Resident Move-out (Douglas)	Saturday	May 11, 2024





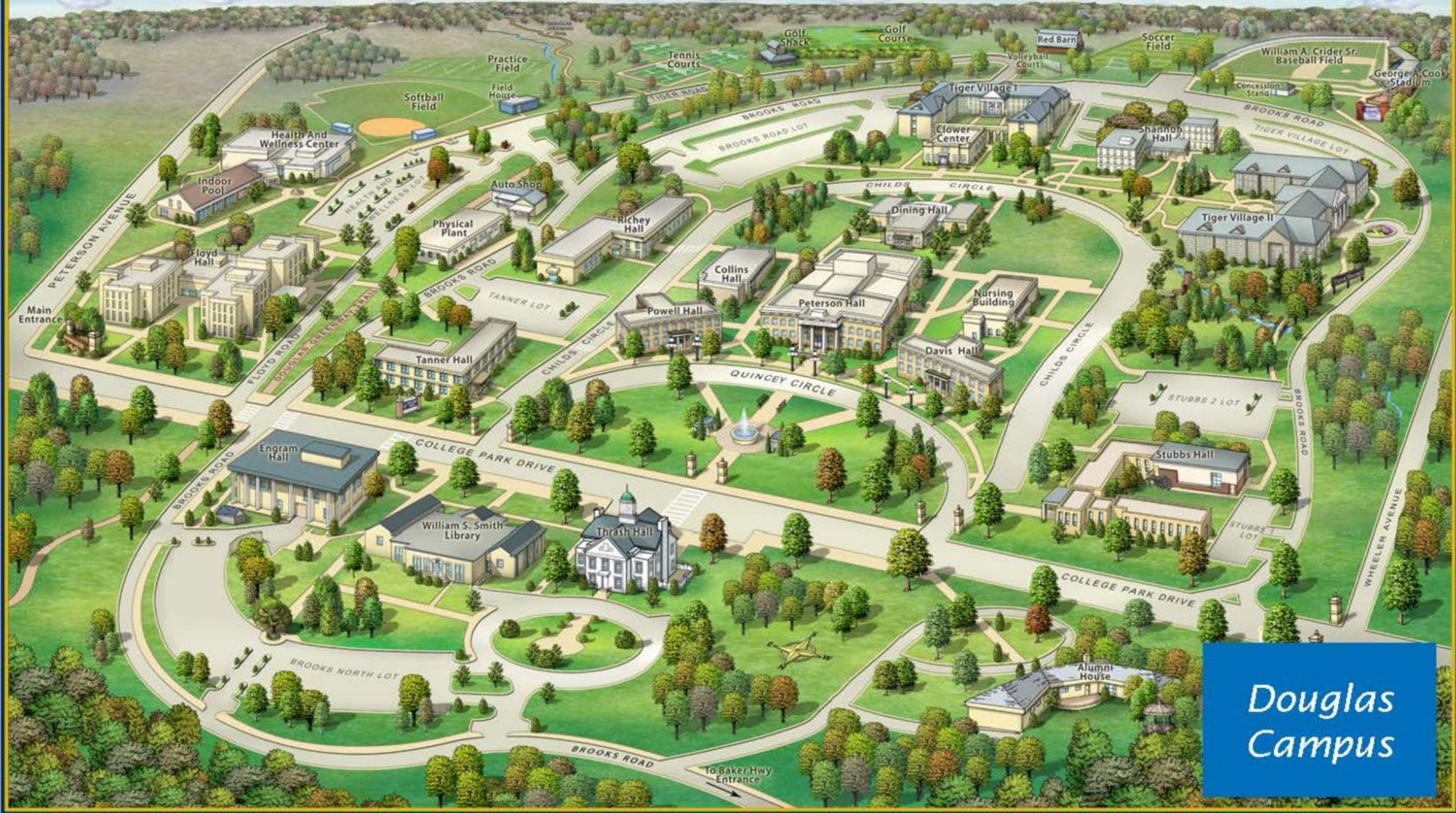
# SOUTH GEORGIA STATE COLLEGE

## 2023-2024 Academic Year Calendar

Summer Semester, 2024	Day	Date
Summer 2024 Financial Aid Priority Date	Friday	Mar 15, 2024
Summer 2024 Admissions Application Priority Date	Friday	Mar 15, 2024
Summer/Fall 2024 Registration Begins	Tuesday	Apr 2, 2024
Fall 2024 Financial Aid Priority Date	Wednesday	May 15, 2024
Fall 2024 Admissions Application Priority Date	Wednesday	May 15, 2024
Summer Term 2024 Payment Deadline	Wednesday	May 29, 2024
First Day Financial Aid can be used in Bookstore	Wednesday	May 29, 2024
Resident Move-In (Douglas)	Sunday	June 2, 2024
First Day of Classes (Douglas, Waycross, SGSC online)	Monday	June 3, 2024
Drop/Add Period (Douglas, Waycross, SGSC online)	Mon-Weds	June 3-5, 2024
First Day of Classes (Valdosta)	Wednesday	June 12, 2024
Drop/Add Period (Valdosta)	Wed-Fri	June 12-14, 2024
Attendance Verification (Douglas, Waycross, SGSC online)	Thurs-Mon	June 6-10, 2024
Last day to use Financial Aid in Bookstore	Friday	June 14, 2024
Attendance Verification (Valdosta)	Mon-Wed	June 17-19, 2024
Juneteenth Holiday (Observed – No classes)	Wednesday	June 19, 2024
Mid-Term/Last day to withdraw to receive a W grade (Douglas, Waycross, SGSC online)	Monday	July 1, 2024
Independence Day Holiday (Observed – No classes)	Thursday	July 4, 2024
Mid-Term (Valdosta)	Monday	July 8, 2024
Last Day of Classes (Douglas, Waycross, Valdosta, SGSC online)	Tuesday	July 30, 2024
Final Exams (Douglas, Waycross, Valdosta, SGSC online)	Weds - Thurs	July 31-Aug 1, 2024
Resident Move-Out (Douglas)	Friday	Aug 2, 2024

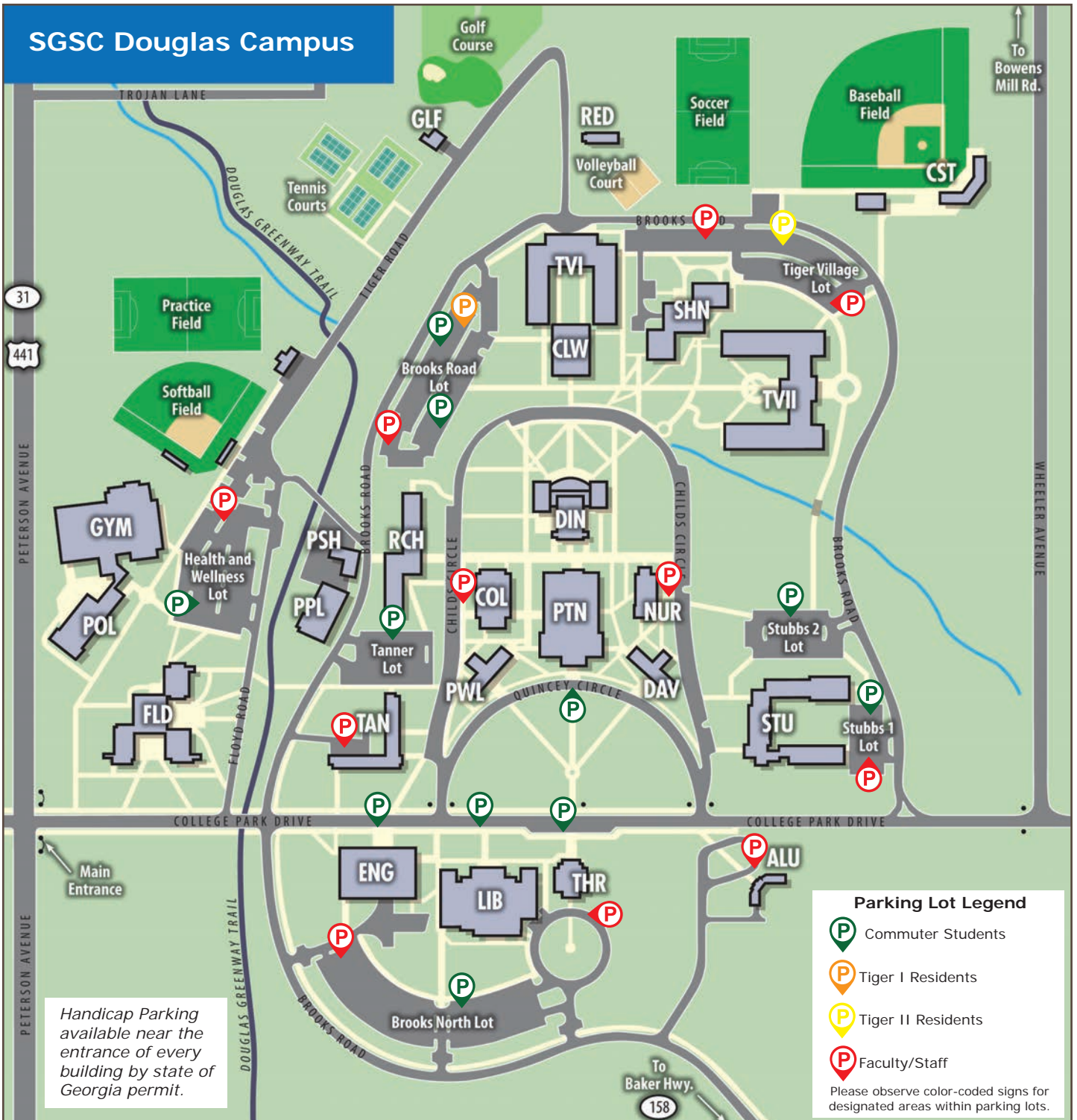


# South Georgia State College



Douglas  
Campus





**CAMPUS BUILDINGS:**

- ALU Alumni House
- CLW Clower Center
- COL Collins Hall
- CST Cook Stadium/Crider Field
- DAV Davis Hall
- ENG Engram Hall
- FLD Floyd Hall
- GLF Golf Shack

- GYM Health and Wellness Center
- DIN Dining Hall
- LIB William S. Smith Library
- NUR Nursing Building
- POL Indoor Pool
- PPL Physical Plant
- PSH Plant Shop
- PTN Peterson Hall
- PWL Powell Hall

- RCH Richey Hall
- RED Red Barn
- SHN Shannon Hall
- STU Stubbs Hall
- TAN Tanner Hall
- THR Thrash Hall
- TVI Tiger Village I
- TVII Tiger Village II







# South Georgia State College

## Waycross Campus



James M Dye  
Student Services  
Building

Educational  
Building

Physical  
Plant

Administrative  
Building

Gymnasium

TENNIS  
COURTS

FITNESS TRAIL

ARCHERY  
MOUND

Recreation

ATHLETIC  
FIELD

LAKE

POND

FITNESS TRAIL

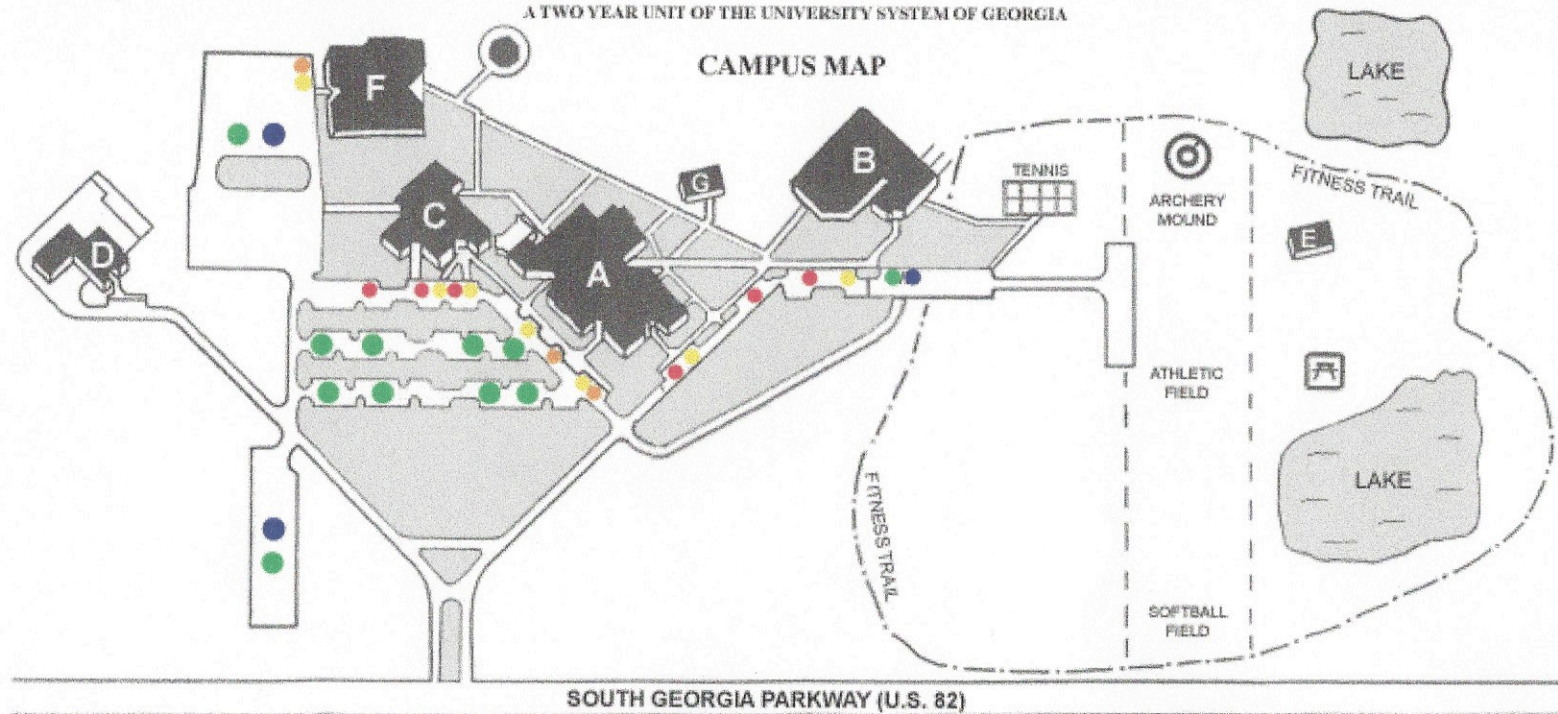
FITNESS TRAIL

S. GEORGIA PKWY



# SOUTH GEORGIA STATE COLLEGE - WAYCROSS CAMPUS

A TWO YEAR UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA



- A. ADMINISTRATION BUILDING
- B. GYMNASIUM
- C. EDUCATIONAL BUILDING
- D. PHYSICAL PLANT
- E. RECREATION
- F. JAMES M. DYE STUDENT SERVICES BUILDING
- G. THE LAIR

- STUDENT PARKING
- CONFERENCE PARKING
- FACULTY / STAFF PARKING
- HANDICAP PARKING
- VISITOR PARKING

## **CAMPUS LIFE**

**Campus Life**  
**Student Services**  
**Student Rights and Responsibilities**

## **COLLEGE LIFE AND STUDENT SERVICES**

South Georgia State College is committed to promoting a supportive campus environment that educates the whole person and meets the needs of students, faculty, staff, and citizens of the region. Student services are designed to facilitate a well-balanced college experience by strengthening the teaching/learning environment and promoting the ideals of an open, democratic, and global society.

Student services that support the college's core academic function are academic advising, athletics, campus recreational activities, counseling and disability services, first-year experience course, Honors Day programs, new student orientations, residence life and housing, student activities and cultural experiences, student clubs and organizations, student conduct, Student Government Association, and tutoring. Other services include food services, online bookstore, SGSC libraries, and the SGSC Police Department.

### **ACADEMIC ADVISING**

Academic advisement provides an appropriate support service for students in their respective academic pathways. Each student is assigned an advisor who will act as an advocate to help the student graduate in his/her chosen degree in a timely and efficient manner. Advisors serve students during times of registration to help plot their programs of study and take the necessary prerequisites/requirements for graduation. Advisors also assist students with transfer information and academic goal planning.

### **ATHLETICS**

The athletic programs at SGSC are members of the Georgia Collegiate Athletic Association (GCAA) and the National Junior College Athletic Association (NJCAA). SGSC supports eight intercollegiate athletic programs: baseball, women's soccer, softball, men's swimming, women's swimming, men's basketball, and men's and women's cross country. The ultimate goal is to make SGSC's intercollegiate athletic program the best among comparable institutions by recruiting quality student-athletes who will excel in the classroom as well as in sports. Developing the student athlete as a successful individual is one of the main objectives of the program.

### **CAMPUS RECREATIONAL ACTIVITIES AND INTRAMURAL SPORTS**

The College's campus recreational activities and intramural sports program are designed specifically for students and include activities such as volleyball, football, basketball, and softball. In addition, both the College's swimming pool and community golf course on the Douglas campus are available to enrolled students for recreational use. The strength of these programs is drawn from the high levels of student leadership and participation. The Coordinator of Student Engagement for Student Success is responsible for the oversight of the intramural sports program.

### **CAREER SERVICES**

Career Services at SGSC provides resources to help students research potential pathways, programs, and college transfer options. Student Success staff assist students and alumni with individual career counseling at all campus locations. Students have access to career assessments and information about degree programs and career fields. Career Services partners with businesses in the community to offer internship opportunities that are designed to incorporate academic coursework with work experience. Through these experiences, students may earn credit(s) toward their degree while working in positions related to their academic and career goals. Additionally, Career Services provides workshops on skills such as networking, writing resumés and cover letters, and interviewing. Career Services sponsors career fairs, information sessions, and programming to help students transition into the workforce.

## **COUNSELING AND DISABILITY SERVICES**

StayWell@SGSC is designed to help students achieve their academic goals by providing short-term counseling services for personal problems, stress, depression, time management, and adjustment to college. Students have 24/7 access to the support line for:

- in the moment support for mental health issues
- connections to next steps
- no-cost telehealth sessions provided by a network of licensed clinicians.

The Support Line number is (833) 855-0079.

All students at SGSC with a documented disability or students who suspect that they have a disability are strongly encouraged to register with the Disability Services Office at the time of making application. Students must self-identify in order to pursue academic accommodations. System accommodations require approval from the Regents Center for Learning Disorders (RCLD). Upon approval, students are responsible for requesting the Disability Services Coordinator's assistance in working with the faculty to devise reasonable classroom accommodations based on the recommendations from RCLD.

## **FIRST-YEAR EXPERIENCE COURSE**

Because many of the students entering into SGSC have never been in a college learning environment, they do not understand how this milieu differs from their previous classroom experiences. The College has implemented this course to provide students with the tools needed to be successful not only at SGSC but also at other institutions should the student desire to continue his or her education elsewhere. The course provides students with much needed skills to be successful in their daily lives and chosen careers.

First-time full-time students are required to take the course. The course is designed to equip each student with the necessary tools to achieve academic success, provide each student with the means to develop a personal strategy for achieving that success, make each student aware of the specific challenges that every college student faces, and help each student feel comfortable and energized as a member of an intellectual community.

## **HONORS DAY PROGRAMS**

For students who have accomplished notable academic achievement, the College holds an annual Honors Day Program on each campus. This program recognizes students who have excelled in areas of academics, athletics, or other co-curricular activities. By recognizing these students and their achievements, the College supports their academic success and helps further their college careers.

## **NEW STUDENT ORIENTATIONS**

Before each academic term, there is a highly-concentrated college-wide program, Student Orientation, Advisement, and Registration (SOAR), designed to introduce new students to SGSC. Students are provided information on academic and student support services. Workshop topics include Campus Resources, Information and Instructional Technology, Financial Aid, Advising and Registration, and more.

## **RESIDENCE LIFE AND HOUSING**

The Office of Residence Life and Housing exists to advance the educational mission of the College through its diverse programs and services. The Office of Residence Life and Housing seeks to provide a well-maintained and well-managed living and learning environment. The Douglas campus is a residential campus and currently operates two residence halls: Tiger Village I and Tiger Village II. The on-campus residential life options offer contemporary suites with all the amenities of home. SGSC's residence halls feature private furnished bedrooms, computer labs with high-speed Internet access, group study rooms, multipurpose entertainment spaces, laundry/vending, security, and Resident Assistants on each floor. In addition, Tiger Village I & II



are adjacent to the Clower Student Center. Each residence hall has individual ADA-accessible rooms on each wing and each floor.

The College policies for residential living are described in the *Residence Hall Handbook*. The central goal of the residence hall staff and the residence hall programming board is to create and maintain a safe, pleasant, and successful living/learning environment. Further information is available through the Residence Life & Housing Office.

Housing is also available at the SGSC Entry Program at Valdosta State University in Valdosta. For more information, email [sgscep.vsu@sgsc.edu](mailto:sgscep.vsu@sgsc.edu) or phone 912.260.4660.

### *Freshman Residency Requirements*

Any student requesting exemption from the Douglas Campus Freshman Residency Requirement must complete the online form found in the Residence Life & Housing subsection of the Becoming a Hawk section of the College website.

If a student wishes to reside off-campus, then one of the following criteria must be met:

- 21 years of age by the 1st day of the fall semester
- Married (must provide a copy of the marriage license)
- Caring for a dependent child (must provide a copy of the birth certificate)
- Veteran with at least 1 year of active service (must provide a copy of discharge documents)
- 30 or more earned credit hours (not including advanced placement)
- Dual enrollment
- Enrolled in fewer than 11 credit hours
- Medical conditions for which the College cannot achieve reasonable accommodations (condition must be on file with the Office of Disability Services)
- Waiver based on extreme hardship (case by case decision)
- Claims residency in the following counties: Atkinson, Bacon, Ben Hill, Berrien, Coffee, Irwin, Jeff Davis, Telfair, or Ware (must provide a copy of driver's license if requested by the College; otherwise, the student does not need to complete an exemption form)

## **STUDENT ACTIVITIES AND CULTURAL EVENTS**

Social and cultural activities at SGSC include dances, plays, concerts, exhibits, lectures, movies, trips, tournaments, contests, and other events. Campus life is enriched through the efforts of individual students and organizations that initiate recreational and educational activities. Most events are offered without cost to currently enrolled students.

## **STUDENT CLUBS AND ORGANIZATIONS**

SGSC's student clubs and organizations exist to assist students in their personal and professional development. These groups have been recognized by the Office of Campus Life at SGSC and are eligible for funding through the Student Fees Committee. Additional organizations may be created to reflect students' emerging interests.

## **STUDENT CONDUCT**

SGSC strives to create an environment that advances teaching, learning, and service to society. The College seeks to create an orderly climate that promotes academic integrity, intellectual freedom, and individual thought and expression consistent with the rights of others. To the end that such a climate may be established and maintained, the College as an institution and each member of the College community have reciprocal rights and responsibilities. It is the obligation

of the College to promote an optimal educational environment by protecting the rights of all members of the college community and by prohibiting acts that interfere with the rights of others.

Students subject to disciplinary expulsion, suspension, restitution, or forced withdrawal will be afforded an opportunity to have a hearing before the Student Conduct Board. Students subject to less severe sanctions will have an informal disciplinary conference with the Dean of Students and Housing for Student Success.

### **STUDENT GOVERNMENT ASSOCIATION**

The SGSC Student Government Association (SGA) establishes and maintains communication between students and the College's administration and faculty. It cultivates and preserves the ideals of responsible citizenship on campus and helps to create an atmosphere of learning. Each student is encouraged to address requests, questions, complaints, or suggestions to Student Government representatives, appropriate faculty members, or administrators. All officially enrolled South Georgia State College students may attend Student Government Association meetings. The SGA is also the student organization on campus that helps to plan student activity programming.

### **STUDENT SUCCESS CENTER**

SGSC has established a Student Success Center on each campus to provide services in the form of peer tutoring, supplemental materials, and programs that address all aspects of learning to support students' matriculation, continued enrollment, personal and professional development, and career preparation. There are multiple locations and modalities available to meet the needs of students:

- Douglas Student Success Center (Powell Hall, Room 103)
- Waycross Student Success Center (Dye Building, Room 141)

Online tutoring is available through GeorgiaVIEW with tutor.com Free tutoring services are also available at the entry program site listed below:

- Valdosta State University – Contact the Entry Program Office for assistance (912.260.4660).

When visiting any center, students must sign in and out for each visit. Staff members and tutors are available to assist with this process. For more information about Academic Success and the resources available, please visit <http://www.sgsc.edu/current-students/academicsupport.cms>.

### **COLLEGE POST OFFICE**

Each student living on the Douglas campus may sign up for a post office box in the Dining Hall complex, and incoming mail is delivered to an assigned mailbox. Outgoing mail may be dropped off at the Cashier's window in Engram Hall. Packages will be distributed through the front desk at each residence hall.

All correspondents should use the following form in addressing mail to students:

- Name
- 100 West College Park Drive
- Douglas, GA 31533-5098

### **SGSC POLICE DEPARTMENT**

The SGSC Police Department is the primary law enforcement agency on the SGSC Campus. The Police Department is recognized by the Georgia Peace Officers Standards and Training (POST) Council as a police agency.

### *Douglas Campus*

The SGSC Police Department (Douglas Campus) provides safety and security services 24 hour per day. The Department is located in Tiger Village I, 1st floor, West wing. The office number is 912.260.4401; however, we are often out on campus and may not be available to answer the office phone. Officers may be reached by calling 911 for emergency situations. In non-emergency situations, call 912.384.7675, and an officer will be dispatched to your location.

### *Waycross Campus*

The Waycross Campus has a Police Officer on duty during regular business hours. The office is located in the A-Building Room 101. The office number is 912.449.7506. Because we are often out on campus and may not be available to answer the office phone, officers can be dispatched to your location by simply dialing 911 in emergency situations. Call 912.287.4335 for a non-emergency response.

The Waycross Campus provides private security personnel to ensure safety on the campus after hours. The contact number is 912.501.4021. Cooperation is maintained with local law enforcement personnel also.

### **FOOD SERVICES**

The SGSC Dining Hall, located on the Douglas campus, offers one meal plan option for residential students and a commuter meal plan for non-residential students who wish to use their ID cards to purchase meals in the Dining Hall.

### **ONLINE BOOKSTORE**

Students can buy their textbooks from the online bookstore. With this system on the SGSC website, students can click on their class listings and see exactly what they'll need. Students can access the bookstore, allowing them to purchase both new and used books. The online bookstore provides the SGSC course listings, list of instructors, and the required textbooks. Students pay for textbooks through the Nebraska WebPrism system, a network that automatically tracks all student purchases and credits, allowing students to place a secure order with their credit card or any available financial aid.

### **SGSC LIBRARIES**

SGSC maintains two campus libraries with full services to students, faculty, staff, and community users. These learning resource centers provide 21<sup>st</sup> century library services with modern technology and an environment conducive to research and study for both independent and collaborative learning.

The *William S. Smith Library* is a 32,000-square-foot facility located on the Douglas campus with access to a variety of individual and group study rooms and two computer labs offering more than thirty Internet-accessible computers. The Library houses a special collection of Georgiana materials and the University Archives in its Georgia Rooms. Other campus facilities located within the Library include a teleconferencing room, a blended smart computer classroom, and the SPSS Research Room for undergraduate research.

The *Waycross Campus Library* encompasses 13,600 square feet within the Administrative building on the Waycross campus. The Library offers two study rooms and an audiovisual room. Students have access to over 30 computer terminals. This Library is home to an Okefenokee Swamp Collection and a smaller special collection of materials.

Both SGSC Libraries provide a variety of print, audiovisual, and electronic collections through direct and shared ownership, membership, and subscription including access to GALILEO, the state's virtual library. Hours vary by campus location.

Wireless Internet is available at both locations and printing can be handled from any of the WEPA machines located on either campus. Scanning and copier services are available. Books and media resources can be requested by students on each campus. Items not available at either campus may be borrowed from libraries within the University System through the GIL Express

Service or other non-USG libraries through Interlibrary Loan.

Librarians provide one-on-one in-person or virtual reference assistance and research consultation, classroom and information literacy instruction, and orientations and tours. Contact a librarian through LibChat, Ask-a-Librarian, or by filling out the Library Virtual Research Assistant form all linked from the Libraries Home Page. Embedded Librarian Service is available upon request of faculty.

## **VEHICLE REGISTRATION**

SGSC extends the privilege to operate a motor vehicle on campus in return for adherence to regulations designed to promote safety. No one shall park or operate a motor vehicle on campus unless qualified to do so under applicable state, local, and SGSC regulations and law. College personnel may cite violators under South Georgia State College Traffic and Parking Regulations or the Georgia Traffic Code.

There are designated Employee and visitor spaces on the Douglas and Waycross Campuses. Commuter students and visitors may park in spaces that are not reserved.

Only Residential Students and employees parking in reserved spaces are required to have a parking permit on their vehicles. In order to obtain a decal, you must have your vehicle description, tag number and student identification.

New employees may obtain a parking permit from the Department of Human Resources.

Residential student permits may be obtained from security personnel during the first two weeks of class. Students may obtain one decal free of charge. Additional decals are \$10.00 each.

Permits are to be permanently affixed to the driver's side exterior rear window of vehicles with the exception of motorcycles and convertibles. Those permits should be placed on the rear fender or the front windshield. Permits are valid until July 1 of the expiring year. Residential students should remain parked at the Residence Halls and walk to class.

If for any reason a student must drive a vehicle other than the one registered, a temporary registration permit will be issued, free of charge, from the Residence Life Specialist.

See <http://www.sgsc.edu/departments/homepage.cms> for additional details about vehicle registration and parking rules and regulations.

Revised 06/30/23

*The following pages relative to Student Rights and Responsibilities and the Code of Conduct for students have been copied directly from the SGSC Student Handbook (updated January 19, 2019).*

## **CODE OF CONDUCT**

### **RIGHTS AND RESPONSIBILITIES FOR STUDENTS**

The College seeks to create an orderly climate that promotes academic integrity, intellectual freedom, and individual thought and expression consistent with the rights of others. It is the obligation of the College to promote an educational environment by protecting the rights of all members of the college community and by prohibiting acts which interfere with the rights of others. Membership in the college community confers certain rights and imposes certain responsibilities. Students are expected to understand and exercise their rights, meet their responsibilities, and respect the rights of others. The College is expected to enforce these responsibilities and to afford these rights to students. The College will help students create a climate that promotes their development while not denying this opportunity to others. Upon their request, students have the right through their Student Government Association to be heard in matters that affect their rights and responsibilities. Students have the right to take stands on issues, to examine and discuss questions of interest, and to support legal causes by orderly means which do not disrupt college operations or interfere with the rights of others. Student publications and communications enjoy the rights inherent in the concept of freedom of expression. Individual students and organizations have the right to publish and distribute material on the campus provided that the materials are identified by the name of the student or organization. All publications shall be subject to the canons of responsible journalism, including the avoidance of defamation, indecency, obscenity, undocumented allegations, and harassment. All student organizations registered with the Office of Campus Life may meet on college premises if they make reservations in accordance with the established rules and regulations for room and space reservation. Students and/or student groups may not make reservations in their names for outside groups or organizations to use college space. Only student organizations registered with the Office of Campus Life have the right to invite persons of their choosing as speakers on college premises. The President of the College or the authorized representative may cancel a speaker's reservation where there is a clear and present danger to the orderly operation of the College. Such cancellation shall be communicated to the sponsoring organization at the earliest opportunity. Students shall have the right to have their academic and disciplinary records kept confidential subject to existing law. Students have the right to due process when accused of any violations of college regulations or rules of conduct. This right shall include the following:

- right to a notice in writing of charges.
- right to admit the alleged violation, waive a hearing, and accept the College's action.
- right to admit the alleged violation but request a hearing.
- right to deny the alleged violation and request a hearing.
- right to remain silent.
- right to a fair hearing.
- right to appear in person at a hearing or not to appear.
- right to call witnesses and present evidence on their behalf.

- right upon request to a list of witnesses who will appear against them.
- right to confront and cross-examine witnesses and/or accusers who are present.
- right to request a copy of any available records or tape recording of a hearing if the offenses involve possible suspension or expulsion.
- right to appeal beyond the point of origin to the administrative officer, the Discipline Committee, then to the President of the College.

## **SEXUAL MISCONDUCT**

Consistent with federal law and University System of Georgia policy, sexual misconduct of employees or students in the University System is prohibited and shall subject the offender to dismissal or other sanctions. Copies of the Sexual Harassment Policy are available online, <https://www.usg.edu/policymanual/section6/C2655/>

## **STUDENT CODE OF CONDUCT**

### **4.6.5 Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings**

(This policy will take effect Fall Semester, 2017)

This Policy establishes minimum procedural standards for investigations and resolutions of alleged student conduct violations, which each institution must incorporate into its respective student conduct policies. The purpose of this Policy is to ensure uniformity in the quality of investigations while providing for due process that affords fairness and equity in all student conduct investigations.

These procedures apply to matters relating to student misconduct, except matters relating to academic dishonesty, which may be covered under separate institutional policies. Institutions shall inform students of their procedures governing student misconduct complaints and investigations.

#### **4.6.5.1 Reports of Student Misconduct**

Institutions must provide clear notice to students and other campus community members as to how to file complaints of misconduct.

Complaints to the appropriate department and/or person(s) should include as much information as possible – such as: (1) the type of misconduct alleged; (2) the name and contact information of the individual(s) accused of misconduct; (3) the date(s), time(s), and place(s) of the misconduct; (4) the name(s) and contact information of any individual(s) with knowledge of the incident; (5) whether any tangible evidence has been preserved; and (6) whether a criminal complaint has been made.

Information from complaints may be shared as necessary to investigate and to resolve the alleged misconduct. Complaints shall be investigated and resolved as outlined below. The need to issue a broader warning to the community in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”) shall be assessed in compliance with federal law.

Where appropriate, complainants may file a law enforcement report as well as an institutional report but are not required to file both.

1. **Confidentiality:** Where a complainant or alleged victim requests that his or her identity be withheld or the allegation(s) not be investigated, the institutions should consider whether or not such request(s) can be honored while still providing a safe and nondiscriminatory environment for the institution and conducting an effective review of the allegations. The institution should inform the requesting party that the institution cannot guarantee confidentiality.

2. **Retaliation:** Anyone who, in good faith, reports what she or he believes to be student misconduct participates or cooperates in, or is otherwise associated with any investigation, shall not be subjected to retaliation. Anyone who believes he or she has been the target of retaliation for reporting, participating or cooperating in, or otherwise being associated with an investigation should immediately contact the appropriate department or individual(s) for that institution. Any person found to have engaged in retaliation in violation of the student conduct policy shall be subject to disciplinary action, pursuant to the institution's policy.
3. **False Complaints/Statements:** Individuals are prohibited from intentionally giving false statements to an institution official. Any person found to have intentionally submitted false complaints, accusations, or statements, including during a hearing, in violation of this Policy shall be subject to appropriate disciplinary action (up to and including suspension or expulsion) and adjudicated under the student conduct policy.
4. **Amnesty:** Students should be encouraged to come forward and report violations of the law and/or student code of conduct notwithstanding their own improper use of alcohol or drugs. Any student(s) who voluntarily and in good faith reports information to college or university faculty or staff prior to any investigation concerning use of drugs or alcohol will not be voluntarily reported to law enforcement; nor will information that the individual provides be used against the individual for purposes of conduct violations. Nevertheless, these students may be required to meet with staff members in regard to the incident and may be required to participate in appropriate educational program(s). The required participation in an educational program under this amnesty procedure will not be considered a sanction.

Nothing in this amnesty procedure shall prevent a university staff member who is otherwise obligated by law (the Clery Act) to report information or statistical data as required.

#### **4.6.5.2 Process for Investigating and Resolving Disputed Reports**

**Jurisdiction:** Each institution shall take necessary and appropriate action to protect the safety and well-being of its community. Accordingly, student conduct should be addressed when such acts occur on institution property, at institution-sponsored or affiliated events, or otherwise violate the institution's student conduct policies, regardless as to where such conduct occurs. If the student has admitted responsibility and has voluntarily decided to participate in the informal process, the procedures outlined in this section will not apply.

**Access to Advisors:** The respondent and alleged victim (where applicable), as parties to these proceedings, shall have the right to have an advisor (who may or may not be an attorney) of his or her choosing, and at his or her own expense, for the express purpose of providing advice and counsel. The advisor may be present during meetings and proceedings during the investigatory and/or resolution process at which his or her advisee is present. The advisor may advise his or her advisee in any manner, including providing questions, suggestions, and guidance on responses to any questions posed to the advisee, but shall not participate directly during the investigation or hearing process. The institution shall not prohibit family members of a party from attending the hearing if the party requests such attendance but may limit each participant to having two family members present.

**Initial Evaluation of Student Conduct Reports:** Regardless of how an institution becomes aware of misconduct, the institution shall ensure a prompt, fair, and impartial review and resolution of complaints alleging student misconduct. Where a report of student misconduct has been made to the appropriate department and/or person, the institution shall review the complaint to determine whether the allegation(s) describes conduct in violation of the institution's policies and/or code of conduct. If the reported conduct would not be a violation of the institution's policies and/or code of conduct, even if true, then the report should be dismissed. Otherwise, a prompt, thorough, and impartial investigation, and review shall be conducted into

each complaint received to determine whether charges against the respondent should be brought.

Where a report of student misconduct alleges sexual misconduct or other forms of harassment and/or discrimination, the report will be referred to and the investigation will be conducted through or as directed by the appropriate office trained and equipped to investigate such matters.

Any report that involves allegation(s) of conduct that could lead to the suspension or expulsion of the respondent(s) in an initial violation must be promptly reported to the System Director by the institution. The System Director will work with the institution to determine whether any interim measure(s) are necessary, to assign an investigator and will collaboratively supervise the investigation with the appropriate institution professional (e.g., the Title IX Coordinator, Dean of Students and Housing for Student Success). If an allegation is not initially identified as one that could lead to suspension or expulsion of the respondent(s), but facts arise during the course of the investigation that would require oversight from the System Director, then the institution shall report that case to the System Director or her designee prior to proceeding.

### **Interim Measures**

Interim measures may be provided by the institution at any point during an investigation and should be designed to protect the alleged victim and the community. To the extent interim measures are imposed, they should minimize the burden on both the alleged victim and the respondent, where feasible. Interim measures may include, but are not limited to:

1. Change of housing assignment;
2. Issuance of a “no contact” directive;
3. Restrictions or bars to entering certain institution property;
4. Changes to academic or employment arrangements, schedules, or supervision;
5. Interim suspension; and
6. Other measures designed to promote the safety and well-being of the parties and the institution’s community.

An interim suspension should only occur where necessary to maintain safety and should be limited to those situations where the respondent poses a serious and immediate danger or threat to persons or property. In making such an assessment, the institution should consider the existence of a significant risk to the health or safety of the alleged victim or the campus community; the nature, duration, and severity of the risk; the probability of potential injury; and whether less restrictive means can be used to significantly mitigate the risk.

Before an interim suspension is issued, the institution must make all reasonable efforts to give the respondent the opportunity to be heard on whether his or her presence on campus poses a danger. If an interim suspension is issued, the terms of the suspension take effect immediately. Upon request, the respondent will have an opportunity to be heard by the respective conduct officer, Title IX Coordinator, or System Director, as appropriate, within three business days in order to determine whether the interim suspension should continue.

### **Investigation**

Throughout any investigation and resolution proceedings, a party shall receive written notice of the alleged misconduct, shall be provided an opportunity to respond, and shall be allowed to remain silent or otherwise not participate in or during the investigation and resolution process without an adverse inference resulting. If a party chooses to remain silent or otherwise not participate in an investigation, the investigation may still proceed, and policy charges may still result and be resolved. Additionally, in any investigation involving allegations of sexual misconduct, timely notice of meetings shall be provided to each party of any meeting at which



the complainant, respondent or alleged victim may be present. Timely and equal access to information that will be used during the investigation will be provided to the complainant, respondent and alleged victim (where applicable).

Where the potential sanctions for the alleged misconduct may involve a suspension or expulsion (even if such sanctions were to be held "in abeyance," such as probationary suspension or expulsion) the institution's investigation and resolution procedures must provide the additional minimal safeguards outlined below.

1. The alleged victim and respondent shall be provided with written notice of the complaint/allegations, pending investigation, possible charges, possible sanctions, and available support services. The notice should also include the identity of any investigator(s) involved. Notice should be provided via institution email to the address on file.
2. Upon receipt of the written notice, the respondent shall have at least three business days to respond in writing. In that response, the respondent shall have the right to admit or to deny the allegations, and to set forth a defense with facts, witnesses, and supporting materials. A non-response will be considered a general denial of the alleged misconduct. Any alleged victim shall also be provided three business days to respond to or to supplement the notice.
3. If the respondent admits responsibility, the process may proceed to the sanctioning phase or may be informally resolved, if appropriate.
4. If at any point the investigator determines there is insufficient evidence to support a charge or to warrant further consideration of discipline, then the complaint should be dismissed.
5. An investigator shall conduct a thorough investigation and should retain written notes and/or obtain written or recorded statements from each interview. The investigator shall also keep a record of any party's proffered witnesses not interviewed, along with a brief, written explanation of why the witnesses were not interviewed.
6. The initial investigation report shall be provided to the respondent and the alleged victim (where applicable). This report should clearly indicate any resulting charges (or alternatively, a determination of no charges), as well as the facts and evidence in support thereof, witness statements, and possible sanctions. For purposes of this Policy, a charge is not a finding of responsibility, but indicates that there is sufficient evidence to warrant further consideration and adjudication.
7. The final investigation report should be provided to the misconduct panel or hearing officer for consideration in adjudicating the charges brought against the respondent. A copy shall also be provided to the respondent and alleged victim (where applicable) before any hearing. The investigator may testify as a witness regarding the investigation and findings but shall otherwise have no part in the hearing process and shall not attempt to otherwise influence the proceedings outside of providing testimony during the hearing.

### **Resolution/Hearing**

In no case shall a hearing to resolve charge(s) of student misconduct take place before the investigative report has been finalized.

Where the respondent indicates that he or she contests the charges, the matter shall be set for a hearing and once the investigative report has been finalized and copies provided to the respondent and alleged victim (where applicable); however, the alleged victim (where applicable) and respondent may have the option of selecting informal resolution as a possible resolution in certain student misconduct cases where they mutually agree, except where

deemed inappropriate by the Vice President for Academic and Student Affairs (or his/her designee) or the System Director.

Where a case is not resolved through informal resolution or informal resolution is not available due to the nature of the charges, the respondent shall have the option of having the charges heard either by an administrator (hearing officer) or a hearing panel. However, all cases involving charges of sexual misconduct that go to a hearing shall be heard by a panel of staff and/or faculty. Sexual misconduct panel members shall receive appropriate annual training as directed by the System Director or Coordinator and required by the Clery Act. If an administrative hearing is requested, the respondent shall use his or her discretion to determine whether the case should be heard by a hearing panel. Notice of the date, time, and location of the hearing shall be provided to the respondent, complainant, and alleged victim (where applicable) at least five business days prior to the hearing. Notice shall be provided via institution email where applicable. Additionally, the following standards will apply to any such hearing:

The respondent shall have the right to present witnesses and evidence to the hearing officer or panel. Witness testimony, if provided, shall pertain to knowledge and facts directly associated with the case being heard. Both parties shall have the right to confront any witnesses, including the other party, by submitting written questions to the hearing officer for consideration. Advisors may actively assist in drafting questions. The Panel shall ask the questions as written and will limit questions only if they are unrelated to determining the veracity of the charge leveled against the respondent(s). In any event, the Panel shall err on the side of asking all submitted questions and must document the reason for not asking any particular questions.

1. Where the hearing officer or panel determines that a party or witness is unavailable and unable to be present due to extenuating circumstances, the hearing officer or panel may establish special procedures for providing testimony from a separate location. In doing so, the hearing officer or panel must determine whether there is a valid basis for the unavailability, ensure proper sequestration in a manner that ensures testimony has not been tainted, and make a determination that such an arrangement will not unfairly disadvantage any party. Should it be reasonably believed that a party or witness who is not physically present has presented tainted testimony, the hearing officer or panel will disregard or discount the testimony. In sexual misconduct cases, the hearing officer reserves the right to allow a party to testify in a separate room, so long as no party is unfairly disadvantaged by this procedure. A party must still give testimony in the presence of the Panel, and the opposing party must have the opportunity to view the testimony remotely and to submit follow-up questions.
2. Formal civil rules of evidence do not apply to the investigatory or resolution process.
3. The standard of review shall be a preponderance of the evidence; however, any decision to suspend or to expel a student must also be supported by substantial evidence at the hearing.
4. Institutions should maintain documentation of the proceedings, which may include written findings of fact, transcripts, audio recordings, and/or video recordings.
5. Following a hearing, both the respondent and alleged victim (where applicable) shall be simultaneously provided a written decision via institution email (where applicable) of the outcome and any resulting sanctions. The decision should include details on how to appeal, as outlined below. Additionally, the written decision must summarize the evidence in support of the sanction. The same form will be completed, regardless of whether the student opts for a hearing panel or an administrative proceeding.

