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# CURRICULUM PROGRAMS OF STUDY

The wide variety of curriculum credit programs at GTCC are designed to meet the educational needs of individual citizens, businesses and industries in Guilford County. When you successfully complete a program of study, you can earn an associate degree, a diploma or a certificate, depending on the program. Most programs are offered on the Jamestown campus, although individual classes are offered in Greensboro and High Point. The college's sites in Greensboro and High Point also offer some curriculum programs (see below).

## Greensboro Programs

GTCC offers classes at three locations in Greensboro: 3505 E. Wendover Ave. location, the Small Business Center at 2007 Yanceyville St., suite 220; and the GTCC Aviation Center at the Piedmont Triad International Airport, 260 Regional Rd and 819 Radar Rd.

The following programs are housed on the 3505 East Wendover campus: Air Conditioning, Heating and Refrigeration Technology; Plumbing; Residential Carpentry; Construction Management Technology; Architectural Technology; Civil Engineering/Surveying Technology; Mechanical Engineering/Drafting and Design Technology; Electronics Engineering Technology; Telecommunications and Network Engineering Technology; Industrial Systems Technology; Electrical Construction; Industrial Electrical/Electronics Technology; Machining Technology; Manufacturing Technology; and Turfgrass Technology.

The Greensboro Wendover Campus offers a variety of Continuing Education classes including Basic Skills Programs (Adult Basic Education, GED, Adult High School, English for Speakers of Other Languages, and Compensatory Education). A wide variety of Occupation Extension classes such as Computer Classes, CNA training, Real Estate Certification, and other business and occupational skills training courses are offered, in addition to a host of Community Services classes designed for personal and skills enrichment (Art, photography, foreign languages, sewing, health related, retirement and personal enrichment classes).

The following curriculum programs are offered at the GTCC T.H. Davis Aviation Center: Aviation Management and Career Pilot Technology; and Aviation Systems Technology.

Certificates in Software Applications and Accounting also are offered in Greensboro, as are selected Early Childhood Associate classes.

For more information about these programs see the program plans on the following pages or contact the program's department chair.

## High Point Programs

The GTCC High Point campus is located at 901 S. Main St. in High Point.

The campus is home to the following curriculum programs: Entertainment Technology, Furniture Upholstery, Human Services Technology, Human Services Technology-Substance Abuse Concentration, Pharmacy Technology, and selected certificates and degree programs in Business. A variety of Continuing Education classes are offered including Basic Skills (Adult Basic Education, GED, Adult High School, English for Speakers of Other Languages and Compensatory Education), certificates in Software Applications, a variety of computer classes, and Community Service (cooking, sewing, art, writing, and other personal enrichment opportunities).

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## Developmental Education

The Developmental Education program is the backbone of GTCC's open-door admissions policy. Some students seek admission to curriculum programs and find themselves under-prepared. Developmental Education offers these students a program to develop academic skills to enable them to enter their chosen curricula with an improved chance for success.

Nearly all students who apply to associate degree programs and those who apply to some one-year diploma programs have their skills evaluated in reading, writing, mathematics and English as a Foreign Language. Applicants whose scores fall below the minimum required by curriculum programs or for entry-level courses in English, reading, and mathematics are referred to Developmental Education for course work. Developmental Education courses may be taken prior to or with some curriculum courses, depending on guidelines of the chosen program of study.

Developmental Education courses also may be selected by students who wish to improve their basic academic skills. The courses are offered in reading, English grammar and composition, academic skills, and English as a Foreign Language, and mathematics. These courses allow students to concentrate on their individual academic needs and gain confidence in their abilities.

### Program Outcomes

Upon completion of the Developmental Education program, the student should be able to:

- apply basic reading skills at the minimum level established by the curriculum;
- apply basic grammatical principles of standard written English at the minimum level established by the curriculum;
- apply basic writing skills at the minimum level established by the curriculum; and
- apply basic mathematical skills at the minimum level required by the curriculum;
- apply targeted employability skills;
- apply basic life skills.

### Developmental Education, day and evening courses

#### Contact Information:

(336) 334-4822, ext. 2353 - from Greensboro • (336) 454-1126, ext. 2353 - from High Point

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Academic Related Courses</b>						
ACA	085	Improving Study Skills	0	2	0	1
ACA	111	College Student Success	1	0	0	1
ACA	115	Success and Study Skills	0	2	0	1
ACA	118	College Study Skills	1	2	0	2
<b>English As A Foreign Language</b>						
EFL	081	Grammar I	5	0	0	5
EFL	091	Composition I	5	0	0	5
EFL	092	Composition II	5	0	0	5
<b>Developmental Biology</b>						
BIO	094	Concepts of Human Biology	3	2	0	4
<b>Developmental Chemistry</b>						
CHM	092	Fundamentals of Chemistry	3	2	0	4

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**Developmental English**

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ENG	070	Basic Language Skills	2	2	0	3
ENG	080	Writing Foundations	3	2	0	4
ENG	090	Composition Strategies	3	0	0	3
ENG	090A	Composition Strategies Lab	0	2	0	1

**Developmental Mathematics**

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MAT	050	Basic Math Skills	3	2	0	4
MAT	060	Essential Mathematics	3	2	0	4
MAT	070	Introductory Algebra	3	2	0	4
MAT	080	Intermediate Algebra	3	2	0	4

**Developmental Reading**

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RED	070	Essential Reading Skills	3	2	0	4
RED	080	Introduction to College Reading	3	2	0	4
RED	090	Improved College Reading	3	2	0	4

**Academic Related Courses**

Academic Related courses are offered through GTCC's Developmental Education program. These courses, which have a prefix of ACA, have application to students in all programs. They count toward graduation and may provide transferable elective credit. These courses are designed to strengthen your chances of success in academic and work settings. GTCC currently offers four Academic Related courses. For course descriptions, please see page 338.

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# PROGRAM LIST

## Arts & Sciences

### Associate in Arts

General Studies (*available online\**)  
Pre-Major Art Education  
Pre-Major Business Administration  
Pre-Major Business Education /  
Marketing Education  
Pre-Major Communication Studies  
Pre-Major Criminal Justice  
Pre-Major Elementary Education  
Pre-Major English  
Pre-Major English Education  
Pre-Major Health Education  
Pre-Major History  
Pre-Major Middle Grades  
Pre-Major Nursing  
Pre-Major Physical Education  
Pre-Major Political Science  
Pre-Major Psychology  
Pre-Major Social Science Secondary Education  
Pre-Major Special Education  
Pre-Major Social Work  
Pre-Major Sociology

### Associate in Fine Arts

General Studies, Drama Concentration  
Pre-Major Music

### Associate in General Education

Non-transfer degree

### Associate in Science

General Studies  
Pre-Major Biology and Biology Education  
Pre-Major Chemistry and Chemistry Education  
Pre-Major Engineering  
Pre-Major Mathematics

### Diploma

General Studies, College Transfer Readiness

## Biological Technologies

### Associate in Applied Science

Biotechnology

## Business Technologies

### Associate in Applied Science

Accounting  
Business Administration (*available online\**)  
- Human Resources Management  
Computer Information Technology (*available online\**)  
Computer Programming  
Entertainment Technology  
- Sound Engineering Option  
- Sound and Lighting Option  
- Performer Option  
- Management Option  
Global Logistics Technology  
Healthcare Management Technology  
Hotel & Restaurant Management  
Medical Office Administration  
Networking Technology  
Office Administration (*available online\**)  
Paralegal Technology  
Simulation and Game Development  
Web Technologies

### Diploma

Accounting  
Medical Transcription