## **Possible Sanctions**

In determining the severity of sanctions or corrective actions the following should be considered: the frequency, severity, and/or nature of the offense; history of past conduct; an offender's willingness to accept responsibility; previous institutional response to similar conduct; strength of the evidence; and the wellbeing of the university community. The hearing panel, hearing officer or administrator that found that a policy violation occurred will determine sanctions and issue notice of the same, as outlined above.

The broad range of sanctions includes: expulsion; suspension for an identified time frame or until satisfaction of certain conditions or both; temporary or permanent separation of the parties (e.g., change in classes, reassignment of residence, no contact orders, limiting geography of where parties can go on campus) with additional sanctions for violating no-contact orders; required participation in sensitivity training/awareness education programs; required participation in alcohol and other drug awareness and abuse prevention programs; counseling or mentoring; volunteering/community service; loss of institutional privileges; delays in obtaining administrative services and benefits from the institution (e.g., holding transcripts, delaying registration, graduation, diplomas); additional academic requirements relating to scholarly work or research; financial restitution; or any other discretionary sanctions directly related to the violation or conduct.

### **4.6.5.3 Appeals**

Where the sanction imposed includes a suspension or expulsion (even for one held in abeyance), the following appellate procedures must be provided. The alleged offender (and in cases involving sexual misconduct or other forms of discrimination and/or harassment, the alleged victim) shall have the right to appeal the outcome on any of the following grounds: (1) to consider new information, sufficient to alter the decision, or other relevant facts not brought out in the original hearing, because such information was not known or knowable to the person appealing during the time of the hearing; (2) to allege a procedural error within the hearing process that may have substantially impacted the fairness of the hearing, including but not limited to whether any hearing questions were improperly excluded or whether the decision was tainted by bias; or (3) to allege that the finding was inconsistent with the weight of the information.

Appeals may be made for the above reasons in any case where sanctions are issued, even when such sanctions are held "in abeyance," such as probationary suspension or expulsion.

The appeal must be made in writing and must set forth one or more of the bases outlined above and must be submitted within five business days of the date of the final written decision. The appeal should be made to the institution's Vice President for Academic and Student Affairs or his/her designee.

The appeal shall be a review of the record only, and no new meeting with the respondent or any alleged victim is required. The Vice President, or his or her designee, may affirm the original finding and sanction, affirm the original finding but issue a new sanction of lesser severity, remand the case back to the decision-maker to correct a procedural or factual defect, or reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand. The Vice President or his or her designee shall then issue a decision in writing to the respondent within a reasonable time period.

The decision of the Vice President or his or her designee may be appealed in writing within five business days (as determined by the date of the decision letter) to the President of the institution solely on the three grounds set forth above.

The President may affirm the original finding and sanction, affirm the original finding but issue a new sanction of greater or lesser severity, remand the case back to the decision maker to correct a procedural or factual defect, or reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand. The President's decision shall be simultaneously

issued in writing to the complainant, the respondent and the alleged victim (where applicable) within a reasonable time period. The President's decision shall be the final decision of the institution.

Should the respondent or alleged victim (where applicable) wish to appeal the President's decision, he or she may request review by the Board of Regents in accordance with the Board of Regents' Policy on Discretionary Review.

#### **4.6.5.4 Recusal/Challenge for Bias**

Any party may challenge the participation of any institution official, employee or student panel member in the process on the grounds of personal bias by submitting a written statement to the institution's designee setting forth the basis for the challenge. The designee shall not be the same individual responsible for investigating or adjudicating the conduct allegation. The written challenge should be submitted within a reasonable time after the individual knows or reasonably should have known of the existence of the bias. The institution's designee will determine whether to sustain or deny the challenge and, if sustained, the replacement to be appointed.

Revised 06/30/22

## **ENTERING THE COLLEGE**

**General Admissions**  
**Admission by Degree Program**  
**Learning Support Policies**  
**Other Admissions Categories**  
**The Associate of Science in Nursing Degree Program**  
**The RN-BSN Degree Program**  
**Student Tuition Classification Policy**  
**Privacy Act**  
**Equal Opportunity Policy**  
**Compliance with Drug-Free Act**

## GENERAL ADMISSIONS

### PHILOSOPHY

South Georgia State College welcomes applications for admission from persons who have graduated from high school or hold a General Equivalency Diploma (GED). Students are admitted to appropriate classes on the basis of placement test scores. The policy of South Georgia State College is to admit every applicant who demonstrates reasonable promise of success and who can profit from the educational programs of the College. Admission requirements vary according to the degree sought. Though placement test scores are not required for admittance, SAT, ACT, and ACCUPLACER test scores (that meet minimum requirements) may be submitted to exempt Learning Support classes.

### PROCEDURES FOR ALL FIRST-TIME STUDENTS

Applicants applying for admission to a degree program at South Georgia State College must submit the following items to the Admissions Office:

1. **Admissions Application** – A completed admission application accompanied by a \$20.00 non-refundable application fee. You may apply on-line at [www.sgsc.edu/apply](http://www.sgsc.edu/apply).
  2. **High School Transcript** -- An official high school transcript showing a graduation date and/or official GED with passing scores. Official electronically-sent documents are preferred, but official paper documents are accepted if received by the Office of Admissions in a sealed envelope. Copies of transcripts or letters, grade reports, diplomas, or graduation lists are not considered official.
  3. **SAT or ACT scores** – SAT and/or ACT scores submitted with the following minimum scores will exempt students from Learning Support placement and/or placement testing.
    - Old SAT scores (before March 2016):
      - 430 Verbal/Critical Reading for all Pathways
      - 400 Math for Non-STEM Pathways
      - 470 Math for STEM Pathways or Pathways requiring MATH 1111
    - New SAT scores (after March 2016):
      - 480 Evidence-Based Reading & Writing for all Pathways
      - 440 Math 'Section' Score for Non-STEM Pathways
      - 510 Math 'Section' Score for STEM Pathways or Pathways requiring MATH 1111
    - ACT scores:
      - 17 English or Reading for all Pathways
      - 17 Math for Non-STEM Pathways
      - 20 Math for STEM Pathways or Pathways requiring MATH 1111
  4. **ACCUPLACER scores** –AccuPlacer scores (that meet minimum requirements) may be used to exempt Learning Support requirements. Students have the option to take the AccuPlacer Reading, WritePlacer, and Quantitative Reasoning, Algebra, and Statistics (Math) to exempt Learning Support placement if acceptable SAT/ACT Scores are not provided (see “SAT or ACT scores” section above). Students may also exempt Learning Support placement in English and/or Math if they have earned a grade of “C” or better in a collegiate-level English and/or Math course from a qualified post-secondary institution or have met the high school GPA and RHSC requirement.
- If the student chooses not to take the AccuPlacer and exemption criteria for support is not met, the default placement will be in an entry-level collegiate course with corequisite support.
5. **Immunization Form** – A completed University System of Georgia immunization form. Please see section on immunization on page 32.
  6. **TOEFL** – All prospective students whose first language or mother tongue is not English must, as part of the application procedure, submit an official report of scores attained on the Test of English as a Foreign Language (TOEFL).

7. **Lawful Presence** – Students applying for in-state tuition classification must submit evidence of lawful presence in the United States. To verify Lawful Presence, one of the following documents may be submitted:

- An approved FAFSA form or other documentation demonstrating eligibility for federal financial aid.
- A Certified U.S. Birth Certificate showing the student was born in the U.S. or a U.S. territory. A photocopy is acceptable so long as it shows the raised or written seal.
- A U.S. Certificate of Naturalization (USCIS form N-550 or N-570).
- A U.S. Certificate of Citizenship (USCIS form N-560 or N-561).
- A U.S. Certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240).
- A current U.S. Passport.
- A current (unexpired) Driver's License/ID issued by these states and containing the REAL ID symbol.
  - o Alabama, Alaska, California, Delaware, Florida, Georgia, Idaho, Iowa, Kentucky, Louisiana, Maryland, Missouri, Montana, Nevada, North Carolina, Ohio, Oklahoma, South Carolina, Tennessee, Texas, Vermont, and Wisconsin
  - o REAL ID acceptable symbols include the following: Gold Star, Black Star, Star cutout in gold circle, Star cutout in black circle, and Star cutout in gold grizzly bear.
- A current military ID (service member only, not dependent).
  - o Document using the Confirmation of Review of Military ID Dynamic Form.
  - o Copies of military IDs are NOT ACCEPTABLE.
- A current, valid Permanent Resident Card (USCIS form I-151 or I-551)
- An F, J, or M visa
- Verification through the SAVE program

All materials must be submitted by the appropriate application deadline published in the Important Dates section of this catalog.

Falsification of materials submitted for admissions or any other records at South Georgia State College is grounds for dismissal and revocation of any degree, certificate, or credit earned.

Information about and application forms for the national Scholastic Assessment Test (SAT) may be obtained from high school counselors or from the College Entrance Examination Board, Box 592, Princeton, NJ 08541, or online at [www.collegeboard.com](http://www.collegeboard.com). South Georgia State College's code number to be entered on the examination is 5619.

Information about and application forms for the American College Testing (ACT) program may be obtained by writing ACT, 2201 N. Dodge Street, P.O. Box 168, Iowa City, IA 52243, or online at [www.actstudent.org](http://www.actstudent.org). South Georgia State College's code number to be entered on the examination is 0862.

## **TRANSFER STUDENTS**

South Georgia State College welcomes applications from students who wish to transfer to SGSC from other institutions. In addition to the items listed under "Procedures for All First-Time Students," transfer students must provide South Georgia State College official academic transcripts from all former schools. Failure to report previous college attendance at the time of admission is sufficient cause for cancellation of the student's enrollment and of any credit earned at South Georgia State College. Enrollment Services works individually with each transfer student to ensure the proper documents are submitted.

All academic credit attempted at previous institutions will be reviewed by the College. To be awarded an A.A. or A.S. degree by South Georgia State College, at least 16 semester hours of the academic credit used toward that degree must be earned at South Georgia State College. In unusual or compelling circumstances, students may appeal to the Vice President for Academic and Student Affairs for exceptions. To be awarded an A.S.N. degree by South Georgia State College, all courses in the curriculum with an NURS prefix must be earned at South Georgia State College. Any exceptions must receive approval from the Dean of the School of Nursing.

Courses transferred for credit from other institutions must have an overall average of "C."

Applicants who have completed fewer than 30 semester credit hours will be considered "first-time freshmen" and must meet the appropriate admissions requirements set forth for their intended program of study. Credit may be awarded for actual course work, training provided by the Armed Forces or services schools, or professional certification. The institution retains the right to determine the amount of credit to be awarded. Institutional procedures require that the credit awarded be validated by the credit by examination process on campus. Credit awarded must be appropriately related to a student's educational program at South Georgia State College.

Students who have official transcripts submitted by all former schools no later than the application deadline for the term in which they intend to enroll will be notified in writing prior to registration what credit was accepted for transfer. Students who have official transcripts submitted after the application deadline will be notified by the end of their first term of enrollment what credit was accepted for transfer.

An applicant will not be considered for admission unless the transcript of the college or university last attended shows that the student is eligible to return to that institution or unless the officials of the institution last attended recommend the applicant's admission and the applicant meets transfer GPA requirements. If two or more calendar years have elapsed since the applicant's dismissal from the last college or university attended, however, South Georgia State College may, at its discretion, review the application through established procedures to determine whether or not admission should be granted. Students with uncompleted Learning Support requirements at their previous institution may be admitted only in accordance with the Learning Support policies and procedures established by the University System of Georgia and South Georgia State College.

An applicant transferring into an A.A. or A.S. degree program from an institution or program that did not require the Georgia Required High School Curriculum must submit a transcript of secondary school credits unless the applicant has earned thirty semester hours of core curriculum credit. Transfer students who have not met the Georgia Required High School Curriculum requirements and who have not completed the required number of hours may be admitted to the A.A. or A.S. programs only as limited admission students under the procedures established by the University System of Georgia and South Georgia State College. (For more information on Georgia Required High School Curriculum, see pp.35-36.)

## **RETURNING STUDENTS**

Former South Georgia State College students wishing to be readmitted after a period of one year (three academic terms) must complete and submit a new application online at [www.sgsc.edu/apply](http://www.sgsc.edu/apply). Returning students do not have to pay an additional \$20.00 application fee. Students who have attended other post-secondary institutions since last attending South Georgia State College must submit official academic transcripts from all such institutions and are subject to the guidelines detailed in the TRANSFER STUDENTS section above. Students who were placed on Academic Suspension or Learning Support Suspension at the end of their last period of enrollment at SGSC must appeal to the Admissions Committee for readmission.

## **SOUTH GEORGIA STATE COLLEGE ENTRY PROGRAM AT VALDOSTA**

The South Georgia State College Entry Program-Valdosta (SGSCEP-V) is a university entry program located on the campus of Valdosta State University in the University Center (Entrance 9). It allows students to complete all Learning Support classes and Georgia Required High School Curriculum deficiencies, plus core college courses, in order to enter the university as a sophomore. All core classes transfer to Valdosta State University or any University System of Georgia senior college or university. SGSCEP-V students are subject to the same admissions procedures for first-time students, transfer students, and returning students as are students applying to the Douglas or Waycross campus. SGSCEP-V students may earn no more than 31 hours of transferable credit.

Students may apply to the program online at [www.sgsc.edu/apply](http://www.sgsc.edu/apply). The SGSCEP-V student body is taught by the SGSCEP-V faculty. The facilities feature Smart Classrooms and a state-of-the-art computer classroom. For more information contact the SGSCEP-V office at 912.260.4660.



## **TRANSFER OF CORE CURRICULUM “D” GRADES TO SOUTH GEORGIA STATE COLLEGE**

By University System of Georgia policy, South Georgia State College treats “D” grades earned by transfer students in Core Curriculum courses the same as “D” grades earned by native South Georgia State College students. Therefore, a “D” earned in HIST 2112, for example, at another University System institution would be acceptable for credit at South Georgia State College with the provision that the student has an overall grade point average of 2.0 (C) on all courses transferred into South Georgia State College. South Georgia State College requires a minimum grade of “C” in all area A and area F courses. All general education courses required for the Nursing programs must be passed with grades of “C” or better.

### **Immunization Policy**

The minimum immunization requirements for all University System of Georgia colleges and universities are established by the Georgia Board of Regents (<http://www.usg.edu/policymanual/section4/C334/>). Specific institutions, with the concurrence of their presidents and the Chancellor, may require some immunizations not required for all new students by this policy. Institutions are also authorized to impose additional immunization requirements for students when, in the opinion of the president of the institution and with concurrence of the Chancellor and appropriate public health authorities, there is a substantial risk of exposure to other communicable diseases preventable by vaccination (BOR Minutes, 1990-91, p.114).

All entering South Georgia State College students are required to provide SGSC with documentation of the minimum immunization requirements set forth by the Board of Regents. These requirements can be found at <https://www.sgsc.edu/content/userfiles/files/Immunization%20Form.pdf>.

Students who are enrolled in programs of study covered under the University System of Georgia Memorandum of Understanding clinical agency affiliation agreement must meet the immunization requirements of those programs.

Failure to submit a completed Certificate of Immunization will result in a registration and transcript hold on your student record.

## ADMISSION BY DEGREE PROGRAM

### ADMISSION TO TRANSFER PROGRAMS:

#### ASSOCIATE OF ARTS (A.A.) AND ASSOCIATE OF SCIENCE (A.S.) DEGREES

Admission to A.A. or A.S. degree programs at South Georgia State College requires a high school diploma or GED credential.

Board of Regents policy requires that the diploma should be from a high school accredited by a regional accrediting association, the Georgia Accrediting Commission, or from a public school regulated by a school system and state department of education. Students who have a DOE High School Certificate (also called a Certificate of Performance) or a Special Education Diploma are not considered to be high school graduates. A GED would be required. A GED is acceptable only if the student's high school class has graduated. There are no exceptions to the requirement that a freshman have either a high school diploma or the GED.

Students enrolling in A.A. or A.S. programs must have completed the 17 units of the Georgia Required High School Curriculum (RHSC, as defined by the Georgia Department of Education). Regardless of the diploma earned in high school and accepted for admission, each student will be evaluated to determine satisfactory completion of the 17 units of the RHSC.

A minimum high school grade point average (HSGPA) is required as follows:

Georgia Required High School Curriculum: Each student will be evaluated to determine satisfactory completion of the 17 units of the RHSC. Students with the RHSC must have a 2.0 HSGPA calculated based on the grades in the 17 units of the RHSC.

All Others: Students who have not completed the RHSC must have a 2.0 HSPGA calculated based on the grades in the appropriate RHSC units.

Students who enter without a Georgia RHSC diploma (for example, students with a TC diploma, students from private high schools or other states, students with a Georgia DOE General Diploma, and home-schooled students) must be evaluated for RHSC completion and must take addition courses as necessary, following USG policy.

Students who have not completed the Georgia RHSC courses requirements or who do not have the minimum HSGPA requirement, but show other evidence of ability to succeed, may be granted admission through Limited Admission. Candidates for Limited Admission are evaluated on a case-by-case basis, and there is no explicit or implicit guarantee of admission through this route.

Students who have SAT or ACT scores may exempt placement testing if they meet the following requirements:

- Old SAT scores (before March 2016):
  - 430 Verbal/Critical Reading for all Pathways
  - 400 Math for Non-STEM Pathways
  - 470 Math for STEM Pathways or Pathways requiring MATH 1111
- New SAT scores (after March 2016):
  - 480 Evidence-Based Reading & Writing for all Pathways
  - 440 Math 'Section' Score for Non-STEM Pathways
  - 510 Math 'Section' Score for STEM Pathways or Pathways requiring MATH 1111
- ACT scores:
  - 17 English or Reading for all Pathways
  - 17 Math for Non-STEM Pathways
  - 20 Math for STEM Pathways or Pathways requiring MATH 1111

Applicants who have a RHSC deficiency\* are admissible only as Limited Admission students. The College reserves the right to deny admission to these students if space is not available.

Applicants who have a HSGPA below the required minimums (2.0 for RHSC, 2.2 for all others) will be denied admission with the ability to appeal to South Georgia State College.

\*The Georgia Required High School Curriculum does not apply to students who have been out of high school at least five years and whose high school class graduated at least five years ago.

The 17 specified University System RHSC courses are:

**MATHEMATICS** – 4 college preparatory Carnegie units of mathematics, including Algebra I, Algebra II, and Geometry, and an additional mathematics course that has these courses as prerequisites. For students who graduate from a Georgia public high school in 2012 or later, the 4 units of mathematics must include a mathematics I, II, III, and a fourth unit of approved mathematics.

**ENGLISH** – 4 units that have as their emphasis grammar and usage, literature (American, English, World), and advanced composition skills.

**SCIENCE** – 4 units of science, with at least one laboratory course from the life sciences and one laboratory course from the physical sciences. Beginning in 2012, students must have one (1) unit of biology, one (1) unit of physical science or physics, and one (1) unit of chemistry, earth systems, environmental science, or an advanced placement science course.

**SOCIAL SCIENCE** – 3 units of social science, with at least one course focusing on United States studies and one course focusing on world studies.

**FOREIGN LANGUAGE** – 2 units in the same foreign language emphasizing speaking, listening, reading, and writing. Two units of American Sign Language may be used to satisfy this requirement.

Applicants who are denied admission must make written appeal to the Admissions Committee if they wish to be reconsidered.

### **ADMISSIONS APPEALS**

Some students may have circumstances that require an appeal of Admissions. These circumstances may include low high school GPA, Academic Suspension/Dismissal from previous college, or Academic Suspension from SGSC. A student in this position should complete and submit an Admissions Appeal Form to the Office of Admissions. Forms can be found on the Admissions webpage at <http://www.sgsc.edu/becoming-a-hawk/admissions.cms>. Appeal forms must be accompanied by an appeal letter and any necessary supporting documentation.

### **LEARNING SUPPORT POLICIES**

Learning support policies established by the Board of Regents for all System institutions require placement in learning support courses for students who have academic deficiencies in English, and/or math for those programs of study which have learning support prerequisites. AccuPlacer examinations in English and math can be administered for placement determination.

**Students must enroll each semester in required learning support co-requisite courses.** While completing these required courses, they may enroll in regular credit courses that do not have learning support prerequisites or learning support co-requisites.

University System of Georgia policies require completion of all learning support course work prior to the accumulation of thirty (30) semester hours of credit. Students failing to do so will be restricted to enrollment in learning support co-requisite courses until all requirements are met.

Students are permitted unlimited attempts in ENGL 0999 and the applicable MATH co-requisite course.

### **OTHER ADMISSIONS CATEGORIES**

#### **DUAL ENROLLMENT**

Dual Enrollment gives academically talented high school students the opportunity to earn college credit before graduating from high school. In some cases, the high school student may be able to be dually enrolled—earning high school and college credit at the same time. The cost of tuition and fees may be covered by Dual Enrollment, a program funded through the high school's Full Time Equivalency (FTE) funding.

The following eligibility requirements have been established:

- Rising Sophomores (who meet the Sophomore specific requirements), Juniors, and Seniors
- Minimum high school academic GPA of 3.0
- Eligible SAT, ACT, COMPASS, or ACCUPLACER test scores (see table of SGSC Dual Enrollment Eligible Test Scores below)

<b>SGSC Dual Enrollment Eligible Test Scores</b>		
<b>Test</b>	<b>Required for Acceptance</b>	<b>Required for Math 1111</b>
<b>Old SAT</b> (before Mar 2016)	Critical Reading - 430 Math - 400	Critical Reading - 430 Math - 470
<b>New SAT</b> (Mar 2016 or after)	Evidence-Based Reading & Writing - 480 Math - 440	Evidence-Based Reading & Writing - 480 Math - 510
<b>ACT</b>	English or Reading - 17 Math - 17	English or Reading - 17 Math - 20
<b>Classic AccuPlacer</b> (before Jan 28, 2019)	Reading Comprehension - 63 WritePlacer - 4 Elementary Algebra – 67*	Reading Comprehension - 63 WritePlacer - 4 Elementary Algebra – 79*
<b>Next-Generation AccuPlacer</b> (Jan 28, 2019 or later)	Reading – 237 WritePlacer – 4 Quantitative Reasoning, Algebra & Statistics – 258	Reading – 237 WritePlacer – 4 Quantitative Reasoning, Algebra & Statistics – 266

\* An Algebra score of 79 is required for students who need MATH 1111 (College Algebra) for the Honors Track or if their intended program of study requires College Algebra. An Algebra score of 67 is required *only* if the student does not need College Algebra for the Honors Track and their intended program of study only requires MATH 1001 (Quantitative Reasoning), MATH 1101 (Mathematical Modeling), or MATH 1401 (Statistics).

- On track towards the completion of the Required High School Curriculum (RHSC) requirements and high school graduation.

The Dual Enrollment program provides financial assistance to high school students who take advantage of the opportunity to earn college credit as they simultaneously meet their high school graduation requirements. Dual Enrollment pays for tuition for the Fall, Spring, and Summer Semesters.

Additional information regarding these programs may be obtained by contacting the Office of Admissions.

## HOME-SCHOOLED STUDENTS AND GRADUATES OF NON-ACCREDITED HIGH SCHOOLS

Admission requirements include submission of:

- An application for enrollment
- A one-time \$20.00 enrollment fee
- Evidence of completion of 17 units of University System of Georgia's Required High School Curriculum (RHSC), typically done with a portfolio. A good portfolio will consist of a transcript of all high school courses completed, evidence of the student's work in each of the 17 areas of the RHSC, and a statement signed by the home school principal (usually the mother or father) attesting that the student has met the requirements for graduation from that home school and giving a date of graduation. Most portfolios that have been submitted are approximately one inch thick and contain a syllabus, examples of work (writing samples, assignments), and a final examination for each course.
- An immunization record, completed by a health care professional
- Lawful Presence
- SAT, ACT, or AccuPlacer scores (that meet minimum requirements) may be used to exempt Learning Support requirements.
  - Learning Support courses can be exempted if the following requirements are met:

Test	Required for Acceptance	Required for Math 1111
<b>Old SAT</b> (before Mar 2016)	Critical Reading - 430 Math - 400	Critical Reading - 430 Math - 470
<b>New SAT</b> (Mar 2016 or after)	Evidence-Based Reading & Writing - 480 Math - 440	Evidence-Based Reading & Writing - 480 Math - 510
<b>ACT</b>	English or Reading - 17 Math - 17	English or Reading - 17 Math - 20
<b>Classic AccuPlacer</b> (before Jan 28, 2019)	Reading Comprehension - 63 WritPplacer - 4 Elementary Algebra – 67*	Reading Comprehension - 63 WritePlacer - 4 Elementary Algebra – 79*
<b>Next-Generation AccuPlacer</b> (Jan 28, 2019 or later)	Reading – 237 WritePlacer – 4 Quantitative Reasoning, Algebra & Statistics – 258	Reading – 237 WritePlacer – 4 Quantitative Reasoning, Algebra & Statistics – 266

## ACADEMIC RENEWAL

South Georgia State College students who have been readmitted or reinstated after a period of absence of five (5) calendar years or longer are eligible to apply for academic renewal.

Academic renewal for the student signals the initiation of a new grade point average to be used for determining academic standing. This provision allows South Georgia State College degree-seeking students who earlier experienced academic difficulty to make a fresh start and have one final opportunity to earn a degree at South Georgia State College. Academic renewal in no way

affects a student's eligibility for financial aid, admission to a particular program, or transfer to another college. Students must apply for academic renewal within one year of re-entering South Georgia State College. Academic renewal may be granted only once. For additional information, students should contact the Registrar's Office.

### **TRANSIENT STUDENTS**

A student who has taken work in a college or university may apply for the privilege of taking courses at SGSC on a transient basis by presenting a letter of recommendation from the registrar of the institution that he/she last attended. This letter must indicate the courses the transient student is approved to register for at South Georgia State College. Such letters should be directed to the Registrar. The transient student is required to complete an application online at [www.sgsc.edu/apply](http://www.sgsc.edu/apply) and pay the non-refundable application fee.

### **ADMISSION OF NON-DEGREE SEEKING STUDENTS**

- A. South Georgia State College permits students to enroll as non-degree students for a maximum of 12 semester credit hours (including institutional credit). 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.
- B. The College permits students who have earned the baccalaureate degree from a regionally accredited institution to enroll as non-degree students in courses with no limitation on the number of hours or undergraduate credit these students can earn.

### **PERSONS 62 YEARS OF AGE OR OLDER**

Residents of the State of Georgia who are sixty-two years of age or older at the time of registration may enroll as regular or auditing students in courses offered for resident credit on a space available basis without payment of fees, except for supplies and lab fees. Interested residents must present a birth certificate or other comparable written documentation of age to enable the College to determine eligibility. If enrolling for credit, residents must meet all System and institution undergraduate admission requirements. Residents must also meet all System, institution, and legislated degree requirements such as history and constitution instruction or exams if they are degree-seeking students.

### **AUDIT STUDENTS**

Students who submit evidence of graduation from an accredited high school or a GED certificate which satisfies the minimum score requirement of the State of Georgia may register as auditors. Students registered as auditors shall be required to pay the regular fees for enrollment.

### **INTERNATIONAL STUDENTS**

In addition to the normal admissions rules and procedures, special regulations related to visa status, fiscal responsibilities, and language competencies govern the admission and attendance of international students at the College. All prospective students who are not citizens of the United States or resident aliens must possess one of the following: an immigrant resident visa, a resident refugee visa, or a foreign passport which bears a visa assigning the student to South Georgia State College. Persons with visas that reflect any status other than these three cannot enroll at the College.

Under federal law, foreign nationals are not normally eligible for federal financial assistance funds administered by the College, nor are they normally permitted to seek or accept employment in the United States. Since it is obligatory to pay all College fees at the beginning of each semester, the circumstances regarding financial assistance and employment mean that foreign nationals must make provisions to meet all of their financial obligations prior to arrival in the United States.

The transfer of funds from foreign banks to the United States usually takes several weeks; therefore, students must start the transfer process early enough to ensure that their money is at South Georgia State College in time to register. Students' local banks should be able to provide specific timetables. Foreign students are expected to pay cash or have money sent directly to the business office at South Georgia State College prior to registration. If money is sent to the

business office, the College will deduct the appropriate fees and costs of books, housing, and food before any money is released to the student.

All non-citizens who are admitted to the College must purchase the health and accident insurance made available to all South Georgia State College students or show proof of comparable insurance. All students admitted to the College who acquire and operate a motor vehicle should purchase sufficient liability insurance to satisfy the requirements of Georgia state law. Both the health insurance and liability insurance must be maintained during the student's entire period of attendance at the College.

All prospective students whose first language or mother tongue is not English must, as part of the application procedure, have forwarded to the Director of Admissions an official report of scores attained on the Test of English as a Foreign Language (TOEFL). Minimum TOEFL scores of 523 on the paper TOEFL, 193 on the computer TOEFL, or 70 on the internet-based TOEFL are required for admission. Information and applications for the TOEFL are available upon request from the Educational Testing Service, Box 899, Princeton, New Jersey 08540 USA. In addition, applicants must have the equivalent of a U.S. high school diploma with the equivalent of a 2.0 minimum grade point average on a 4.0 scale on all academic work.

Any student who has attended a post-secondary institution outside the United States must submit official transcripts from each institution attended. In addition, the student must also provide South Georgia State College with an English translation of the transcripts and an evaluation of the transcripts done by an official evaluation service. Contact the Admissions Office for recommended foreign credential evaluators. The evaluators charge a fee for their services.

#### **ACCOMMODATIONS FOR LEARNING DISABILITIES AND/OR PHYSICAL DISABILITIES**

The Office of Disability Services (ODS), a division of Student Success, is committed to providing an equal educational opportunity for all qualified students with disabilities.

All students with a documented disability or students that suspect they have a disability are strongly encouraged to register with the ODS at the time of making application. **Students must self-identify in order to pursue academic accommodations.** System accommodations require approval from the Regents Center for Learning Disorders. Upon approval, students are responsible for requesting the Disability Services Coordinator's assistance in working with the faculty to devise reasonable classroom accommodations based on the recommendations from RCLD. Accommodations and services comply with Section 504 of the 1973 Rehabilitation Act, the Americans with Disabilities Act, and the policies of the Board of Regents of the University System of Georgia. Students with questions and/or needs relating to disability services may contact the following:

Disability Services Coordinator  
912-260-4435

Room 118-Powell Hall

## **THE ASSOCIATE OF SCIENCE IN NURSING DEGREE PROGRAM**

Students who earn this degree are eligible to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN) and practice as Registered Professional Nurses. Applications to the ASN program are accepted after October 1st of the year prior to the year she/he wishes to begin the nursing program.

Admission cycle:

- SGSC School of Nursing Application will be available October 1st of each year.
- The early decision deadline for LPN-RN is January 15th of each year.
- The early decision deadline for ASN is February 15th of each year.
- Additional qualified applicants will be reviewed following the early decision deadlines as stated above for all Nursing Programs on May 15th

Because of limited classroom, clinical spaces, and Georgia Board of Nursing guidelines, South Georgia State College reserves the right to restrict enrollment in the nursing program. Students awaiting acceptance into the nursing program will be designated pre-nursing majors and may take general education courses appropriate to the nursing program.

### **ASN Program of Study**

To be considered for admission to the nursing program, the prospective student must meet the general education requirements of South Georgia State College and the School of Nursing.

Admission to the ASN program is competitive. All prospective students considered for admission to the School of Nursing are accepted to the program based on scores, qualifications and on a space available basis.

To make application to be considered for admission to the associate degree in nursing program, the student must:

1. Graduate with a high school diploma or GED certificate
2. Submit an Application to SGSC Admissions and SGSC School of Nursing
3. Meet academic admissions criteria and complete COMPASS or AccuPlacer testing
4. Submit official transcripts from institutions previously attended to the South Georgia State College Office of Admissions
5. Complete the SGSC Custom HESI A2 Exam (199898) at a Prometric Testing Center. No scores will be accepted from other schools.
6. Exit all learning support courses.
7. Must have an overall cumulative GPA of 2.5 or higher.

### **ASN Two-Year Completion Admission Requirement:**

Students who desire to complete the ASN program in two years must be admitted to SGSC and must meet the School of Nursing Admissions Requirements. Students are encouraged to register for at least 15 hours per semester as part of the USG 15-to-Finish initiative. Please review the course catalog for a sample of program of classes.

### **ASN Learning Support/Science/General Education Performance Requirements**

Students entering the ASN pathway who are required to complete Learning Support Mathematics are exempt from enrolling in a Learning Support co-requisite course. The ASN pathway does not require a college-level mathematics course for completion; however, students who anticipate pursuing a BSN (which does require college-level mathematics) are encouraged to enroll in the appropriate mathematics course and complete any required Learning Support co-requisites as soon as possible.

A minimum grade of "C" is required in all science and general education courses included in the curriculum for nursing. A student who makes less than a "C" in more than one required science



course (Anatomy & Physiology I & II, and Microbiology), including a repeated course, will not be eligible for admission to, or progression in, the nursing program. Grades of less than “C” in the required science courses taken at another institution will be considered the same as if taken at SGSC.

The student with a high school GPA that falls below 2.0 may be considered for admission to the nursing program upon the completion of 21 semester hours of college work. Eight of the hours must be BIOL 2210K and 2211K with a minimum grade of “C” in each course. The student must also have a minimum overall cumulative GPA of 2.5 on all college work attempted. The prospective student must complete all required learning support courses (Foundation and Co-requisite courses) before taking any nursing courses.

After receiving a letter of tentative acceptance from the School of Nursing, the applicant must attend a mandatory orientation session. Students are required to complete a Physical Examination, PSI Background Check, Urine Drug Screening and American Heart Association or American Red Cross Infant, Child and Adult CPR. Health insurance, PPD and immunizations and Blood Titers are required.

### **LPN-RN Bridge Program of Study**

Applications to the LPN-RN Bridge program are accepted after October 1 of the year prior to the year she/he wishes to begin the nursing program. The early decision deadline for LPN-RN is January 15 of each year.

Additional qualified applicants will be reviewed following the early decision deadlines as stated above for all Nursing Programs on May 15<sup>th</sup>.

Because of limited classroom, clinical spaces, and Georgia Board of Nursing guidelines, SGSC reserves the right to restrict enrollment in the nursing program. Students awaiting acceptance into the nursing program must choose a degree pathway in order to complete general education courses appropriate to the nursing program as recommended by their nursing advisor(s).

### **PREREQUISITES FOR ADMISSION TO THE CAREER MOBILITY COURSE: NURS 1104**

In addition to meeting the ASN requirements listed above, LPN-RN Bridge applicants must:

1. Possess current unrestricted Georgia LPN license with no current private or public disciplinary orders.
2. Complete 27 semester hours of general education requirements before enrolling in NURS 1104. Students **must** complete BIOL 2210K, BIOL 2211K, and PSYC1101, which are included in the 27 hours. NOTE: LPN-RN students must complete PSYC 2103 and Microbiology prior to progressing to second-level nursing courses. Completion of all general education courses is strongly advised before enrolling in Nursing 1104.

### **SCIENCE/GENERAL EDUCATION PERFORMANCE REQUIREMENTS**

A minimum grade of C is required in all science courses included in the curriculum for nursing. A student who makes less than a C in more than one required science (BIOL) course, including a repeated course, will not be eligible for admission to, or progression in, the nursing program. Grades of less than C in the required science courses taken at another institution will be considered the same as if taken at South Georgia State College. Academic renewal does not apply to grades of less than C in required science courses. A minimum grade of C is required in all general education courses required for the nursing major.

### **CLINICAL EXPERIENCE**

Students in nursing obtain clinical experience in the campus skills laboratory, the simulation laboratory, virtual clinical excursions, and selected community clinical facilities. The student must assume responsibility for travel to clinical agencies. Students will provide care to assigned clients regardless of diagnosis, age, sex, race, creed, sexual orientation or ethnic origin. All students are required to have current CPR certification before going to clinical agencies. CPR certification must be approved by the American Heart Association or the American Red Cross and must include infant, child, and adult. Health insurance, PPD and immunizations are required in the event of

illness, accident, or exposure to communicable disease while in the clinical area as a student from the South Georgia State College Nursing Program. Major clinical facilities utilized by South Georgia State College require a background check and a drug screening prior to attending clinical.

Based on the results of these screenings, the agencies may choose to disallow a student to attend clinical at these sites. To complete the nursing curriculum, students must be able to attend clinical at these sites. Failure to do so would result in the inability of the student to complete the program of study. Students must meet the facilities' requirements related to the Physical Examination, PSI Background Check, Urine Drug Screen, CPR, PPD, and immunizations. Students may be denied the right to attend clinical at these facilities based on the results.

The clinical experience is graded as satisfactory or unsatisfactory. Two clinical experiences graded unsatisfactory will result in a failure of the course regardless of when they occur in the semester. Students receiving a grade of "F" in a nursing course prior to midterm are ineligible for a refund of tuition and fees.

## **SECOND LEVEL ACADEMIC STANDARDS IN ASN NURSING COURSES**

A minimum grade of "C" (75) is required in each nursing course. In order to begin second-level nursing courses, students must have completed PSYC 2103 (Growth and Development) and BIOL 2210K (A&P I), 2211K (A&P II), and 2215K (Microbiology) with a minimum grade of "C" in each course. The science courses must equal 4 hours with a laboratory experience. The student must also have a minimum cumulative grade point average of 2.0 in order to enter second-level nursing courses. All required general education courses must be completed prior to or must be completed during the final semester of nursing. If students withdraw from remaining general education courses during the final semester of nursing, they must also withdraw from all nursing courses. Students are encouraged to comply with the USG 15-to-Finish policy.

## **RECURRENT ENROLLMENT IN NURSING**

Students who make less than a "C" (75) in any two nursing courses, including a repeated course, will not be allowed to continue in the nursing program. Students repeating a nursing course must complete it at South Georgia State College. A student who withdraws/makes a "D" or "F" in a nursing course must complete a Repeating a Nursing Course Request Form and submit it to the School of Nursing Admissions Committee. Students will be evaluated for reentry by the School of Nursing Admissions Committee members and will be readmitted on a space available basis.

## **PROGRAM COMPLETION**

Once generic students begin their first nursing course (Nursing 1100), they have a maximum of 36 months to complete the program and meet requirements for graduation. Once students begin Nursing 1104 (Career Mobility for LPNs to RNs), they have a maximum of 24 months to complete the program and meet requirements for graduation. The College reserves the right to certify that courses presented for program completion are current. Students may be required to retake courses to update their skills and/or their knowledge in the field. Additional assignments and NCLEX review may be required before program completion.

## **ADVANCED PLACEMENT IN NURSING**

Licensed Practical Nurses (LPNs) may choose to enroll in Nursing 1104, a career mobility course to facilitate transition from LPN to RN. LPNs who have grades of less than C in nursing or required biology courses at any institution should contact the School of Nursing for information related to eligibility to be considered for admission to the Career Mobility Course (NURS 1104).

## **ASN EXPENSES FOR THE SCHOOL OF NURSING**

In addition to general college tuition and mandatory fees, nursing students will need to plan and budget for additional nursing expenses which are associated with the programs of study. The requirements and amounts are subject to change.

1. Complete the Annual Clinical Health Information Packet, which includes PSI Background Check, Urine Drug Screens, and Medwise: Approximately \$210.00

2. Complete required vaccinations, titers and other clinical agency requirements: Cost TBA
3. Register and pay for the Evolve HESI Testing Package: The package is approximately \$600.00. Each payment is due the first week during the drop/add period. Failure to pay results in withdrawal from the course. Students on financial aid must make this payment before financial aid overage checks are disbursed by the Office of Financial Aid.
4. Purchase royal blue scrub pants and solid white scrub top with SGSC nursing patch on the left shoulder.
5. Provide travel to and from the clinical area.
6. Mandatory professional liability insurance \$15.00 per year (assessed in SGSC Banner Fees by the SGSC Office of Business Affairs). This insurance is only applicable while participating in clinical experiences as assigned by SGSC nursing faculty.
7. Mandatory nursing supply fee for nursing clinical courses: \$15.00 (assessed in SGSC Banner Fees by the SGSC Office of Business Affairs).
8. Purchase the Skills Laboratory Kit from the SGSC Bookstore: Approximately \$350.00
9. Purchase health insurance coverage for each semester enrolled in a nursing course.
10. Purchase required textbooks and online learning module access codes for each course.
11. Pay SGSC Graduation Fee: \$40
12. Upon successful completion and graduation, students will apply to the Georgia Board of Nursing for licensure, pay the background and fingerprinting fee as well as the Pearson-Vue testing center fee. Approximately \$500.00

**Technology:** Students will utilize technology throughout the entire nursing program. Students are required to purchase a dedicated laptop with built-in microphone and webcam (built-in or USB). Students are required to bring fully charged laptops for computer testing and classroom assignments. For testing days, the laptops must be charged to 90% of the battery life of the device in order to sit for the examination. For the safety of yourself and others, cords are not allowed to be plugged into the electrical outlets. Failure to meet the technology requirements will result in students being required to schedule a make-up exam. Students with financial aid may visit the SGSC Bookstore to purchase technology.

\*NOTE: Chromebooks and iPads are NOT compatible with the school's testing software and cannot be used for testing.

### **APPLICATION FOR LICENSURE**

Upon completion of this program, the student is eligible to become an applicant for licensure if the student meets the requirements of the State Board of Nursing. Some of the criteria that may limit eligibility include:

1. Failure to demonstrate qualifications or standards for a license.
2. Deliberate misleading, deceptive, untrue or fraudulent representations in the practice of nursing.
3. Conviction in any court in this state or of the United States of a felony or any other crime involving moral turpitude.
4. Engagement in any unprofessional, unethical, deleterious conduct or practice harmful to the public.
5. Mental incompetence as judged by a court of competent jurisdiction within or outside of this state.

## **THE RN-BSN DEGREE PROGRAM**

To be considered for admission to the RN-BSN nursing program, the prospective student must meet the general education requirements of South Georgia State College and the School of Nursing.

Admission cycle:

- SGSC School of Nursing Application will be available October 1 of each year.
- RN-BSN Early Decision Deadline – April 15 of each year.
- Additional qualified applicants will be reviewed following the early decision deadlines as stated above for all Nursing Programs on May 15th

Because of limited classroom, clinical spaces, the Georgia Board of Nursing regulations, the College reserves the right to restrict enrollment in the RN-BSN nursing program. Students awaiting acceptance into the RN-BSN nursing program will be designated nursing-pre-BSN majors and may take general education courses appropriate to the RN-BSN nursing program. Students must contact the Admissions Office for complete admissions requirements and complete and submit an admissions application.

## **ADMISSION TO THE RN-BSN DEGREE PROGRAM**

The RN-BSN program design allows the smooth transition from ASN to BSN.

1. Submit an Application to SGSC and the SGSC School of Nursing.
2. Meet academic admissions criteria and complete COMPASS or AccuPlacer testing.
3. Exit all learning support courses (Foundation and Co-requisite courses).
4. Must have an overall cumulative GPA of 2.5 or higher.
5. Submit official copies of all official transcripts from institutions previously attended to the South Georgia State College Office of Admissions.
6. Possess current unrestricted Georgia RN license with no current private or public disciplinary action by the first day of enrollment in the RN-BSN program.
7. Have 3 or fewer core classes remaining to take.

Students who do not meet eligibility requirements to be accepted into the nursing courses will need to complete the following requirements prior to acceptance into the RN-BSN Completion Program:

1. Completion of validation testing will be required of all associate degree or diploma graduates who graduated from non-NLNAC/ACEN accredited schools outside the state of Georgia, who graduated more than four years ago, and who have less than 1,000 clinical practice hours. Successful completion of the four subsets of the NLN Nursing Acceleration Challenge Exams (NACE) to validate current knowledge in the areas of Pediatrics, Obstetrics, Adult Health, and Psychiatric Nursing.
2. Clinical competencies will be validated through psychomotor skills evaluation by 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-BSN Completion Program.
3. Upon successful completion of examination and skills requirements and admission into the RN-BSN Completion Program, students will then follow the Progression, Dismissal, and Readmission standards applicable to all nursing students.

Applicants who graduated from a U.S. high school must meet the admission criteria for regular students. Applicants who graduated from a non-U.S. high school must meet the admission criteria for international students. All students are required to provide documentation of their lawful presence in the United States to be considered for in-state tuition. Applicants whose first language is not English and whose language of instruction was not English throughout secondary school must meet the English proficiency requirement by submitting the results of the SAT I with a minimum verbal score of

430 (12 ACT) or the Test of English as a Foreign Language (TOEFL) with a minimum score of 523 (paper-based), 193 (computer-based), or 70 (internet-based). The TOEFL will be at the expense of the student and is a condition for program admission.

The CGFNS International Credentials Evaluation Service (CES) report will be used to analyze the credentials of multiple levels of nursing professionals who are educated outside of the United States and who wish to pursue licensure or academic admission in the United States. The CES report will be at the expense of the student and is a condition for program admission.

### **CLINICAL EXPERIENCE**

Students in nursing obtain clinical experience in the campus skills laboratory and selected community clinical facilities. The student must assume responsibility for travel to clinical agencies. Students will provide care to assigned clients regardless of diagnosis, age, sex, race, creed, sexual orientation or ethnic origin. Major clinical facilities utilized by South Georgia State College require a PSI Background Check, a urine drug screen. A Physical Examination, PSI Background Check, Urine Drug Screen, CPR, PPD, immunizations and blood titers are also required prior to attending clinical. Current CPR certification by the American Heart Association or the American Red Cross and must include infant, child, and adult is required.

Based on the results of these screenings, the agencies may choose to disallow a student to attend clinical at these sites. To complete the nursing curriculum, students must be able to attend clinical at these sites. Failure to do so would result in the inability of the student to complete the program of study. Students may be denied the right to attend clinical at these facilities based on the results.

The clinical experience is graded as satisfactory or unsatisfactory. Two clinical experiences graded by the nursing faculty as unsatisfactory will result in a failure of the course regardless of when they occur in the semester. Students receiving a grade of "F" in a nursing course prior to midterm are ineligible for a refund of tuition and fees. Nursing students are required to complete all clinical experiences as a part of the NURS course requirement.

### **ACADEMIC STANDARDS IN NURSING COURSES**

A minimum grade of C is required in each nursing course.

#### **Advanced Placement in RN-BSN Nursing**

Advanced placement is possible for persons who have had prior education in a program leading to licensure as a registered nurse. A comprehensive examination or examinations may be required for a student attempting advanced placement. If a student fails an exemption examination, he/she may take the course when offered. Transferring from other nursing programs is possible from colleges that are ACEN accredited or CCNE accredited and will be evaluated on a case by case basis by the Dean of the School of Nursing. Transfer students must meet admission requirements for SGSC and the SON. Students interested in further details should contact the SON. RN-BSN students who have taken a 3000 or 4000 level Nursing course may request the School of Nursing Admissions Committee to review the course content for credit.

### **RECURRENT ENROLLMENT IN NURSING**

Students who make less than a C in any two nursing courses including a repeated course will not be allowed to continue in the RN-BSN nursing program. Students repeating a nursing course must complete it at South Georgia State College unless approved by the Dean of the School of Nursing. Academic renewal does not apply to grades of less than C in nursing courses or required science courses.

A student who leaves the nursing program must complete a Reentry Request Form and submit it to the Dean of the School of Nursing. Students must have a cumulative GPA of at least 2.0 in order to be considered for readmission and will only be readmitted on a space available basis.

Students transferring from another nursing program must be in good standing with that program. Grades of D or lower earned in nursing courses taken at another institution will be considered the same as if taken at South Georgia State College. Students transferring to the South Georgia State College nursing program must be able to complete the program of study within 60 months of the time

the student began a nursing program.

## **PROGRAM COMPLETION**

The RN-BSN program embodies a coherent course of study. This degree program is compatible with SGSC's mission. In addition to the 60 credit-hours in core requirements (Core Area A-F), 32 hours of credit for previous ASN course work and acceptance into the institution's Bachelor of Science in Nursing degree program, 30 semester credits hours will be required for bachelor- degree completion, totaling 122 semester credit hours.

### **Bachelor of Science in Nursing Graduation Requirements**

The Bachelor of Science in Nursing will be conferred upon students who have completed the following requirements:

1. Successfully complete all courses required in the degree program.
2. Attain 122 semester credits for the RN-BSN program.
3. Achieve a cumulative GPA of at least 2.0 required for graduation.
4. Earn a GPA of 2.0 or higher in major courses, with no grade lower than a C.
5. Complete at least 30 program credits in residency at the college.
6. Meet all other College graduation policies.

### **APPROVAL AND ACCREDITATION: School of Nursing**

The Associate of Science in Nursing (ASN) and Bachelor of Science in Nursing (RN-BSN) programs are approved by the Georgia Board of Nursing. The contact information is listed below.

#### **Georgia Board of Nursing**

237 Coliseum Drive

Macon, Ga 31217

Telephone: (478)207-2440

Website: <https://sos.ga.gov/georgia-board-nursing>

The associate nursing program at South Georgia State College at the Waycross Campus located in Waycross, Georgia and the associate and baccalaureate (RN-BSN) nursing programs at South Georgia State College at the Douglas Campus located in Douglas, Georgia, are accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, (404) 975-5000. The most recent accreditation decision made by the ACEN Board of Commissioners for the associate and baccalaureate (RN-BSN) nursing programs is Continuing Accreditation.

View the public information disclosed by the ACEN regarding these programs at

[http:// www.acenursing.us/accreditedprograms/programSearch.htm](http://www.acenursing.us/accreditedprograms/programSearch.htm)

Contact information is below:

Accreditation Commission for Education in Nursing (ACEN) 3390 Peachtree Road NE, Suite 1400

Atlanta, GA 30326

Telephone: (404) 975-5000

Website: <https://www.acenursing.org/>

## **STUDENT TUITION CLASSIFICATION POLICY**

In accordance with Board of Regents Policy 4.3.4, all applicants who are accepted for admission or readmission for Fall 2011, or any academic term thereafter, and who seek to be classified as in-state for tuition purposes, will be required to provide validation of residency and lawful presence in both the State of Georgia and the United States.

### **INDEPENDENT STUDENTS**

An independent student who has established and maintained a domicile in the State of Georgia for a period of at least twelve (12) consecutive months immediately preceding the first day of classes for the term shall be classified as in-state for tuition purposes.

No student shall gain or acquire 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. If an independent student classified as in-state for tuition purposes relocates out of state temporarily but returns to the State of Georgia within twelve (12) months of the relocation, such student shall be entitled to retain his/her in-state tuition classification.

### **DEPENDENT STUDENTS**

A dependent student shall be classified as in-state for tuition purposes if such dependent student's parent has established and maintained domicile in the State of Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term and:

1. The student has graduated from a Georgia high school; or,
2. The parent claimed the student as a dependent on the parent's most recent federal or state income tax return.

A dependent student shall be classified as in-state for tuition purposes if such student's United States court-appointed legal guardian has established and maintained domicile in the State of Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term, provided that:

1. Such appointment was not made to avoid payment of out-of-state tuition; and,
2. The United States 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 twelve (12) consecutive months immediately preceding the first day of classes for the term.

If the parent or United States court-appointed legal guardian of a dependent student currently classified as in-state for tuition purposes establishes domicile outside of the State of Georgia after having established and maintained domicile in the State of Georgia, such student may retain his/her in-state tuition classification so long as such student remains continuously enrolled in a public postsecondary educational institution in this state, regardless of the domicile of such student's parent or United States court-appointed legal guardian.

### **NON-CITIZENS**

A non-citizen student shall not be classified as in-state for tuition purposes unless the student is legally in this state and there is evidence to warrant consideration of in-state classification as determined by the Board of Regents. Lawful permanent residents, refugees, or other eligible noncitizens 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 non-immigrant status conditioned at least in part upon intent not to abandon a foreign domicile shall not be eligible for in-state classification.

## OUT-OF-STATE TUITION WAIVERS

An institution may award out-of-state tuition differential waivers and assess in-state tuition for certain non-Georgia residents under specified conditions; some of the most common waivers are listed below, but students may contact the registrar's office or visit [www.sgsc.edu/afford/out-of-state-tuition-waivers](http://www.sgsc.edu/afford/out-of-state-tuition-waivers) for additional waiver information. Notwithstanding any provision in this policy, no person who is unlawfully present in the United States shall be eligible for any waiver of the tuition differential.

**1. Presidential Waiver.** International students and superior out-of-state students selected by the institution president or an authorized representative, provided that the number of such waivers in effect does not exceed two percent (2%) of the equivalent full-time students enrolled at the institution in the fall term immediately preceding the term for which the out-of-state tuition is to be waived.

**2. Border County Residents.** Students domiciled in an out-of-state county bordering Georgia, enrolling in a program offered at a location approved by the Board of Regents, and for which the offering institution has been granted permission to award Border County waivers.

**3. Economic Advantage.** As of the first day of classes for the term, an economic advantage waiver may be granted to U.S. citizens, Permanent Residents, or other Eligible Non-Citizens who is a dependent or independent student and can provide clear evidence that the student or the student's parent, spouse, or United States 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.

**4. Military Waiver.** Separated military members from a uniformed military service of the United States who meet one of the following:

- a. Individuals who within thirty-six (36) months of separation from such service, enroll in an academic program and demonstrate intent to become domiciled in Georgia. This waiver may also be granted to their spouses and dependent children.
- b. Any separated service member or any student utilizing transferred VA educational benefits, and physically residing in the state, who enrolls within one hundred-twenty (120) months of separation.
- c. Any individual as described in U.S.C. 3679©.

**5. 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:

- a. Students under 24

If the parent, or United States court-appointed legal guardian has maintained domicile in Georgia for at least twelve (12) consecutive months and the student can provide clear and legal evidence showing the relationship to the parent or United States court-appointed legal guardian has existed for at least twelve (12) consecutive months immediately preceding the first day of classes for the term. Under Georgia code, legal guardianship must be established prior to the student's 18th birthday.

- b. Students 24 and Older

If the student can provide clear and legal evidence showing a familial relationship to the spouse and the spouse has maintained domicile in Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term. This waiver can remain in effect as long as the student remains continuously enrolled.

If the parent, spouse, or United States court-appointed legal guardian of a continuously enrolled non-resident student establishes domicile in another state after having maintained domicile in the State of Georgia for the required period, the non-resident student may continue to receive this waiver as long



as the student remains continuously enrolled in a public postsecondary educational institution in the state, regardless of the domicile of the parent, spouse or United States court-appointed legal guardian.

**6. Border State Residents.** Students domiciled in another state bordering Georgia subject to the following conditions. Each year, the Chancellor shall review the enrollment levels at each USG institution to determine whether any USG institutions have sufficient excess capacity to increase recruitment of students from neighboring states. Should the Chancellor determine that cause exists to activate the Border Residents waiver, the Chancellor or his designee will present the list of institutions to the Academic Affairs Committee of the Board of Regents for approval. If an institution is given permission to award the Border Residents waiver, it will be allowed to do so for the next three academic years.

## **TUITION CLASSIFICATION AND OUT-OF-STATE TUITION WAIVER PETITION PROCESS**

The citizens of Georgia, through the payment of taxes, support the operation of South Georgia State College. Hence, whether a student is classified as an in-state or an out-of-state student in the State of Georgia is a significant matter.

The Board of Regents of the University System of Georgia has adopted policies governing the classification of students as in-state and out-of-state for tuition purposes. These policies ensure that out-of-state students pay a fair and reasonable share of the cost of their education.

- Students who have been classified as out-of-state for tuition purposes and believe they are entitled to be classified as in-state for tuition purposes may petition the institution for a change of status.

### [Petition for Classification for Tuition Purposes Form](#)

- Examples of appropriate documentation are listed on the form.

### [Tuition Classification: Enrollment Application Correction](#)

- To be used only if an error was made or questions left blank in the “residency” section of the enrollment application.
- Students who have been classified as out-of-state for tuition purposes and believe they are eligible for a waiver may choose to apply for an applicable waiver, which are listed above.

All Petitions, Waivers, and supporting documentations should be completed before the semester begins. Submit all Petitions, Correction forms, Waivers, and supporting documentation to the Registrar’s Office.

## **NOTICE TO STUDENTS REGARDING FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974**

South Georgia State College informs students of the Family Educational Rights and Privacy Act of 1974. This act, as amended, stipulates that any student, regardless of age, who is or has been in attendance at an institution of postsecondary education, has the right to inspect and review his or her educational records within a reasonable period of time (not to exceed 45 days) after making a request for such review. In addition, this act was designed to protect the privacy of educational records and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with The Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the act. South Georgia State College is in full compliance with the provisions of that legislation.

Although student records are considered confidential under this act, an exception is provided for directory information. Directory information, which may be released to the public at large includes student name, city/county of residence, dates of attendance, class, previous institutions attended, major field of study, awards, honors, degrees conferred, past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes), and date and place of birth. Further FERPA information is available through the Registrar's Office and at this Department of Education website: <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>.

**SPECIAL NOTE TO PARENTS:** South Georgia State College, in compliance with the Family Educational Rights and Privacy Act of 1974 ("the Buckley Amendment"), releases no personal information restricted by that Act without written consent of the student. This Act prohibits college officials from disclosing any records, including grade reports, academic standings, transcripts of records, or any other records, files, documents, and materials in whatever medium, that contain information directly related to the student and by which the student can be individually identified. Authorization for parental access to student records covered by the Act must be made in writing by the student and addressed to the Registrar, South Georgia State College. Parents may have access to students' records when such students are legal dependents of those parents. Written verification will be required before any records are released.

Interested individuals may obtain further information concerning the Family Educational Rights and Privacy Act by contacting the Registrar.

### **EQUAL OPPORTUNITY POLICY**

It is the policy of South Georgia State College to ensure the fulfillment of equal opportunities for all students without regard to race, color, religion, sex, age, disability, veteran status, or national origin.

All educational, employment, housing, and other programs at South Georgia State College are operated in compliance with applicable federal law.

### **COMPLIANCE WITH DRUG-FREE ACT**

South Georgia State College operates in full compliance with all of the requirements of The Drug-Free Schools and Communities Act Amendments of 1989. Information about implementation of this law is mailed to all enrolled students each fall semester. The College's written policies are found in the *South Georgia State College Student Handbook* and the *South Georgia State College Public Safety Handbook*.

Revised 06/30/23

**FINANCIAL MATTERS**

**Expenses**  
**Refunds**  
**Financial Aid**

## EXPENSES

The academic year is divided into two semesters of approximately sixteen weeks each and a summer term of approximately ten weeks. The College may also offer one or more abbreviated sessions within terms. Expenses are charged and payable by the term since each term constitutes a separate unit of operation. A student may enroll at the beginning of any term.

It is difficult to give exact information about annual expenses because they vary according to the nature of the curriculum, the place of residence (whether within Georgia or out-of-state), and the student's needs. The information in this section concerning expenses and financial aid is applicable to all students enrolled at the College. South Georgia State College strives to offer quality education at minimum cost. This cost is comparable to or below that of other institutions of the University System of Georgia.

**A current schedule of fees is available on the South Georgia State College website (<http://www.sgsc.edu/current-students/fee-payment.cms>). Links on this page also provide details about fees for the Valdosta Entry Program. Entry Program students pay the fees of the host institution.**

All students on the Douglas campus, both full-time and part-time, must pay all mandatory fees as listed on the above fee schedule located on the SGSC website, with the exception of the Special Institutional Fee, which is prorated for students taking 4 or fewer hours. Students taking online courses only are exempt from paying Athletic, Activity, Access Card, Student Center, and Parking Fees. Students enrolled for fewer than 15 semester hours pay tuition at the scheduled rate per hour. Students enrolled for 15 semester hours or more pay the scheduled full-time rate. Part-time students who receive permission to reside on campus pay regular room fees. All fees are payable on or before the published deadline each term.

### APPLICATION FEE

An application fee of \$20.00 is required from all applicants. This fee shall be for the sole purpose of covering the expense involved in processing the student's application and will not be refunded in the event that the applicant does not enroll as a student. An admissions application is available online at [www.sgsc.edu](http://www.sgsc.edu).

### OTHER FEES

**Auditors:** Persons desiring to attend courses or lectures without examination or credit may register as audit students. Fees for auditors are the same as those for students registered for credit.

**Books and Supplies:** The cost of books and supplies for the student during any given term depends on the courses taken and the special instructional supplies needed.

**Graduation Fee:** A \$40.00 non-refundable graduation application fee is required and covers all costs associated with graduation, with the exception of the cap and gown, which may be purchased separately through the SGSC Bookstore.

**Lab Fees:** Certain courses offered by the College require students to pay lab fees. The amount of these fees is listed in the course descriptions.

**Parking Fee:** Students are assessed a parking fee of \$10.00 per term.

**Lost and/or Damaged Library Materials and Delinquent Fees:** A student who has lost and/or damaged library materials or who is delinquent in payment of any fee associated with lost and/or damaged library materials will have his/her transcript withheld until the delinquency is removed or the lost material is returned. Nonpayment of these charges will prevent registration for a succeeding term.

**For residence hall students:**

**Cable Television:** Cable services are provided in the residence halls. Students may bring their own television sets. Basic cable costs are included in the housing fees.

**Health Fee:** Residence hall students are required to pay a health fee.

**Housing Application Fee:** A one-time \$125.00 non-refundable housing application fee is required.

**Housing Renewal Fee:** A \$40.00 non-refundable renewal fee is required each year before an application for a residence hall room is processed.

**Internet Connection:** Internet connections are provided in each room at no cost to the student. Computers for in-room use must be furnished by the student.

**Meal Plan:** Residence hall students are required to purchase a college meal plan.

**NOTE: All fees and charges scheduled by the College are subject to change each term.**

### REFUNDS

Students who formally withdraw from the College with a clear record and within the time limits specified below may receive partial refunds of in-state tuition or out-of-state tuition.

There is no refund for partial reduction of hours beyond the drop-add period.

All mandatory fees are refundable. If a student is suspended, no fees will be refunded. All fees are refunded in case of death of the student.

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 a semester include weekends but exclude scheduled breaks of five or more days and days that a student was on an approved leave of absence.

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.

### RETURNED CHECK POLICY

If a check is returned unpaid by the bank on which it was drawn, a service charge of \$30.00 or 5% percent of the face amount of the returned check (whichever is greater) will be charged. Webchecks paid through Touchnet/Paypath that are returned as insufficient will incur a service charge of \$30.00 or 5% of the face amount of the returned check (whichever is greater) will be charged.

If the indebtedness resulting from the returned check (including the returned check charge) is not cleared within ten days of receipt of the notice, the student will be dropped from class rolls, the student's registration will be cancelled for that term if possible, and the returned check will be turned over to the Magistrate Court for collection and criminal prosecution.

### FINANCIAL RESPONSIBILITY OF THE STUDENT

As a member of the college community, the student is expected to act responsibly with regard to financial obligations. A student who is delinquent in financial obligations to the College shall not be allowed to register for the next term, to transfer credits to another school, or to graduate from the College. The financially delinquent student may be enjoined by the appropriate College official from attending classes in which he or she is enrolled and/or from taking final examinations.

South Georgia State College reserves the right to refer any debts to an outside agency for collection.

## FINANCIAL AID

### PURPOSE

The purpose of the student aid program is to help make higher education a reality for persons who would be unable to attend without financial assistance. However, financial aid is awarded only to eligible students who have been admitted to the College. The Free Application for Federal Student Aid (FAFSA) may be submitted at any time.

Financial aid applications are accepted and processed throughout the academic year, but priority is given to those submitted by May 15.

This material was prepared in advance and is subject to changes in state or federal laws or regulations.

### NEED-BASED AWARDS

The College is committed to assisting qualified students in acquiring the financial support needed to enroll at South Georgia State College. The Office of Financial Aid personnel are available to discuss programs with students and parents. Please call the office at 1-912-260-4200 or toll-free, 1-800-342-6364 (Georgia only), or email at [www.finaid@sgsc.edu](mailto:www.finaid@sgsc.edu) for information.

### Grants

**Federal Pell Grant** – A Pell Grant is federal aid, with no repayment required, and is available to undergraduate students who show financial need and who have not received a bachelor's degree. A FAFSA is required.

**Federal Supplemental Educational Opportunity Grants (SEOG)** – SEOG is gift aid, with no repayment required and is available to undergraduate students who show financial need and who have not received a bachelor's degree. First priority goes to students who also qualify for a Federal Pell Grant and have the greatest need. A FAFSA is required.

### Work

**Federal Work-Study Program (FWS)** – The College participates in the Federal Work-Study Program. Eligible students may work part-time during the academic year. To apply for and be considered for the FWSP, the students must complete and submit all required financial aid documents to the Office of Financial Aid. Priority is given to those students who have completed financial aid applications by May 15.

### Loans

**The Federal Direct Student Loan** – This loan allows students enrolled at least half-time to borrow money at low interest for educational expenses. There are two types of Federal Direct Loans: (1) Federal Direct Subsidized Loans and (2) Federal Direct Unsubsidized Loans. The Federal Direct Subsidized Loan is need based, and the Federal Government subsidizes and pays the interest on this loan while the student is in school and during the six-month grace period. The Unsubsidized Loan is not need-based. This loan was created for borrowers who do not qualify for federal interest subsidies. The student either pays the interest while in school and during the six-month grace period or it is added to the balance of the loan. A FAFSA is required.

**Federal Direct Parent (PLUS) Loan** – This loan is an educational loan for parents of dependent undergraduate students enrolled at least half-time. Financial need is not an eligibility requirement; parent borrowers must be credit-worthy to qualify. Loan eligibility is based on the cost of attendance minus other aid received. A FAFSA is required.

## HOW TO APPLY FOR NEED-BASED ASSISTANCE

1. Apply for admission to South Georgia State College. No financial aid can be paid to a student who has not been accepted for admission.
2. Complete a Free Application for Federal Student Aid (FAFSA) online at [www.studentaid.gov](http://www.studentaid.gov). A student must add South Georgia State College in the appropriate section of FAFSA by adding the **Title IV school code, which is 001592**.
3. Approximately one week after applying online to the Federal Student Aid Programs, the student will receive a Student Aid Report (SAR). The Financial Aid Office will receive an electronic version of the SAR and will contact the student regarding further application procedures.
4. A student who wants to apply for the HOPE and Zell may complete the FAFSA or GSFAPPS at <https://www.gafutures.org>.
5. Provide the Financial Aid Office with additional forms and/or documents as requested in a timely manner.

These procedures should be completed at least eight weeks prior to the beginning of the term for which aid is being requested. (See the **Important Dates** section of this catalog.) Failure to complete the application process in a timely fashion may delay or prevent receiving aid when it is needed to pay tuition and fees at registration.

## ELIGIBILITY FOR NEED-BASED ASSISTANCE

Eligibility for receiving financial assistance at South Georgia State College is determined by comparing the cost of attending college with the ability of the student (and parents or spouse) to meet these expenses. Cost of attendance is calculated for each of several groups of students at SGSC using criteria such as resident status, dependency status, and living accommodations. For each of these student groups, cost of attendance includes anticipated expenses, such as housing and meals, books, course materials, supplies, equipment, personal expenses, tuition and fees, and transportation. The ability of the student (and parents or spouse) to contribute to college expenses (also called the Expected Family Contribution) is determined by the U.S. Department of Education using criteria established by that agency. Factors used in determining ability to pay include but are not limited to all appropriate assets and income (earned and unearned). The factors vary from year to year.

**Each year that a student wishes to be considered for aid, a FAFSA must be filed.** Approved awards for each year are based upon proper completion and timely filing of applications, forms, and financial statements; the availability of federal and/or college funds; eligibility for the individual programs for which the student is applying; and the applicant's continued enrollment. **The amount of assistance may increase or decrease from one year to the next, depending upon educational costs, the financial circumstances of the family, and the level of program funding.** Male students must show proof of registration for Selective Service to receive financial aid.

A number of FAFSA applications are selected for verification purposes each year. When a student's application is selected, he or she will be required to submit documentation as requested to verify all sources of income and value of assets. Failure to submit the appropriate documentation in a timely fashion will prevent the award of federal financial aid.

## SCHOLARSHIPS

**HOPE (Helping Outstanding Pupils Educationally) Scholarships** – HOPE Scholarship (Helping Outstanding Pupils Educationally) is funded by the Georgia Lottery for Education and is available to eligible Georgia 1993 or later high school graduates. HOPE provides funding to assist students in paying tuition.

### HOPE Scholarship Eligibility Requirements

- Be a Georgia resident or be receiving a military tuition waiver and be a graduate of a Georgia high school.
- Male students must show proof of registration for Selective Service.
- As an entering freshman, have a final high school GPA of 3.0 or better as determined by the high school and reported to the Georgia Student Finance Commission (GSFC).
- Regardless of high school graduation or high school grade point average, students with a cumulative grade point average of 3.0 at the 30<sup>th</sup>, 60<sup>th</sup>, or 90<sup>th</sup> attempted hour are eligible to participate in the Program if they were Georgia residents at the time they first enrolled in a post-secondary institution in Georgia.
- Maintain a 3.0 cumulative grade point average while in college. This requirement covers all prior colleges attended as well as SGSC. The grade point average is reviewed at the 30<sup>th</sup>, 60<sup>th</sup>, and 90<sup>th</sup> attempted hour and at the end of each spring semester.
- The HOPE Scholarship Regulations for public institutions are different from those at the private and technical institutions.

If you lose the HOPE Scholarship at any checkpoint because your grade point average drops below 3.0, you are eligible to reapply for the HOPE at the 30<sup>th</sup>, 60<sup>th</sup>, or 90<sup>th</sup> attempted hour, provided your cumulative grade point average is a 3.0.

The HOPE Scholarship will not pay for more than 127 attempted hours at SGSC and any other college(s) combined. Attempted hours include any letter grade for A, B, C, D, F, W, WF, I, U, S. The HOPE scholarship is limited to 127 paid hours. Paid hours include all hours paid for by the Dual Enrollment program (formerly known as Move On When Ready), the HOPE grant program since summer 2003, the Zell Miller Scholarship, and the HOPE Scholarship Program.

Full-time enrollment is not a requirement.

All students who meet the HOPE Scholarship eligibility requirements and wish to apply for the HOPE Scholarship may complete the FAFSA or GSFAPPS and provide any additional documents as requested by the Office of Financial Aid for verification purposes.

For the complete HOPE Scholarship Program Regulations, visit the <https://www.gafutures.org>; or if you have questions, you may contact the Office of Financial Aid at 912-260-4200, email at [www.finaid@sgsc.edu](mailto:www.finaid@sgsc.edu), or contact the Georgia Student Finance Commission at 1-800-505-GSFC.

**Zell Miller Scholarships** – Zell Miller Scholarships are funded by the Georgia Lottery for Education and are available to eligible Georgia high school graduates of 2007 or later. The Zell Miller Scholarship provides funding to assist students in paying tuition only.

### Zell Miller Scholarship Eligibility Requirements

- Must be a Georgia resident or be receiving a military tuition waiver and be graduated from a Georgia high school.
- Male students must show proof of registration for Selective Service.
- Had a final high school GPA of 3.7 or better as determined by the high school and reported to the Georgia Student Finance Commission (GSFC) and earned a 1200 math/reading SAT or its equivalent composite ACT score.



- Maintain a 3.3 cumulative grade point average while in college. This requirement covers all prior colleges attended as well as SGSC. The grade point average is reviewed at the 30<sup>th</sup>, 60<sup>th</sup>, and 90<sup>th</sup> attempted hour and at the end of each spring semester.
- Students who do not meet the high school requirements cannot earn the Zell Miller Scholarship.

If you lose the Zell Miller Scholarship after your freshman year because your grade point average drops below 3.3, you are eligible to reapply for the Zell Miller Scholarship at the 30<sup>th</sup>, 60<sup>th</sup>, or 90<sup>th</sup> attempted hour, provided your cumulative grade point average is a 3.3. If you lose the Zell Miller Scholarship for failing to maintain a 3.3 GPA, but you still maintain a 3.0 GPA, you can be awarded the HOPE Scholarship in its place.

The Zell Miller Scholarship will not pay for more than 127 attempted hours at SGSC and any other college(s) combined. Attempted hours include any letter grade for A, B, C, D, F, W, WF, I, U, S. The Zell Miller Scholarship is limited to 127 paid hours. Paid hours include all hours paid for by the Dual Enrollment program (formerly known as Move On When Ready), the HOPE Scholarship Program, and the Zell Miller Scholarship.

Full-time enrollment is not a requirement.

All students who meet the ZELL Scholarship eligibility requirements and wish to apply for the ZELL Scholarship may complete the FAFSA or the GSFAPPS and provide any additional documents as requested by the Office of Financial Aid for verification.

For the complete ZELL Scholarship Program Regulations, visit <https://www.gafutures.org>; or if you have questions, you may contact the Office of Financial Aid at 912-260-4200, by email at [www.finaid@sgsc.edu](mailto:www.finaid@sgsc.edu), or contact the Georgia Student Finance Commission at 1-800-505-GSFC.

### **Dual Enrollment funding Program**

The Dual Enrollment program provides students an early start to their college careers and offers meaningful and challenging academic experiences to qualified students. The program is offered during all terms of the school year: spring, summer and fall semester.

### **Student Eligibility**

- A student must be enrolled in and physically attending a participating eligible public or private high school in Georgia or an eligible participating home study program in Georgia.
- A student must be approved, by the participating high school or home study program at which he or she is enrolled, to participate in dual enrollment.
- Prior to participating in Dual Enrollment, as part of the application process, the student and student's parent/guardian must complete the Student Participation Agreement (SPA).
- A student must have completed the admission process and been accepted and approved by the participating postsecondary institution.
- All postsecondary coursework must be completed prior to high school graduation or home study completion in order to receive Dual Enrollment credit and funding.
- Meet federal Selective Service registration requirements, per Georgia state law. The requirement to register applies to males who were born on or after January 1, 1960, are at least 18, are citizens or eligible non-citizens who came to the United States prior to age 26.

**Foundation Scholarships** – Apply first for admission to South Georgia State College. No awards can be paid to individuals who have not been accepted for admission. To apply for merit-based awards, please contact the Office of Advancement at (912) 260-4273. Scholarships awarded through the Foundation office are administered by the Office of Financial Aid. The College offers a number of merit-based scholarships each year.

The South Georgia State College Foundation, established in 1971 by a group of area business professionals, is a nonprofit organization and maintained as a 501(c)(3) organization in accordance with the Internal Revenue Code. The mission of the South Georgia State College Foundation is to help transform the lives of SGSC's diverse student population by providing educational opportunities, financial support, and advocacy for its students. By generating, processing, and allocating gifts, the Foundation supports efforts that enhance the quality of programs by funding scholarships, new academic initiatives, technology, endowments, faculty/staff development, athletic programs, and capital projects at SGSC.

A variety of scholarships are available through the SGSC Foundation. The application deadline for the upcoming fall semester is March 31st and for the upcoming spring semester is November 30th of each year. For more detailed information about the Foundation or a complete list of scholarship opportunities, please contact the Office of Advancement at 912-260-4274.

## **OTHER FINANCIAL ASSISTANCE**

### **VETERANS BENEFITS**

Veterans and dependents of veterans may be awarded aid to attend school under various public laws. Eligibility and amount of payments are determined by the Department of Veterans Affairs (VA). The Fiscal Affairs Office at South Georgia State College assists students and certifies college enrollment status and attendance to the Department of Veterans Affairs. Interested students should consult the VA Coordinator in the Fiscal Affairs Office at South Georgia State College for VA questions. Please call 912-449-7527 or 912-449-7524. Interested students may also contact the Department of Veterans Affairs, 1700 Clairmont Road N.E., Decatur, GA 30033-4032, phone 888-442-4551, or visit [www.gibill.va.gov](http://www.gibill.va.gov).

**Post-9/11 GI Bill®** – The Post-9/11 GI Bill® provides financial support for education and housing to individuals with at least 90 days of aggregate service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days. You must have received an honorable discharge to be eligible for the Post-9/11 GI Bill®. The Post-9/11 GI Bill® became effective for training on or after August 1, 2009. The amount of support that an individual may qualify for depends on where they live and what type of degree they are pursuing. Approved training under the Post-9/11 GI Bill® includes graduate and undergraduate degrees and vocational/technical training. All training programs must be offered by an institution of higher learning (IHL) and approved for GI Bill® benefits. Additionally, tutorial assistance and licensing and certification test reimbursement are approved under the Post-9/11 GI Bill®. The Post-9/11 GI Bill® will pay your tuition based upon the highest in-state tuition charged by an educational institution in the state where the educational institution is located. The Post-9/11 GI Bill® also offers some service members the opportunity to transfer their GI Bill® to dependents.

**Montgomery GI Bill® (Active Duty)** – This program of education benefits is for students who enter active duty for the first time after June 30, 1985. The student must, with certain exceptions, serve continuously on active duty for three years of a 3-year enlistment, or for a lesser benefit, two years of an initial active duty obligation of less than three years. A student also may qualify for benefits by initially serving two continuous years on active duty, followed by four years of Selected Reserve Service.

**Montgomery GI Bill® (Selected Reserve)** – This program of education benefits is for reservists of the armed forces as well as the Army National Guard and the Air National Guard. To be eligible for this program, a reservist must have a 6-year obligation to serve in the Selected Reserve, complete Initial Active Duty for Training, have a high school diploma or its equivalent, and remain in good standing in a drilling Selected Reserve Unit.

If a student has a parent who is a military veteran with a disability, the student may qualify for help from the U.S. Department of Veterans Affairs. Benefits may be awarded for pursuit of associate, bachelor, or graduate degrees at colleges and universities.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about various education benefits offered by the VA is available online at <https://www.benefits.va.gov/gibill>

## **VOCATIONAL REHABILITATION ASSISTANCE**

The State of Georgia Rehabilitation Service provides assistance to students with physical limitations. Usually fees are paid for eligible students. To apply, a student should contact the Rehabilitation Service Office in their home county.

## **STUDENTS' RIGHTS AND RESPONSIBILITIES**

Students receiving financial aid have certain rights and responsibilities. The applicant must, without exception, report any of the following changes to the South Georgia State College: (a) withdrawal from school, (b) transfer to another school, (c) any change in enrollment status, (d) name change, (e) address change or parents' address change, and (f) joining military service.

The financial aid applicant is responsible for obtaining, completing, and filing the proper financial aid application, statements, forms, etc., each year on a timely basis. The applicant has the right to seek and receive full information and counseling from the Office of Financial Aid in regard to any financial matter. If the family's financial circumstances change due to death, divorce, marriage, disability, long-term unemployment or low income, the applicant's eligibility may change. The applicant must take the initiative in notifying the office of these changes.

Correct information must be provided on all financial aid forms. False reporting of information on financial aid application forms is a violation of law and may be considered a criminal offense that could result in indictment under the U.S. Criminal Code.

An applicant for financial aid must return all additional documentation, verification, corrections, and/or new information requested by either the Office of Financial Aid or the agency to which the financial aid application or confidential statement was submitted.

The applicant is responsible for reading and understanding all forms requiring signature and for getting copies of them. Applicants must accept responsibility for all agreements signed. A student accepting a Federal College Work Study Award must perform the work that is agreed upon by the applicant and the supervisor before funds will be disbursed. The student is also responsible for understanding the school's refund procedures and policies.

## **STUDENT ACCOUNTS**

South Georgia State College uses a student account system of payment for financial aid. On registration day, students register for their courses and then fees are deducted from the student account. If the award does not provide the total amount of the fees, the student must be prepared to pay the balance. If there is a balance due the student, the funds from the student's account may be used to purchase books. **Federal College Work Study awards are not included in the student account system and are not available at registration to pay fees.**

Students have the option to have their excess funds electronically disbursed to the checking or savings account that they designate. If students do not elect direct deposit, a paper check will be issued and mailed to the student's most current address on file. This disbursement will take place within fourteen (14) days after Financial Aid funds have been posted to students' accounts. Any student who withdraws from all courses immediately following the drop/add period will not receive an award balance refund. These funds are refunded to the respective financial aid programs. Any student who withdraws from all classes after receiving an award balance refund may be required to repay portions of that award balance refund.

## **ACADEMIC CORE AND PROGRAM INFORMATION**

**Program Options**

**Academic Program Organization and Schools**

**Core Curriculum**

**Focus Areas**

**Degree Listings**

## **THE PROGRAM OPTIONS**

To carry out its academic mission, South Georgia State College has instituted degree options to meet the needs of its diverse student clientele. Students should select the option best suited to their personal and career interests. Each student is assigned an academic advisor to assist the student in the selection of both short and long-term career goals. All AA/AS degree pathways may be pursued on either the Douglas or Waycross campuses.

### **THE ASSOCIATE OF ARTS DEGREE (AA) & THE ASSOCIATE OF SCIENCE DEGREE (AS)**

These degrees consist of 60 semester credit hours plus four hours of health and physical education requirements. Students who pursue the Associate of Arts or Associate of Science degree are enrolled in transfer pathways designed to lead to the bachelor's degree completed in one of SGSC's baccalaureate programs or baccalaureate programs at other University System of Georgia institutions. Specific options are spelled out in the pages that follow this section. Students who earn the Associate of Arts or the Associate of Science degree have fulfilled completely all Core Curriculum requirements (see page 64). For program requirements for SGSC baccalaureate degrees, see pages 99-116.

### **THE ASSOCIATE OF SCIENCE IN NURSING DEGREE (ASN)**

The Associate of Science in Nursing Degree consists of 72 semester hours plus two hours of physical education requirements. Students who complete this degree are eligible to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Successful completion of the NCLEX-RN examination entitles the nurse to practice nursing and to use the title Registered Nurse (RN).

### **THE BACHELOR OF ARTS IN PROFESSIONAL BUSINESS & TECHNICAL WRITING (BAPBT)**

The Bachelor of Arts in Professional Business and Technical Writing consists of 124 semester hours, which could include hours earned in pursuing an AA degree in English or a related field or an AS degree in Business or a related field. The BAPBT is currently offered fully online.

### **THE BACHELOR OF SCIENCE IN BIOLOGICAL SCIENCES (BSBS)**

The Bachelor of Science in Biological Sciences consists of 124 semester hours, which includes 64 hours earned in pursuing an AS in Biology or related degree. Biological Sciences offers students two options: a Nature and Ecology track or a Pre-Professional track. The BSBS is currently offered only in Douglas.

### **THE BACHELOR OF SCIENCE IN EDUCATION (BSEd)**

The Bachelor of Science in Education is focused on Elementary/Special Education and consists of 131 semester hours, which includes 64 hours earned in pursuing an AS in Education with an emphasis in Elementary/Special Education. The BSEd may be pursued on either the Douglas or Waycross campus.

### **THE BACHELOR OF SCIENCE IN LONG-TERM HEALTHCARE MANAGEMENT (BSLTHM)**

The Bachelor of Science in Long-Term Healthcare Management consists of 124 semester hours, which could include hours earned in pursuing an ASN degree. Graduates of this program will have the skill to coordinate care among interdisciplinary health care professionals, community agencies, and long-term care facilities. The BSLTHM is currently offered fully online.

### **THE BACHELOR OF SCIENCE IN MANAGEMENT (BSM)**

The Bachelor of Science in Management consists of 124 semester hours, which includes 64 hours earned in pursuit of an AS in Business Administration. The BSM degree requires the completion of two of four options: Management and either Organizational Behavior, Marketing, or Financial Technology (FinTech). The BSM may be pursued on either the Douglas or Waycross campus.

### **THE BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING TECHNOLOGY (BSMET)**

The Bachelor of Science in Mechanical Engineering Technology consists of 124 semester hours, which could include hours earned in pursuit of an Associate Degree. Graduates from this program will be able to meet local, state, and national employer demand for personnel skilled in a range of product and materials testing, design, and production. The BSMET is currently offered only in Douglas.

### **THE BACHELOR OF SCIENCE IN NURSING (RN-BSN)**

The Bachelor of Science in Nursing Degree consists of 122 semester hours, which includes hours earned in pursuing an ASN degree. This program requires that the entering student possess a current valid RN license. The RN-BSN program is offered fully online.

### **THE BACHELOR OF SCIENCE IN PUBLIC SERVICE LEADERSHIP (BSPSL)**

The Bachelor of Science in Public Service Leadership consists of 124 semester hours, which could include hours earned in pursuit of an Associate Degree. Graduates from this program will be able to meet local, state, and national employer demand for personnel skilled in a wide range of leadership, business, and communication abilities. The BSPSL is currently offered fully online.

## **ACADEMIC PROGRAM ORGANIZATION, DIVISIONS AND SCHOOLS**

Whether it leads to an Associate or a Bachelor's degree, each degree option includes a Core Curriculum that is divided into six areas: Essential Skills; Institutional Options; Humanities/Fine Arts; Science, Mathematics, and Technology; Social Sciences; and courses related to the major. The Associate of Science in Nursing Degree includes courses from similar areas. The College believes that requiring work in these areas provides a sound general education base for its students. The nature and number of hours required in these areas will vary according to the student's program of study.

### **ACADEMIC SCHOOLS**

The College is organized by Schools. The present structure consists of the School of Arts and Sciences and the School of Nursing.

### **SCHOOL OF ARTS AND SCIENCES**

The instructional programs of the School of Arts and Sciences are based upon the belief that the quality of life is enhanced by the acquisition of knowledge about self, others, and career; that all students benefit from the broadest possible exposure to the great heritage of world civilization and culture; that students of all majors can benefit from courses that help them develop the background necessary to make informed choices on many issues affecting modern societies; and that students may develop knowledge and skills necessary to maintain a healthy mind and body. To meet these objectives, the School offers a variety of courses for academic transfer pathways. Pathways in the School lead to the Associate of Arts degree or the Associate of Science degree.

The School offers Associate of Arts transfer pathways in Communications, English, Foreign Language, History, Political Science, Psychology, Sociology, and Theatre. Associate of Science transfer pathways include Biology, Business Administration, Chemistry, Computer Science, Criminal Justice, Education – with program options in Early Childhood, Middle Grades, Secondary, Special Education, Speech-Language Pathology, and Health and Physical Education, Health and Human Performance, Logistics, Mathematics or Pre-Engineering, Physics or Pre-Engineering, and Allied Health.

Completion of an approved Associate of Arts or Associate of Science transfer pathway prepares the student for transfer to other four-year colleges or universities or prepares the student to apply for Bachelor programs at the institution.

The School also offers the Bachelor of Science in Biological Sciences degree, the Bachelor of Science in Elementary/Special Education degree, the Bachelor of Science in Management degree, the Bachelor of Science in Mechanical Engineering Technology degree, the Bachelor of Science in Public Service Leadership degree, and the Bachelor of Arts in Professional, Business, and Technical Writing degree.

The faculty of the School is committed to providing a variety of opportunities for students to test their abilities and maximize their capabilities. In addition to attracting guest lecturers, providing individualized instruction, and offering course credit by examination, the School sponsors on-campus symposia and encourages off-campus learning experiences such as college-community sponsored field trips and internships that can complement and supplement the traditional classroom activity.

### **SCHOOL OF NURSING**

The School of Nursing offers the Associate of Science in Nursing, the Bachelor of Science in Nursing, and the Bachelor of Science in Long-Term Healthcare Management degrees. The Associate of Science in Nursing (ASN) and Bachelor of Science in Nursing (RN-BSN) programs are approved by the Georgia Board of Nursing. The contact information is listed below.

Georgia Board of Nursing  
237 Coliseum Drive  
Macon, GA 31217  
Telephone: (478) 207-2440  
Website: <https://sos.ga.gov/georgia-board-nursing>

The associate nursing program at South Georgia State College at the Waycross Campus located in Waycross, Georgia, and the associate and baccalaureate (RN-BSN) programs at South Georgia State College at the Douglas Campus located in Douglas, Georgia, are accredited by the Accreditation Commission for Education in Nursing (ACEN). The most recent accreditation decision made by the ACEN Board of Commissioners for the associate and baccalaureate (RN-BSN) nursing programs is Continuing Accreditation.

View the public information disclosed by the ACEN regarding these programs at <http://www.acenursing.us/accreditedprograms/programSearch.htm>

Contact information is below:

Accreditation Commission for Education in Nursing (ACEN)  
3390 Peachtree Road NE, Suite 1400  
Atlanta, GA 30326  
Telephone: (404) 975-5000



## THE CORE CURRICULUM AND AA AND AS PATHWAYS

In accord with the policies of the Board of Regents of the University System of Georgia, the College has established a Core Curriculum which offers students a broad general education covering essential skills; institutional options; humanities/fine arts; science, mathematics, and technology; and the social sciences. In addition, students are given the opportunity to begin study in a specific academic pathway leading to transfer into a baccalaureate degree program. The Core Curriculum was established to provide the same general education for students throughout the system of public higher education in Georgia and to facilitate transfer between the various units of the University System of Georgia. Courses in the Core Curriculum apply to the freshman and sophomore years, and successfully completed Core areas will transfer with full credit to any other University System of Georgia institution. Students who earn the Associate of Arts degree or Associate of Science degree will have fully completed Core requirements. To complete all Core Curriculum requirements, the student must complete 42 semester credit hours of the core curriculum as follows:

AREA A: Essential Skills	9
AREA B: Institutional Options	4
AREA C: Humanities/Fine Arts	6
AREA D: Science, Mathematics, and Technology	11
AREA E: Social Sciences	12

In addition to the 42 hours of core curriculum courses required in all AA and AS pathways of study, all AA and AS pathways with the exception of the Associate of Science in Nursing Degree require an additional 18 semester credit hours of courses related to the program of study (Area F) for a total of 60 semester credit hours; institutional requirements for graduation include 2 semester credit hours of Health and 2 semester credit hours of Physical Education, for a total of 64 semester credit hours.

AREA F: Courses Related to the Program of Study	18
Health and Physical Education	<u>4</u>
TOTAL	64

It is the student's responsibility to discuss academic plans and desired course selections thoroughly with his or her assigned faculty advisor in order to determine exactly which courses should be taken. All students are to consult with their faculty advisors in planning their course selections prior to registration for each semester. The various academic pathways appropriate to the different academic disciplines have been approved for University System institutions and should be followed if the student plans to transfer to a senior college or university within the University System of Georgia. Students who change degrees or associated pathways may have to complete additional hours of coursework beyond those required for completion of the pathway. A student who experiences difficulties in transferring credit to a University System of Georgia institution should contact the Chief Transfer Officer at that institution or at South Georgia State College. The Chief Transfer Officer at SGSC is the Registrar.

Students who plan to transfer to a college or university other than a University System institution should refer to the catalog of the college or university to which they intend to transfer. In some of the major academic areas, certain courses may not be taught at this institution. Again, students are urged to consult with their assigned faculty advisors to determine the extent of the applicable course offerings at South Georgia State College. Students are advised to follow the Pathway Map for their plan of study for timely completion of their program.

## FOCUS AREAS

Focus areas and their related respective AA and AS academic pathways at SGSC are as follows:

Arts – includes Theatre (AS).

Business – includes Business Administration (AS) and Logistics (AS).

Education – includes Early Childhood (AS), Middle Grades (AS), Secondary (AS), Special Education (AS), Speech/Language Pathology (AS), and Health/PE (AS).

Health Professions – includes Allied Health (AS), Health and Human Performance (AS), and Nursing (AS).

Humanities – includes English (AA) and Foreign Language (AA).

Social Sciences – includes Communication (AA), Criminal Justice (AS), History (AA), Political Science (AA), Psychology (AA), and Sociology (AA).

STEM (Science, Technology, Engineering, and Mathematics) – includes Biology (AS), Chemistry (AS), Computer Science (AS), Mathematics (AS), and Physics (AS).

Students who may be undecided in a specific academic pathway should consider starting in one of the focus area pathways. Focus area pathways enable students who are undecided in their future studies and/or career goals to start in a pathway relative to their interests that can lead to a viable degree program. Courses taken in the focus area pathways are designed to assist students in making choices best suited to their interests and skills. Thus, as students progress in focus area pathways, they should be able to transition into appropriate academic pathways designed for transfer or degree attainment. Students should be able to make this transition out of a focus area pathway and into a transfer pathway before or by the time they attain 30 credit hours, and they should consult their assigned advisor for assistance in choosing the appropriate pathway.

## **FOCUS AREA PATHWAYS**

in

**Arts**

**Business**

**Education**

**Health Professions**

**Humanities**

**Social Sciences**

**STEM (Science, Technology, Engineering, and Mathematics)**

## FOCUS AREA: ARTS

The Arts focus area is designed to allow students to explore various fine arts fields with an intent to continue their studies after transition into fine arts programs, such as Theatre. The goal of this focus area pathway is to encourage the development of a strong curricular foundation in the fine arts while allowing the student to explore areas of interest more deeply through a selection of focus classes. Academic advisement for this area is provided by the School of Arts and Sciences. Students should be ready to move into their desired transfer pathway by 30 hours.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following:	
ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401;	
SOCI 2501, SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112;	
PHIL 2010; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

Select <b>one</b> of the following:	
BIOL 1010K; CHEM 1151K, 1211K; PHYS 1111K .....	4
Select <b>one</b> of the following:	
ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K;	
PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> additional science core curriculum course from the list above or MATH 1113 or 1401 .....	<u>3-4</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following:	
ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220;	
POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

ARTS 2205 .....	3
MUSC 1100 .....	3
THEA 1100 .....	3
Select <b>one</b> of the following:	
COMM 1100, 1110, 2000, 2010; HUMN 2111, 2112; PHIL 2010; THEA 2800 .....	3
<b>One</b> two-course foreign language sequence .....	<u>6</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** ARTS 2205 (3)  
MUSC 1100 (3), THEA 1100 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

**FOCUS AREA: BUSINESS**

The Business focus area is designed to allow students to explore various business fields with an intent to continue their studies after transition into programs in Business Administration or Logistics. The goal of this focus area pathway is to encourage the development of a strong curricular foundation in Business while allowing the student to explore areas of interest more deeply through a selection of focus classes. Academic advisement for this area is provided by the School of Arts and Sciences. Students should be ready to move into their desired transfer pathway by 30 hours.

**\*\*AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1111 .....	<u>4*</u>
	<u>9</u> hours

**AREA B - Institutional Options**

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501, SABR 2001 .....	<u>3</u>
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSC 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

**AREA D - Science, Mathematics, Technology**

Select <b>one</b> of the following: BIOL 1010K; CHEM 1151K, 1211K; PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> additional science core curriculum course from the list above or MATH 1113 or 1401 .....	<u>3-4</u>
	11 hours

**AREA E - Social Sciences**

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

**\*\*AREA F - Courses Related to the Program of Study**

ACCT 2101 .....	3
ACCT 2102 .....	3
ECON 2105 .....	3
ECON 2106 .....	3
BUSA 1105 .....	3
Select <b>one</b> of the following: BUSA 2105, 2270 .....	<u>3</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

**Institutional Requirements for Graduation Beyond Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** BUSA 1105 (3)  
ACCT 2101 (3), ECON 2105 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

**FOCUS AREA: EDUCATION**

The Education focus area is designed to allow students to explore various education fields with an intent to continue their studies after transition into programs in Early Childhood, Middle Grades, Secondary, Special, Health and Physical Education, or Speech-Language Pathology. The goal of this focus area pathway is to encourage the development of a strong curricular foundation in education while allowing the student to explore areas of interest more deeply through a selection of focus classes. Academic advisement for this area is provided by the School of Arts and Sciences. Students should be ready to move into their desired transfer pathway by 30 hours.

**\*\*AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1111 .....	<u>4*</u>
	<u>9 hours</u>

**AREA B - Institutional Options**

DVRS 1101 .....	1
Select <b>one</b> of the following:	
COMM 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SABR 2001 .....	<u>3</u>
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following:	
ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

**AREA D - Science, Mathematics, Technology**

Select <b>one</b> of the following:	
BIOL 1010K; CHEM 1151K, 1211K; PHYS 1111K .....	4
Select <b>one</b> of the following:	
ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> additional science core curriculum course from the list above or MATH 1113 or 1401 .....	<u>3-4</u>
	11 hours

**AREA E - Social Sciences**

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following:	
ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 2101, 2201; SOCI 1160, 2293 .....	<u>6</u>
	12 hours

**\*\*AREA F - Courses Related to the Program of Study**

EDUC 2110 .....	3
PSYC 1101 .....	3
SOCI 1101 .....	3
COMM 1100 .....	3
PSYC 2103 .....	3
SOCI 2501 .....	<u>3</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

**Institutional Requirements for Graduation Beyond Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** EDUC 2110 (3)  
PSYC 1101 (3), SOCI 1101 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## FOCUS AREA: HEALTH PROFESSIONS

The Health Professions focus area is designed to allow students seeking advanced degrees in various healthcare fields to transfer to programs in Allied Health, Health and Human Performance, or Nursing. The goal of this focus area pathway is to encourage the development of a strong curricular foundation in life science while allowing the student to explore areas of interest more deeply through a selection of focus classes. Academic advisement for this area is provided by the School of Arts and Sciences. Students should be ready to move into their desired transfer pathway by 30 hours.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113 .....	<u>4*</u>
	<u>9</u> hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K .....	8
CHEM 1211K .....	<u>4*</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	11 hours

### \*\*AREA F - Courses Related to the Program of Study

BIOL 2210K .....	4
BIOL 2211K .....	4
BIOL 2215K .....	4
CHEM 1212K .....	4
Two excess hours from Areas A and D .....	<u>2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (12 hours to be taken within the first 30 hours in your program of study; choose 3):** MATH 1113 (4)  
BIOL 2107K/2108K (8), BIOL 2210K (4)

\*One excess hour in both Area A and D used in Area F

\*\*All Courses in Areas A and F require a grade of "C" or higher

## FOCUS AREA: HUMANITIES

The Humanities focus area is designed to allow students to explore various humanities fields with an intent to continue their studies after transition into programs in English or Foreign Language. The goal of this focus area pathway is to encourage the development of a strong curricular foundation in the humanities while allowing the student to explore areas of interest more deeply through a selection of focus classes. Academic advisement for this area is provided by the School of Arts and Sciences. Students should be ready to move into their desired transfer pathway by 30 hours.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following:	
COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following:	
ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2112;	
MUSI 1100; THEA 1100, 2800; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

Select <b>one</b> of the following:	
BIOL 1010K; CHEM 1151K, 1211K; PHYS 1111K .....	4
Select <b>one</b> of the following:	
ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K;	
PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> additional science core curriculum course from the list above or MATH 1113 or 1401 .....	<u>3-4</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following:	
ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220;	
POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

HUMN 2111 .....	3
PHIL 2010 .....	3
<b>One</b> four-course foreign language sequence .....	<u>12</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** HIST [any not used in Area E] (3), HUMN 2111 (3), Foreign Language (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher



## FOCUS AREA: SOCIAL SCIENCES

The Social Sciences focus area is designed to allow students to explore various social science fields with an intent to continue their studies after transition into programs in fields such as Communications, Criminal Justice, History, Political Science, Psychology, or Sociology. The goal of this focus area pathway is to encourage the development of a strong curricular foundation in the social sciences while allowing the student to explore areas of interest more deeply through a selection of focus classes. Academic advisement for this area is provided by the School of Arts and Sciences. Students should be ready to move into their desired transfer pathway by 30 hours.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following:	
COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following:	
ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

Select <b>one</b> of the following:	
BIOL 1010K; CHEM 1151K, 1211K; PHYS 1111K .....	4
Select <b>one</b> of the following:	
ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> additional science core curriculum course from the list above or MATH 1113 or 1401 .....	<u>3-4</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following:	
ECON 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

ECON 2015 .....	3
Select <b>three</b> of the following:	
CRJU 1101, 2100, 2200, 2300, 2310; ECON 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; MATH 1401; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2201, 2103; SOCI 1101, 1160, 2293, 2501 .....	9
<b>One</b> two-course foreign language sequence .....	<u>6</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

### Focus Courses for Communications, History, and Political Science (9 hours to be taken within the first 30 hours):

HIST (any not used in Area E) (3), POLS 1101 (3), ECON 2105 (3)

### Focus Courses for Criminal Justice, Psychology, and Sociology (9 hours to be taken within the first 30 hours):

CRJU 1101 (3), PSYC 1101 (3), SOCI 1101 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## FOCUS AREA: STEM

The Science, Technology, Engineering and Mathematics (STEM) Focus Area is the perfect place for students interested in sciences, engineering, mathematics or computers. With a STEM degree, students can transfer to major universities to become medical doctors, pharmacists, marine biologists, petroleum engineers, computer programmers, and forensic scientists, to name just a few valuable professions. The goal of this focus area pathway is to encourage the development of a strong curricular foundation in STEM while allowing the student to explore areas of interest more deeply through a selection of focus classes. Academic advisement for this area is provided by the School of Arts and Sciences. Students should be ready to move into their desired transfer pathway by 30 hours.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following:	
ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following:	
ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

CHEM 1211K/1212K .....	8
MATH 2253 .....	4*
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following:	
ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	6
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

BIOL 2107K .....	4
BIOL 2108K .....	4
PHYS 2211K .....	4
PHYS 2212K .....	4
Two excess hours from Areas A and D .....	<u>2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (12 hours to be taken within the first 30 hours in your program of study; choose 3):** MATH 1113 (4)

CHEM 1211K (4), BIOL 2107K (4)

\*One excess hour in both Area A and D used in Area F

\*\*All Courses in Areas A and F require a grade of "C" or higher

**ASSOCIATE OF ARTS DEGREE**

With Transfer Pathways

in

**Communications**

**English**

**Foreign Language**

**History**

**Political Science**

**Psychology**

**Sociology**

**Theatre**

## ASSOCIATE OF ARTS: COMMUNICATIONS

Students who earn the Associate of Arts degree in communications are prepared to transfer as juniors to a senior college or university. Students so prepared could elect to complete the bachelor's degree in communication arts. Those students could also opt for any number of programs offered by a school or college of arts and sciences. Academic advisement for this pathway is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1401 .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1110; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001.....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, or PHYS 1111K.....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113 or MATH 1401 .....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

COMM 1100, 2000 and 2010 .....	9
<b>One</b> two-course foreign language sequence .....	6
Select <b>one</b> of the following: ARTS 2205; CISY 1105, 2210; COMM 1110; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; POLS 2401; PSYC 1101; SOCI 1160, THEA 1100 .....	<u>3</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** COMM 1100 (3), COMM 2000 (3), COMM 2010 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF ARTS: ENGLISH

Students who earn the Associate of Arts degree in English are prepared to transfer as juniors to a senior college or university. Students so prepared could elect to complete the bachelor's degree in English or English education. Those students could also opt for any number of programs offered by a school or college of arts and sciences. Academic advisement for this program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1401 .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language.....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, or PHYS 1111K.....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113 or MATH 1401 .....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

Select <b>two</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132 .....	6
<b>One</b> two-course foreign language sequence .....	6
Select <b>two</b> of the following: ARTS 2205; CISO 1105; COMM 1110, 2000, 2010; HIST 1121, 1122, 2111, 2112; HUMN 2111, 2112; MUSI 1100; POLS 2401 .....	<u>6</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** HIST [any not used in Area E] (3), HUMN 2111 (3), Foreign Language (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF ARTS: FOREIGN LANGUAGE

Students who earn the Associate of Arts degree in foreign language are prepared to transfer as juniors to a senior college or university. Students so prepared could elect to complete the bachelor's degree in foreign language or foreign language education. Those students could also choose any number of programs offered by the college of arts and sciences. Academic advisement is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1401 .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113 or MATH 1401 .....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

Select <b>one</b> four-course foreign language sequence .....	12
Select <b>zero to one</b> two-course foreign language sequence .....	0-6
Select <b>zero to two</b> courses from the following: ARTS 2205; CISY 1105; COMM 2010; ECON 2105, 2106; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HIST 1121, 1122; HUMN 2111, 2112; MUSI 1100; POLS 2401 .....	<u>0-6</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** HIST [any not used in Area E] (3), HUMN 2111 (3), Foreign Language (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF ARTS: HISTORY

Students who complete this program can transfer to almost any major or program at a senior college or university confident that the skills and knowledge acquired will be useful. However, the careers and occupations for which this preparation is especially helpful are archival service, communications, curators for museums and galleries, education (in numerous disciplines including history at the elementary, secondary, and college levels), foreign service, government service, historic preservation, international business, journalism, law, library science, military science, armed services, and public administration. Academic advisement for this program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1401 .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113 or MATH 1401 .....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

<b>One</b> two-course foreign language sequence .....	6
Select <b>two</b> of the following: HIST 1121, 1122, 2111, 2112 .....	6
Select <b>two</b> of the following: MATH 1401; ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2401; PSYC 1101; SOCI 1101, 1160 .....	<u>6</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** HIST [any not used in Area E] (3), POLS 1101 (3), ECON 2105 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

**ASSOCIATE OF ARTS: POLITICAL SCIENCE**

Students who complete this program can transfer to almost any major or program at a senior college or university confident that the skills and knowledge acquired will be useful. However, the careers and occupations for which this preparation is especially helpful are communications, education (in numerous disciplines including political science at the elementary, secondary, and college levels), foreign service, government service (at local, state, and federal levels-civil service), international business, journalism, law, and law administration. Academic advisement for this program is provided by the School of Arts and Sciences.

**\*\*AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1401 .....	<u>3</u>
	9 hours

**AREA B - Institutional Options**

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language.....	<u>3</u>
	6 hours

**AREA D - Science, Mathematics, Technology**

BIOL 1010K, CHEM 1151K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K,1112K; SCIE 1111/1111L, 1211/1211L.....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113 or MATH 1401.....	<u>3-4</u>
	11-12 hours

**AREA E - Social Sciences**

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

**\*\*AREA F - Courses Related to the Program of Study**

POLS 2401 .....	3
Select <b>zero to three</b> foreign language courses.....	0-9
Select <b>one to five</b> of the following: COMM 2010; CRJU 1101; ECON 2105, 2106; MATH 1401; HIST 1121, 1122, 2111, 2112, 2200, 2220; POLS 2100, 2201, 2401; PSYC 1101; SOCI 1101, 1160.....	<u>3-15</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

**Institutional Requirements for Graduation Beyond Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** HIST [any not used in Area E] (3), POLS 1101 (3), ECON 2105 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher



**ASSOCIATE OF ARTS: PSYCHOLOGY**

Students who complete this program are prepared to pursue the bachelor's degree in psychology or related fields at a senior college or university. Academic advisement for this program is provided by the School of Arts and Sciences.

**\*\*AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101.....	<u>3</u>
	9 hours

**AREA B - Institutional Options**

DVRS 1101.....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language.....	<u>3</u>
	6 hours

**AREA D - Science, Mathematics, Technology**

BIOL 1010K, CHEM 1151K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM1151K, 1152K 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113.....	<u>3-4</u>
	11-12 hours

**AREA E - Social Sciences**

HIST 2111 or 2112.....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 2101; SOCI 1101, 1160, 2293.....	<u>6</u>
	12 hours

**\*\*AREA F - Courses Related to the Program of Study**

PSYC 1101 .....	3
PSYC 2103 .....	3
PSYC 2201 .....	3
MATH 1401.....	3
Select <b>two</b> of the following: CISY 1105; COMM 2010; CRJU 1101; ECON 2105, 2106; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HIST 1121, 1122, 2111, 2112, 2200, 2220; PSYC 2101; SOCI 1101, 1160; any foreign language course(s).....	<u>6</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

**Institutional Requirements for Graduation Beyond Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** PSYC 1101 (3), SOCI 1101 (3), CRJU 1101 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF ARTS: SOCIOLOGY

Students who complete this program are prepared to pursue the bachelor's degree in archaeology, civil service, cultural resource management, demography, education, foreign service, international trade, marketing, military service (intelligence or special forces), planning, recreation, or sociology. Academic advisement for this program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1401 .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	3-4
<b>One</b> more science core course <b>from the list above</b> or MATH 1401 or MATH 1113 .....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

SOCI 1101 .....	3
SOCI 1160 .....	3
SOCI 2293 .....	3
Select <b>two</b> of the following: COMM 2010; CRJU 1101; ECON 2105, 2106; POLS 2401; PSYC 1101, 2101, 2103; SOCI 2501 .....	6
Select <b>one</b> of the following: MATH 1401; any foreign language course .....	<u>3</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** PSYC 1101 (3), SOCI 1101 (3), CRJU 1101 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

**ASSOCIATE OF ARTS: THEATRE**

Students who earn the Associate of Arts degree in Theatre are prepared to transfer as juniors to a senior college or university. Students so prepared could elect to complete the bachelor's degree in Theatre. Those students could also opt for any number of programs offered by a school or college of arts and sciences. Academic advisement for this program is provided by the School of Arts and Sciences.

**\*\*AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1401 .....	<u>3</u>
	9 hours

**AREA B - Institutional Options**

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; or any three-hour foreign language .....	<u>3</u>
	6 hours

**AREA D - Science, Mathematics, Technology**

BIOL 1010K, CHEM 1151K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113 or MATH 1401 .....	<u>3-4</u>
	11-12 hours

**AREA E - Social Sciences**

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

**\*\*AREA F - Courses Related to the Program of Study**

THEA 1100 .....	3
THEA 2210 .....	3
THEA 2800 .....	3
<b>One</b> two-course foreign language sequence .....	6
Select <b>one</b> of the following: ARTS 2205; COMM 2010; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; POLS 2401; PSYC 1101; SOCI 1160 .....	<u>3</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

**Institutional Requirements for Graduation Beyond Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** THEA 1100 (3), MUSC 1100 (3), ARTS 2205 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

**Physical Education Requirements**

HLTH 1103 .....	2
Physical Education .....	2
	4 hours
TOTAL	64 hours

**Focus Courses (9 hours to be taken within the first 30 hours):**

THEA 1100.....	3
MUSC 1100.....	3
ARTS 2205.....	3

\*\*All Courses in Areas A and F require a grade of "C" or higher

**ASSOCIATE OF SCIENCE DEGREE**

With Transfer Pathways in

**Allied Health**

**Biology**

**Business Administration**

**Chemistry**

**Computer Science**

**Criminal Justice**

**Education**

**With program options in**

**Early Childhood**

**Middle Grades**

**Secondary**

**Special Education**

**Speech-Language Pathology**

**Health and Physical Education**

**Health and Human Performance**

**Logistics**

**Mathematics or Pre-Engineering**

**Physics or Pre-Engineering**

## ASSOCIATE OF SCIENCE: ALLIED HEALTH

Students who complete this program are prepared to pursue the bachelor's degree in health-related fields at a senior college or university. Career opportunities are numerous and include dental hygiene, medical records administration, medical technology, nursing, occupational therapy, physical therapy, and sonography. Students enrolled in this program must work with an advisor to correlate their work at SGSC with that required by the senior college or university to which they plan to transfer. Academic advisement for this program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1111 or MATH 1113 .....	<u>3-4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K; CHEM 1211K/1212K, or PHYS 1111K/1112K .....	8
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 2000/2000L; CHEM 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K, 2211K, 2212K; SCIE 1111/1111L, 1121/1121L; MATH 2253, 2254, 2255, 1401 .....	<u>3-4*</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

Select <b>zero to four</b> courses from: BIOL 2107K, 2108K, 2210K, 2211K, 2215K; CHEM 1211K, 1212K, 2401K, 2402K .....	0-16
Select <b>zero to two</b> courses from: ASTR 1010/1010L, ASTR 1020/1020L, BIOL 2000/ 2000L, PHSC 1011/1011L; PHYS 1111K, 1112K .....	0-8
Select <b>zero to three</b> courses from: PSYC 1101, 2103; SOCI 1101, 1160; MATH 1401 .....	0-9
One or two excess hours from Areas A and D .....	<u>1-2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (12 hours to be taken within the first 30 hours in your program of study; choose 3):** BIOL 2107K (4), BIOL 2108K (4), BIOL 2210K (4)

\*Excess hours in both Area A and D used in Area F

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF SCIENCE: BIOLOGY

Students completing the program may pursue a bachelor's degree in biology at SGSC or elsewhere or a related field at a senior college or university. Biologists study living organisms and the relationship between organisms and their environment. Most careers in biology require graduate study in a life science area. Many optometrists, veterinarians, and medical doctors major in biology. Other career opportunities include work in botany, agronomy, animal science, ecology, toxicology, pathology, physiology, and biological oceanography. Academic advisement for the program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

CHEM 1211K, 1212K .....	8
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 2000/2000L; CSCI 1301; PHSC 1011/1011L; PHYS 1111K (recommended), 1112K, 2211K, 2212K; MATH 2253, 2254, 2255SCIE 1111/1111L, 1121/1121L .....	<u>4*</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

BIOL 2107K .....	4
BIOL 2108K .....	4
CHEM 2401K .....	4
CHEM 2402K .....	4
Two excess hours from Areas A and D .....	<u>2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (12 hours to be taken within the first 30 hours in your program of study; choose 3):** MATH 1113 (4), CHEM 1211K (4), BIOL 2107K (4)

\*One excess hour in Area A and D used in Area F

\*\*All Courses in Areas A and F require a grade of "C" or higher

**ASSOCIATE OF SCIENCE: BUSINESS ADMINISTRATION**

Students who earn the A.S. degree in business administration may pursue the bachelor's degree in accounting, economics, finance, general business, international business, industrial relations, management, management systems, marketing, real estate, risk management, and insurance. Academic advisement for this program is provided by the School of Arts and Sciences.

**AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1111 .....	<u>3-4</u>
	9 hours

**AREA B - Institutional Options**

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

**AREA D - Science, Mathematics, Technology**

BIOL 1010K, CHEM 1151K, CHEM 1211K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course from the list above or MATH 1113 or MATH 1401 .....	<u>3-4</u>
	11 hours

**AREA E - Social Sciences**

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

**AREA F - Courses Related to the Program of Study**

ACCT 2101 .....	3
ACCT 2102 .....	3
ECON 2105 .....	3
ECON 2106 .....	3
Select <b>two</b> courses from: BUSA 1105, 2105, 2270, or CISY 2210. ....	<u>6</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

**Institutional Requirements for Graduation Beyond Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** BUSA 1105 (3), ACCT 2101 (3), ECON 2105 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher



## ASSOCIATE OF SCIENCE: CHEMISTRY

Students who complete this program are prepared to pursue the bachelor's degree in chemistry or a related field at a senior college or university. Chemists search for new knowledge about substances and for ways to put that knowledge to practical use. They work in research, manufacturing processes, quality control, marketing, and chemical sales. As with biology, many medical doctors, veterinarians, and pharmacists major in chemistry. Other career opportunities include science education and fields related to environmental concerns. Academic advisement for the program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113.....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K; PHYS 1111K/1112K, 2211K/2212K .....	8
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 2000/2000L; CSCI 1301; PHSC 1011/1011L; PHYS 1111K, 1112K, 2211K, 2212K; MATH 2253, 2254, 2255; SCIE 1111/1111L, 1121/1121L .....	<u>4*</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293.....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

CHEM 1211K .....	4
CHEM 1212K.....	4
CHEM 2401K.....	4
CHEM 2402K.....	4
Two excess hours from Areas A and Area D .....	<u>2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (12 hours to be taken within the first 30 hours in your program of study; choose 3):** MATH 1113 (4), CHEM 1211K (4), CHEM 1212K (4)

\*One excess hour in both Areas A and D used in Area F

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF SCIENCE: COMPUTER SCIENCE

Students who complete this program are prepared to pursue the bachelor's degree in computer science or a related field at a senior college or university. Computer scientists develop programs and systems to process vast quantities of information rapidly and accurately. Many systems analysts and programmers major in computer science. Other career possibilities may be found in areas such as computer-aided design; computer-aided manufacturing, computer criminology, the architecture and development of computer components, and robotics. Academic advisement for the program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K; PHYS 1111K/1112K, 2211K/2212K; or CHEM 1211K/1212K .....	8
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 2000/2000L; CSCI 1301; PHSC 1011/1011L; PHYS 1111K, 1112K, 2211K, 2212K; MATH 2253, 2254, 2255 SCIE 1111/1111L, 1121/1121L .....	<u>4*</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

CSCI 1301 .....	4
CSCI 1302 .....	4
MATH 2253 or MATH 2254 .....	4
MATH 2254 or MATH 2255 .....	4
Two excess hours from Areas A and D .....	<u>2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (12 hours to be taken within the first 30 hours in your program of study; choose 3):** MATH 1113 (4), Area D Science class (4), MATH 2253 (3)

\*One excess hour in both Area A and D used in Area F

\*\*All Courses in Areas A and F require a grade of "C" or higher

**ASSOCIATE OF SCIENCE: CRIMINAL JUSTICE**

This pathway is designed to provide preparation for transfer into a B.A. or B.S. degree program in criminal justice or a similar field and leads to career opportunities in criminal justice at the federal, state, county, and local levels in courts, corrections, law enforcement, parole, private security, and probation. Academic advisement for this pathway is provided by the School of Arts and Sciences.

**\*\*AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or 1401 .....	3
	9 hours

**AREA B - Institutional Options**

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	3
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	3
	6 hours

**AREA D - Science, Mathematics, Technology**

BIOL 1010K, CHEM 1151K, CHEM 1211K, or PHYS 1111K.....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L.....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113 or MATH 1401 .....	3-4
	11-12 hours

**AREA E - Social Sciences**

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	6
	12 hours

**\*\*AREA F - Courses Related to the Program of Study**

CRJU 1101, 2100, 2200, and 2300 .....	12
Select <b>two</b> courses from: CISY 1105; COMM 2010; ECON 2105; any foreign language course(s); POLS 2401; PSYC 1101, 2103; SOCI 1101, 1160.....	6
	18 hours

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TOTAL Hours for the Program..... 60 hours

**Institutional Requirements for Graduation Beyond Program Requirements**

HLTH 1103 .....	2
Physical Education .....	2
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** PSYC 1101 (3), SOCI 1101 (3), CRJU 1101 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF SCIENCE: EDUCATION

This transfer program permits students to complete the first two years of preparation leading to teacher certification in early childhood education, middle grades education, secondary education, special education, speech-language pathology education, or health and physical education. Subsequent admission to a teacher education program at a senior college or university in the University System of Georgia requires a cumulative grade point average of 2.5 & passing the Reading, Writing, & Mathematics portions of the GACE basic skills assessment test. Academic advisement for the program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or MATH 1111 (recommended for Early Childhood) or MATH 1113 (required for Science/Math educ. majors).....	<u>3-4</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, CHEM 1211K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1113 or MATH 1401 .....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101 (highly recommended), 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### SELECT ONE OF THE FOLLOWING AREA F OPTIONS:

#### \*\*AREA F - Early Childhood Education Option

EDUC 2110 .....	3
EDUC 2120 .....	3
EDUC 2130 .....	3
ISCI 2001 .....	3
ISCI 2002 .....	3
MATH 2008 .....	<u>3</u>
	18 hours

#### \*\*Area F – Middle Grades Education Option

EDUC 2110 .....	3
EDUC 2120 .....	3
EDUC 2130 .....	3
Primary Concentration (select <b>one</b> area): Language Arts, Mathematics, Science, or Social Studies .....	6
Secondary Concentration: Language Arts, Mathematics, Science, or Social Studies .....	<u>3</u>
	18 hours

(The Concentration courses must come from Areas B, C, D, or E of the Core Curriculum, or from three-hour foreign language courses.)

**\*\*Area F – Secondary Education Option**

Completion of Area F in a content area applicable to a Secondary Education teaching field .....	18 hours
Secondary Education Option students must also complete the following courses:	
EDUC 2110.....	3
EDUC 2120.....	3
EDUC 2130.....	3
	9 hours

**\*\*Area F – Special Education Option**

EDUC 2110.....	3
EDUC 2120.....	3
EDUC 2130.....	3
PSYC 2201 .....	3
Select <u>two</u> courses from Areas B-E to support the major .....	6
	18 hours

**\*\*Area F – Speech-Language Pathology Option**

EDUC 2110.....	3
EDUC 2120.....	3
EDUC 2130.....	3
Select <u>three</u> courses from Areas B-E to support the major.....	9
	18 hours

**\*\*Area F – Health and Physical Education Option**

EDUC 2110.....	3
EDUC 2120.....	3
EDUC 2130.....	3
BIOL 2210K .....	4
BIOL 2211K .....	4
*One excess hour from Area D .....	1
	18 hours

\*HPER majors must take BIOL 2107K and 2108K in Area D.

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TOTAL Hours for the Program..... 60 hours

**Institutional Requirements for Graduation Beyond Program Requirements**

HLTH 1103 .....	2
Physical Education .....	2
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** EDUC 2110 (3), PSYC 1101 (3), SOCI 1101 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

**ADMISSION REQUIREMENTS INTO EDUCATOR PREPARATION PROGRAMS**

To be admitted into an undergraduate educator preparation program within the University System of Georgia:

1. Students must earn a minimum cumulative GPA of 2.5 on all attempted hours in the System core curriculum in areas A-F, as required for teacher preparation.
2. Students must have a passing score on the GACE basic skills assessment test. (SAT score of 1000 or higher will exempt one from the GACE basic skills assessment test).

## ASSOCIATE OF SCIENCE: HEALTH AND HUMAN PERFORMANCE

Students who complete this program are prepared to transfer to a senior institution and pursue a bachelor's degree in athletic training, sports medicine, exercise science, and other disciplines related to health and human performance. Academic advisement for this program is provided by the School of Arts and Sciences.

### \*\*AREA A – Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1001 (Recommended), MATH 1101, or MATH 1111 .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K; CHEM 1211K/1212K, or PHYS 1111K/1112K.....	8
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 2000/2000L; CHEM 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K, 2211K, 2212K; SCIE 1111/1111L, 1121/1121L; MATH 2253, 2254, 2255, 1401.....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293.....	<u>6</u>
	12 hours

### \*\*AREA F – Courses Related to the Program of Study

BIOL 2210K, 2211K.....	8
HLHP 2020 .....	3
PHED 1004 .....	2
HLHP 2010 .....	3
Choose <b>one</b> of the following: HLHP 2015; HLHP 2030; HLHP 2040.....	<u>2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (10 hours to be taken within the first 30 hours in your program of study; choose 3):** BIOL 2107K (4), HLHP 2010 (3), HLHP 2020 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF SCIENCE: LOGISTICS

Students who complete this program are prepared to pursue the bachelor's degree in business administration with a major in logistics and intermodal transportation at a senior university awarding this degree, such as Georgia Southern University. Transportation firms, industry and government alike employ graduates trained and qualified in the coordination of intermodal transportation and supply chain management. With appropriate advisement, the A.S. degree in Logistics also prepares graduates for the bachelor's degree in accounting, economics, finance, general business, international business, industrial relations, management, management systems, marketing, real estate, risk management, and insurance. Academic advisement for this program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1111 or 1401 .....	<u>3-4</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
MATH 1401, MATH 1113, or MATH 2253 .....	<u>3-4</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

ACCT 2101 .....	3
ACCT 2102 .....	3
CISY 2210 .....	3
ECON 2106 .....	3
BUSA 2270 .....	3
BUSA 1105 .....	<u>3</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (9 hours to be taken within the first 30 hours in your program of study; choose 3):** BUSA 1105 (3), ACCT 2101 (3), ECON 2105 (3)

\*\*All Courses in Areas A and F require a grade of "C" or higher

## ASSOCIATE OF SCIENCE: MATHEMATICS OR PRE-ENGINEERING

Students who complete this program are prepared to pursue the bachelor's degree in mathematics, engineering, or a related field at a senior college or university. Theoretical mathematicians develop new principles and new relationships between existing principles of mathematics. Applied mathematicians develop mathematical approaches to solve practical problems in business, government, engineering, and the sciences. Related career opportunities include education, actuarial science, operations research, and statistics. Academic advisement for this program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113.....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language.....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K; CHEM 1211K/1212K, or PHYS 1111K/1112K.....	8
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 2000/2000L; CHEM 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K, 2211K, 2212K; SCIE 1111/1111L, 1121/1121L; MATH 2253, 2254, 2255 .....	<u>4*</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293.....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

MATH 2253 or MATH 2254 .....	4
MATH 2254 or MATH 2255 .....	4
PHYS 1111K/1112K or PHYS 2211K/2212K .....	8
Two excess hours from Areas A and D .....	<u>2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (12 hours to be taken within the first 30 hours in your program of study; choose 3):** MATH 1113 (4), CHEM 1211K or BIOL 2107K (4), MATH 2253 (4)

\*One excess hour in both Area a and D used in Area F

\*\*All Courses in Areas A and F require a grade of "C" or higher



## ASSOCIATE OF SCIENCE: PHYSICS OR PRE-ENGINEERING

Students who complete this program are prepared to pursue the bachelor's degree in physics, engineering, or a related field at a senior college or university. Physicists use systematic observation and experimentation to investigate the structure of the universe and the interaction of matter and energy. Career opportunities include education, research, and product development. Engineers develop practical applications for scientific discoveries. Many career opportunities are found in subspecialties such as aerospace, chemical, civil, electrical, industrial, mechanical, mining, nuclear, and petroleum engineering. Academic advisement for this program is provided by the School of Arts and Sciences.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K; or CHEM 1211K/1212K .....	8
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 2000/2000L; CHEM 1211K, 1212K; SCIE 1111/1111L, 1121/1121L; MATH 2253, 2254, 2255 .....	<u>4*</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

MATH 2253 or MATH 2254 .....	4
MATH 2254 or MATH 2255 .....	4
PHYS 2211K .....	4
PHYS 2212K .....	4
Two excess hours from Areas A and D .....	<u>2</u>
	18 hours

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TOTAL Hours for the Program..... 60 hours

### Institutional Requirements for Graduation Beyond Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation..... 64 hours

**Focus Courses (12 hours to be taken within the first 30 hours in your program of study; choose 3):** MATH 1113 (4), CHEM 1211K or BIOL 2107K (4), MATH 2253 (4)

\*One excess hour in both Area A and D used in Area F  
 \*\*All Courses in Areas A and F require a grade of "C" or higher

**CAREER ASSOCIATE OF SCIENCE  
DEGREES**

**Nursing**

### ASSOCIATE OF SCIENCE IN NURSING

Students who earn this degree are eligible to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Successful completion of the NCLEX examination entitles the nurse to practice nursing and to use the title Registered Nurse (R.N.). Academic advisement for this program is provided by the School of Nursing.

**Freshman Year**

BIOL 2210K and 2211K.....	8
BIOL 2215K .....	4
ENGL 1101 .....	3
PSYC 1101 .....	3
PSYC 2103 .....	3
NURS 1100.....	4
NURS 1101.....	4
NURS 1102.....	5
NURS 1103.....	<u>5</u>
	39 hours

**Sophomore Year**

DVRS 1101 .....	1
Choose <b>one</b> of the following: ARTS 2205; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; FREN 1001, or SPAN 1001 .....	3
POLS 1101 .....	3
HIST 2111 or 2112 .....	3
NURS 2211.....	10
NURS 2213.....	6
NURS 2214.....	6
NURS 2215.....	1
PHED course OR HLTH 1103 .....	<u>2</u>
	35hours

TOTAL Hours for the Program..... 74 hours

### ASSOCIATE OF SCIENCE IN NURSING (LPN to RN)

Students who earn this degree are eligible to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Successful completion of the NCLEX examination entitles the nurse to practice nursing and to use the title Registered Nurse (R.N.). Academic advisement for this program is provided by the School of Nursing.

**Freshman Year**

BIOL 2210K and 2211K.....	8
BIOL 2215K .....	4
ENGL 1101 .....	3
PSYC 1101 .....	3
PSYC 2103 .....	3
NURS 1104.....	<u>10</u>
	31 hours

**Sophomore Year**

DVRS 1101 .....	1
Choose <b>one</b> of the following: ARTS 2205; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; FREN 1001, or SPAN 1001 .....	3
POLS 1101 .....	3
HIST 2111 or 2112 .....	3
NURS 2211.....	10
NURS 2213.....	6
NURS 2214.....	6
NURS 2215.....	1
PHED course OR HLTH 1103 .....	<u>2</u>
	35 hours

TOTAL Hours for the Program..... 66 hours

**BACHELOR OF ARTS DEGREE**

in

**Professional Business and Technical Writing**

**BACHELOR OF SCIENCE DEGREES**

in

**Biological Sciences**

**Education (Elementary/Special Education)**

**Long-Term Healthcare Management**

**Management**

**Mechanical Engineering Technology**

**Nursing**

**Public Service Leadership**

## BACHELOR OF ARTS: PROFESSIONAL BUSINESS AND TECHNICAL WRITING

The Bachelor of Arts in Professional Business and Technical Writing program is designed to prepare students for careers in business, industry, government, various types of media, education, healthcare, fundraising, public relations, marketing, hospitality, advertising, legal professions, non-profits, and numerous other professions requiring expertise in document design, production, and management.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1001, 1101, or 1111 .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course from the list above or MATH 1401 ( <b>Strongly recommended</b> ) .....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

One two-course foreign language sequence .....	6
COMM 2010 .....	3
BUSA 2105, 2270 .....	6
ECON 2105 .....	<u>3</u>
	18 hours

### Major Area Courses

ENGL 3000, 3050, 3100, 3150, 3200, 3300, 3400, 3500, 3600, 3700, 4800 .....	33
MKTG 3101, 3102, 3105, 4102 .....	12
BTWR 4900 .....	<u>6</u>
	51 hours

### Electives

Select <b>three</b> of the following: BTWR 4100, 4200, 4300, 4700; ENGL 4100, 4200, 4500, 4600 .....	<u>9</u> hours
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Total Hours for the Program ..... 120 hours

### Institutional Requirements for Graduation beyond the BAPBT Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation from the Program ..... 124 hours

\*\*All Courses in Areas A and F require a grade of "C" or higher

## BACHELOR OF SCIENCE: BIOLOGICAL SCIENCES

The Bachelor of Science in Biological Sciences offers students two options to engage in learning experiences that lead to rewarding careers. Students in the Nature and Ecology track will engage in study related to the unique ecological sites in the region and, upon completion, may seek advanced study or find employment in a variety of fields within governmental and private sectors. The Pre-Professional track is designed to meet prerequisite courses for entry into the professions of medicine, dentistry, pharmacology, and other health-related fields.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following:	
ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112;	
POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following:	
ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112;	
MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

CHEM 1211K, 1212K .....	8
Select <b>one***</b> of the following:	
ASTR 1010/1010L, 1020/1020L; BIOL 2000/2000L; CSCI 1301;	
PHSC 1011/1011L; PHYS 1111K (recommended), 1112K, 2211K, 2212K;	
MATH 2253, 2254, 2255; SCIE 1111/1111L, 1121/1121L .....	<u>4*</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following:	
ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220;	
POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

CHEM 2401K (4) and 2402K (4) .....	8
BIOL 2107K (4) and 2108K (4) .....	8
**Two excess hours from Areas A and D .....	<u>2*</u>
	18 hours

\*\*All Courses in Areas A, D, and F require a grade of "C" or higher

### SELECT ONE OF THE FOLLOWING OPTIONS (Pre-Professional Track or Nature & Ecology Track):

#### Major Requirements – Pre-Professional Track

BIOL 2210K (4) and 2211K (4) .....	8
BIOL 2215K .....	4
BIOL 3100 (3), 3130 (3), 3133 (3) 3400 (3), 3440K (4), 3500K (4), 3910 (6) .....	26
PHIL 3150 .....	3
BIOL 4090 (3), 4500 (3), 4501 (3) .....	9
MATH 1401 .....	3
****Free Electives .....	<u>7</u>
	60 hours

Total Hours for the Pre-Professional Track Program ..... 120 hours

\*\*\*Pre-Professional Track students must take PHYS 1111K or PHYS 2211K.

\*\*\*\*Free Electives for the Pre-Professional Track (choose from this list to total 7 hours; courses already used as electives in other areas of the core curriculum cannot be used as free electives):

BIOL 3545K (4), 3630K (4), 3950K (4), 4400 (3); MATH 2253 (4), 2254 (4), 2255 (4); PHYS 1111K (4), 1112K (4), 2211K (4), 2212K (4); ECON 2105 (3), 2106 (3); PSYC 2101 (3), 2103 (3), 2201 (3); SOCI 2293 (3)

**Major Requirements – Nature & Ecology Track**

BIOL 2215K .....	4
BIOL 3100 (3), 3130 (3), 3133 (3), 3440K (4), 3500K (4), 3545K (4), 3630K (4), 3910 (6), 3950K (4) .....	35
PHIL 3150 .....	3
BIOL 4090 (3), 4500 (3), 4501 (3) .....	9
MATH 1401 .....	3
****Free Electives .....	<u>6</u>
	60 hours

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Total Hours for the Nature & Ecology Track Program ..... 120 hours

\*\*\*\*Free Electives for the Nature & Ecology Track (choose from this list to total 6 hours; courses already used as electives in other areas of the core curriculum cannot be used as free electives):

BIOL 2210K (4), 2211K (4), 3400 (3), 4400 (3); MATH 2253 (4), 2254 (4), 2255 (4); PHYS 1111K (4), 1112K (4), 2211K (4), 2212K (4); ECON 2105 (3), 2106 (3); PSYC 2101 (3), 2103 (3), 2201 (3); SOCI 2293 (3)

All courses in the Pre-Professional and Nature & Ecology tracks must be completed with a grade of "C" or better.

**Institutional Requirements for Graduation Beyond the BSBS Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation from the Program..... 124 hours

**BACHELOR OF SCIENCE: EDUCATION**  
**ELEMENTARY/SPECIAL EDUCATION**

The Bachelor of Science in Education program is designed to allow students to complete a dual major in early childhood and special education. The goal of the program is to elevate the knowledge and skills of individuals who already possess the A.S. in Education and who seek the knowledge and skills needed to be effective educators in both fields in grades P-5.

<b>**AREA A - Essential Skills</b>	
ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1101 or MATH 1111 (highly recommended) .....	<u>3</u>
	9 hours
<b>AREA B - Institutional Options</b>	
DVRS 1101 .....	1
Select <b>one</b> of the following:	
ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112;	
POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours
<b>AREA C - Humanities/Fine Arts</b>	
Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following:	
ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112;	
MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours
<b>AREA D - Science, Mathematics, Technology</b>	
BIOL 1010K, CHEM 1151K, CHEM 1211K, or PHYS 1111K .....	4
Select <b>one</b> of the following:	
ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L;	
CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K;	
SCIE 1111/1111L, 1121/1121L .....	4
One more science core course <b>from the list above</b> OR	
MATH 1113 or MATH 1401 (highly recommended) .....	<u>3-4</u>
	11-12 hours
<b>AREA E - Social Sciences</b>	
HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following:	
ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401;	
PSYC 1101 (highly recommended), 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours
<b>**AREA F - Courses Related to the Program of Study</b>	
EDUC 2110 (3), 2120 (3), 2130 (3) .....	9
ISCI 2001 (3), 2002 (3) .....	6
MATH 2008 (3), 3110 (3), 3116 (3) .....	9
ECSP 3001 (3), 3002 (3), 3003 (3), 3010 (3), 3030 (3), 3100* (3), 3300 (3), 3540 (1) .....	22
ECSP 4000 (3), 4001 (3), 4002 (3), 4200 (3), 4403 (2), 4404 (2), 4405 (3) .....	18
ARTS 3020 (2), 3030 (2) .....	4
READ 3005 (3), 3006 (3), 3007 (3), 3090 (3) .....	12
PHED 3024 .....	2
SIED 4184 .....	<u>3</u>
	85 hours
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Total Hours for the Program .....	127 hours
<b>Institutional Requirements for Graduation beyond the BSEd Program Requirements</b>	
HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours
<hr/>	
TOTAL Hours for Graduation from the Program .....	131 hours

\*ECSP 3100 requires a grade of "B" or higher (state requirement)

\*\*All Courses in Areas A and F require a grade of "C" or higher

(see next page for important information)



*In addition to the successful completion of the program of study and satisfactory performance in all field experiences (with a grade of "C" or higher), ELE/SPED students must also pursue the assessments required by the Georgia Professional Standards Commission for certification. To be considered a program completer and graduate, a student must meet the following requirements:*

- *Attempt the Georgia Educator Ethics Assessment (GACE Ethics 360);*
- *Earn a grade of "C" or higher in all major coursework; and*
- *Maintain an overall 3.0 GPA.*

*To be eligible for teacher certification, candidates must receive passing scores on the Georgia Educator Ethics exit exam and the GACE content assessments for the degree field.*

## BACHELOR OF SCIENCE: LONG-TERM HEALTHCARE MANAGEMENT

Students who earn this degree will develop educational skills and knowledge necessary for managers of long-term healthcare provided in patient residences and long-term care facilities. The program focuses on serving the aging, as well as individuals of any age who suffer from debilitating physical and mental disorders. The program curriculum and training experiences address a variety of healthcare concepts and practices, such as adult health, aging, and developmental disabilities across the lifespan, acute care, subacute care, chronic disease management, psychiatric issues, mental health, disease management, health promotion, and health restoration. The program also focuses on leadership, organizational structure, human resources management strategies, operations management, finance, health law, marketing, communication, and decision-making. Additionally, students gain an increased understanding and knowledge of quality healthcare systems relating to quality assurance, risk management, managed care, insurance, ethics, and other information and practices important to managing in a demanding healthcare environment. Graduates of this program will have the skill to coordinate care among interdisciplinary health care professionals, community agencies, and long-term care facilities, all of which will increase quality of life and improve long-term outcomes.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1001, 1101, or 1111* .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K, CHEM 1151K/1152K, or *CHEM 1211K/1212K .....	8
MATH 1401 .....	<u>3</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

BIOL 2110K (43), 2211K (4), 2215K (4) .....	12
PSYC 2103 .....	3
Select <b>one</b> of the following: PSYC 2101, PSYC 2201, SOCI 1160, SOCI 2293 .....	3
LTHM 3000 (6), 3101 (3), 3102 (3), 3103 (3), 3200 (6), 3201 (3), 3202 (3), 3203 (3) .....	30
LTHM 4000 (6), 4100 (3), 4102 (3), 4103 (3), 4200 (6), 4201 (3), 4202 (3), 4203 (3) .....	<u>30</u>
	78 hours

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Total Hours for the Program ..... 120 hours

### Institutional Requirements for Graduation beyond the BSLTHM Program Requirements

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours

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TOTAL Hours for Graduation from the Program ..... 124 hours

\*MATH 1111 or 1113 is a prerequisite or corequisite to CHEM 1211K

\*\*All Courses in Areas A and F require a grade of "C" or higher

**BACHELOR OF SCIENCE: MANAGEMENT (Organizational Behavior Option)**

The Bachelor of Science in Management program is designed to allow students to complete one of three options, each consisting of 30 credits of upper-level coursework. The options are intended to link coursework with work experiences in the areas of Management and either Organizational Behavior, Marketing, or Financial Technology (FinTech). The goal of the program is to elevate the knowledge and skills of individuals who already possess an A.S. in Business and who seek the knowledge and skills needed to be effective leaders, business owners, work in the Financial Technology industry, or who seek career advancement. Students who have not completed the Area F requirement may take up to 12 hours of these courses concurrently as program electives.

**\*\*AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1111 .....	<u>3</u>
	9 hours

**AREA B - Institutional Options**

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

**AREA D - Science, Mathematics, Technology**

BIOL 1010K, CHEM 1151K, 1211K; or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1401 ( <b>Strongly recommended</b> ) .....	<u>3-4</u>
	11-12 hours

**AREA E - Social Sciences**

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

**\*\*AREA F - Courses Related to the Program of Study**

ACCT 2101 (3), 2102 (3) .....	6
ECON 2105 (3), 2106 (3) .....	6
Select <b>two</b> of the following: BUSA 1105 (3), 2105 (3), 2270 (3); CISY 2210 (3) .....	<u>6</u>
	18 hours

**BSM Foundation Courses**

BUSA 3000 (3), 3100 (3); MGMT 3150 (3) .....	<u>9</u>
	9 hours

**Core Management Courses**

MGMT 3101 (3), 3102 (3), 3104 (3), 4101 (3), 4200 (3); FINA 3103 (3) .....	<u>18</u>
	18 hours

**Organizational Behavior Option Courses**

PSYC 3101 (3), 3201 (3); BUSA 3300 (3); MGMT 3301 (3), 3401 (3), 4100 (3) .....	<u>18</u>
	18 hours

**Senior Capstone**

MGMT 4600 (3) .....	<u>3</u>
	3 hours

**BSM Electives**

Select **four** of the following:

ACCT 3102 (3); BUSA 3500 (3); MGMT 4102 (3), 4700 (3);

MKTG 3101 (3), 3102 (3), 3103 (3), 3104 (3), 3105 (3), 4102 (3); PSYC 3200 (3)..... 12 hours  
12 hours

Total Hours for the Program ..... 120 hours

**Institutional Requirements for Graduation beyond the BSM (Organizational Behavior Option) Program Requirements**

HLTH 1103 ..... 2

Physical Education ..... 2  
4 hours

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TOTAL Hours for Graduation from the Program..... 124 hours

\*\*All Courses in Areas A and F require a grade of "C" or higher

**BACHELOR OF SCIENCE: MANAGEMENT (Marketing Option)**

The Bachelor of Science in Management program is designed to allow students to complete one of three options, each consisting of 30 credits of upper-level coursework. The options are intended to link coursework with work experiences in the areas of Management and either Organizational Behavior, Marketing, or Financial Technology (FinTech). The goal of the program is to elevate the knowledge and skills of individuals who already possess an A.S. in Business and who seek the knowledge and skills needed to be effective leaders, business owners, work in the Financial Technology industry, or who seek career advancement. Students who have not completed the Area F requirement may take up to 12 hours of these courses concurrently as program electives.

**\*\*AREA A - Essential Skills**

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1111 .....	3
	<u>9</u> hours

**AREA B - Institutional Options**

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

**AREA C - Humanities/Fine Arts**

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

**AREA D - Science, Mathematics, Technology**

BIOL 1010K, CHEM 1151K, 1211K; or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHSC 1011/1011L; PHYS 1111K, 112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1401 ( <b>Strongly recommended</b> ) .....	<u>3-4</u>
	11-12 hours

**AREA E - Social Sciences**

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293 .....	<u>6</u>
	12 hours

**\*\*AREA F - Courses Related to the Program of Study**

ACCT 2101 (3), 2102 (3) .....	6
ECON 2105 (3), 2106 (3) .....	6
Select <b>two</b> of the following: BUSA 1105 (3), 2105 (3), 2270 (3); CISY 2210 (3) .....	<u>6</u>
	18 hours

**BSM Foundation Courses**

BUSA 3000 (3), 3100 (3); MGMT 3150 (3) .....	<u>9</u>
	9 hours

**Core Management Courses**

MGMT 3101 (3), 3102 (3), 3104 (3), 4101 (3), 4200 (3); FINA 3103 (3) .....	<u>18</u>
	18 hours

**Marketing Option Courses**

MKTG 3101 (3); 3102 (3), 3103 (3), 3104 (3) 3105 (3); MGMT 4100 (3) .....	<u>18</u>
	18 hours

**Senior Capstone**

MGMT 4600 (3) .....	<u>3</u>
	3 hours

**BSM Electives**

Select <b>four</b> of the following: ACCT 3102 (3); BUSA 3300 (3), 3500 (3); MGMT 3301 (3), 3401 (3), 4102 (3), 4700 (3); MKTG 4102 (3); PSYC 3101 (3), 3200 (3), 3201 (3) .....	<u>12</u> hours
	12 hours

Total Hours for the Program ..... 120 hours

<b>Institutional Requirements for Graduation beyond the BSM (Marketing Option) Program Requirements</b>	
HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours
<hr/>	
TOTAL Hours for Graduation from the Program.....	124 hours

\*\*All Courses in Areas A and F require a grade of "C" or higher

## BACHELOR OF SCIENCE: MANAGEMENT (FinTech Option)

The Bachelor of Science in Management program is designed to allow students to complete one of three options, each consisting of 30 credits of upper-level coursework. The options are intended to link coursework with work experiences in the areas of Management and either Organizational Behavior, Marketing, or Financial Technology (FinTech). The goal of the program is to elevate the knowledge and skills of individuals who already possess an A.S. in Business and who seek the knowledge and skills needed to be effective leaders, business owners, work in the Financial Technology industry, or who seek career advancement. Students who have not completed the Area F requirement may take up to 12 hours of these courses concurrently as program electives.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1111 .....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, 1211K; or PHYS 1111K .....	4
Select <b>one</b> of the following: ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K, 1211K, 1212K; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1401 ( <b>Strongly recommended</b> ) .....	<u>3-4</u>
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

ACCT 2101 (3), 2102 (3) .....	6
ECON 2105 (3), 2106 (3) .....	6
Select <b>two</b> of the following: BUSA 1105 (3), 2105 (3), 2270 (3); CISY 2210 (3) .....	<u>6</u>
	18 hours

#### BSM Foundation Courses

BUSA 3000 (3), 3100 (3); MGMT 3150 (3) .....	<u>9</u>
	9 hours

#### Core Management Courses

MGMT 3101 (3), 3102 (3), 3104 (3), 4101 (3), 4200 (3); FINA 3103 (3) .....	<u>18</u>
	18 hours

#### FinTech Option Courses

FTA 4001 (3), 4002 (3), 4003 (3), 4005 (3), 4100 (3); 4100 (3) .....	<u>18</u>
	18 hours

#### Senior Capstone

MGMT 4600 (3) .....	<u>3</u>
	3 hours

#### BSM Electives

Select <b>four</b> of the following: ACCT 3102 (3); BUSA 3300 (3), 3500 (3); MGMT 3301 (3), 3401 (3), 4102 (3), 4700 (3); MKTG 3101 (3), 3102 (3), 3103 (3), 3104 (3), 3105 (3), 4102 (3); PSYC 3101 (3), 3200 (3), 3201 (3) .....	<u>12</u>
	12 hours

Total Hours for the Program ..... 120 hours

**Institutional Requirements for Graduation beyond the BSM (FinTech Option) Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours
<hr/>	
TOTAL Hours for Graduation from the Program.....	124 hours

\*\*All Courses in Areas A and F require a grade of "C" or higher



## BACHELOR OF SCIENCE: Mechanical Engineering Technology

Bachelor of Science in Mechanical Engineering Technology (MET) graduates can work in many industries, and their work varies by industry and function. MET graduates will be able to apply the knowledge and skills they have learned in a number of local industries in the region. Job placement opportunities will exist in industries that rely on mechanical engineering consultations, product and materials testing, drafting and computer graphics and manufacturing and quality management.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1113 .....	<u>4*</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOCI 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

PHYS 2211K, 2212K .....	8
MATH 2253 .....	<u>4*</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following: HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 1101, 1160, 2293. ....	<u>6</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

ENGR 2010 .....	2
ENGR 2500 .....	2
MATH 2254 .....	4
CSCI 1301 .....	4
CHEM 1211K .....	4
**Two excess hours from Areas A and D .....	<u>2*</u>
	18 hours

\*\*All Courses in Areas A, D, and F require a grade of "C" or higher

### Major Area Courses

MATH 2150 (3), 2255 (4), and 3100 (3) .....	10
ENGR 1121 .....	2
ENGR 2131 (3), 2231 (3), and 2232 (3) .....	9
ENGR 3233 (3), 3235 (3) and 3431 (3) .....	<u>9</u>
	30 hours

### Concentration

MENT 2110 .....	1
ENGR 2139 .....	3
MENT 3130 (3), 3135 (3), 3233 (2), 3331 (3), 3333 (3), and 3531 (3) .....	17
MENT 4403 (1), 4430 (3), 4501 (1), and 4502 (1) .....	<u>6</u> hours
	27 hours

### MENT Elective

Select <b>one</b> of the following: MENT 3398 (3), ENGR 4402 (3), or MENT 4490 (3) .....	<u>3</u> hours
	3 hours

Total Hours for the Program ..... 120 hours

**Institutional Requirements for Graduation beyond the MET Program Requirements**

HLTH 1103 .....	2
Physical Education .....	<u>2</u>
	4 hours
<hr/>	
TOTAL Hours for Graduation from the Program.....	124 hours

## BACHELOR OF SCIENCE IN NURSING (RN-to-BSN)

Students who earn this degree are prepared to pursue the master's degree program in a variety of specialty areas. Academic advisement for this program is provided by the School of Nursing. Applicants must have an associate of science in nursing and RN licensure in Georgia to be eligible to apply.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1001 or MATH 1101 or MATH 1111.....	<u>3</u>
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following: ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112; POLS 2401; SOC 2501; SABR 2001 .....	<u>3</u>
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following: ENGL 2111, 2112, 2121, 2122, 2131, 2132, HUMN 2111, 2112 .....	3
Select <b>one</b> of the following: ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112; MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	<u>3</u>
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 2107K/2108K or CHEM 1151K/1152K or *CHEM 1211K/1212K .....	8
MATH 1401 .....	<u>3</u>
	11 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
PSYC 1101 .....	3
Select <b>one</b> of the following: ECON 2105, 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220; POLS 2100, 2200, 2401; PSYC 2101, 2201; SOCI 1101, 1160, 2293.....	<u>3</u>
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

BIOL 2210K (4), 2211K (4), 2215K (4) .....	12
PSYC 2103 .....	3
Select <b>one</b> of the following: PSYC 2101, 2201; SOCI 1160, 2293 .....	<u>3</u>
	18 hours

ASN Course Work ..... 32 hours

*(held in escrow until student successfully completes 6 semester hours of RN-BSN credit at SGSC)*

NURS 1101 (4), 1102 (5), 1103 (5) OR NURS 1104 (10) ..... 10-14

NURS 2211 (10), 2213 (6), 2214 (6) ..... 22

RN-BSN Major Required Courses

NURS 3197\* (3), 3105 (3), 3397\* (3), 3397L (3)..... 12

NURS 3297\* (3), 4597\* (3), 4597L (3), 4497\* (3), 4110 (3), 4111 (3)..... 18

30 hours

(NURS courses designated \* denotes USG RN to BSN shared collaborative courses delivered through eMajor in 8-weeks sessions.)

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TOTAL Hours for Graduation from the Program..... 122 hours

\*NOTE: If a student is planning to pursue a nurse anesthetist degree, then it is highly recommended to take CHEM 1211K/1212K

\*\*All Courses in Areas A and F require a grade of "C" or higher

## BACHELOR OF SCIENCE: PUBLIC SERVICE LEADERSHIP

The Bachelor of Science in Public Service Leadership program is designed to meet local, state, and national employer demand for personnel skilled in a wide range of leadership, business, and communication abilities. This degree will help accentuate connections between public and private agencies, development of skilled knowledge, and provide hands-on experience in high-demand career fields.

### \*\*AREA A - Essential Skills

ENGL 1101 .....	3
ENGL 1102 .....	3
MATH 1001, 1101, or 1111 .....	3
	9 hours

### AREA B - Institutional Options

DVRS 1101 .....	1
Select <b>one</b> of the following:	
ANTH 1102, 1104; COMM 1100, 1110, 2000, 2010; HIST 1111, 1112;	
POLS 2401; SOCI 2501; SABR 2001 .....	3
	4 hours

### AREA C - Humanities/Fine Arts

Select <b>one</b> of the following:	
ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112 .....	3
Select <b>one</b> of the following:	
ARTS 2205; ENGL 2111, 2112, 2121, 2122, 2131, 2132; HUMN 2111, 2112;	
MUSI 1100; PHIL 2010; THEA 1100; or any three-hour foreign language .....	3
	6 hours

### AREA D - Science, Mathematics, Technology

BIOL 1010K, CHEM 1151K, 1211K; or PHYS 1111K .....	4
Select <b>one</b> of the following:	
ASTR 1010/1010L, 1020/1020L; BIOL 1010K, 1020K, 2000/2000L; CHEM 1151K, 1152K,	
1211K, 1212K; PHYS 1111K, 1112K; SCIE 1111/1111L, 1121/1121L .....	4
<b>One</b> more science core course <b>from the list above</b> or MATH 1401 ( <b>Strongly recommended</b> ) .....	3-4
	11-12 hours

### AREA E - Social Sciences

HIST 2111 or 2112 .....	3
POLS 1101 .....	3
Select <b>two</b> of the following:	
ECON 2106; HIST 1121, 1122, 2100, 2111, 2112, 2200, 2220;	
POLS 2100, 2200, 2401; PSYC 1101, 2101, 2103, 2201; SOCI 2293 .....	6
	12 hours

### \*\*AREA F - Courses Related to the Program of Study

BUSA 1105 .....	3
BUSA 2105 or 2270 .....	3
CRJU 1101 .....	3
ECON 2105 .....	3
SOCI 1101 .....	3
SOCI 1160 .....	3
	18 hours

### PSL Major Courses

ENGL 3000 .....	3
ENGL 3150 .....	3
ENGL 3600 .....	3
BUSA 3300 .....	3
BUSA 3500 .....	3
MKTG 3101 .....	3
MGMT 3101 .....	3
MGMT 3150 .....	3
PSYC 3101 .....	3
PSYC 3200 .....	3
SOCI 4000 .....	3
SOCI 4400 .....	3
SOCI 4500 .....	3
PADM 3000 .....	3
PADM 3200 .....	3
PSLP 4300 .....	3
PSLP 4400 .....	3
PSLP 4500 .....	3
PSLP 4600 .....	3
PSLP 4700 .....	3
	60 hours

Total Hours for the Program ..... 120 hours

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**Institutional Requirements for Graduation beyond the BSPSL Program Requirements**

HLTH 1103 ..... 2  
Physical Education ..... 2  
4 hours

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TOTAL Hours for Graduation from the Program..... 124 hours

\*\*All Courses in Areas A and F require a grade of "C" or higher

Revised 07/06/23

## **SOUTH GEORGIA STATE COLLEGE GENERAL ACADEMIC INFORMATION**

South Georgia State College (SGSC) operates on a semester system with fall and spring semesters each lasting approximately four months or 16 weeks and a summer term of approximately 10 weeks. The College may also offer one or more abbreviated sessions within the summer term. Students may enter the College at the beginning of any term.

The College uses the semester hour system to award credits for classes. For example, a three-hour credit course is one in which the student normally attends class 75 minutes a day, two days a week during an entire semester. Some classes meet once per week on Friday mornings, and some classes may meet on Saturdays. Night classes meet one or two nights per week. Summer term classes also follow a modified schedule.

### **COURSE CREDIT**

In accordance with the University System of Georgia Board of Regents' Policy Manual 3.4.4, and in alignment with the SACSCOC policy statement on credit hours, SGSC defines one semester credit hour as a minimum of 750 minutes of instruction or equivalent per semester, and a minimum of two hours of out of class student work each week for approximately 15 weeks.

A course offered in a format of fewer than 15 instructional weeks will contain the same total hours of instructional and out-of-class work time as the same course that is offered in the standard 15-week semester.

A minimum of the equivalent of 750 instructional minutes per semester and two hours of outside of class work will apply to other academic activities where credit hours are awarded. Examples of these activities include laboratory work, internships, and other academic work leading to the award of credit hours.

### **STUDENT ACADEMIC LOAD**

A typical workload consists of 15 semester hours of academic courses. The minimum number of hours required for full-time enrollment is twelve. A typical load of work for one academic year is the equivalent of 30 semester hours of academic courses.

### **OVERLOADS**

Enrollment for more than 18 semester credit hours during any term constitutes an overload and requires the written permission of the Vice President for Academic and Student Affairs. Students who meet one of the following conditions will ordinarily be allowed to take an overload:

1. Having made a 3.5 grade point average the previous semester on twelve or more hours,
2. Having a cumulative grade point average of 3.5, or
3. Being able to graduate at the end of the upcoming semester or term by taking the overload.

### **ACADEMIC ADVISEMENT AND REGISTRATION**

Students are assigned to an Academic Advisor who will assist them in planning a program of study and selecting appropriate courses. The advisor is available to the student for advice and counsel regarding academic plans, progress, and other matters related to academic achievement. It is to the advantage of the student to select an area of concentration as early as possible in his/her academic career. Although advisors are provided, the student is responsible for knowing and fulfilling graduation requirements for a degree from SGSC.

An applicant whose placement test results require enrollment in one or more courses numbered below 1000 will be classified as a Learning Support student and admitted to the Learning Support program.

All first-time full-time students are required to enroll in SGSC 1000 – College Orientation and Success. Returning students on probation and/or suspension may also be required to enroll in this course. Former students who were academically suspended the last semester of attendance may be required to enroll upon readmission into SGSC. Examinations used in granting credit to students will not be allowed to exempt a student from taking the course. The one-hour credit given for this course will impact the academic progress – grades issued are A, B, C, D, and F – as the credit will transfer as an institutional credit.

Registration for classes is held before the beginning of each semester. Registration dates, times, procedures, and deadlines for fee payment are published on the SGSC web site. Students are not officially registered for classes until all fees are paid. Students' class schedules become official the day following the last day to register or change a class each semester. (See the Academic Calendar for appropriate dates.) Courses shown on the official schedule will reflect a grade at the end of the semester unless a course was officially cancelled.

### **AUDITING COURSES**

Students who wish to attend regular college classes without receiving credit may apply for admission as auditors. These applicants are required to submit an SGSC application for admission, proof of high school completion, and the completed Certificate of Immunization. Regular fees and tuition apply to these students. Auditors are not required to take examinations and, therefore, no grades are issued, and no credit is granted at the end of the semester. Change from audit to credit status will not be allowed once classes have begun. Auditors may register on a space available basis only.

### **FRESHMAN-SOPHOMORE-JUNIOR-SENIOR CLASSIFICATION**

A student is a freshman until he or she has earned at least 30 semester credit hours. The student becomes a sophomore with 30 hours, a junior with 60 hours, and a senior with 90 hours.

### **GRADING SYSTEM**

All institutions of the University System of Georgia use a 4.0 grade point system. The following grades are approved for use in institutions of the University System of Georgia and are used by SGSC:

A - Excellent	4 quality points (4.0)
B - Good	3 quality points (3.0)
C - Satisfactory	2 quality points (2.0)
D - Passing	1 quality point (1.0)
F - Failure	0 quality points (0.0)
F\$ - Failure, unearned	0 quality points (0.0)
WF - Withdrew, Failing	0 quality points (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 - This symbol indicates that a student was doing satisfactory work but for non-academic reasons beyond his/her control was unable to complete the full requirements of the course. The "I" must be removed by the end of the next term of enrollment or the Registrar, will change the "I" to an "F." Without regard to enrollment, the "I" must be removed within one year or it will be changed to "F."

“I” grades will only be assigned when the Incomplete Grade Contract has been completed with all required signatures and submitted to the Registrar’s Office.

- W - This symbol indicates that a student was permitted to withdraw without penalty. Withdrawals without penalty will not be permitted after the midterm of the total grading period except in cases of hardship.
- V - This symbol indicates that a student was given permission to audit the course. Students may not transfer from audit to credit status or vice versa.
- K - This symbol indicates that a student was given credit for the course via a credit-by-examination program approved by SGSC faculty (CLEP, AP, Proficiency, etc.).
- NR - This symbol indicates that no grade was reported for the course in question.
- S - This symbol indicates that credit has been given for completion of degree requirements other than academic course work.
- IP - This symbol indicates that the student has completed all coursework but is not prepared to proceed to the next level and must repeat the course. This symbol cannot be substituted for an “I” (Incomplete).
- U/U\$ - This symbol indicates unsatisfactory performance in learning support courses.

### GRADE POINT AVERAGE (GPA)

The cumulative grade point average is determined by dividing total quality points earned by the total number of semester hours attempted. In calculating grade point averages, the student should be aware that grade points are awarded for each hour earned. In other words, a three-hour course in which a student earned an “A” grade would total 12 quality points (3 hours multiplied times 4 quality points = 12). Example:

	Sem. Hrs. Attempted	Grades	Hours Earned	Quality Points
MATH 1101	3	B	3	9
ENGL 1101	3	C	3	6
PSYC 1101	3	A	3	12
ACCT 2101	3	D	3	3
CHEM 1211K	4	F	0	0
	16		12	30

$$\text{GPA} = \frac{\text{Total Quality Points}}{\text{Total Hours Attempted}} = \frac{30}{16} = 1.87$$

### ACADEMIC PROGRESS

The system for measuring students' academic progress serves three purposes: (1) to inform the student that his/her grade point average is so low that graduation within a reasonable time is in doubt; (2) to motivate the student to intensify effort and improve performance; (3) to encourage the student to seek guidance (which may include a reassessment of attitudes, goals, and objectives). Students are in good standing if their grade point average falls within the acceptable range, indicated in the chart below, for the number of hours attempted at SGSC and transferred in.

Credit Hours Attempted	Minimum Cumulative Grade Point Average Required
0-9.99 hours	No minimum
10-15.99 hours	1.7
16-30.99 hours	1.8
31-45.99 hours	1.9
46 or more hrs.	2.0



## **ACADEMIC PROBATION**

The student who fails to achieve the minimum grade point average will be placed on Academic Probation or moved from Academic Probation to Academic Suspension.

### **DEFINITIONS**

A student is placed on Academic Probation when he/she fails to achieve the required grade point average. Academic Probation is also assigned when a student's grades for a given term consist only of "F's" or "WF's" or a combination thereof. Subsequent failure to achieve the required grade point average will result in the student's suspension from the College unless the student earns a 2.0 average on the hours of academic credit taken. The student on Probation is eligible for financial aid.

The student placed on Academic Probation is notified that he/she is to complete a formal academic conference with the academic advisor. During that conference, such items as the student's interests, test scores, grades, and future plans will be discussed.

## **ACADEMIC SUSPENSION**

Academic Suspension means that the student is no longer eligible to enroll in the College. Academic Suspension is imposed when the student fails to achieve the standards listed above or fails to meet conditions imposed by the Admissions Committee.

A first suspension shall be for one term; subsequent suspensions will be for two terms. Credit earned at another college during a period of suspension from SGSC cannot subsequently be transferred to the College. A student returning to SGSC after being out for the required period of suspension will be placed on Academic Probation.

The College reserves the right to limit the number of hours of enrollment for any student who is not in good standing.

## **ACADEMIC RENEWAL**

SGSC students who have been readmitted or reinstated after a period of absence of five (5) calendar years or longer are eligible to apply for academic renewal. Academic renewal for the student signals the initiation of a new grade point average to be used for determining academic standing. This provision allows SGSC degree-seeking students who earlier experienced academic difficulty to make a fresh start and have one final opportunity to earn an associate degree at SGSC. Academic renewal in no way affects a student's eligibility for financial aid, admission to a particular program, or transfer to another college. Students must apply for academic renewal within one year of re-entering SGSC. Academic renewal may be granted only once. For additional information, students should contact the [Registrar's Office](#).

## **LEARNING SUPPORT REQUIREMENTS**

Students enrolled in any Learning Support course (any co-requisite MATH or ENGL course) are classified as Learning Support students. Students will exit Learning Support requirements in English and/or Mathematics by passing the collegiate-level course in the Learning Support area with a "C" or higher.

Students wishing to drop or withdraw from either the co-requisite or linked college-level courses will be required to withdraw from BOTH courses.

Students requiring Learning Support in both English and Mathematics may defer enrollment in co-requisite Learning Support and the accompanying collegiate courses one or the other area but must be continuously enrolled in one or both until the college-level courses have been passed. In cases where students cannot take courses in both Learning Support areas simultaneously, enrollment in ENGL 1101 with co-requisite support should

take priority. All Area A requirements must be completed within the first 30 credit hours, including college-level and co-requisite requirements in both English and Mathematics.

### **STANDARDS OF SATISFACTORY PROGRESS FOR LEARNING SUPPORT STUDENTS**

Students who have accumulated 30 semester hours of college-level credit and have not successfully completed required Learning Support courses may enroll only in corequisite Learning Support courses and paired collegiate courses until all Area A requirements are successfully completed. Students with transfer credit or credit earned in a certificate or prior degree program who are required to take corequisite Learning Support courses for their current degree objectives may earn up to 30 additional hours of college-level credit. After earning the additional hours, such students may only enroll in corequisite Learning Support courses until all Area A requirements have been completed. Institutions have the authority to limit accumulation of college-level credit without completion of Area A requirements to 20 hours.

There are no limits on attempts in co-requisite learning support courses. The student enrolled in a combination of learning support courses and degree credit courses is subject to both the Academic Standards of Progress and the Standards of Progress for Learning Support.

### **STANDARDS OF PROGRESS FOR FINANCIAL AID**

Please refer to the SGSC Satisfactory Academic Progress (SAP) Standards for Financial Aid which can be found here:

[https://www.sgsc.edu/content/userfiles/files/SAP\\_Policy\\_revised\\_06-07-2018.pdf](https://www.sgsc.edu/content/userfiles/files/SAP_Policy_revised_06-07-2018.pdf)

### **APPEAL FOR READMISSION**

Appeal from academic suspension must originate with the student and be filed in the Registrar's Office in writing at least one week before registration for the semester or term for which the student requests readmission. Appeals are submitted to the Admissions Committee, which is authorized to impose the conditions and limitations it deems appropriate upon the readmission of a student to the College. Also, the Admissions Committee may, at its discretion, require the student to appear before the Committee.

### **APPEAL FOR REINSTATEMENT OF FINANCIAL AID**

Appeal for reinstatement of financial aid must originate with the student and be filed online in the Financial Aid Portal at least one week before registration for the semester or term for which the student requests reinstatement. The appeal must include a description of extenuating circumstances, a statement indicating the steps the student will take in the future to maintain Satisfactory Academic Progress, and documentation of circumstances. All appeals are referred to the Financial Aid Appeals Committee for its review and recommendations. For further information on eligibility requirements for financial aid reinstatement, contact the Financial Office.

### **APPEAL OF A GRADE**

Students who think that they have been graded unfairly must appeal the grade at issue in writing within 30 days after the last day of the final examination period for the semester in which the grade was assigned. (The written appeal follows step 1 below and must be addressed to the Chair/Dean of the Division or School, signed by the student, and delivered or postmarked within the 30-day limit.) Because the appeal of a grade is an in-house procedure, and not a court of law, no legal counsel or any other person may be present other than the persons specifically mentioned in each step below. Exceptions to this may be granted by the Vice President for Academic and Student Affairs only for the following reasons: (1) a student with disabilities requiring extraordinary assistance; or (2) a student

whose first language is not English and whose English is not sufficiently fluent so as to allow him/her to represent himself/herself adequately. In these cases, the appointment will be left to the discretion of the Vice President for Academic and Student Affairs. The steps in the process are as follows:

1. The student will discuss the grade with the instructor involved.\* This meeting should occur within three weeks of the last day of the final examination period for the semester in which the grade was assigned. The majority of grade disputes are resolved at this step.
2. In the rare cases that the disputes are not resolved in step 1, the student must file a written appeal to the Division Chair or Dean of the School within 30 days after the last day of the final examination period for the semester in which the grade was assigned. Only the final course grade may be appealed. Individual assignment grades are to be addressed with the instructor as needed throughout the semester and are not subject to appeal. The letter should clearly address the basis for the appeal which must be grounded in one of the following situations:
  - a) Computational or clerical error by the instructor.
  - b) Bias on the part of the instructor resulting in a negative impact on the student's grade.
  - c) The grading was arbitrary or capricious.

Within two weeks of receipt of the written appeal, the Division Chair or the Dean of the School will meet with the student and the instructor to resolve the difficulty. A memorandum of records will be prepared that will include the substance of the conversation during the meeting.

3. If the difficulty remains unresolved, a divisional review board will be appointed by the Division Chair or the Dean of the School to hear the student's appeal. The review board will meet to hear the appeal no later than two weeks after step two above.

- (1) There will be three members of this board, to be chaired by the Division Chair or the Dean of the School.
- (2) The instructor involved will not be a member of this board.
- (3) In small divisions, the membership of the board may come from outside the division.
- (4) If the charge of unfair grading is made against a Division Chair or the Dean of the School, the review board will be appointed by the Vice President for Academic and Student Affairs, who will serve as its chair.
- (5) The review board shall hear statements from both the student and the instructor involved and will examine documents that are pertinent to the matter under review.\*\*
- (6) A record will be kept of the review board's proceedings.
- (7) The findings of the review board will be reported to the Vice President for Academic and Student Affairs, along with a recommendation. The decision of the Vice President for Academic and Student Affairs shall be submitted to the student in writing within seven days.

4. The decision of the VPASA regarding grades is final.

\*In the unlikely event that the student cannot locate the instructor, the student will submit a written appeal directly to the Division Chair or Dean. The Division Chair or Dean will make a reasonable attempt to locate the instructor. If the instructor is not available, the Division

Chair or the Dean will send reliable notice to the instructor (e.g., via certified mail) notifying the instructor that the appeal will proceed on a specified date no sooner than ten days from the sending of the notification. On the specified date, the Division Chair or the Dean of the School will meet with the student as specified in Step 2, with or without the instructor present.

\*\*If the instructor cannot be present before the review board, the student will present his or her case to the review board, and the board will make a recommendation to the VPASA.

### **TRANSIENT PERMISSION**

Permission to enroll on a transient basis at another institution for the purpose of transferring credits back to SGSC must be secured in advance of such enrollment. Such permission originates with the student's requesting approval from his/her academic advisor and division chair or the dean of the school. The Registrar's Office processes transient permission. Only students in Good Standing may receive transient status and permission will be given only for courses in the student's pathway. Students are reminded that courses taken on a transient basis may not qualify for financial aid. Learning Support courses may be taken only at another University System of Georgia institution. Please be advised that some institutions do not accept transient students who have learning support requirements. Students who have not exited learning support at SGSC must meet all University System of Georgia guidelines regarding learning support.

### **MULTIPLE ENROLLMENTS**

Enrollment in another institution is permitted while a student is attending SGSC in extraordinary cases authorized by the Vice President for Academic and Student Affairs in advance of enrollment. This regulation applies to resident, correspondence, and extension work. If a student enrolls simultaneously at SGSC and another institution without authorization, no credit will be allowed at SGSC for courses taken at either institution.

Permission for such enrollment originates with the student's requesting approval from his/her advisor and division chair or the dean of the school. Only students in Good Academic Standing may so enroll, and permission will be given only for courses in the student's program of study. Students are reminded that courses taken on another campus on a multiple enrollment basis do not qualify for financial aid.

### **TRANSFER CREDIT**

1. Credit will be given for work earned at a collegiate institution accredited by the Southern Association of Colleges and Schools or a similar regional accrediting association. Occasionally, credit from certain specialized schools or institutions may prove to be acceptable.
2. No freshman English courses, Area A Math courses or Area F courses with grades less than "C" may be transferred.
3. Credits earned at an institution that is not a member of an appropriate regional accrediting agency can be accepted on provisional basis only. Students transferring from a non-accredited institution must achieve a minimum grade point average of 1.5 during their initial semester of enrollment at SGSC in order to be eligible to receive the transfer credit. In certain areas validation of credits by examination may be required.
4. The College has the right to use discretion in accepting credit for courses taken by correspondence or through extension centers, for completion of military service schools, for courses exempted by examination, and for successful completion of appropriate courses or programs of study offered by non-collegiate institutions or agencies. (See "Credit by Examination" below)
5. The amount of credit that SGSC will allow for work done in residence at another institution may not exceed the amount of credit that could be earned in a corresponding period of time at SGSC. A maximum of 42 semester hours of combined academic credit

from all sources, plus required physical education credit may be accepted as degree credit. Of this total, not more than 30 semester hours may be earned through correspondence and/or extension courses.

6. All courses accepted for transfer credit will be used to compute the overall grade point average. Only those accepted transfer courses used to satisfy degree requirements will be used to compute the graduation grade point average.

### **CREDIT BY EXAMINATION AND ADVANCED PLACEMENT**

SGSC awards credit by examination through (1) institutional examinations, (2) the College Board Advanced Placement (AP) Program, SAT II, and College Level Examination Program (CLEP), and (3) the International Baccalaureate (IB) Program.

Eligibility for any credit-by-examination program is based on the following guidelines.

1. The student must be currently enrolled at SGSC.
2. SGSC awards credit by examination only for courses offered by SGSC.
3. SGSC does not award credit by examination if a student has been previously enrolled in the course.
4. No credit will be awarded for prerequisite courses after higher-level courses have been attempted.
5. No more than 20 semester hours of credit may be earned by examination.
6. When credit is awarded, a grade of "K" will be recorded on the student's permanent academic record.

A student may apply for credit by institutional examination by securing and completing the appropriate form from the Office of Enrollment Services. The student is responsible for arranging the testing through the appropriate faculty member and for paying the \$10.00 per credit hour charge to the Business Office. A student may attempt to earn credit by institutional examination in a specific course only once. Information regarding eligibility to attempt to earn credit by institutional examination and the requirements for a specific examination may be secured by contacting the appropriate division chair or the dean of the school.

Scores from the College Board AP Program, SAT II, and CLEP as well as from the IB Program must be submitted to the Office of Enrollment Services as a part of a student's application materials. The minimum scores for the award of CLEP and AP are on file in the Registrar's Office. The award of credit for SAT II and IB scores will be handled on a case-by-case basis, in line with accepted University System of Georgia practice.

A passing score on the AP, SAT II, CLEP, or IB examination in American Government does not include credit for the student's having satisfied the Georgia constitution requirement. Likewise, a passing score on the AP, SAT II, CLEP, or IB examination in U. S. History does not include credit for the student's having satisfied the Georgia history requirement. See "History and Constitution Requirements."

### **WITHDRAWING FROM COURSES**

The student who officially withdraws from a course prior to mid-point of a term will receive a "W" for that course. Withdrawal forms are available in the Registrar's Office. No withdrawal is official until it has been approved in writing by the Registrar's Office. (See below for details on "Ws" after mid-point.) The student who officially withdraws after the mid-point of a term will receive a "WF" unless he or she can establish a valid non-academic reason for the withdrawal. In that case, the student may request a hardship withdrawal.

## **WITHDRAWAL FROM THE COLLEGE**

Students who decide to withdraw from SGSC before completing a semester must complete and submit a withdrawal form to the Registrar's Office. By signing this form, students indicate that they understand the following:

1. After the drop/add period, there is no refund for partial reduction of hours.
2. Withdrawal after mid-term results in a grade of "WF." To appeal for a hardship withdrawal, students must see their advisor for the proper form and procedure.
3. Withdrawals, including hardship withdrawals, may affect students' eligibility for financial aid for the current semester and in the future.
4. All financial obligations to the College (including library and housing) must be met before students may register for another term.
5. All financial obligations to the College (including library and housing) must be met before the College will release students' academic records.

The Registrar's Office will notify instructors, the Financial Aid Office, and the Business Office of the student's withdrawal.

## **ADMINISTRATIVE WITHDRAWAL OF STUDENTS FOR NON-ACADEMIC REASONS**

A student may be administratively withdrawn from the College if it is determined that the student suffers from a physical, mental, emotional or psychological health condition that (a) poses a significant danger or threat of physical harm to the student or to the person or property of others or (b) causes the student to interfere with the rights of other members of the college community or with the exercise of any proper activities or functions of the College or its personnel or (c) causes the student to be unable to meet institutional requirements for admission and continued enrollment, as defined in the Student Conduct Code and other publications of the College.

Except in emergency situations, a student shall, upon request, be accorded an appropriate hearing prior to the final decision concerning his or her continued enrollment at the College.

A student required to withdraw from the College at any point during a semester for disciplinary reasons will receive grades of "WF", regardless of the effective date of the withdrawal. The disciplinary action will be noted on the student's academic transcript.

## **ATTENDANCE POLICY**

Attending class regularly allows the student interaction with instructors and other students in the learning process. Students are responsible for attending class and for the material presented in all classes. At the beginning of each semester, all instructors will inform students of policies regarding class absences. Instructors are responsible for counseling with students regarding the consequences of absences from classes or laboratories.

Students who have stopped attending will be issued an "F\$" grade when grades are submitted at the end of the term. If a grade of "F\$" is issued because a student has stopped attending, a last date of attendance will also be provided, and the Office of Financial Aid will be notified.

Please note: The "F\$" grade is only used as a way to distinguish between students who attempted the course but failed for academic reasons ("F") and students who stopped attending the course ("F\$"). Both types of grade will be calculated the same in regard to G.P.A.

A non-punitive grade for courses dropped after the published deadline can be assigned only with the approval of the Vice President for Academic and Student Affairs and in cases of extenuating personal hardship.

## **HARDSHIP WITHDRAWALS (“W’s”)**

University System of Georgia policy and SGSC policy do not permit students to withdraw after the mid-point of the term except in cases of hardship. The mid-term date for each term is published on the SGSC website. SGSC defines a hardship withdrawal as a non-academic circumstance which prevents a student from successfully completing a course. A hardship ordinarily applies to all courses undertaken in a particular term; however, SGSC treats each hardship request as a unique case. Hardship withdrawals must be filed within one year of the academic semester for which hardship status is sought. The student must be passing classes for which withdrawal is requested with a grade of “C” or better at the date of the hardship onset.

The student must submit a completed Hardship Withdrawal Request Form along with a letter providing detailed justification for the hardship request along with supporting documentation. Examples of supporting documentation include:

- for a serious illness or injury of the student, documentation from a physician on the physician’s letterhead and signed by the physician indicating that the student is not able to complete his/her coursework;
- for a death in the immediate family, a verifiable obituary or death certificate;
- for a serious illness in the immediate family, documentation from a physician on the physician’s letterhead and signed by the physician;
- for a workplace change, documentation from the employer on the company’s letterhead.

The student must understand that withdrawing from one or more courses could have adverse consequences that include delayed graduation, the loss of eligibility for sports or other activities, and/or the loss or reduction of scholarships and financial aid. The Coordinator of Disability Services will verify the authenticity of the documentation and confirm passing grades for all classes. The Hardship Withdrawal Form and authenticated documents will be presented to the Hardship Withdrawal Committee for final consideration.

Please Note: The hardship withdrawal process cannot begin until the student’s signed Hardship Withdrawal Request Form with the hardship onset date, letter of justification, and supporting documentation that validates the hardship have been received.

## **ACADEMIC HONORS**

Students enrolled in 12 or more semester hours of study with a grade point average of 4.0 are placed on the President's List for that semester.

Students with a semester average of 3.5 to 3.9 on 12 or more semester hours of study are placed on the Dean's List for that semester.

Students enrolled in 5 to 11 semester hours of study with a grade point average of 3.5 or better are listed on the Academic Honors List for that semester.

Students eligible for graduation who have an average on all SGSC credit of no less than 3.5 and have a total cumulative average on all course work (institutional and transfer) of no less than 3.5 will be "graduated with honors."

## **REPEATING COURSES**

Courses completed with grades of D, IP, F, W, or WF may be repeated. A “C” or better must be earned in Area A and Area F courses to be considered passing. When a student repeats a course in an attempt to earn a higher grade, both attempts remain on the student's permanent record, and both grades are figured into the student's cumulative grade point average. However, the higher of the two grades will be used, if appropriate, in calculating the graduation average (see item 3 under Requirements for Graduation).

## **STUDY ABROAD AND THE SYSTEM COUNCIL ON INTERNATIONAL EDUCATION**

The University System of Georgia is committed to achieving world-class status by empowering its institutions to enable their faculty, students, and staff to participate effectively in a global society. Strategic alliances, partnerships and other collaborative initiatives will link the University System with other parts of the world and bring other parts of the world to Georgia. The synergy thus achieved will provide the international perspective and cross-cultural competence required for Georgians to participate fully and effectively as leaders in a global society.

Through the Council on International Education and USG Goes Global, the University System seeks to provide international development programs for faculty and study abroad opportunities for students, as well as to internationalize the collegiate curriculum. SGSC fully subscribes to the Council's goals. The College encourages students to participate in its own study abroad programs, as well as those developed by the European, African, Americas, and Asian Councils of the Council on International Education and the USGG Study Abroad Programs. For information on study abroad programs, students should contact the International/Study Abroad Coordinator.

## **EUROPEAN UNION STUDIES CERTIFICATE PROGRAM**

The European Union (EU) Studies Certificate is the University System's initial effort at offering a common curriculum open to all system institutions. Program decisions are made by the EU Studies Council composed of representatives from each participating institution. The program is housed at the European Union Center of the University System of Georgia at Georgia Institute of Technology. The EU Center is one of ten in the United States officially sanctioned by the European Commission to promote the study of the EU. This linkage enables the certificate to draw upon scholars nationally as well as internationally in curricular activities.

As a member institution of the European Union Studies Certificate program, SGSC offers students an opportunity to begin work on the certificate while enrolled at SGSC. A certificate in EU Studies must be taken in tandem with a formal degree program. Students from any academic pathway are eligible to participate so long as they possess a minimum 2.75 cumulative grade point average. A student may formally apply to enroll in the program after successful completion of the following: (1) the certificate's introduction to the European Union course (HIST/POLS 2100) with a grade of “C” or better, HIST 1112 (World History since 1650). Students at SGSC may enroll in HIST 2100 by registering on campus for either the online or on campus version of this course.

The certificate is composed of six courses, each worth three-semester hours of academic credit, in which students must maintain a 3.0 cumulative GPA upon graduation. Although coursework can be commenced at two-year institutions, certificate requirements necessitate the completion of the program at a four-year university. In addition, a “real-life” practicum experience pertaining to the EU must be performed either in the form of an overseas visit or an internship.

Further information on beginning work on the certificate and on certificate requirements may be obtained from SGSC's European Union Studies representative.



## **DIRECTED INDEPENDENT STUDY (DIS)**

Directed independent study courses are available on a limited basis. Permission of the division chair or the dean of the school and the instructor and subsequent approval of the VPASA are required prior to registration for a directed independent study. The following general guidelines apply to directed independent study courses.

1. There must be a legitimate hardship, usually one precluding a student's graduation, to justify not enrolling in the regularly scheduled course.
2. The course in question must be one which can be adequately taught on a DIS basis.
3. All DIS requests must originate with the student, be approved in writing by the instructor and the division chair or the dean of the school, and be assigned the proper course reference number (CRN) by the assistant to the Vice President for Academic and Student Affairs before the student can register for that course.

## **REQUIREMENTS FOR GRADUATION**

A student planning to graduate in any given term must notify the Registrar's Office of his or her intent by the established deadline.

1. The completion of a formal "Notification of Graduation," must be returned to the Registrar's Office at least one term prior to the expected date of graduation.
2. The satisfactory completion of the prescribed course requirements for a specific educational program with the minimum number of semester credit hours designated for each program. All degree programs at SGSC require that a minimum of 25% of the credit hours toward the degree must be earned at SGSC. In addition, to be awarded an A.S.N. degree by SGSC, all courses in the curriculum with an NURS prefix must be earned at SGSC. Any exceptions must receive approval from the Dean of the School of Nursing. Further, to be awarded a B.A. or B.S. degree by SGSC, all courses in each degree program must be completed with a grade of "C" or better and a cumulative GPA of 2.0 must be achieved.
3. The achievement of a cumulative grade point average of 2.0 (a "C" average) in all courses presented for graduation. All courses earned in Area A and Area F must have a grade of "C" or higher. In addition, the student must be in Good Standing academically.
4. The demonstration of a satisfactory knowledge of the history and constitutions of the United States and Georgia.
5. The satisfaction of the SGSC residency requirement; i.e., the student must be registered at SGSC during the term in which graduation requirements are met. Exceptions may be made when no more than two courses are involved and approval of the Registrar and is secured in advance. If more than two courses are involved, approval must be secured from the Vice President for Academic and Student Affairs.
6. The clearance of all financial obligations to SGSC.

## **GRADUATION WITH HONORS**

To earn the designation of "graduate with honors," students must be eligible for graduation, have an average on all SGSC credit of no less than 3.5, and have a total cumulative average on all course work (institutional and transfer) of no less than 3.5.

## **EXCEPTIONS OR SUBSTITUTIONS**

Requests for exceptions or substitutions in graduation requirements must be made in writing to the faculty advisor and approved by the advisor, the chair(s) of the division(s) or the dean of the school responsible for the course(s) in question, and the Vice President for Academic and Student Affairs. Unless the course to be substituted was taken prior to the student's enrollment in his/her current pathway or at another college prior to the student's entering SGSC, permission to substitute must be secured before the course in question is taken.

## **SECOND OR SUBSEQUENT DEGREES**

Any student currently possessing a degree from SGSC or any other regionally accredited institution who is applying for a second or subsequent degree must complete at a minimum the Area F requirements of the desired degree and any additional Core Curriculum requirements of the second degree. In no case will second or subsequent degrees be awarded without the student's completing a minimum of 18 additional semester credit hours with a minimum overall average of 2.0 or better. Those hours must be earned in residence at SGSC and may not include credit by examination. It should be noted that the College will not award duplicate degrees (e.g., two Associate of Arts degrees) to an individual.

## **HISTORY AND CONSTITUTION REQUIREMENTS**

The State of Georgia requires that all students receiving degrees from an institution in the University System of Georgia demonstrate knowledge of and pass an examination on the history and government of the United States and Georgia. This requirement at SGSC may be satisfied by the successful completion of HIST 2111 or 2112 and POLS 1101. Transfer credit for these courses from some institutions may not satisfy the requirements of the State of Georgia.

Students seeking further information on the legislative requirements should contact the Dean of the School of Arts and Sciences.

## **HEALTH AND PHYSICAL EDUCATION REQUIREMENTS**

Exemption from physical education requirements prescribed in any of the educational programs must be approved, in writing, by the Dean of the School of Arts and Sciences and the Vice President for Academic and Student Affairs. Veterans who qualify under the DD 214 may be exempt from two hours of physical education activity requirements. Please contact the Registrar's Office at SGSC for this exemption. Specific health and physical education requirements are spelled out in each SGSC pathway.

## **ISSUANCE OF TRANSCRIPTS**

Current and former SGSC students must order official transcripts online. Transcripts will not be issued for students who have an outstanding balance or unfulfilled obligation to the College. The cost per transcript is \$10.00. Additional charges may apply depending on the method of delivery chosen.

To order a transcript, students must go to the Registrar's Office section of the SGSC web site, click on Request a Transcript, and choose one of the following options:

Students who have access to their Banner Web account should choose Option A.

Option A

Login to Banner Web.

Click on "Student Services and Financial Aid".

Click on "Student Records".

Click on "Order Official Transcript".

For assistance, contact support here:

[https://parchment.my.site.com/s/contactsupport?language=en\\_US](https://parchment.my.site.com/s/contactsupport?language=en_US).

Students who do not have access to their Banner Web account should choose Option B.

Option B

Click on the TranscriptsPlus icon to order a transcript.

Use either a Social Security Number or SGSC Student ID number (ie 988XXXXXX).

For assistance, contact support here:

[https://parchment.my.site.com/s/contactsupport?language=en\\_US](https://parchment.my.site.com/s/contactsupport?language=en_US).

## **STUDENT RECORDS**

Procedures relating to the establishment, utilization, availability, and retention of student records are in accord with the provisions of the Family Educational Rights and Privacy Act (FERPA) of 1974 as amended, the Policies of the Board of Regents, University System of Georgia, and Records Management Office Procedures and Regulations, as established by the State of Georgia. Students should contact the Student Records Office on all matters relating to their academic records, registration, transfer of credit, withdrawal, veterans affairs, other governmental or institutional certifications and graduation. Students who wish to grant approval for specific individuals to view and/or discuss their educational records should complete the Consent for Access to Student Educational Records form and submit to the Registrar's Office. SGSC reserves and intends to exercise its right to withhold copies of educational records and/or to cancel enrollment of students who owe the institution money. A student will not be allowed to register for future semesters until financial obligations are cleared.

## **ACADEMIC HONESTY**

Success depends on personal skills and knowledge, as well as hard work. The knowledge gained belongs to the individual and can be used only if gained through individual effort. Chances of future success are diminished if a grade is recorded in a course without acquiring the knowledge that goes with it. Cases of academic dishonesty will be dealt with through the Academic Appeals Process. Academic dishonesty may include any of the following activities:

Plagiarism

Cheating in any form – giving or receiving information/help

Obtaining or attempting to obtain in an unauthorized manner any material pertaining to a class or course work

Forging or falsifying information, etc.

Repeated violations of published rules or regulations, which cumulatively indicate an unwillingness or inability to conform to the standards of the College, are prohibited.

## **INTELLECTUAL DIVERSITY**

SGSC exists with the belief that intellectual diversity and academic freedom are central principles of higher education. Thereby, SGSC strives to provide an intellectually diverse learning and living environment that enables students and all who come under its influence to become innovative and critical thinkers, problem solvers, and responsible citizens.

## **FACULTY ACADEMIC FREEDOM**

SGSC faculty as members of the academic academy are entitled to the academic freedoms involved in the course of intellectual inquiry and dissemination of information

through ethical channels. Such academic freedoms enable both faculty members and students to pursue knowledge, question, and challenge. In this context, faculty members and students may disagree with and/or question assertions with fearlessness when engaged in research, writing, and other scholarly pursuits.

### **STUDENT ACADEMIC FREEDOM**

As members of the academic community at SGSC, students are entitled to the academic freedoms involved in intellectual inquiry and dissemination of information through ethical channels regardless of their political or religious beliefs. In this context, a student may disagree with and/or question assertions from faculty, and administrators, and engage in research, writing, and other scholarly pursuits to enhance his/her learning experience.

### **STUDENT GRIEVANCE POLICY**

A student with a faculty grievance of performance should seek to resolve that grievance at the lowest level possible and then pursue the grievance resolution in the following ascending order. A grievance is defined as a perceived violation of student academic freedoms and/or personal freedoms.

1. Unless the grievance is of such an egregious nature that the student believes meeting with the instructor is unacceptable, the student should meet with the instructor about grievance resolution during the instructor's scheduled office hours.
2. If no resolution is reached, the student should meet with the appropriate division chair or dean to mediate a discussion between the instructor and the student.
3. If no resolution is reached, the student should meet with the Vice President for Academic and Student Affairs, the division chair or dean, and the instructor to discuss resolution options.
4. If no resolution is reached, the student should petition the Office of the Vice President for Academic and Student Affairs, who shall hear the case and make its recommendation.
5. If all else fails, the student should appeal in writing to the College President for terminal resolution.

### **COLLEGE EXPECTATIONS AND RESPONSIBILITIES**

In all academic and related venues, students and faculty are encouraged to engage in the discussion and the free exchange of ideas in an environment that is free of retribution or disadvantageous.

Elements & Limitations of Academic Freedom:

- (a) Classes should not be used as vehicles to propagate personal views or to indoctrinate students.
- (b) Faculty will foster an environment of cultural competency in which students are exposed to a variety of ideological, social, political, and other perspectives.
- (c) Students are encouraged to challenge prevailing dissident ideologies, thoughts, and beliefs that are relevant.
- (d) The expression and discussion of divergent points of view will be civil and respectful.
- (e) Grading policies will reflect student achievement and will not be adversely affected because of perspectives, personalities, or appearance.
- (f) The college web site and all course syllabi will include statements of the college intellectual diversity policies.
- (g) Instructions for filing grievances can be accessed on the college web site.

## **STUDENTS' RIGHTS AND RESPONSIBILITIES**

Students are expected to conduct themselves in an orderly and respectful manner at all times. In accordance with this policy, it is the right of every student to:

- (a) Know the policies and procedures that will be used to determine his/her grade.
- (b) Be assessed and graded according to a uniform academic standard.
- (c) Initiate discussions expressing varying points of view, perspectives, and/or alternative ideologies.
- (d) Seek redress when he/she perceives that the college policies and procedures have been violated, neglected, and/or circumvented.

Revised 06/30/23

## COURSES OF INSTRUCTION

This section of the catalog contains the course title and course description for each of the courses listed in the curriculum guides/academic pathways. At the end of each course description are printed three numbers, such as 3-2-4. The first number indicates the number of lecture hours for the course each week; the second number indicates the number of laboratory hours per week; and the third number indicates the semester hours of credit awarded for the successful completion of the course. Those courses that carry institutional credit and thus are not counted for graduation from SGSC are appropriately marked. Students are herein notified that institutional credit courses do not transfer to other postsecondary institutions. Students are cautioned to check semester class schedules carefully to determine times and places of class meetings.

### ACCOUNTING (ACCT)

**ACCT 2101.** Principles of Accounting I. A study of the underlying theory and application of financial accounting concepts. Prerequisite: MATH 1111. 3-0-3

**ACCT 2102.** Principles of Accounting II. A Study of the underlying theory and application of managerial accounting concepts. Prerequisite: ACCT 2101. 3-0-3

**ACCT 3102.** Cost Accounting. A study of the concepts and procedures underlying the development of a cost accounting system for managerial decisions, control, and performance reporting. The use of cost accounting information for costing products and services, budgeting and variance analysis, and pricing and product mix decisions. Prerequisites: ACCT 2101 and ACCT 2102 with a grade of C or better. 3-0-3

### ANTHROPOLOGY (ANTH)

**ANTH 1102.** Introduction to Anthropology. An introduction to the origins, evolution, and present-day adaptations of the world's peoples. Emphasis is on the study of fossils, archaeological remains, and culturally diverse life ways. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**ANTH 1104.** Introduction to Archaeology. An introduction to the methods, goals, and theoretical concepts of archaeology. Archeological interpretations of human societies using material remains are explored. Topics include the history of archaeology; developing a research design; field methods; laboratory analyses; chronology; exaction; and analytical techniques. Prerequisites: SOCI 1101 or ANTH 1102 and completing or exempting Support-level MATH. 3-0-3

### ART (ARTS)

**ARTS 2205.** Understanding Art. Study of the underlying principles and understanding of the visual arts, including architecture, sculpture, and painting. Learning how to look at art in historical context. 3-0-3

**ARTS 3020.** Music for the Elementary Classroom Teacher. This course is designed to give students experiences in selecting and presenting musical activities which enhance and are, in turn, enhanced by other subject areas within a thematic unit framework. 2-0-2

**ARTS 3030.** Arts for the Elementary Classroom Teacher. This course is designed to give students experiences in selecting and presenting art activities which enhance and are, in turn, enhanced by other subject areas within a thematic unit framework. 2-0-2

## **ASTRONOMY (ASTR)**

**ASTR 1010.** Astronomy of the Solar System. Astronomy from early ideas of the cosmos to modern observational techniques. Topics include solar system planets, satellites, and minor bodies. The origin and evolution of the solar system. Prerequisites: MATH 1001, 1101, or 1111 and completing or exempting Support-level ENGL. 3-0-3

**ASTR 1010L.** Laboratory for Astronomy of the Solar System. A laboratory course to augment and support ASTR 1010. Corequisite: ASTR 1010. Astronomy of the Solar System. 0-2-1

**ASTR 1020.** Stellar and Galactic Astronomy. The study of the sun and stars, the physical properties and evolution, interstellar matter, star clusters, our galaxy and other galaxies, and the origin and evolution of the Universe. Prerequisites: MATH 1001, 1101, or 1111 and completing or exempting Support-level ENGL. 3-0-3

**ASTR 1020L.** Laboratory for Stellar and Galactic Astronomy. A laboratory course to augment and support ASTR 1020. Corequisite: ASTR 1020, Stellar and Galactic Astronomy. 0-2-1

## **BIOLOGY (BIOL)**

**BIOL 1010K.** Introduction to Biology I. Areas studied include the chemistry of life, the cell, respiration, photosynthesis, mitosis, meiosis, and genetics. Laboratory exercises supplement the lecture material. This course is intended for non-science majors only. Prerequisite: Completing or exempting Support-level ENGL. 3-2-4

**BIOL 1020K.** Introduction to Biology II. Areas covered are organisms in nature and include topics in the kingdoms of life, plant structure and function, systems of the body, evolution, and ecology. Laboratory exercises supplement the lecture material. This course is intended for non-science majors only. Prerequisite: Completing or exempting Support-level ENGL. 3-2-4

**BIOL 2000.** Introductory Botany. A course to acquaint students with plant structure and function. Emphasis will be placed upon the ecology and recognition of local flora. Corequisite: BIOL 2000L. Prerequisites: BIOL 2107K or permission of the instructor and completing or exempting Support-level ENGL. 3-0-3

**BIOL 2000L.** Laboratory for Introductory Botany. A laboratory course to augment and support BIOL 2000. Prerequisites or Corequisites: BIOL 2000, Introductory Botany. Completing or exempting Support-level ENGL. 0-2-1

**BIOL 2107K.** Principles of Biology I. The first course in a two-semester sequence addresses biological principles. This course covers topics from a molecular perspective. Area studies include the chemistry of life, the cell, respiration, photosynthesis, mitosis, meiosis, genetics, protein synthesis, and recombinant DNA technology. Some knowledge of chemistry is desirable. Prerequisite: Completing or exempting Support-level ENGL. 3-2-4

**BIOL 2108K.** Principles of Biology II. This course provides an overview of life at the organismal level. Emphasis will be placed on systematic relationships, diagnostic characters, functional systems and reproduction. Topics covered include biotic evolution, phylogeny, taxonomy, evolutionary history, and biodiversity of life. Prerequisite: BIOL 2107K. 3-2-4

**BIOL 2210K.** Anatomy and Physiology I. An introduction to biological processes and anatomic terminology followed by an integrated study of the structure and function of the human body, includes study of tissues, organs, and the following systems: integumentary, skeletal, muscular, and nervous. Prerequisites: BIOL 2107K or divisional or school approval and completing or exempting Support-level ENGL. 3-2-4

**BIOL 2211K.** Anatomy and Physiology II. The course is a continuation of the study of the anatomy and physiology of the organ systems of humans. Animal dissection is included in laboratory work. Prerequisites: BIOL 2210K. Also, BIOL 2107K or divisional or school approval and completing or exempting Support-level ENGL. 3-2-4

**BIOL 2215K.** Microbiology. The course is the study of microscopic forms of life. Emphasis is placed on infectious diseases highlighting the nature of organisms, the interrelationships of microorganisms and human hosts and the prevention and control of infectious diseases of humans. Laboratory work includes studies of microscopy, aseptic technique, culturing, staining methods, disinfection and disease. Prerequisite: BIOL 2107K or BIOL 2210K. 3-2-4

**BIOL 3100.** Biochemistry. This survey course deals with the structure and function of biological molecules, including proteins, carbohydrates, lipids, the fundamentals of enzymology, and the molecular basis of metabolism. Prerequisites: BIOL 2107K, BIOL 2108K and CHEM 2401, CHEM 2402. 3-0-3

**BIOL 3130.** Principles of Genetics. Course focuses on the investigation of principles of heredity at the molecular and cellular level; genetic mechanisms in bacteria and eukaryotic cells with an emphasis on classical and modern experimentation; basis concepts for structure, expression, recombination and function of genetic material and principles. Prerequisites: BIOL 2107K and BIOL 2108K. 3-0-3

**BIOL 3133.** Evolution and Ecology. This course addresses the principles of evolution and ecology, and the manifestation of evolution, as mediated by ecology and genetics. Prerequisites: BIOL 2107K and BIOL 2108K. 3-0-3

**BIOL 3400.** Cell Biology. The course addresses the structure and function of cells, cell architecture and organization, cell cycle, membrane phenomena, energy transduction and cellular control mechanisms. Prerequisites: BIOL 2107K, BIOL 2108K, and BIOL 3130. 3-0-3

**BIOL 3440K.** Field Biology. This course examines field study of the basis natural history of plants and animals of the southeastern United States. Lectures and field trips emphasize the ability to locate, observe, collect, and identify organisms in the field, as well as manage field data. Prerequisites: BIOL 2107K, BIOL 2108K, and BIOL 3133. 3-2-4

**BIOL 3500K.** Ecology. This course covers the history of the field of ecology and the relationship between ecology and other fields of science. Topics will include applied ecological principles from individuals to ecosystems in connection with biogeochemical cycles, world biomes, and the economics and politics of pollution. The geographic history and ecology of the southeastern region of Georgia will serve as the local laboratory for this course. Prerequisites: BIOL 2107K, BIOL 2108K, and BIOL 3133. 3-2-4

**BIOL 3545K.** Vertebrate Zoology. The course focus is the study of the classes of vertebrates in relation to taxonomy, life history, population, and evolution. Laboratory and field collections focus on vertebrates in Southeastern Georgia. Prerequisites: BIOL 2107K, BIOL 2108K, and BIOL 3133. 3-2-4

**BIOL 3630K.** Freshwater Ecosystems. This course focuses on physical, chemical and biological processes occurring in lakes, streams and wetlands with special focus on the Okefenokee Swamp, the second largest freshwater ecosystem in Southeastern United States. Attention will be given to life cycles and adaptations of organisms and the impacts of human activity. Prerequisites: BIOL 2107K, BIOL 2108K, and BIOL 3133. 3-2-4

**BIOL 3910** Topics in Biology (variable). Variable credit topics will be offered and transcribed accordingly. Courses offered include areas of study outside the normal curriculum. Students may take one or two topics courses to meet degree requirements. Prerequisites: Biology major with junior standing; Completing or exempting Support-level ENGL. 3-0-3



**BIOL 3950K.** Ornithology. An examination of the classification, evolution, distribution, ecology, behavior, gross anatomy, migration, and life histories of birds. The laboratory emphasizes identification of avian species from Southeast Georgia based on external appearance and vocalization. Field trips are required. Prerequisites: BIOL 2107K and BIOL 2108K. 3-2-4

**BIOL 4090.** Conservation Biology. The course focuses on the history of the conservation movement; research on populations of animals and plants relevant to man's impact on the environment; pollution in terrestrial and aquatic ecosystems; the management of endangered species; wildlife biology; government regulation; and sustainable ecosystems. Prerequisite: BIOL 3500K. 3-0-3

**BIOL 4400.** Internship in the Biological Sciences. Off-campus experience in cooperating health/scientific agency or industrial organization. Reports and specific assignments determined in consultation with faculty advisor and supervising professionals. May be retaken for up to 6 credit hours. Application required. Prerequisites: Biology major with senior standing and BIOL 4500 or permission from the Chair of Sciences and Mathematics. 3-0-3.

**BIOL 4500.** Introduction to Biological Research. This course introduces the student to research methodologies and the student's assessment of topics in biology, and their ability to assimilate and disseminate information in an organized and understandable fashion in both written and oral forms. Prerequisites: Biology major with senior standing, BIOL 3440K and MATH 1401 or permission of the instructor. 3-0-3

**BIOL 4501.** Senior Seminar. Exploration of the nature of science, ethics in science, critical analysis, hypothesis testing and statistical analysis, peer review, and research skills define this capstone course. Students engage in an independent research project or analyze professional research papers and present their analyses orally and in writing. Prerequisites: Biology major with senior standing, BIOL 4500. 3-0-3

## **BUSINESS AND TECHNICAL WRITING (BTWR)**

**BTWR 4100.** Internship for Business Writing. Supervised work as a writer and/or editor in a corporate, organizational (profit or non-profit), or publishing setting to gain workplace experience while earning academic credit. The course requires some classroom lecture attendance as well as a minimum of 4 hours per week for 12 weeks working in a writing field on or off campus. Requires keeping a reflective journal. Only seniors are eligible to enroll in this course. 1-4-3

**BTWR 4200.** Internship for Technical Writing. Supervised work as a writer and/or editor in a corporate, organizational (profit or non-profit), or publishing setting to gain workplace experience while earning academic credit. The course requires some classroom lecture attendance as well as a minimum of 4 hours per week for 12 weeks working in a writing field on or off campus. Requires keeping a reflective journal. Only seniors are eligible to enroll in this course. 1-4-3

**BTWR 4300.** Senior Project in Business or Technical Writing. A course providing advanced training in a particular area of writing, rhetoric, or digital studies. The course requires completion of a project agreed upon by instructor and student. 3-0-3

**BTWR 4700.** Advanced Topics in Document Design and Production. Students will develop and manage document design projects using research, visual and print rhetoric, design principles, project management, and client expectations. Prerequisite: ENGL 3000. 3-0-3

**BTWR 4900.** Senior Capstone Course. A course focusing on all student learning outcomes of the program, as well as on finalizing of the student portfolio of print and digital documents as the culmination of student learning throughout the program. This course serves as a transition from undergraduate study and preparation to employment in a professional career or to graduate study. Must be taken in the final semester of the program. 6-0-6

### **BUSINESS/BUSINESS ADMINISTRATION (BUSA)**

**BUSA 1105.** Introduction to Business. An integrative study of the functional areas of business (finance, operations, marketing, human resources, etc.) 3-0-3

**BUSA 2105.** Communicating in the Business Environment. A course emphasizing both interpersonal and organizational communications; to include written and oral exercises appropriate to business practice. Prerequisite: ENGL 1101 or permission of instructor. 3-0-3

**BUSA 2270.** Legal Environment of Business. An introductory course providing an examination of the legal environments of society and business with emphasis on constitutional law, administrative law, anti-trust law, securities regulations, the law of employment, labor law, environmental law, consumer protection, and the powers and functions of the judiciary in modern society. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**BUSA 3000.** Planning and Management. In today's world of work, it is critical that students understand the dynamics of the employment marketplace and the importance of self-direction. This course focuses on self-assessment, managing personal and professional change, enhancing work performance and maintaining a balance between work and family. Students will gain insight through self-assessment, networking, resume writing, interviewing, planning and directing their career. Students will develop a degree and career map that identifies learning outcomes essential to their academic and professional success. 3-0-3

**BUSA 3100.** Effective Communications Strategies. Effective communication skills are essential for personal and professional success. This course will explore the role of strategic communications within the professional context of contemporary organizations. Topics include strategic communications in business; interpersonal communications; team communications; electronic media and social media with a focus on best practices. Students will engage in assessing and creating strategic proposals, presentations and reports. 3-0-3

**BUSA 3300.** Negotiation. This course engages students in both the theory and practice of negotiation, comparing and contrasting different models and methods of negotiation, bargaining, and conflict resolution. Stages of negotiation, including pre-negotiation, negotiation itself, and finally post-settlement negotiation are emphasized, along with practical skills necessary to enable students to apply theory to cases. 3-0-3

**BUSA 3500.** Philanthropy and Fundraising. This course focuses on the theory and practice of philanthropy, as well as accessing and acquiring resources through fundraising and earned income. 3-0-3

### **CHEMISTRY (CHEM)**

**CHEM 1151K.** Survey of Chemistry I. 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. Prerequisites: Completing or exempting Support-level ENGL; completing or exempting Support-level MATH courses. 3-2-4

**CHEM 1152K.** Survey of Chemistry II. Second course in a two-semester sequence covering elementary principles of general, organic and biochemistry designed for allied health professions majors. Laboratory exercises supplement the lecture material. Prerequisite: CHEM 1151K with a grade of "C" or better. 3-2-4

**CHEM 1211K.** Principles of Chemistry I. 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. Laboratory exercises supplement the lecture material. Prerequisites or Corequisite: MATH 1111 or MATH 1113; Completing or exempting Support-level ENGL. 3-2-4

**CHEM 1212K.** Principles of Chemistry II. Second course in a two-semester sequence covering the fundamental principles and applications of chemistry designed for science majors. Laboratory exercises supplement the lecture material. Prerequisite: CHEM 1211K with a grade of "C" or better. 3-2-4

**CHEM 2401K.** Organic Chemistry I. The first course in a two-semester sequence covering the chemistry of carbon compounds. Emphasis is placed on synthesis, reactions and reaction mechanisms, and functional groups. Prerequisite: CHEM 1212K with a grade of "C" or better. 3-2-4

**CHEM 2402K.** Organic Chemistry II. The second course in a two-semester sequence covering the chemistry of carbon compounds. Emphasis is placed on compounds of biological interest including heterocyclic compounds, carbohydrates, amino acids and proteins, and nuclear acids. Prerequisite: CHEM 2401K. 3-2-4

### **COMMUNICATIONS (COMM)**

**COMM 1100.** Human Communication. An introductory course emphasizing a broad approach to oral communication skills, including intrapersonal, interpersonal, small group, public speaking, and mass communication. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**COMM 1110.** Public Speaking. An introductory course in fundamental principles and practices of oral communication with special emphasis on the organization, content, and delivery of public speeches. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**COMM 2000.** Introduction to Mass Communications. A course emphasizing the study of the processes, elements, uses and the impacts of mass communication, including the history, development, operation, and cultural effects of various forms of media (e.g., books, newspapers, magazines, motion pictures, radio, television, sound recordings, and computer media) on society. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**COMM 2010.** Interpersonal Communication. An introduction to human communication. This course will specifically address interactions between genders and among cultures in today's diverse environment, focusing on one-to-one and small-group communication practice. There is an emphasis on critical thinking, and building clarity in listening, speaking, reading and writing in areas of human social interactions. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

### **COMPUTER INFORMATION SYSTEMS (CISY)**

**CISY 1100.** Fundamentals of Computer Information Systems. An introduction to the principles of hardware and software; the current Windows environment, e-mail, the Internet, file management and word processing. No previous computer knowledge or experience is required. 1-0-1

**CISY 1101.** Computer Applications. A continuation of CISY 1100 including additional word processing features, an introduction to electronic spreadsheets, and a deeper analysis of the information processing cycle. Prerequisite: CISY 1100 or permission of instructor. 1-0-1

**CISY 1105.** Information Systems Technology. This course uses an introductory, hands-on approach to provide students with basic awareness, understanding, and skills in the educational and business utilization of microcomputers. Topics include introductions to word processing, databases, graphics, spreadsheets, communications, presentation software, and the Internet and electronic mail. A student with credit for CISY 1105 will not receive credit toward graduation for either CISY 1100 or 1101. 3-0-3

**CISY 2210.** Advanced Computer Applications. An intensive study of electronic spreadsheets, database applications, and their integration with word processors. Prerequisite: CISY 1100 and CISY 1101 or CISY 1105 or permission of instructor. 3-0-3

### **COMPUTER SCIENCE (CSCI)**

**CSCI 1301.** Computer Science I. This course includes an overview of computers and programming; problem-solving and algorithm development; simple data types; arithmetic and logical operators; selection structures; repetition structures; text files; arrays (one- and two-dimensional); procedural abstraction and software design; modular programming (including subprogram or the equivalent). Pre-requisites: Passing ENGL 1101 and Passing MATH 1113 with a grade of C or higher. 4-0-4

**CSCI 1302.** Computer Science II. 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). Prerequisite: CSCI 1301. 4-0-4

### **CRIMINAL JUSTICE (CRJU)**

**CRJU 1101.** Introduction to Criminal Justice. An orientation course designed to acquaint the student with the structural, functional, historical, and philosophical aspects of the criminal justice system that includes law enforcement, corrections, juvenile justice, and the courts. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**CRJU 2100.** Survey of Law Enforcement. An overview of law enforcement in a free society and the relationship of police to the criminal justice system as a whole. History, organization, administration, operations, and selected issues such as community-oriented policing are examined. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**CRJU 2200.** Introduction to Corrections. An introduction to the correctional system, examining the historical, philosophical, and theoretical aspects of the correctional system including incarceration, parole, and juvenile systems, as well as social interventions. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**CRJU 2300.** Judicial Process. A study of the jurisdiction, policies, and procedures of courts in the administration of criminal justice. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

### **DIVERSITY (DVRS)**

**DVRS 1101.** Topics in Diversity. A broad overview of the elements of cultural diversity. The course defines the concepts of "culture" and "diversity" and reinforces awareness as a strategy for success in a global society. Prerequisite: Completing or exempting Support-level ENGL. 1-0-1

## **ECONOMICS (ECON)**

**ECON 2105.** Principles of Macroeconomics. This course is intended to introduce students to the concepts that will enable them to understand and analyze economic aggregates and evaluate economic policies. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**ECON 2106.** Principles of Microeconomics. This principle of economics course is intended to introduce students to concepts that will enable them to understand and analyze structure and performance of the market economy. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

## **EDUCATION (EDUC)**

**EDUC 2110.** Investigating Critical and Contemporary Issues in Education. 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. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**EDUC 2120.** Exploring Socio-Cultural Perspectives on Diversity. This course is designed for students to examine (a) the nature and function of culture; (b) the development of individual identities and group cultural identity; (c) systems of privilege, power, and oppression; (d) definitions and implications of diversity; (e) the influences of sociocultural factors on learning, development, and pedagogy; and (f) the foundations and applications of social justice education. A minimum of 20 hours of field experience in a setting chosen by the instructor is required. 3-0-3

**EDUC 2130.** Exploring Learning and Teaching. This course is intended to explore key aspects of educational psychology through an examination of learning, behavioral, and developmental theories and processes and an initial survey of the application of these theories to enhance the learning of students in a variety of educational settings and contexts. A minimum of 20 hours of field experience in a setting chosen by the instructor is required. 3-0-3

## **ELEMENTARY/SPECIAL EDUCATION (ECSP)**

**ECSP 3001.** Child Development. This course examines the roles played by heredity, maturation, culture, and experience in the development of social, intellectual, emotional, and physical and language development of children from birth through adolescence. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education program. 3-0-3

**ECSP 3002.** Educational Assessment. This course addresses theory and practice in the construction, administration, and interpretation of formative, curriculum-based, and standardized tests and outcomes for identifying instructional objectives. Introductory statistical concepts in measurement are addressed. The role of assessment in the MTSS/RTI process is reviewed. Prerequisite: Admission to Teacher Education program. 3-0-3

**ECSP 3003.** Classroom Organization & Management. This course is designed to provide classroom teachers with the knowledge and skills to organize physical environments and social climates that support the intellectual and social development of diverse groups of students, including second language learners. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education program. 3-0-3

**ECSP 3010.** Strategies for Supporting Children and Families from Diverse Communities. This course provides opportunities for teacher candidates to develop strategies to support the needs of students and families in diverse cultural, language and/or economic contexts. Clinical experience in the field required. Prerequisite: Admission to Teacher Education Program. 3-0-3

**ECSP 3030.** Language and Cognition. This course provides opportunities for teacher candidates to learn and understand the development and nature of language, language varieties, and the phonology, morphology, syntax, semantics, and discourse of English and to use this knowledge to bring all students including those learning English to higher levels of learning. Prerequisite: Admission to the Teacher Education Program. 3-0-3

**ECSP 3100.** Characteristics of Students with Special Needs. This course examines characteristics and needs of students with exceptionalities, as well as the role, and responsibilities of a special education teacher in MTSS/RTI, instruction, evaluation and communication with families of students with special needs. Prerequisite: Admission to Teacher Education Program. 3-0-3

**ECSP 3300.** Teaching Social Studies. Study of basic techniques in the teaching of social studies and language arts learning in grades P-8 and the various instructional materials used at those levels is placed on multicultural literature and other interdisciplinary connections. Structured experiences in public schools is required. Prerequisite: Admission to Teacher Education Program. 3-0-3

**ECSP 3540.** Applied Data Analysis. This course requires preservice teachers in their final semester of training to demonstrate skills in data collection and analysis. Teacher candidates will demonstrate their ability to bring diverse groups of elementary school students to high levels of learning and communicate those outcomes through a variety of formal and informal oral and written modes. In addition, preservice teachers will be required to validate their own professional development through completion and presentation of professional portfolios. Prerequisite: Admission to Teacher Education Program. 1-0-1

**ECSP 4000.** Educational Assessment of Students with Special Needs. A course designed to develop skills in formal and informal psycho-educational evaluation of students from diverse backgrounds, including second language learners, for providing effective interventions. The role of assessment in the RTI process is reviewed. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education Program. 3-0-3

**ECSP 4001.** Applied Behavior Analysis. This course addresses the study and application of effective standards-based instruction for students in elementary schools. Clinical experience in the field is required. Prerequisite: Admission to Teacher Education Program. 3-0-3

**ECSP 4002.** Curriculum, Methods, & Materials. This course examines applications of standards-based curriculum and research based developmentally and culturally appropriate methodologies for working with diverse groups of students in grades P-5, including second language learners. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education Program. 3-0-3

**ECSP 4200.** Instruction of Students with Special Needs. This course addresses methodologies for supporting academic achievement in students with special needs including differentiation of instruction through co-teaching, direct instruction, content modifications, cooperative learning, and content enhancement, including second language learners. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education Program. 3-0-3

**ECSP 4403.** Education Internship – Planning. Internship for specific teaching fields. Effective instructional planning requires a deep understanding of content as well as the instructional needs and interests of the students. Efficient plans include appropriate instructional goals, alignment to the standards, differentiated instruction, variety of instructional methods and strategies, and assessment. Pre-service teachers are evaluated on their ability to plan effective and appropriate

lessons for all students. Prerequisites: Admission to Teacher Education program, scholastic standing of at least 2.75, completion of all professional education courses with a grade of C or higher, enrollment at the University for at least two semesters, and written application two semesters in advance. 2-0-2

**ECSP 4404.** Early Childhood/Special Education Internship – Performance. Internship for specific teaching fields. The goal of student teaching internship is to learn about the teaching profession while under the careful guidance of a mentor teacher. The majority of the time in the classroom is spent working directly with students in small groups, 1-on-1 instruction, whole class, etc. It is expected that lesson plans and materials are prepared ahead of time, and the intern is ready to teach at their assigned times. Interns are to work with the mentor teacher to learn about the students in the class. They are to use anecdotal, informal, and formal data to analyze the needs of the students when developing lessons. Lessons are carefully planned to include effective instructional strategies, methods for meeting the needs of all students, and a thoughtful analysis of the lesson afterward. Performance in the classroom is evident when the intern is prepared, is knowledgeable of the content and pedagogy, provides feedback and assesses formally and informally throughout the instructional segment. Prerequisites: Admission to Teacher Education Program, scholastic standing of at least 2.75, completion of all professional education courses with a grade of C or higher, enrollment at the University for at least two semesters; and written application two semesters in advance. 2-0-2

**ECSP 4405.** Early Childhood/Special Education Internship – Professionalism. Internship for specific teaching fields. Professionalism is critical to a teacher's success. There are four key components to showing professional responsibility: (1) reflecting on lessons and knowing where improvements can be made, (2) maintaining accurate records and submitting tasks/ reports / assignments on time (3) communicating clearly and professionally with parents, colleagues, and teachers, and (4) contributing to the school, the district, and in coursework through professional relationships, service and participation in projects. Students will participate in activities, seminars, and discussions related to these four components. Evidence of professional growth is documented by personal dispositions, assessment commentary, attendance, reflections, and feedback from the mentor teacher and university supervisor. Prerequisites: Admission to Teacher Education Program, scholastic standing of at least 2.75, completion of all professional education courses with a grade of C or higher, enrollment at the University for at least two semesters, and written application two semesters in advance. 2-0-2

## **ENGINEERING (ENGR)**

**ENGR 1121.** Computing Applications in Mechanical Engineering Technology. This is an introductory-level computing and application course for Mechanical Engineering Technology students. It is intended for students to develop their technical computing skills using platforms that are current and widely used in the professional world. Standard mathematical functions and applications including logical expression, data input/output, arrays, and statistical functions will be introduced. Specific mechanical engineering applications are utilized to introduce students to basic problem-solving logic, flow charting, and programming. Prerequisite: Prior or concurrent enrollment in MATH 1113. 1-2-2

**ENGR 2010.** Introduction to Engineering. Interpretation of the scope of engineering; introduction to engineering disciplines that form the basis for a variety of career opportunities; engineering design as creative problem solving; lessons from design failures; professionalism and ethics; introduction to problem solving using MATLAB. 2-0-2

**ENGR 2131.** Electronics and Circuit Analysis. This course introduces electric circuit elements, electronic devices, digital systems, and analysis of circuits containing such devices in order to provide students with the fundamental knowledge of electrical engineering principles and applications. Basic concepts of laboratory practice and instruments in the analysis of elementary electrical circuits will be covered in this course. Prerequisites: A minimum grade of "C" in PHYS 2212K and prior or concurrent enrollment in MENT 2139. 2-2-3

**ENGR 2139.** Numerical Methods in Engineering. Mathematical modeling and numerical solution of engineering-related problems with emphasis on solution of linear and nonlinear equations, matrices, vectors, statistical data analysis, curve fitting, ordinary and partial differential equations. Prerequisites: Completion of MATH 2253 with a minimum grade of "C" and completion of MATH 2150. 3-0-3

**ENGR 2231.** Engineering Mechanics I. Fundamental concepts of mechanics. Statics of particles. Moments and equivalent systems of forces on rigid bodies; equilibrium of rigid bodies. Distributed forces-centroids and centers of gravity. Analysis of trusses, frames and machines. Internal normal and shearing forces, bending moments, and torque. Shear and bending moment diagrams, relations between distributed load, shear, and bending moment. Friction. Distributed forces area moments of inertia. Prerequisites: A minimum grade of "C" in MATH 2253 and PHYS 2211K. 3-0-3

**ENGR 2232.** Dynamics of Rigid Bodies. Kinematics and dynamics of particles and rigid bodies in one, two-, and three-dimensions using Newton's Second Law Method, Work-Energy and Impulse-Momentum methods. Mass moments of inertia and products of inertia. Prerequisite: A minimum grade of "C" in ENGR 2231. 3-0-3

**ENGR 2500.** Engineering Graphics for Design. Introduction to engineering design and three-dimensional visualization; geometric construction; graphical projection and sketching; introduction to descriptive geometry; computer graphics. 2-0-2

**ENGR 3233.** Mechanics of Materials. Definition and analysis of stress and strain, mechanical properties of materials, axially loaded members, torsion of circular sections, bending of beams, transformation of stress and strain, design of beams, and buckling of columns. Prerequisite: A minimum grade of "C" in ENGR 2231. 3-0-3

**ENGR 3235.** Fluid Mechanics. The course includes fundamentals of fluid statics and fluid dynamics for incompressible fluids, fluid properties, static and dynamic forces, Bernoulli's equation, pipe flow and losses, open channel flow and flow measurement. The course also includes methods, procedures and the use of equipment to measure standard fluid properties and phenomena. Prerequisites: MATH 2254 and MATH 3100 and a minimum grade of "C" in ENGR 2231. 3-0-3

**ENGR 3431.** Thermodynamics. Thermodynamic properties, state postulate, work interactions, steady-state and transient energy and mass conservation, entropy and the second law. First and Second Law analysis of thermodynamic systems. Gas cycles and vapor cycles. Prerequisites: A minimum grade of "C" or better in PHYS 2211K and MATH 2253. 3-0-3

**ENGR 4402.** Engineering Ethics. This course looks at the practice of engineering in the context of ethics and ethical theory. Issues of safety, liability, professional responsibility, legal obligations are considered in the context of case studies. Particular emphasis is given to the application of the Professional Engineering Code of Ethics published by the National Society of Professional Engineers. Students will consider the resolution of ethical dilemmas through the development and evaluation of various courses of action related to specific case studies. 3-0-3



## ENGLISH (ENGL)

**ENGL 0999.** Support for English Composition. This course is intended to provide corequisite support for students requiring remediation in English or reading while they are enrolled in ENGL 1101 – English Composition I. Corequisite: ENGL 1101. 2-0-2 (Institutional Credit.)

**ENGL 1101.** Composition I. A composition course focusing 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. Prerequisite/Corequisite: Exempting Support-level ENGL. Students who have placed into ENGL 0999 must take ENGL 0999 as a corequisite to ENGL 1101. Minimum grade of “C” is required for graduation. 3-0-3

**ENGL 1102.** Composition II. A composition course that develops writing skills beyond the levels of proficiency required by ENGL 1101, that emphasizes interpretation and evaluation of works of various literary genres, and that incorporates a variety of more advanced research methods. Prerequisite: ENGL 1101 with a minimum grade of “C”. Minimum grade of “C” in ENGL 1102 is required for graduation. 3-0-3

**ENGL 1111-1116.** Creative Writing. This course sequence offers practical writing experience in major literary genres, with special emphasis on short fiction and poetry. It includes in-class analysis and criticism of the works produced. 1-0-1 (Institutional credit)

**ENGL 2111.** World Literature I. A survey of important works of world literature from ancient times through the mid-seventeenth century. Prerequisite: ENGL 1102 with a grade of “C” or better. 3-0-3

**ENGL 2112.** World Literature II. A survey of important works of world literature from the mid-seventeenth century to the present. Prerequisite: ENGL 1102 with a grade of “C” or better. 3-0-3

**ENGL 2121.** British Literature I. A survey of important works of British literature from the Old English period through the neoclassical age. Prerequisite: ENGL 1102 with a grade of “C” or better. 3-0-3

**ENGL 2122.** British Literature II. A survey of important works of British literature from the Romantic era to the present. Prerequisite: ENGL 1102 with a grade of “C” or better. 3-0-3

**ENGL 2131.** American Literature I. A survey of American literature from the pre-colonial age to the mid-nineteenth century. Prerequisite: ENGL 1102 with a grade of “C” or better. 3-0-3

**ENGL 2132.** American Literature II. A survey of American literature from the mid-nineteenth century to present. Prerequisite: ENGL 1102 with a grade of “C” or better. 3-0-3

**ENGL 3000.** Introduction to Business and Technical Writing. An introduction to the variety of content, formats, purposes, audiences, and technologies associated with business and technical writing. Coursework includes student production of a variety of document types. Prerequisite: ENGL 1101 with a grade of C or better. 3-0-3

**ENGL 3050.** Written Communication, Law, and Ethics. This course surveys legalities and ethical considerations related to document publication. The course covers intellectual property issues with regard to protected subject matter, procedures involved in obtaining protection, ownership, illegal or unethical conduct, enforcement, and the difficult issue of content or expression similarity. Students will be introduced to patents, copyright, trademark, false advertisement, publicity rights-and, of course, plagiarism. 3-0-3

**ENGL 3100.** Research for Professional Writers. This course focuses on student development of basic research and related writing skills required in business and technical professions. Topics include assignment of a project, identifying points requiring research, conducting research using a variety of sources and source formats, using and citing sources, basic ethics and legalities, proofreading, and completing a final written product. Students will be engaged in a research project as a significant requirement of the course. Prerequisite: ENGL 3000. 3-0-3

**ENGL 3150.** Writing Grants, Proposals, and Reports. This course prepares students to define, plan, research, and write effective reports, grants, and other proposals with clearly stated goals, objectives, action and assessment/evaluation plans, and budget summaries. The course also focuses on finding grant opportunities and collaboration in information gathering, audience awareness, and document design. Prerequisite: ENGL 1101 with a grade of C or better. 3-0-3

**ENGL 3200.** Rhetorical and Critical Literary Theory. An introduction to the study of rhetoric and literary theory through exploration of the interrelationship among theory, practice, and criticism. Students will interpret, analyze, and evaluate strategies of persuasion in a variety of texts of social, cultural, or political interest and will construct their own original arguments. Prerequisite: ENGL 3000. 3-0-3

**ENGL 3300.** Advanced Rhetoric and Composition. This course provides advanced training in and practice of critical and analytical writing using a variety of traditional rhetorical organizational patterns. The course also emphasizes writing with a purpose and for particular audiences. Prerequisite: ENGL 1101 with a grade of C or better. 3-0-3

**ENGL 3400.** Introduction to Professional Editing. This course examines editing as a process extending from the initial writing assignment to the finished written product. The course includes the elements of style, usage, punctuation, grammar, and organization, as well as fundamentals of tone, purpose, audience, and occasion. Students will also examine the responsibilities and tasks of professional editors and the relationship between an editor and an author. Prerequisite: ENGL 1101 with a grade of C or better. 3-0-3

**ENGL 3500.** Writing for Digital Media. A basic course in web design syntaxes, critical evaluation and interpretation of online sources, management of social media, and composition for digital media. Prerequisite: ENGL 1101 with a grade of C or better. 3-0-3

**ENGL 3600.** Public Relations Writing. Because effective writing is a foundational skill of public relations, practitioners of public relations must be capable of producing diverse forms and styles of writing. In this course the student will learn the fundamentals of creating paper and electronic fact sheets, news releases, product pitch memos, brochures, position papers, RFPs, background studies, product development recommendation reports, blogs, and various other written communication media. Students will also consider the relationship between current local, state, national, and international events and public relations. Prerequisite: ENGL 3000. 3-0-3

**ENGL 3700.** Writing, Diversity, and Multiculturalism. A foundational course examining the influence of cultural, national, ethnic, and regional identity on professional communications interactions. Focuses on designing documents for diverse audiences. 3-0-3

**ENGL 4100.** Business Topics in Literature. A study of business communication-related themes and concerns as depicted in fiction and non-fiction literature in a variety of genres. Prerequisite: ENGL 1102 with a grade of C or better. 3-0-3

**ENGL 4200.** Technical Topics in Literature. A study of technical communication-related themes and concerns as depicted in fiction and non-fiction literature in a variety of genres. Prerequisite: ENGL 1102 with a grade of C or better. 3-0-3

**ENGL 4500.** Advanced Topics in Business Writing. This course provides intensive practice in the production of informative and persuasive writing for business through the creation of memos, reports, letters, abstracts, summaries, and case analyses and through critical evaluations of a variety of business communications. Prerequisite: ENGL 3000. 3-0-3

**ENGL 4600.** Advanced Topics in Technical Writing. This course is an exploration and practical application of the three characteristics of technical writing as defined by the Society for Technical Communication. Students will engage in (1) communicating about technical or specialized topics, such as computer applications, medical procedures, or environmental regulations; (2) communicating by using technology, such as web pages, help files, or social media sites; (3) providing instructions about how to do something, regardless of how technical the task is or even if technology is used to create or distribute that communication. Prerequisite: ENGL 3000. 3-0-3

**ENGL 4800.** Advanced Topics in Digital Communication. A course focusing on creating documents for on line environments while further developing skills learned in ENGL 3500, Writing for Digital Media. The course covers website creation, formatting layouts, and the interrelatedness of content, format design, and structure. Prerequisite: ENGL 3500. 3-0-3

### **FINANCIAL MANAGEMENT (FINA)**

**FINA 3103.** Financial Management. This course provides an overview of business financial management. Emphasis is on financial statement analysis, time value of money, management of cash flow, risk and return, and sources of financing. The course is intended to develop a basic understanding of financial concepts and techniques, and an ability to apply them in arriving at management decisions within the context of specific business situations. It covers the development and use of the basic tools and operational/ quality measures for financial administration, financial analysis, planning and control, investment decisions, and management of sources of funds. Prerequisites: ACCT 2101 and ACCT 2102. 3-0-3

### **FINANCIAL TECHNOLOGY (FTA)**

**FTA 4001.** Foundations of FinTech. The financial services industries are changing rapidly with the emergence of financial technology (FinTech). The objective of the course is to provide students with an overview of FinTech and introductions to its applications in financial services, such as commercial and investment banking, digital investing, financial advising, and insurance. Students are expected to develop a broad understanding of the recent FinTech development and its impact on different parts of the financial world. Students will also have hands-on problem-solving experiences that can be useful in FinTech applications and innovation. Topics may include but are not limited to: blockchain and cryptocurrencies, smart contracting, payments, digital banking, P2P lending, crowdfunding, robo-advising, and InsurTech. 3-0-3

**FTA 4002.** Financial Technologies. This course examines the information and communications tools, technologies, and standards integral to consumer, merchant, and enterprise services in the payments and financial service sectors. Explores technology's role in reshaping FinTech businesses. Technologies span messaging, communication networks and gateways, core processing, mobile and online software, and application program interfaces (APIs). Includes the challenges, standards, and techniques associated with securing systems and data. 3-0-3

**FTA 4003.** Commercial Banking and FinTech. The FinTech revolution is creating significant disruption to the traditional processes of managing and regulating financial institutions, especially banks. Understanding, assessing and forecasting FinTech's impact on banking is particularly important because proper management and oversight of financial institutions is essential to the efficient operation of the national, as well as global, economy. In this course, students will learn about the principles and practices of commercial bank management, bank regulation, and the tradeoffs between risk and return. Challenges presented by the FinTech evolution, including traditional and emergent competitors as well as demographic, social, and technology forces driving change in the industry, will be integrated throughout the entire course. 3-0-3

**FTA 4005.** Introduction to Financial Data Analytics. This course provides the foundation for financial data analytics used in business and FinTech applications. The objective of this course is for students to gain experience in analyzing financial data using modern machine learning techniques, statistical methods, and prediction models. Students will develop computational skills to perform data analysis using a modern statistical programming environment, and apply these skills to address a range of problems encountered by business firms, including those in the FinTech industry. The topics discussed include an introduction to R language, visualization of financial data, cluster analysis, simple and multiple linear regression, classification models, high dimension data analysis using Lasso, tree regression, and model assessment and selection using cross validation. Students will have hands-on experience in the development of data analytics applications to analyze real world financial problems. 3-0-3

**FTA 4100.** Introduction to Information Security for FinTech. The purpose of this course is to introduce the student to the rapidly evolving and critical international arenas of Privacy, Information Security, and Critical Infrastructure for FinTech. This course is designed to develop knowledge and skills for security of information and information systems within FinTech organizations. It focuses on concepts and methods associated with security across several systems platforms, including internal and Internet-facing systems. The course utilizes a world view to examine critical infrastructure concepts as well as techniques for assessing risk associated with accidental and intentional breaches of security in a FinTech network. It introduces the associated issues of ethical uses of information and of privacy considerations. 3-0-3

## **FRENCH (FREN)**

**FREN 1001.** Elementary French I. Grammar, reading, writing, simple listening and speaking skills. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**FREN 1002.** Elementary French II. Continuation of French 1001. Prerequisite: FREN 1001 or equivalent. 3-0-3

**FREN 2001.** Intermediate French I. A more advanced course which refines skills in grammar, reading, writing, and speaking. Prerequisite: FREN 1002 or equivalent. 3-0-3

**FREN 2002.** Intermediate French II. Application and refinement of basic skills with emphasis on reading, writing, and speaking. Prerequisite: FREN 2001 or equivalent. 3-0-3

## **HEALTH (HLTH)**

**HLTH 1103.** Contemporary Health Issues. This course is designed to introduce students to a wide range of health issues while stressing the concept of individual wellness. 2-0-2

## **HEALTH & HUMAN PERFORMANCE(HLHP)**

**HLHP 2010.** Foundations of Health and Physical Education. Through this course the student explores the history, principles, and philosophical bases of health and physical education. Career opportunities in health and physical education are examined and important leaders and literature reviewed. This course does not satisfy the core curriculum Physical Education requirement. 3-0-3

**HLHP 2015.** Fundamentals of Nutrition. This elective course is designed to examine diet and the role of nutrients in body function throughout the life cycle in order to promote changes to increase life expectancy, decrease cardiovascular disease, improve dietary patterns, and contribute to healthy quality of life. 2-0-2

**HLHP 2020.** Introduction to Athletic Training. The purpose of this required course is to introduce the student to the field of athletic training. Athletic trainers develop and implement strategies and programs to prevent the incidence and/or severity of injuries and illnesses and optimize their clients' overall health and quality of life. These strategies and programs also incorporate the importance of nutrition and physical activity in maintaining a healthy lifestyle and in preventing chronic disease. 3-0-3

**HLHP 2030.** Athletic Injuries. This elective course is designed to provide information on basic injury prevention, identification, and rehabilitation, as well as to examine overall healthcare for recreational and competitive athletes. 2-0-2

**HLHP 2040,** Strength and Conditioning. This elective course is designed to teach the theoretical basis and principles involved in strength and conditioning programs. Topics include testing, evaluation, effective exercise techniques, and programming to improve physical performance and health. 2-0-2

## **HISTORY (HIST)**

**HIST 1111.** World History I. A survey of World History to early modern times. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**HIST 1112.** World History II. A survey of World History from early modern times to the present. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**HIST 1121.** Western Civilization I. A survey of Western Civilization to early modern times. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**HIST 1122.** Western Civilization II. A survey of Western Civilization from early modern times to present. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**HIST 2100.** Introduction to the European Union. This course introduces the student to the historical origins and development of the European Union, the EU's governing institutions, the EU's policymaking processes, current EU policies and issues, and EU-US relations. The course also constitutes the core offering of the European Union Studies Certificate program. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3 (Cross-listed as POLS 2100.)

**HIST 2111.** American Civilization I. A survey of U. S. History to the post-Civil War period, with special emphasis on Georgia history. (Satisfies the Georgia Legislative in United States and Georgia history.) Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**HIST 2112.** American Civilization II. A survey U. S. History from the post-Civil War period to the present, with special emphasis on the State of Georgia. (Satisfies the Georgia Legislative in United States and Georgia history.) Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**HIST 2200.** Studies of the European Union. The purpose of the course is to provide an in-depth analysis on a selected aspect of the study of European Union (EU). The course is intended as an Area E. elective for students interested in taking a course in the Online or Study Abroad catalogs of the University System's European Union Center for which the only prerequisite is POLS 1101. Prerequisites: Completing or exempting Support-level ENGL, prior approval of the instructor and successful completion of POLS 1101. 3-0-3 (Cross-listed as POLS2200)

**HIST 2220.** African American History. A survey of the history of African Americans in the United States, emphasizing their unique heritage within, historical evolution in, and contributions to American society. The course analyzes the institutions, personalities, and trends that shaped the social, economic, political, and cultural developments of the United States. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

### **HUMANITIES (HUMN)**

**HUMN 2111.** A Survey of the Humanities in the West I. A literary comparative study of European philosophy, art, history, politics, and the sciences from the Classical Period through the Renaissance; includes a focus on the writings of the great artists, philosophers, and scientists who created and developed Western liberal learning. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**HUMN 2112.** A Survey of the Humanities in the West II. A literary comparative study of European and American philosophy, art, history, politics, and the sciences from the end of the Renaissance to the 21<sup>st</sup> Century; includes a focus on the writings of the great artists, philosophers, and scientists who created and developed Western liberal learning. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

### **INTEGRATED SCIENCE (ISCI)**

**ISCI 2001.** Earth and Life Science. This is a content-specific course for preservice teachers (grades K-5). The scientific content to be covered will encompass the concepts required for successful delivery and assessment of the Georgia Standards of Excellence (GSE) for grades K-5. Specifically, this content will be centered around the following unit topics: Solar System, Earth-Sun-Moon System, Earth's Changing Surface, Geology, Cells, Interdependence of Life and Weather. Three-dimensional learning as proposed in the Frameworks for K-12 Science Education (NAP, 2012) will be implemented with an emphasis on Science & Engineering Practices and Cross Cutting Concepts. While the accumulated body of knowledge is important and required to understand the modern world, science at its core is an active discipline that operates at the frontiers of knowledge. Science is one of the most radical academic disciplines with the power to fundamentally alter our understanding of and interaction with the natural world. This will be a rigorous science class where students will be expected to learn a wide range of scientific topics as well as learn to approach problems from the scientific perspective and develop testable solutions to problems. 2-2-3

**ISCI 2002.** Physical Science. ISCI 2002 is an Area F content-specific course for pre-service, early childhood education majors (K-5) that focuses on the most fundamental components of physics and chemistry. The scientific content to be covered will encompass the concepts required for successful delivery and assessment of the Georgia Standards for Excellence (GSE). Understanding through exploration, experimentation, and problem solving are to be employed to develop lasting connections to the varied subcomponents that present themselves in teaching the physical sciences. The course, as designed, is a fully integrated laboratory course with a flipped-classroom instructional model. This course is three semester hours of credit upon successful completion. Prerequisite: MATH 1111 highly recommended. 2-2-3

## **JOURNALISM (JRNL)**

**JRNL 1100-1105.** Practical Journalism. Primarily lab courses designed for students working on student publications. Some theory plus practical experience in writing, editing, and graphics. 0-2-1 for each course. (Institutional Credit)

## **LONG-TERM HEALTHCARE MANAGEMENT (LTHM)**

**LTHM 3000.** Introduction to Long-Term Healthcare Management. This course will provide an overview of long-term Healthcare Management in a variety of settings across the spectrum of the wellness and illness continuum. An interdisciplinary approach will be utilized to meet the biopsychosocial needs of the individuals and family systems. Theoretical concepts of aging and developmental disabilities will be explored, as well as cultural norms and attitudes toward aging and developmental disabilities. An overview of the care delivery systems and resources will be examined in order to deliver holistic care in a managed care environment. This course will examine long-term healthcare delivery in skilled nursing facilities, rehabilitation centers, assisted living facilities, senior housing, and community-based services. 6-0-6

**LTHM 3101.** Legal and Ethical Issues in Long-Term Healthcare Management. Legal and ethical issues associated with older adults and persons with developmental disabilities will be examined. Topics will include elder abuse, neglect, preservation of life with limits, organ donation, research, experimentation, research clinical trials, and end of life care issues. Durable power of attorney for health care, living wills, advanced directives and health care proxies will be examined. A case study approach will be utilized to explore deontological principles. 3-0-3

**LTHM 3102.** Healthy Aging: Safety and Optimal Wellness Strategies. This course will focus on developing healthy lifestyle strategies to promote a healthy mind, body, and spirit. It also will examine stages of development and hierarchy of needs as an individual transitions through the stages of life. Topics will include attitudes, emotions, loss, control, hope and family dynamics. Theories of aging will be explored, and emphasis will be placed on healthy lifestyle choices which will promote optimal wellness for individuals on the aging trajectory. 3-0-3

**LTHM 3103.** Medicare ABCD and Supplemental Insurance Coverage. This course will examine Medicare coverage and the role of supplemental insurance coverage related to long-term healthcare. This federal health insurance for people over the age of 65 and certain younger individuals with disabilities will be analyzed in order to gain an understanding of services covered and out of pocket expenses. Supplemental insurance coverages will also be explored as well as methods for financing long-term health care. 3-0-3

**LTHM 3200.** Economics of Healthcare Management. This course will provide an overview of the microeconomics of healthcare systems. Methods to expand delivery of care and improve quality in a cost-effective manner will be examined in the world of healthcare reform. Topics including private financing, Medicare prospective payment systems and value-based purchasing, Medicaid, fraud and abuse will be examined. Strategies will focus on equity, efficiency, cost minimization and output maximization with an emphasis on sustainability. 6-0-6

**LTHM 3201.** Interdisciplinary Rehabilitative and Restorative Care. This course will examine the methods of holistic rehabilitation and restoration process designed to assist individuals to regain their highest level of functioning following a life altering health care event. A combination of physical, occupational, and speech therapies, as well as assistive devices, are utilized to promote independence and assist them in achieving activities of daily living. 3-0-3

**LTHM 3202.** Self-Concept, Sexuality, and Intimacy. Individuals in long-term care maintain their desire for intimacy and sexuality. This course will explore cultural norms, myths, beliefs and attitudes related to sexuality and identify methods to prevent barriers to fulfilling this basic need. The normal aging process, physiologic and psychologic manifestations, pharmacologic interventions and risky behaviors will be examined in order to educate individuals and groups about the unique needs for fulfillment and adequate methods for expression. 3-0-3

**LTHM 3203.** Communication, Negotiation, and Conflict Resolution Skills. Communication is crucial in the field of Long-Term Healthcare Management in order to promote safety and establish healthy group dynamics among individuals and groups. This course will examine the theories of communication and methods to foster a culture of healthy informational dynamics. A case study approach will be utilized to equip individuals with skills for managing conflicts and resolving issues through negotiation. Students will develop a deeper self-awareness of their role in the resolution of conflicts among groups and individuals. 3-0-3

**LTHM 4000.** Behavioral Management of Dementia, Delirium, Depression and Dual-Diagnoses. This course will examine the biopsychosocial effects of dementia, delirium, depression and Dual-diagnoses in the older adult. The anatomical and pathophysiologic conditions will be reviewed and current treatment modalities will be explored in order to provide holistic care to the individual and family. An interdisciplinary approach will be utilized to formulate short term and long-term goals to improve the healthy wellbeing of the individual and family. Pharmacologic and behavioral therapies will be explored in order to promote health and improve cognitive functioning. 6-0-6

**LTHM 4100.** Lifestyle Management: Health Promotion, Nutrition and Exercise. The perceptions of health promotion, disease management, social connectivity, spirituality, healthy relationship boundaries, personal safety and injury prevention will be explored. An emphasis will be placed on developing a holistic health plan to promote optimal wellness through healthy behaviors, exercise, nutrition and positive lifestyle choices. 3-0-3

**LTHM 4102.** Human Resource Management Strategies. The course will examine strategic healthcare resource management and strategic planning with an emphasis on creating synergistic interdisciplinary teams. Topics will include the essential skills for recruitment, interviews, onboarding, and enculturation of employees into an organization. Performance appraisal and evaluation methodologies will be highlighted. The U.S. Department of Labor Laws, the National Labor Relations Act, Fair Labor Standards Act, Affirmative Action Laws and Civil Rights Act will be reviewed as well as the Family Medical Leave Act. Individuals will conduct a literature review of best practices from peer reviewed human resource management journals. 3-0-3

**LTHM 4103.** Long-Term Healthcare Marketing. Healthcare marketing is essential for establishing and sustaining long-term healthcare delivery. This course will analyze community demographics through a needs assessment in order to develop a targeted marketing strategy for organizations. An emphasis will be placed on building community partnerships which lead to referrals from healthcare partners and managed care case managers. Targeted internet marketing strategies will be examined in order to promote organizational quality and care delivery excellence in branding. 3-0-3

**LTHM 4200.** Capstone: Systematic Research Project in Long-Term Healthcare Management. Individuals will select a current topic in long-term Healthcare Management, write a PICO (Population, Intervention, Comparison or Condition, Outcome), complete a SWOT analysis and utilize peer-reviewed research articles to synthesize data from the literature to write a scholarly article for publication. An emphasis is placed on utilizing qualitative and quantitative research principles, practices, and applications involved with analysis, synthesis, and utilization of data. Prerequisite: Math 1401. 6-0-6



**LTHM 4201.** End of Life, Palliative and Hospice Care. This course will examine the concept of death as a normal life process and will equip individuals with guidelines and tools available for providing end of life care. Best practices in pain control and symptom management for complex disease processes and supportive care will be reviewed. A conceptual model for understanding the dying process will be the focus of this course. Withholding and withdrawing of treatment will be explored as related to the process of allowing a natural death in a facility or in the home environment. 3-0-3

**LTHM 4202.** Accreditation – A Culture of Excellence. Accreditation in healthcare is a standard of excellence that demonstrates a commitment to the principles of achieving quality outcomes rooted in best practices. Institutions complete a self-assessment of standards and criteria to assess their level of performance in order to meet and exceed industry standards. This voluntary process demonstrates an ability to meet standards and regulatory requirements and fosters a commitment to continuous quality improvement. This course will examine the accreditation standards and strategies which contribute to achievement of accreditation. 3-0-3

**LTHM 4203.** Complementary and Alternative Therapies. This course will provide an overview of complementary and alternative therapies which can be used to improve the quality of life and promote healing through self-care. Aromatherapy, acupuncture, acupressure art, Chiropractic, creative writing, dance therapy, hypnosis, meditation, massage, music therapy, poetry, transcutaneous electrical nerve stimulation (TENS), tai chi and yoga will be discussed. A review of evidence-based peer reviewed literature will be conducted to examine current trends in therapy. 3-0-3

## **MANAGEMENT (MGMT)**

**MGMT 3101.** Principles of Management. This survey course emphasizes the skills and knowledge needed to successfully manage an organization. Students will study the basic managerial functions of planning, organizing, leading and controlling resources to accomplish organizational goals. 3-0-3

**MGMT 3102.** Management and Supervision. Students will develop and demonstrate skills necessary for supervisory roles in business, including identifying and communicating performance objectives and standards, leading, motivating, and coaching teams and individuals, and developing strategies to improve on-the-job performance. Students will learn about effective delegation, performance management, and writing performance reviews and will be able to discuss the specifics of the supervisor's role and responsibilities, and strategies for improving their overall effectiveness as a leader. Prerequisite: MGMT 3101. 3-0-3

**MGMT 3104.** Quality Management. This course offers an introduction to the management of quality in organizations. Areas of study include statistical quality control. The design of quality management systems, implementation, measurement and management issues in quality program. Prerequisite: MGMT 3102. 3-0-3

**MGMT 3150.** Business Ethics. This seminar course will enable students to engage in critical thinking and analysis as they examine difficult moral and ethical problems that many arise in a variety of professional settings. Readings and discussion will focus on issues of personal decision-making and public policy in the context of their social, political, economic and legal parameters. Students will be engaged in discussions, case studies, and the development of a persuasive argument based on research from multiple sources. 3-0-3

**MGMT 3301.** Developing and Managing Teams. The ability of a group to function as a team to run things, to make things, or to provide recommendations about things is a powerful organizational dynamic. This course addresses teaming as a leadership tool to be used in appropriate situations to maximize individual talent through collective interactions. Students will learn what makes a group a team, how to build and lead a team, and how to facilitate team performance. Structured exercises and assessments carried out both in and outside of the classroom will provide students with teaming experiences that develop their team consultation and facilitation skills. The most recent body of research literature will be used to develop a realistic understanding of what teaming can and cannot do as a leadership tool. 3-0-3

**MGMT 3401.** Diversity in Business. This course presents the basic concepts, principles and techniques associated with leading cultural diversity in the global marketplace. Emphasis will be on the students developing and understanding of the interplay between leadership, cultural diversity and the global business model. 3-0-3

**MGMT 4100.** Applied Project. The Applied Project is intended to allow students interested in linking their studies with work by following a structured project pathway. Students develop a proposal, action plan and complete a project drawing upon appropriate research resources. Prerequisite: Completion of year one of program curriculum. 3-0-3

**MGMT 4101.** Project Management. This course develops a foundation of concepts and solutions that supports the planning, scheduling, controlling, resource allocation, and performance measurement activities required for successful completion of a project. The course includes major topics of strategy, priorities, organization, project tools and leadership. Primary class emphasis is on the project management process and the tools available to help ensure success. Prerequisite: MGMT 3104. 3-0-3

**MGMT 4102.** Entrepreneurship. This course provides an overview of the multiple elements associated with starting and operating a small business. The course covers a wide range of fundamentals including: identifying needs of the marketplace, researching and assessing market opportunities, identifying and analyzing risk, creating a value proposition, designing and introductory marketing platform, obtaining financing, cash flow strategies, operating a small business, growing a small business and relevant best practices. Prerequisites: MGMT 3101. 3-0-3

**MGMT 4200.** Sustainable Enterprise Planning. This course introduces students to the ecological and economic benefits of sustainability and green practices. Students will learn how product, process and service decisions affect sustainable enterprise concepts. The course examines social and environmental challenges, marketing, supply chain decisions, recycling, reusing, reconditioning and other product and service decisions in order to realize a competitive advantage. Prerequisites: MGMT 3101 and MGMT 3104. 3-0-3

**MGMT 4600.** Senior Seminar. The Senior Seminar allows students to engage in an independent research project or analyze professionally related research papers. The Senior Seminar serves as a capstone course validating student achievement of higher order learning outcomes. To be completed in final semester of program. 3-0-3

**MGMT 4700.** Management Internship. Under the direct supervision of a designated faculty member and organizational representative, students work within an organization (profit or non-profit) to gain workplace experience in the management arena while earning academic credit. The course requires some classroom lecture attendance as well as a minimum of 20 hours per week in the organization for eight weeks. Requires keeping a reflective journal to be turned in at the end of the semester. Only seniors are eligible to enroll in this course. 3-0-3

## **MARKETING (MKTG)**

**MKTG 3101.** Principles of Marketing. This course provides the fundamental principles in the marketing of goods, services, and ideas. The course includes planning, pricing, promotions, and distribution. The role of marketing management is to help companies better understand customer preferences, link that knowledge to designing appropriate products and services for selected customers, and determine appropriate methods to communicate, to deliver, and to capture value. The basic principles of marketing apply to both for-profit and not-for-profit organizations. 3-0-3

**MKTG 3102.** Consumer Behavior. This course explores the application of psychological and sociological theories and research findings to the decision-making process and their implications for consumer behavior decisions. Students will explore research findings and studies on purchasing patterns. 3-0-3

**MKTG 3103.** Marketing Research. This course introduces students to research methods and designs used in market research and the application of research findings. Students will engage in hands-on application of research methodology including planning, implementation and presentation of results. Prerequisite: MKTG3101. 3-0-3

**MKTG 3104.** Marketing Management. This course helps develop the marketing knowledge and skills necessary for the successful manager to address the intermediate marketing issues surrounding a complex demand management problem all organizations face. Students will gain an understanding of marketing concepts, including the development of a marketing strategy. The course will focus on consumer and business-to-business management. Prerequisite: MKTG 3101. 3-0-3

**MKTG 3105.** Marketing Information Systems. This course focuses on the concepts, tools, trends and organization of information systems. Topics include: e-commerce, social media, network technologies, enterprise resource management and digital technologies as well as emerging technologies influencing marketing and management. Prerequisite: MKTG 3101. 3-0-3

**MKTG 4102.** Integrated Marketing Communications. Processing relevant, effective marketing communications is critical to building brands, creating and maintaining relationships, managing expectations and delivering value. This course offers a broad introduction to integrated marketing communications (IMC). Prerequisite: MKTG 3101. 3-0-3

**MKTG 4700.** Marketing Internship. Under the direct supervision of a designated faculty member and organizational representative, students work within an organization (profit or non-profit) to gain workplace experience in the marketing arena while earning academic credit. The course requires some classroom lecture attendance as well as a minimum of 20 hours per week in the organization for eight weeks. Requires keeping a reflective journal to be turned in at the end of the semester. Only seniors are eligible to enroll in this course. 3-0-3

## **MATHEMATICS (MATH)**

**MATH 0996.** Support for Elementary Statistics. This course is intended to provide corequisite support for students requiring remediation in mathematics while they are enrolled in MATH 1104 – Elementary Statistics. Corequisite: MATH 1401. 2-0-2 (Institutional Credit)

**MATH 0997.** Support for Quantitative Reasoning. This course is intended to provide corequisite support for students requiring remediation in mathematics while they are enrolled in MATH 1001 – Quantitative Reasoning. Corequisite: MATH 1001. 2-0-2 (Institutional Credit)

**MATH 0998.** Support for Mathematical Modeling. This course is intended to provide corequisite support for students requiring remediation in mathematics while they are enrolled in MATH 1101 – Introduction to Mathematical Modeling. Corequisite: MATH 1101. 2-0-2 (Institutional Credit)

**MATH 0999.** Support for College Algebra. This course is intended to provide corequisite support for students requiring remediation in mathematics while they are enrolled in MATH 1111 – College Algebra. Corequisite: MATH 1111. 2-0-2 (Institutional Credit)

**MATH 1001.** Quantitative Reasoning. 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. Prerequisite/Corequisite: Exempting Support-level MATH courses. Students who have placed into MATH 0997 must take MATH 0997 as a corequisite to MATH 1001. A grade of “C” or better is required for graduation. 3-0-3

**MATH 1101.** Introduction to Mathematical Modeling. This course is an introduction to mathematical modeling using graphical, numerical, symbolic, and verbal techniques to describe and explore real-world data and phenomena. Emphasis is on the use of elementary functions to investigate and analyze applied problems and questions, supported by the use of appropriate technology, and on effective communication of quantitative concepts and results. Prerequisite/Corequisite: Exempting Support-level MATH courses. Students who have placed into MATH 0998 must take MATH 0998 as a corequisite to MATH 1101. A grade of "C" or better is required for graduation. 3-0-3

**MATH 1111.** College Algebra. 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. Prerequisite/Corequisite: Exempting Support-level MATH courses. Students who have placed into MATH 0999 must take MATH 0999 as a corequisite to MATH 1111. A grade of "C" or better is required for graduation. 3-0-3

**MATH 1113.** Pre-calculus. 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. Prerequisite: MATH 1111 or departmental permission. A grade of “C” or better is required for graduation if course is used in Area A or Area F. 4-0-4

**MATH 1401.** Elementary Statistics. This is a non-calculus-based introduction to statistics. Course content includes descriptive statistics, probability theory, confidence intervals, hypothesis testing, and other selected statistical topics. Prerequisite/Corequisite: Exempting Support-level MATH courses. Students who have placed into MATH 0996 must take MATH 0996 as a corequisite to MATH 1401. 3-0-3

**MATH 2008.** Foundations of Numbers and Operations for Teachers. This course is designed for K-8 pre-service teachers and emphasizes the understanding and use of the major concepts of number and operations. Topics include problem-solving strategies; inductive and deductive reasoning; numeration systems and place value; operations and algorithms; identity elements and inverse operations; rational and irrational numbers; integers and number theory; special sets of numbers; exponents and decimals; ratios, percentages, and proportional reasoning. Prerequisite: Three credits of college-level Mathematics with a grade of C or higher. 3-0-3

**MATH 2150.** Introduction to Linear Algebra. An introduction to linear algebra including systems of linear equations, determinants, vector spaces, subspaces, bases and linear independence, orthogonality, linear transformations, eigenvalues, eigenvectors and applications Prerequisite: MATH 2254 (with a grade of C or better) or Permission of Department. 3-0-3

**MATH 2253.** Calculus I. A course integrating basic ideas from analytic geometry with the introductory concepts of differential and integral calculus. Topics include limits, continuity, slope, tangent, rate of change, optimization, derivatives, and integrals. The Fundamental Theorem of Calculus is studied in detail. Applications are drawn from physics, engineering, business, and economics. A thorough knowledge of algebraic and trigonometric identities is necessary for success in this course. Prerequisite: A grade of "C" or better in MATH 1113. 4-0-4

**MATH 2254.** Calculus II. A continuation of Calculus I. Transcendental, logarithmic, exponential, and trigonometric functions are defined and their differential and integral properties are studied in detail. Techniques of integration, such as trigonometric substitution, integration by parts, and partial fractions are developed. Other topics studied include the theory of plane analytic geometry, the relationship between Cartesian and polar coordinates, conic sections, indeterminate forms, L'Hopital's rule, improper integrals, Taylor's formula, the theory of sequences and infinite series, tests for convergence, and the power series representation of elementary functions. Prerequisite: A grade of "C" or better in MATH 2253. 4-0-4

**MATH 2255.** Calculus III. A continuation of Calculus II. A study of vectors in the plane as well as vectors in three-space; lines, planes, and surfaces in space; real-valued functions of several variables, partial derivatives, multiple integrals, vector analysis, and applications. Prerequisite: MATH 2254. 4-0-4

**MATH 3100.** Differential Equations. This class provides students with a foundation modeling with and solving differential equations. The course will include coverage of solution methods, existence and uniqueness of solutions and approximation methods. Applicability of differential equations to a variety of physical phenomena will be explored. Prerequisite: MATH 2254. 3-0-3

**MATH 3110.** Informal Geometry. This course is designed for K-5 teacher candidates and focuses on topics such as plane figures, polygons and tessellations, space figures, symmetric figures, systems of measurement, area and perimeter, volume and surface area, and congruence and similarity mappings. Prerequisite: MATH 2008 with a grade of C or higher. 3-0-3

**MATH 3116.** Modeling and Algebra. This course is designed for elementary and middle grades preservice teachers and focuses on variables, expressions, equations, inequalities, systems of equations, matrices, and linear, non-linear, and inverse functions. Emphasis is on problem solving, active learning, appropriate communication, substantive connections, technology utilization, and multiple representations of algebraic structures. Prerequisite: MATH 2008 with a grade of C or higher. 3-0-3

## **MECHANICAL ENGINEERING TECHNOLOGY (MENT)**

**MENT 2110.** Mechanical Engineering Technology Case Studies in Design & Analysis. The course includes fundamental techniques for creating, analyzing, synthesizing, and implementing design solutions to open-ended problems through team and individual efforts utilizing flexibility, adaptability, and creativity. Prerequisite: A minimum grade of "C" in ENGR 2500. 0-2-1

**MENT 2139.** Numerical Methods in Engineering. Mathematical modeling and numerical solution of engineering-related problems with emphasis on solution of linear and nonlinear equations, matrices, vectors, statistical data analysis, curve fitting, ordinary and partial differential equations. Prerequisites: Completion of MATH 2253 with a minimum grade of "C" and completion of MATH 2150. 3-0-3

**MENT 3130.** Mechanism Design. This course covers detailed concepts, functions and knowledge of the components of mechanisms, machine components and design tools. Analytical, mathematical and computer techniques for kinematic and dynamic analysis of mechanisms and machine components are introduced. A comprehensive project covers the mechanism synthesis and design experience using analytical and computer simulation tools. Prerequisite: A minimum grade of "C" in ENGR 2232 or permission of instructor. 3-0-3

**MENT 3135.** Machine Design. The fundamentals of mechanical engineering design to analyze, design and /or select components which are commonly used in the design of complete mechanical systems for structural integrity, reliability, and cost considerations are detailed. The course focuses on static loading and fatigue failure of mechanical elements, including shafts and rolling-element bearings, bolted and permanent connections, springs, brakes, cylinders, gears and flexible elements. Prerequisites: A minimum grade of "C" in ENGR 3233 and MENT 2110 or permission of the department. 3-0-3

**MENT 3233.** Heat Transfer. This course will be an introduction to basic energy transport by conduction, convection, and radiation with applications to heat exchanger, extended surfaces etc. Prerequisites: A minimum grade of "C" in ENGR 3431 and ENGR 3235 or permission of instructor. 2-0-2

**MENT 3331.** Materials Science. The study of engineering materials such as metals, alloys, polymers, ceramics, and composites. Atomic structure and arrangement; control of the microstructure and mechanical properties, solidification, cooling curves and phase diagrams, mechanical testing, and strengthening mechanisms. Laboratory includes problem solving sessions and experiments on materials related to strengths, toughness, solidification, and metallography. Prerequisites: A minimum grade of "C" in CHEM 1212K and ENGR 3233. 2-2-3

**MENT 3333.** Materials Processing. The course covers the study of traditional and modern processing techniques. The course will cover applications and use of different materials and their processing; metal-casting processes and equipment; forming and shaping processes and equipment; joining processes and equipment; molding, extrusion and fabrication of polymers; and composites processing and techniques. Laboratory includes problem solving sessions, experiments, and hands-on processing of materials. Prerequisite: A minimum grade of "C" in MENT 3331 or permission of the department. 2-2-3

**MENT 3398.** Internship. A structured out-of-the-classroom experience in a supervised setting that is related to the student's major and career interests. Practical experience is combined with scholarly research under the guidance of faculty and the internship supervisor. Internship sites must be secured in advance of the semester of the placement and must be approved by the student's advisor and internship coordinator. Note: Students may enroll multiple times in this course for a total of four credit hours. Prerequisite: Senior standing and permission of the instructor. 3-0-3

**MENT 3531.** Introduction to Mechatronics. This course is an introduction to the theory and practice of engineering measurements, instrumentation, data acquisition, statistical analysis of data, controls and mechatronic systems and their applications integrated with computing. Topics include measurement fundamentals, applications of computing in measurement and mechatronic systems, sensors, analog signal processing, data acquisition and analysis, digital circuits, microcontroller programming and interfacing, actuators, and mechatronic system design. Prerequisites: A minimum grade of "C" in ENGR 2131, MENT 2139 and ENGR 3233. 2-2-3

**MENT 4210.** Heat Transfer and Thermodynamics Lab. This is a laboratory course designed to complement the thermodynamics and heat transfer lecture courses. The lab experiments are set up to provide practical experience in thermal sciences area including heat transfer modes, thermodynamics power and refrigeration cycles. Emphasis will also be placed on thermal measurements, data interpretation and report writing. Prerequisite: ENGR 3431. 0-2-1

**MENT 4430.** Engineering Quality Control and Project Management. The course will introduce students to basic tools of engineering economy such as interest rates, cash flow analysis, cost benefit analysis, and depreciation analysis that are used in comparing and evaluating multiple engineering projects on the basis of quantitative monetary parameters. Students will additionally be introduced to basic quality control techniques such as quality control charts and Six Sigma techniques for assuring product quality. Prerequisites: A minimum grade of "C" in MENT 2110, MENT 3135 and MENT 3333. 3-0-3

**MENT 4490.** Special Topics in Mechanical Engineering Technology. This course covers advanced level special topics of interest to faculty and students that are not in the regular course offerings. This course may be taken more than once. Prerequisite: approval of the instructor and department chair. 3-0-3

**MENT 4501.** Senior Design I. Part 1 of a two-course senior design capstone project for mechanical engineering technology. Students will form teams, define design projects, and write a proposal. Prerequisite: Senior Standing. 0-2-1

**MENT 4502.** Senior Design II. Part 2 of a two-course senior design capstone project for mechanical engineering technology. Synthesis and analysis of an open-ended mechanical engineering design project, including written and oral communication. Prerequisite: Senior Standing. 0-2-1

## **MUSIC (MUSI)**

**MUSI 1000, 1001, 1002, 1003, 1004, 1005.** College Chorus. This two-hour institutional credit lab course is for the purpose of organizing, instructing, and rehearsing a choral ensemble. The chorus will perform at College and community events, as well as by invitation outside of the local community. 0-4-2

**MUSI 1010, 1011, 1012, 1013.** This two-hour institutional credit lab course is for the purpose of organizing, instructing, and rehearsing a jazz band ensemble emphasizing a popular, jazz, blues and show tune repertoire. The jazz band will perform at college and community events, as well as by invitation outside of the local community. 0-4-2 (Institutional credit)

**MUSI 1100.** Music Appreciation. Designed to develop appreciation of music through listening and study. Topics include musical instruments, terms and symbols, forms, and characteristics/composers of the Medieval, Renaissance, Baroque, Classical, Romantic, and Modern periods. 3-0-3

## **NURSING (NURS) ASN COURSES**

**NURS 1100.** Introduction to Nursing. A four- semester-hour course placed in the first semester of the nursing sequence. This course will be taught during Fall Semester Term A. There are eight hours of class weekly. It is an introductory course designed to provide the student with fundamental knowledge upon which sequential study will be developed. Calculations of mathematical measurements and conversions essential to the administration of medications are stressed throughout this course. The concepts of adaptation, developmental stages, basic needs theory, critical thinking, health promotion, maintenance and restoration, and associate degree role functions are introduced as the framework of the nursing curriculum. Prerequisites: Completion of PSI background and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of all learning support requirements. Concurrent enrollment in or completion of BIOL 2210K and PSYC 1101 with grades of "C" or better. 4-0-4

**NURS 1101.** Fundamentals of Nursing. A four- semester-hour course taught during Fall Semester Term B of the nursing sequence. There are four hours of class and eight hours of lab experiences weekly. This course is designed to provide the student with basic skills and to facilitate the acquisition of fundamental knowledge upon which sequential study will be developed. Practical application and hands-on learning experiences for basic nursing skills, patient assessments, vital signs and medication administration are provided. Basic therapeutic skills are learned, practiced and demonstrated safely in the campus laboratory as simulated experiences. Prerequisites: Completion PSI background check and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of all learning support requirements and concurrent enrollment in or completion of BIOL 2210K and PSYC 1101 with grades of "C" or better. Completion of NURS 1100 Term A with a grade of "C" or better. 2-4-4

**NURS 1102.** Care of Adults I. A five-semester-hour course placed in the second semester of the nursing sequence. There are three hours of class and six hours of lab weekly. It is designed as a continuation of Nursing 1101 and facilitates use of the nursing process when caring for clients who are experiencing interferences with the basic physiologic needs of oxygenation, mobility, and nutrition and the basic safety, love and belonging, and self-esteem needs. Technical skills are refined, and new skills are learned in simulated and actual clinical experiences. Emphasis is placed on specific regulatory mechanisms, and physical and emotional maladaptive responses to stressors occurring with clients during the developmental stage of middle adulthood. Prerequisites: Completion of PSI background check and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of NURS 1100 and 1101, PSYC 1101, BIOL 2210K, and concurrent enrollment in or completion of BIOL 2211K with grades of "C" or better. 3-6-5

**NURS 1103.** Mental Health Nursing. A five- semester- hour course placed in the second semester of the nursing sequence. It includes three hours of class and six hours of clinical each week. The course is intended to provide basic knowledge and skills necessary to meet the needs of mental health clients. Emphasis is placed on the students' use of oral communication with clients in both one-to-one and group settings. Dynamics of adaptive and maladaptive behaviors are considered. Knowledge of Maslow's Hierarchy of Needs and Erikson's Stages of Development are utilized to assess client needs. Students are expected to use critical thinking in essential nursing roles to provide care for clients in community health settings. Clinical experiences will be with mental health clients in acute, residential and community agencies including day treatment centers and substance abuse centers. Prerequisites: Completion of PSI background check and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of NURS 1100 and 1101, BIOL 2210K and PSYC 1101 with grades of "C" or better. Completion of or concurrent enrollment in BIOL 2211K. 3-6-5

**NURS 1104.** Career Mobility for LPNs to RNs. A 10- semester- hour course placed in the summer semester of the nursing sequence. There are eight hours of class and six hours of laboratory experience weekly. The course provides for advanced placement of the licensed practical nurse in the associate degree nursing program and builds upon the previous knowledge and skills obtained in the licensed practical nurse education. New concepts and skills will be introduced upon which sequential study will be developed. The concepts of Adaptation; Developmental Stages; Basic Needs Theory; Critical Thinking; Health-Illness Environment; Promotion, Maintenance, and Restoration of Health; and the Role Functions of



the Associate Degree Nurse are introduced as the framework of the curriculum. Emphasis is placed on the use of critical thinking to meet the needs of clients in the practice of mental health nursing and medical-surgical nursing. Emphasis is placed on the students' use of verbal communications with adult clients in both one-to-one and group settings. Clinical experiences will be with mental health clients in acute, residential and community agencies including day treatment centers and substance abuse centers. Other clinical experiences will utilize campus labs, case studies and simulated learning experiences. Prerequisites: Completion of PSI background check and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of all learning support requirements. Completion of BIOL 2210K, BIOL 2211K, and PSYC 1101 with grades of "C" or better. Completion of, with grades of "C" or better, or concurrent enrollment in BIOL 2215K and PSYC 2103. Completion of a minimum of 27 semester credit hours of required general education courses with grades of "C" or better. 8-6-10

**NURS 2211.** Care of Adults II. A ten-semester-hour course placed in the third or fourth semester of the nursing sequence. There are six hours of class and twelve hours of lab weekly. It is designed as a continuation of Care of Adults I and facilitates use of critical thinking when caring for clients who are experiencing interferences with the basic physiologic needs of nutrition, mobility, elimination, and sexuality. Technical skills are refined and new skills are learned in simulated and actual clinical experiences. Attention is given to specific maladaptive responses to stressors occurring in adult clients. Roles and responsibilities of the nurse in caring for clients with common recurring health problems will be explored and defined. Rehabilitative aspects of care expand to include provider and teacher roles. Students are expected to apply knowledge of developmental theory, anatomy and physiology, nursing concepts, and skills previously acquired in providing nursing care for the adult client. This course provides in-depth exploration of client responses to complex multi system disorders. Maslow's hierarchy is utilized to prioritize needs for clients in all stages of development throughout the life span. NURS 2211 utilizes various community resources to afford the nursing student opportunities for selected clinical laboratory and observation experiences. Experience as manager of care for small groups of clients is provided. Prerequisites: Completion of PSI background check and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of NURS 1100, 1101, 1102, 1103 or 1104, BIOL 2210K, BIOL 2211K, BIOL 2215K, PSYC 1101, and PSYC 2103 with grades of "C" or better. 7-9-10

**NURS 2213.** Women's Health. A six-semester-hour course placed in the third or fourth semester of the nursing sequence. There are four hours of class and six hours of clinical laboratory each week. This course focuses on the study of issues related to women's health. Women's health will be examined from conception through menopause with particular emphasis being placed on the woman and her family during the childbearing period. Nursing 2213 is designed to assist the student in utilizing critical thinking to provide care for women through all phases of their lives and for the newborn during the first month of life. The family-centered approach emphasizes care of the family as well as identification of those stressors which interfere with adaptation to normal pregnancy, childbirth, and the neonatal period as well as other time periods in a woman's life. Health and wellness for women will be presented so that the student can begin to incorporate assessment as well as teaching strategies to assist women in maintaining optimal health. Gynecologic issues for women will be identified and nursing care for women and their families experiencing crisis will be discussed. Students are expected to apply knowledge of developmental theory, anatomy and physiology and nursing concepts and skills previously acquired in providing nursing care in the hospital and selected community settings. Prerequisites: Completion of PSI background check and drug screening.

Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of NURS 1100, 1101, 1102, 1103 or NURS 1104; BIOL 2210K and BIOL 2211K, BIOL 2215K; PSYC 1101 and PSYC 2103 with grades of “C” or better. 4-6-6

**NURS 2214.** Nursing of Children. A six-semester-hour course placed in the third or fourth semester of the nursing sequence. There are four hours of class and six hours of clinical laboratory weekly. Emphasis is on a family-centered approach to the nursing care of children. Consideration is given to the well child and to the child who has special adaptation needs due to the stress of illness. Use of critical thinking to provide care for children from infancy through adolescence who are operating on the first four levels of Maslow's Hierarchy will be explored. Students utilize previously acquired nursing principles and skills as well as knowledge of growth and development and anatomy and physiology in providing care in the hospital and selected community settings. Age appropriate oral and written communication techniques will be utilized in interpersonal, small group, and one-to-one presentations. Prerequisites: Completion of PSI background check and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of NURS 1100, 1101, 1102, 1103 or NURS 1104; BIOL 2210K, BIOL 2211K, BIOL 2215K, PSYC 1101, and PSYC 2103 with grades of “C” or better. 4-6-6

**NURS 2215.** Management and Health Care Issues. A one-semester-hour course placed in the second year of the nursing sequence. This course may be taken concurrently with any second level nursing course. It is designed to bridge the gap between theory and practice and to increase the relevance of nursing leadership and management. Transition from the role of student nurse to graduate nurse is emphasized by explaining how theory translates into behaviors appropriate to contemporary nursing care management. Conflict resolution, interpersonal relationships, and oral and written communication skills are emphasized as tools for leadership and management. The use of computer searches on the world wide web provides the student with a broad base of knowledge. This course serves to differentiate traditional leadership and management perspectives and to relate them in an integrated way with contemporary nursing trends and practice applications. Prerequisites: Completion of PSI background check and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. Completion of BIOL 2210K, BIOL 2211K, BIOL 2215K, PSYC 1101, and PSYC 2103 with grades of “C” or better. 1-0-1

## **NURSING (NURS, \*NURS) RN-BSN COURSES**

**NURS 3105.** Nursing Pathophysiology. The influence of mechanisms upon structure and function of the body's adaptive and compensatory mechanisms will be explored. The interaction of life-style, culture, gender differences, and intrinsic and extrinsic environmental factors will be examined. Emphasis is placed upon the pathophysiological concepts for understanding the rationale for prevention of disease and promotion of health and wellness through therapeutic nursing interventions. Prerequisite is completion of Anatomy and Physiology I and II with the grade of ‘C’ or better. 3-0-3

**\*NURS 3197.** Professional Nursing Practice. This course is designed to enhance and facilitate the development of the RN student to the role of a BSN prepared professional nurse. The focus is on developing personal and professional growth of the student to promote better advocacy, critical thinking, educator skills, effective communication, and leadership abilities in a complex healthcare environment. The content of the course includes a wide range of concepts from historical

contributions and theories that have guided the profession, to promoting professional philosophies, visions, and practices to help prepare for future trends in healthcare. The course will include topics related to culture and diversity, professional ethics, political and legal issues in nursing, and technology. Students will apply knowledge of the standards of practice, evidence-based practice, and caring science to these topics. Prerequisites: Current RN Licensure in Georgia. Completion of PSI background check and drug screening. Current health insurance and current physical examination, PPD and immunizations. Current CPR certification or concurrent enrollment in a CPR class approved by the American Heart Association or American Red Cross including infant, child and adult. 3-0-3

**\*NURS 3297.** Nursing Research Application. This course is designed to provide the registered nurse with an overview of the major research concepts as applied to the profession of nursing, to scholarship, and to clinical practice. Analysis, critique, and interpretation of qualitative and quantitative research approaches, including ethical implications, for evidence-based nursing practice will be examined. Emphasis is placed on how to critique, analyze, and apply published and empirical research findings to evidence-based nursing practice. Prerequisite: Completion of MATH 1401 with a grade of "C" or better. 3-0-3

**\*NURS 3397.** Health Assessment. This course is a study of the advanced knowledge and skills beyond the Associate degree in Nursing, designed to enhance health assessment for nursing intervention and practice of individuals across the lifespan. Theory and skills essential to completing a comprehensive and holistic health history and physical examination are emphasized. In addition, the holistic delivery of care will include cultural, spiritual, nutritional, alternative, complementary therapies, and health promotion for the delivery of safe and person-centered care. The importance of comprehensive and accurate documentation as a tool for effective communication amongst the interdisciplinary team is reviewed. 3-0-3

**NURS 3397L.** Health Assessment Practice Learning Experience Lab. This practice learning experience enhances assessment skills for clients across the life span. The interview process will be explored, emphasizing the health history. The clinical hours will allow the practice of new assessment techniques and offer opportunities to develop interview skills. 0-6-3

**NURS 4110.** Informatics. This course provides an introduction to healthcare informatics and electronic medical records. In this course, general computer office applications and healthcare-specific information technology applications are presented and used. The major product for this course will focus on information systems as related to healthcare safety, quality improvement, resource utilization, and data management to improve patient outcome. Ethical and legal issues impacting the use of technology in healthcare are explored. 3-0-3

**NURS 4111.** Ethics in Nursing. This course explores current models for ethical decision-making. Selected ethical dilemmas in nursing practice are analyzed. There is an emphasis on the self-evaluation of personal and professional values. 3-0-3

**\*NURS 4497.** Community Health Nursing. This course is designed to examine the concepts and principles of community and population health nursing. The course will provide an overview of health issues that transcend borders, class, race, ethnicity, and culture. Emphasis is placed on roles, levels of prevention, principles of epidemiology, public health policy, and disaster preparedness. 3-0-3

**\*NURS 4597.** Leadership and Management. This course introduces the leadership roles and management functions of professional registered nurses within the structure of an organization. The management process provides the foundational structure for the course, while the theoretical framework for this course is established through exploration of leadership styles, organizational theory, and management theory. Quality assurance and the provision of evidence-based, patient-centered care and collaborative relationships are emphasized. The impact of political and legislative processes, the integration of informatics, and the legal and ethical issues in management are also discussed. 3-0-3

**NURS 4597L.** Leadership and Management Practice Learning Experience Lab. This practice learning experience enhances clinical skills in nursing leadership and management in the acute care and community settings. Within the practice learning environment, the student will examine and appraise current trends in nursing leadership and management in order to improve care delivery in a cost-effective manner. The practice learning experience will also embrace concepts of healthcare delivery to individuals, families, and groups found in the community. 0-6-3

**\*NURS = USG RN to BSN shared collaborative course delivered through eMajor in an 8-week session.**

## **PHILOSOPHY (PHIL)**

**PHIL 2010.** Introduction to Philosophy. This course engages students in opportunities for analysis and critical thinking as they examine a variety of positions and arguments that are central in the history of philosophy. Course topics include, but are not limited to, time, the existence of God or gods, free will personal identity, the nature of morality and knowledge. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**PHIL 3150.** Professional Ethics. This course will enable the students to engage in critical thinking and analysis as they examine difficult moral problems that may arise in a variety of professional settings. Readings and discussion will focus on issues of personal decision-making, and public policy in the context of their social, political, economic and legal parameters. Prerequisites: Junior standing or permission of the instructor; Completing or exempting Support-level ENGL. 3-0-3

## **PHYSICAL EDUCATION (PHED)**

**PHED 1000.** Fitness for Life. A lecture-laboratory course designed to provide the student with physiological, psychological, and sociological evidence of why humans should exercise. Each student develops and implements an individualized fitness program. 1-2-2

**PHED 1001.** First Aid. A basic first aid course which covers care given to a person who has been injured or suddenly taken ill. 2-0-2

**PHED 1002.** CPR (Cardio Pulmonary Resuscitation). An American Heart Association curriculum dealing with respiratory and cardiac emergencies. Completion of this course certifies one as a Healthcare Provider (nurses) or a Heart Saver Provider (lay people). \$30.00 lab fee. 1-1-1

**PHED 1003.** CPR Recertification Test for Health Care Professionals. Students are expected to show up for the recertification ready for both a written and skills test in health care CPR. Prerequisites: Proof of previous American Heart Health Care Provider certification. \$30.00 lab fee. 1-1-1

**PHED 1004,** First Aid/CPR. This required course combines instruction in first aid and CPR to provide the student with the basics of care given to a person who has been injured or suddenly taken ill or who has suffered a respiratory or cardiac emergency. \$30.00 lab fee. 2-0-2

**PHED 1100.** Personal Fitness I. Emphasizes an individualized fitness program which includes aerobic, flexibility, strength, and cardiovascular endurance activities. 0-2-1

**PHED 1101.** Personal Fitness II. Course II will allow a student to continue the personalized fitness program for an additional semester. 0-2-1

**PHED 1102.** Weight Training. Emphasizes weight lifting, circuit training, and cardiovascular endurance. 0-2-1

**PHED 1104.** Fitness Walking/Aerobics. A course designed to increase fitness, reduce stress, and improve health through the use of aerobics and graded walking techniques. 0-2-1

**PHED 1120.** Baseball/Softball Techniques and Strategy. Practical experience in fundamental skills and techniques, team play & strategy. 0-2-1

**PHED 1200.** Tennis/Golf. Emphasizes fundamental skills of tennis and golf. 0-2-1

**PHED 1201.** Tennis/Badminton. Emphasizes fundamental skills of tennis and badminton. 0-2-1

**PHED 1202.** Bowling. Emphasizes fundamental skills of bowling. \$40.00 lab fee. 0-2-1

**PHED 1210.** Badminton. An introduction to badminton stressing the basic skills, rules and strategies of play needed to participate in the sport successfully. 0-2-1

**PHED 1230.** Golf. Designed primarily for beginners; emphasis on teaching the basics of the game of golf. Instruction focuses on the grip, stance, and the basic swing pattern. There may be an additional golf fee. 0-2-1

**PHED 1240.** Racquetball. A course designed to provide instruction in the rules, strategies, and basic skills necessary to play the sport of racquetball. 0-2-1

**PHED 1250.** Beginning Tennis. An introduction to tennis stressing the rules, court etiquette, skill development and the language of the sport. 0-2-1

**PHED 1280.** Introduction to Yoga. This course promotes the connection of breath and movement through a dynamic flow of asanas, building strength and flexibility. Classes will generally begin with sun salutations and progress through standing and balancing postures, forward folding, lateral opening, twists, backbends, and inversions. This physical practice helps us to go within ourselves and create a deep, peaceful awareness of body and mind. By learning and practicing physically challenging flow sequences, your body will begin to rid itself of physical and mental blocks that dwell within. The result is improved circulation, a light and strong body, and a calm mind. This course will also promote the use of yoga for relaxation and meditation. 0- 2-1

**PHED 1290** Soccer. An introductory course designed to present the fundamental skills, strategies, and team concepts of soccer. Attention is given to the skills of dribbling, passing, shooting, trapping, heading and tackling. 0-2-1

**PHED 1300.** Softball/Volleyball. Emphasizes fundamental skills and team concepts of softball and volleyball. 0-2-1

**PHED 1301.** Volleyball/Basketball. Emphasizes fundamental skills and team concepts of volleyball and basketball. 0-2-1

**PHED 1400.** Firearm Safety. An introduction to the rules of safety and operation of the B.B. gun, rifle and hand gun. Successful completion of the course certifies students in Hunter Safety. 0-2-1

**PHED 1410.** Canoeing. An introduction to basic solo and tandem navigational and canoeing fundamentals. Prerequisite: basic swimming ability, comfortable in deep water, self-rescue skills. 0-2-1

**PHED 1500.** Beginning Swimming. For non-swimmers or swimmers who can swim less than 40 yards. 0-2-1

**PHED 1501.** Swimming. For swimmers who can swim 40 yards or more. 0-2-1

**PHED 1502.** Life guarding. Students must pass the American Red Cross entrance requirement of swimming 500 yards to enroll in class. 1-2-2

**PHED 1600.** Dance/Aerobics. Emphasizes the improvement of cardiovascular efficiency and muscle tone through aerobics and dance. 0-2-1

**PHED 3024.** Kinesthetic Integration. This course provides opportunities for teacher candidates to study and apply strategies and methods of kinesthetic integration to the academic subjects. Fundamental health and physical education concepts are covered as well. Students must be admitted in the Teacher Education/Elementary and Special Education (ELE/SPED) program in order to enroll in this class. Prerequisite: Admission to the Elementary and Special Education (ELE/SPED) program. 2-0-2

### **PHYSICAL SCIENCE (PHSC)**

**PHSC 1011.** Foundations of Physical Science. A survey of basic principles underlying physical phenomena. Topics studied include motion, energy, work, wave phenomena, and modern science. Prerequisites: MATH 1001, 1101, or 1111, Completing or exempting Support-level ENGL. 3-0-3

**PHSC 1011L.** Laboratory for Foundations of Physical Science. A laboratory course to augment and support PHSC 1011. Prerequisite: Completing or exempting Support-level ENGL. Prerequisite or Corequisite: PHSC 1011. 0-2-1

### **PHYSICS (PHYS)**

**PHYS 1111K.** Introductory Physics I. 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. Prerequisites: MATH 1113 and Completing or exempting Support-level ENGL. 3-2-4

**PHYS 1112K.** Introductory Physics II. An introductory course which will include electrostatics, electric current and circuits, and electromagnetism, and may also include optics and modern physics. Elementary algebra and trigonometry will be used. Prerequisite: PHYS 1111K. 3-2-4

**PHYS 2211K.** Principles of Physics. 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. Prerequisite or Corequisite: MATH 2253. Prerequisite: Completing or exempting Support-level ENGL. 3-2-4

**PHYS 2212K.** Principles of Physics II. An introductory course which will include electrostatics, electric current and circuits, and electromagnetism, and may also include optics and modern physics. Elementary calculus will be used. Prerequisite: PHYS 2211K. Prerequisite or Corequisite: MATH 2254. 3-2-4

### **POLITICAL SCIENCE (POLS)**

**POLS 1100.** American and Georgia History and Constitution. This course is designed to provide students with the essential knowledge of American Constitution/History and Georgia Constitution/History in order to meet the Georgia legislative requirements. 1-0-1

**POLS 1101.** American Government. Designed to give the student a general knowledge of the structure and functions of the government of the United States and Georgia with some time devoted to the study of current events and problems. Successful completion of this course satisfies the Georgia legislative requirements for proficiency in United States and Georgia government. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**POLS 2100.** Introduction to the European Union. This course introduces the student to the historical origins and development of the European Union, the EU's governing institutions, the EU's policymaking processes, current EU policies and issues, and EU-US relations. The course also constitutes the core offering of the European Union Studies Certificate program. Prerequisite: Completing or exempting Support-level ENGL. (See HIST 2100.) 3-0-3

**POLS 2200.** Studies of the European Union. The purpose of the course is to provide an in-depth analysis on a selected aspect of the study of European Union (EU). The course is intended as an Area E. elective for students interested in taking a course in the Online or Study Abroad catalogs of the University System's European Union Center for which the only prerequisite is POLS 1101. Prerequisites: Completing or exempting Support-level ENGL; prior approval of the instructor and successful completion of POLS 1101. (See HIST 2200) 3-0-3

**POLS 2401.** Global Issues. Examines how and why states act as they do in their contemporary relations. Continuing factors such as power, war, ideology, and governmental organizations, and recently emerging influence including supranational organizations, multinational corporations and natural resource allocation are examined. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

## **PSYCHOLOGY (PSYC)**

**PSYC 1101.** Introduction to General Psychology. A broad survey of the major topics in psychology including, but not limited to, research methodology, biological and social factors influencing behavior, development, learning, memory, personality, and abnormal. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**PSYC 2101.** Introduction to the Psychology of Adjustment. An introductory examination of the applied psychological theory and research concerning mental health and well-being. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**PSYC 2103.** Introduction to Human Development. An introductory, non-laboratory-based examination of human development across the lifespan with an emphasis on normal patterns of physical, cognitive, and social development. Prerequisite: PSYC 1101. 3-0-3

**PSYC 2201.** Abnormal Psychology. An introduction to the concept of abnormal psychology. The course will provide an overview of definitions of abnormality, issues of diagnosis and treatment, including a general introduction to the DSM-IV, theories of abnormal behavior and preventative issues, with a focus on community psychology. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**PSYC 3101.** Human Behavior in Organizations. This course deals with human behavior in organizations. Conceptual frameworks, case discussions, and skill-oriented activities are applied to course topics which include motivation, learning and development, group dynamics, leadership, communication, power and influence, change, diversity, organizational design, and culture. Class sessions and assignments are intended to help participants acquire skills and analytic concepts to improve organizational relationships and effectiveness. 3-0-3

**PSYC 3200.** Leadership Development. The course is designed to improve personal awareness in the areas of self-management, professionalism, work attitudes and motivation, personality, innovation and creativity, communication, diversity, and ethical decision making. In addition, students will gain an appreciation and understanding of the diverse individual differences that leaders encounter in a global workforce. Students can apply concepts from this class to their own professional development and also use concepts to promote and sustain a diverse working environment. Upon completion of this course, students will recognize their strengths and weaknesses and create a professional development plan that emphasizes self-management practices. 3-0-3

**PSYC 3201.** Industrial/Organizational Psychology. This course focuses on both research and the application of research findings to practical problems in the workplace. Topics include the recruitment, selection, training, motivation and job performance of individuals at work. 3-0-3

### **PUBLIC ADMINISTRATION (PADM)**

**PADM 3000.** Public Administration. This course touches on the history and focuses on the practice of public administration in the U. S. from the national, state, and local points of view. Course topics such as public policy, organization, finance, human and fiscal resources, the scope of public and nonprofit services, governmental/political relations, and public policy planning and management will be considered. 3-0-3

**PADM 3200.** Managing Nonprofit Organizations. This course focuses on organizational administration, structure, decision making, communication, human resource interaction, program delivery, and evaluation. 3-0-3

### **PUBLIC SERVICE LEADERSHIP (PSLP)**

**PSLP 4300.** Public Service – Nonprofit Internship I. Supervised intern work in a public/governmental service or nonprofit organizational setting to gain workplace experience while earning academic credit. The course requires some classroom lecture attendance as well as a minimum of 4 hours per week for 12 weeks working on-or off-campus. Requires keeping a reflective journal. Only seniors are eligible to enroll in this course. 1-4-3

**PSLP 4400.** Public Service – Nonprofit Internship II. Supervised intern work in a public/governmental service or nonprofit organizational setting to gain workplace experience while earning academic credit. The course requires some classroom lecture attendance as well as a minimum of 4 hours per week for 12 weeks working on-or off-campus. Requires keeping a reflective journal. Only seniors are eligible to enroll in this course. 1-4-3

**PSLP 4500.** Nonprofit Program Planning and Evaluation. This course focuses on mission and vision creation, strategic action plan development, strength and weakness assessment, reporting requirements for stakeholders, outcomes-based evaluation, and analysis of assessment data to drive change and improvement. 3-0-3

**PSLP 4600.** Service and Leadership Capstone Course. A course focusing on all student learning outcomes of the program, as well as on finalizing a student portfolio of documents as the culmination of student learning throughout the program. This course serves as a transition from undergraduate study and preparation to employment in a professional career or to graduate study. Must be taken in the final semester of the program. 3-0-3

**PSLP 4700.** Senior Project. A course providing advanced training in a particular area of public service/nonprofit leadership. The course requires completion of a project agreed upon by instructor and student. Only seniors are eligible to enroll in this course. 3-0-3

### **READING (READ)**

**READ 3005.** Teaching Reading and Writing in Elementary Schools. An intensive study of theory and practice in standards-based reading, literacy, and language arts instruction in elementary classrooms with diverse populations, including second language learners. Phonological awareness, phonics, vocabulary, fluency, and comprehension are addressed. This course provides a basis for development of research-based pedagogy of science of reading in standards-based reading/language arts instruction in elementary school classrooms with diverse populations. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education program. 3-0-3



**READ 3006.** Reading in the Content Areas. This course provides opportunities for teacher candidates to study and apply strategies and methods that support comprehension, vocabulary, study skills, and critical reading and writing in the content areas. Content reading for second language learners is also addressed. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education program. 3-0-3

**READ 3007.** Assessing Literacy in Early Childhood Education. An intensive study of theory and practice for preventing, assessing, and intervening with reading problems in classrooms with diverse student populations, including second language learners. There is focus on utilization of formal and informal data collection and analysis of the literacy development of groups and individuals for the purposes of developing responsive instruction. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education program. 3-0-3

**READ 3090.** Children's Literature and Language Arts. This course focuses on the integration of multicultural children's literature in curriculum supporting the development of speaking, reading, writing, and thinking critically in elementary level classrooms with diverse student populations, including second language learners. Clinical experiences in the field required. Prerequisite: Admission to Teacher Education program. 3-0-3

### **RECREATION (RECR)**

**RECR 2201.** Introduction to Recreation Services. This course is designed to introduce students to the concepts and principles of leisure and recreation. Opportunity is offered for each student to observe the recreation services of a number of agencies in operation. 3-0-3

**RECR 2202.** Social Recreation. Social recreation is designed to offer students the materials, information, and experience necessary to adequately conduct social recreation programs. 2-2-3

**RECR 2203.** Outdoor Recreation. Presents an overview of the scope of outdoor recreation. The history and development of outdoor recreation, conservation, and organized camping is presented. 2-2-3

**RECR 2204.** Recreation Leadership. This course is designed to give students experience and knowledge of leadership principles and procedures in recreation. 2-2-3

### **SCIENCE (SCIE)**

**SCIE 1111.** Environmental Science–Energy, Air, and Water Resources. An interdisciplinary course that uses scientific principles to examine environmental issues. The inter-relatedness between humans and nature as well as the earth's limited resources will be studied. Specific topics include human population, traditional energy sources, alternative energy sources, air pollution, formation of the ozone hole, global warming, and water pollution. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**SCIE 1111L.** Laboratory for Environmental Science–Energy, Air, and Water Resources. A laboratory course to augment and support SCIE 1111. Prerequisite or Corequisite: SCIE 1111. 0-2-1

**SCIE 1121.** Environmental Science–Earth and Biological Resources. An interdisciplinary course covering environmental issues relating to Earth's terrestrial and aquatic ecosystems, weather, agricultural issues, waste and waste management and geology. The environmental science courses SCIE 1111 and SCIE 1121 are totally independent. You may take SCIE 1121 without taking SCIE 1111. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**SCIE 1121L.** Laboratory for Environmental Science—Earth and Biological Resources. A laboratory course to augment and support SCIE 1121. Prerequisite or Corequisite: SCIE 1121. 0-2-1

## SCIENCE EDUCATION (SIED)

**SIED 4184.** Elementary Science Methods. This course is designed to prepare teacher candidates to deliver hands-on, content rich science instruction and to help students understand core ideas and practices in science. This course provides opportunities for teacher candidates to learn and understand how to teach the cross-cutting concepts and core ideas, and scientific practices of earth, physical, and life sciences that are aligned to the Georgia Standards for Excellence (GSE) and the Next Generation Science Standards (NGSS). The course will also examine psychological underpinnings of science learning, elementary science curricula and standards, classroom layout and safety, assessment, and science in popular literature. Guided field experience required. 3-0-3

## SOCIOLOGY (SOC)

**SOCI 1101.** Introductory Sociology. A study of the discipline of sociology. Topics will include sociological theory, methods and selected substantive areas. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**SOCI 1160.** Introduction to Social Problems. A theoretical and empirical analysis of selected major problems confronting American society. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**SOCI 2293.** Introduction to Marriage and the Family. An introduction to the structure, processes, problems, and adjustments of contemporary marriage and family life. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**SOCI 2501.** The Multiple Aspects of Diversity. An introduction to the sociology of race and ethnic relations, examining selected racial and ethnic subcultures with respect to past and present history, past and present patterns of participation, minority-majority relations, maintenance patterns and consequences of prejudice and discrimination for American life. A multicultural perspective and an analysis of minority groups in American society will be included. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**SOCI 3501.** Gender in Work. Students will examine the differences in the work experiences of men and women within organization. Topics include gender-role attitudes, occupational segregation, gender and leadership, sexual behavior in the workplace, career mobility and workforce diversity. 3-0-3

## SPANISH (SPAN)

**SPAN 1001.** Elementary Spanish I. Grammar, reading, writing, simple listening and speaking skills. Prerequisite: Completing or exempting Support-level ENGL. 3-0-3

**SPAN 1002.** Elementary Spanish II. Continuation of SPAN 1001. Prerequisite: SPAN 1001 or equivalent. 3-0-3

**SPAN 1101.** Elementary Spanish Conversation and Culture I. Students will develop the cultural understandings, attitudes and performance skills needed to function appropriately within a society of the target language and to communicate with the culture bearer. Prerequisite or Corequisite: passing or exempting SPAN 1001, or instructor's permission. 0-2-1 (Institutional Credit.) (May not be used to satisfy core curriculum requirements.)

**SPAN 1102.** Elementary Spanish Conversation and Culture II. Students will develop the cultural understandings, attitudes and performance skills needed to function appropriately within a society of the target language and to communicate with the culture bearer. Prerequisite or Corequisite: Passing or exempting SPAN 1002, or instructor's permission. 0-2-1 (Institutional Credit.) (May not be used to satisfy core curriculum requirements.)

**SPAN 2001.** Intermediate Spanish I. A more advanced course which refines skills in grammar, reading, writing, and speaking with emphasis on imperatives, present subjunctive, and description and narration in simple tenses (past, present and future). Culture lessons focus on Spain, Mexico and Central America. Prerequisite: SPAN 1002 or permission of instructor. 3-0-3 Prerequisite: SPAN 1002 or equivalent. 3-0-3

**SPAN 2002.** Intermediate Spanish II. Application and refinement of basic skills with emphasis on reading, writing, and speaking with emphasis on conditional, past subjunctive and compound tenses. Culture lessons focus on Spanish-speaking countries in South America and the Caribbean. Prerequisite: SPAN 2001 or equivalent. 3-0-3

**SPAN 2101.** Intermediate Spanish Conversation and Culture I. Students will develop the cultural understandings, attitudes and performance skills needed to function appropriately within a society of the target language and to communicate with the culture bearer. Prerequisite or Corequisite: passing or exempting SPAN 2001, or instructor's permission. 0-2-1 (Institutional Credit.) (May not be used to satisfy core curriculum requirements.)

**SPAN 2102.** Intermediate Spanish Conversation and Culture II. Students will develop the cultural understandings, attitudes and performance skills needed to function appropriately within a society of the target language and to communicate with the culture bearer. Prerequisite or Corequisite: passing or exempting SPAN 2002, or instructor's permission. 0-2-1 (Institutional Credit.) (May not be used to satisfy core curriculum requirements.)

## **COLLEGE ORIENTATION AND SUCCESS (SGSC)**

**SGSC 1000.** South Georgia State College Orientation and Success. This course is designed to help students learn skills that will make them better college students, not only academically, but also socially. The course will focus on helping students identify strengths and offer services, resources and opportunities to build upon these strengths. Also, the course will provide specific knowledge, tips, skills and shortcuts for excelling in a student's academic and occupational endeavors. Topics covered in this course will be college issues, services available to students, tips for better communication with classmates and instructors, time management and studyskills. 1-0-1 (This course is required for all first-time, full-time students.)

## **STUDY ABROAD (SABR)**

**SABR 1000, 1001, 1002, 1003, 1004.** Study Abroad. Organized academic study outside the United States. Study normally focuses on the culture, language, history, or economics of a nation or region. May be repeated for credit when topics vary. 0-2-1 (Institutional credit)

**SABR 2001-2005.** Study Abroad. An interdisciplinary course of selected areas of history, political science, economics, arts, and literature. Awareness and understanding of cultural, ethnic, racial, and gender diversity will be addressed. [SABR 2001 – United Kingdom; 2002 – South Pacific & Asia; 2003 – European Union; 2004 – Africa; 2005 - Latin America]. 3-0-3

## **THEATRE (THEA)**

**THEA 1000, 1001, 1002, 1003.** Theatre Practicum. A lab course for students participating in a theatre production as actors and/or technical crew. 0-2-1 (Institutional Credit)

**THEA 1100.** Theatre Appreciation. A study of the theatre as a collaborative art form, from script to performance. Includes historical background, the roles of the various persons involved both on and off stage, and the importance of both the performance space and the audience. 3-0-3

**THEA 2210.** Voice and Diction. An introduction to vocal training for the production of Standard American Speech, with an emphasis on resonance, breath control, vocal relaxation, and posture using the International Phonetic Alphabet (IPA) and a variety of approaches to contemporary vocal training. Prerequisites: Completing or exempting Support-level ENGL. 3-0-3

**THEA 2800.** Fundamentals of Acting. An introduction to the principles of acting, including proper preparation for acting, physical and vocal control and flexibility, and the analysis and creation of character. Instruction includes class lectures, exercises, and scene study. 3-0-3

Revised 06/30/23

## FACULTY

- Abdalla, Badr**.....Associate Professor of Physics  
B.S., M.S., Ph.D., Sudan University of Science & Technology
- Abercrombie, Ronald**..... SR Lecturer of Accounting & Business  
B.A., M.S., Valdosta State University
- Acharya, Tulasi** ..... Assistant Professor of English  
M.A., Kennesaw State University; M.A., Ph.D., Florida Atlantic University
- Adams, Margaret**.....Associate Professor of Mathematics  
B.A., Pace University; M.A., Brooklyn College;  
Ph.D., B.A., University of North Carolina
- Agostini, Thomas** ..... Associate Professor of History  
B.A., Virginia Military Institute; M.A., James Madison University;  
Ph.D., Lehigh University
- Anderson, Crystal**..... Associate Professor of Communications  
B.A., Valdosta State University; M.A., University of Georgia
- Baldwin, Cory** .....Lecturer of Physical Education  
B.S., Clayton State University; Men's Head Basketball Coach  
M.A., Central Michigan University
- Balkanli, Mehmet** ..... Associate Professor of Marketing  
B.A., Isik University, Istanbul, Turkey;  
M.B.A., Marmara University, Istanbul, Turkey; D.B.A., Argosy University
- Carter, Jaime L.**..... Dean, School of Nursing  
B.S.N., M.S.N., Valdosta State University; Professor of Nursing  
Ed.D., University of West Georgia
- Cook, A. G.**..... Professor of Biology  
M.S., B.S., Brigham Young University; M.S., Ph.D., University of Georgia
- Cozma, Codrina**..... Professor of English & Learning Support  
B.A., Cuza University; M.A., Valdosta State University;  
Ph.D., University of South Florida
- Day, Daphne** ..... Assistant Professor of Nursing  
B.S., Trident University; M.S. Capella University
- DiNicola, Andrew** ..... Associate Professor of English & Learning Support  
B.A., State University of New York at Buffalo;  
M.A., University of North Florida
- Dye, Bryson**..... Associate Professor of Chemistry  
B.S., M.S., University of Idaho; Ph.D., University of Georgia
- Dye, Kathryn**..... Associate Professor of Biology  
B.S., Microbiology, University of Idaho; Ph.D., University of Georgia

- Ellis, Jeff** ..... Lecturer of Academic Success  
 B.S., Sacred Heart University; Women's Head Softball Coach  
 M.S., Lynn University
- Esenabhalu, Victor** ..... Associate Professor of Anatomy & Physiology  
 B.S., University of Llorin, Nigeria; M.S., University of Benin, Nigeria  
 Ph.D., University of Graz, Australia
- Fales, Paula M.** ..... Associate Professor of English/Education  
 B.A., University of Central Florida; M.A., Florida State University
- Fitzgerald, Amy** ..... Interim Chair of Education  
 B.S., M.A., Valdosta State University Assistant Professor of Education
- Griffin, Rebecca** ..... Associate Professor of Mathematics  
 B.S.Ed., M.Ed., Georgia Southern University
- Guedes, Rosa** ..... Professor of Biology/Ecology  
 B.S., Faculdade de Filosofia/Federal University, Brazil;  
 M.S., Federal University of Rio, Grande do Sul, Brazil;  
 Ph.D., University of Georgia
- Havens, Julie** ..... Associate Professor of Biology  
 B.S., University of Arkansas; M.S., University of South Florida;  
 Ph.D., University of Arkansas
- Hersey, Nicole** ..... Assistant Professor of Education  
 B.S., M.Ed., Valdosta State University
- Holiwski, Frank** ..... Professor of Psychology  
 B.A., East Tennessee State University;  
 M.A., Ph.D., DePaul University
- Holloway, Joseph** ..... Chair, Business Management,  
 M.S., University of West Alabama; Professional Business & Technical Writing,  
 M.P.A., Bus Admin, Jax State University; and Professional Service Leadership  
 Ph.D., Regent University Associate Professor of Business
- Howell, Lisa** ..... Professor of Mathematics  
 B.S., M.S., Ed.D., Georgia Southern University
- Hunt, Kimberly** ..... Chair, Sciences & Mathematics  
 B.S., University of Florida; Associate Professor of Biology/Ecology  
 B.S., University of Florida; Ph.D., University of Georgia
- Ide, Michael Carl** ..... Assistant Professor of Sociology  
 B.A., University of Southern Mississippi; M.A., University of Kentucky;  
 Ph.D., University of Massachusetts Amherst
- Jewell, Tonya** ..... Assistant Professor of Nursing  
 A.S.N., SGC; M.S.N., Walden University;  
 D.N.P., Georgia College & State University

**Johnson, Charles W.** ..... Dean, School of Arts & Sciences  
 B.A., SUNY at Geneseo; Professor of Physics  
 M.S., St. Bonaventure University;  
 Ph.D., Kent State University

**Johnson, Elisa**..... Lecturer of English  
 B.A., Wittenberg University; M.A., Morehead State University

**Jowers, Shanda**.....Assistant Professor of Nursing  
 A.S.N., South Georgia College; M.S.N., Walden University

**Kelley-Heath, Rhonda** ..... Professor of English & Learning Support  
 B.A., M.A., Ph.D., University of Georgia

**Kelly, Lynn**.....Director of Libraries  
 B.A., Valdosta State University; M.L.I.S., Florida State University

**Kirkland, Cindi** ..... Professor of Computer Information Systems  
 B.A., M.Ed., Ph.D., Valdosta State University

**LeRoy, Katherine** ..... Assistant Professor of Theatre/Fine Arts  
 B.A., Florida A & M; M.F.A., University of Nebraska

**Lloyd, Zena**..... Assistant Professor of Education  
 B.S., M.Ed., Ed.D., Valdosta State University

**Lytle, Lisa** .....Lecturer of Physical Education  
 B.S., M.Ed., Angelo State University Ladies Soccer Coach

**Madrid, Guadelupe**..... Associate Professor of Spanish  
 B.S, M.S., Univsidad de Oriente, Venezuela;  
 M.A., M.A., Ed.D., West Virginia University

**Majdi, Bernard F.**..... Associate Professor of Chemistry/Biology  
 B.S., Metropolitan ST College of Denver;  
 M.A., Western State College of Colorado

**Niroula, Nirmal** .....Associate Professor of Sociology  
 B.S., M.S., Tribhuwan University, Nepal; M.A., University of Akron;  
 Ph.D., University of Kentucky

**Norris-Holiwski, Candace**..... Sr. Lecturer of Psychology  
 B.S., M.S., Valdosta State University

**Oliver, David** .....Lecturer of Physical Education  
 B.S., University of Kentucky; M.S., Georgia State University Head Swim Coach

**Petrella, Jeremy** ..... Associate Professor of History  
 B.A., Niagara University; M.A., Valdosta State University

**Pirkle, Darlene**.....Associate Professor of Nursing  
 B.S.N., Medical College of Georgia; M.S.N., Valdosta State University

- Potter, Robert** ..... Associate Professor of Biology  
B.S., M.S., Colorado State University, Ph.D., University of Georgia
- Pradhan, Kishore** ..... Associate Professor of Mathematics  
B.S., Garhwal University, Nepal; M.S., Mathematics, Tribhuvan University, Nepal;  
M.S., University of Memphis
- Pridemore, Frank** ..... Associate Professor of Political Science  
B.S., Florida Southern College; M.P.A., Valdosta State University
- Reiman, Richard A.** ..... Professor of History  
B.A., Miami University; M.A., Ph.D., University of Cincinnati
- Scheeser, Hayley** ..... Sr. Lecturer of Communications  
B.A., M.A., Georgia State University
- Selby, Sara E.** ..... Interim Vice President for Academic & Student Affairs  
B.A., M.A., University of Mississippi  
Academic Affairs Projects Specialist  
Professor of English
- Sims, Rebecca** ..... Professor of Political Science  
M.A., Georgia State University;  
M.P.A., Valdosta State University; J.D., Baylor University
- Smith, Molly E.** ..... Professor of Biology  
B.S., Mercer University; Ph.D., Clemson University
- Stevens, Terri** ..... Lecturer of Mathematics  
B.S., M.Ed., Valdosta State University
- Strickland, Kasey** ..... Chair, Nursing & Health Sciences  
B.S.N., M.S.N., Valdosta State University  
Associate Professor of Nursing
- Sundram, Yoga** ..... Professor of Biology  
D.V.M., University of Ceylon, Peradeniya, Sri Lanka;  
M.S., Ph.D., Louisiana State University
- Tailony, Rauf** ..... Assistant Professor of Mechanical Engineering  
M.S., Ph.D., University of Toledo
- Thigpen, Scott** ..... Professor of Nursing  
B.S.N., M.S.N., Valdosta State University;  
D.N.P., Medical College of Georgia
- Thornton, Lauren** ..... Associate Professor of Nursing  
B.S.N., M.S.N., Walden University
- Thrift, Lindsay** ..... Assistant Professor of Nursing  
B.S.N., M.S.N., Georgia Southern University  
D.N.P., Valdosta State University
- Timothy, Jeff** ..... Lecturer of Physical Education  
B.S., Southern Polytechnic State University;  
Head Baseball Coach  
M.B.A., Brenau University; M.Ed., University of Houston



**Walker, Elise**.....Assistant Professor of Nursing  
B.S.N., Valdosta State University; M.S. N., South University

**Warren, Branden**..... Lecturer of Education  
B.S., Western Governors University; M.S.N., Georgia Southern University

**Waters, Cathleen**.....Assistant Professor of Nursing  
B.S.N., Lycoming College; M.Ed., Georgia Southwestern State University

**Wehmeier, Travis**..... Instructor of Mathematics  
B.S., M.S., Georgia Southern University

**Williams, Janice St. Claire**.....Reference Librarian  
B.A., M.L.S., University of West Indies

**Yonz, Randy O**.....Associate Professor of Physical Education  
B.S., M.Ed., Ed.S., Valdosta State University

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## **SOUTH GEORGIA STATE COLLEGE\* EMERITUS FACULTY**

### **Barrow, William H.**

Professor Emeritus of Physics & Mathematics  
B.S.Ed., M.S., Ed.S., Georgia Southern University; Ph.D., University of Georgia

### **Bowen, Dorothy C.**

Associate Professor Emerita of Nursing  
B.S.N., M.S.N., Georgia State University; Ed.Sp. University of Missouri

### **Chen, Yuna**

Professor Emerita of Economics  
B.A., Finance, Jinan University, China  
M.A., Economics, Florida International University  
Ph.D., Economics, Florida International University

### **Clemons, Peggy**

Associate Professor Emerita of Nursing  
B.S.N., M.S.N., Valdosta State University

### **Cottingham, James A.**

Vice President for Student Affairs Emeritus  
Professor Emeritus of Education and Psychology  
B.A., Appalachian State University; M.A., Teachers College-Columbia University  
Ed.D., University of Georgia

### **Douglas, Charles A.**

Associate Professor Emeritus of Mathematics  
B.S., University of Georgia; M.Ed., Ed.S., Georgia Southern College

### **Franklin, J. Marion**

Vice President Emeritus of Business Affairs  
B.B.A., University of Georgia; M.B.A., Valdosta State College

### **Harrington, Terry L.**

Associate Professor Emeritus of Biology  
A.B.J. University of Georgia; M.A., Ed.S. Appalachian State

### **James, Grace M.**

Vice President for Academic Affairs Emerita,  
Chair Emerita of the Division of Health, Physical Education, and Recreation,  
Athletic Director Emerita, and Professor Emerita of Physical Education  
B.S. Ed, M.Ed., Georgia Southern College; Ed.D. University of Georgia

### **Lott, Wilma R.**

Professor Emerita of Mathematics  
B.S.Ed., Georgia Southern College; M.Ed., M.Ed., Ed.S. Valdosta State College;  
Ph.D., Georgia State University

### **MacQuinn, Janice M.**

Assistant Professor Emerita of Nursing  
B.S.N., M.S.N., Russell Sage College

**McDonald, Carl B**

Vice President for Academic Affairs Emeritus  
Chair Emeritus of the Division of Humanities and Professor Emeritus of English  
B.A., Auburn University; M.Ed., Georgia Southwestern;  
M.Div., Emory University; and M.A., Ph.D., Florida State University

**Nye, Roger D.**

Chair Emeritus of the Division of Business & Social Sciences  
Professor Emeritus of Criminal Justice and Sociology  
B.S., York College of Pennsylvania; M.S., Eastern Kentucky University;  
M.S., Valdosta State College; Ed.D. University of Georgia

**Richards, Marlene K. Bush**

Assistant Professor Emerita of Learning Support Reading  
B.S.Ed., University of Georgia; M.Ed., Valdosta State University

**Seward, Lori A.**

Professor Emerita of Speech & Theatre  
B.F.A., Central Connecticut State University;  
M.A., University of Connecticut; Ph.D., New York University

**Sims, Scott**

Assistant Professor Emeritus of Health & Physical Education  
Head Baseball Coach Emeritus  
B.S., M.S., Eastern Kentucky University

**Steverson, Leonard**

Associate Professor Emeritus of Sociology  
B.S., Georgia Southern University; M.S., Valdosta State University  
Ph.D., Capella University

**Swilley, Monroe F., III**

Associate Professor Emeritus of History  
A.B., M.A., Georgia State University

**Tarver, Douglas**

Chair Emeritus of the Division of Health, Physical Education & Recreation  
Professor Emeritus of Health, Physical Education and Recreation  
B.S., M.S., Northwestern State University; Ph.D., Florida State University

**Trowell, Christy T.**

Associate Professor Emeritus of Social Science  
B.S.Ed., Ed.S., Georgia Southern College

**Watts, Sherrill G.**

Chair Emerita of the Division of Natural Sciences/Mathematics,  
Professor Emerita of Science,  
Director Emerita of Planning and Assessment  
B.A., M.S., University of Southern Mississippi; Ph.D., Emory University

**Wilkerson, Thomas A.**

Vice President for Academic Affairs Emeritus and Professor Emeritus of Speech  
A.A., Augusta College; B.S.Ed., Georgia Southern College;  
M.F.A., Ed.D. University of Georgia

**Wingblade, George B.**  
Director Emeritus of Physical Plant  
Assistant Professor Emeritus of Business  
B.S., San Francisco State University;  
M.Ed., Cambridge College Ed.D., Nova Southeastern University

\* South Georgia College and Waycross College were consolidated by the Board of Regents of the University System of Georgia on January 8, 2013, to form South Georgia State College.

**WAYCROSS COLLEGE\* EMERITUS FACULTY**

**\*\*Deason, William E.**  
Vice President for Business Affairs Emeritus  
B.B.A., Georgia College; M.B.A., Valdosta State University

**\*\*Helms, James M.**  
Professor Emeritus of Mathematics  
AS., Wallace Junior College; B.S., University of South Alabama;  
M.S., Florida State University; Ed.D., University of Georgia

**Ratliff, Leigh M.**  
Assistant Professor Emerita of Mathematics/Computer Science  
B.A., Agnes Scott College; M.Ed., Georgia Southern College;  
additional study, University of North Carolina at Chapel Hill

\* South Georgia College and Waycross College were consolidated by the Board of Regents of the University System of Georgia on January 8, 2013, to form South Georgia State College.

\*\*Charter Faculty at Waycross College

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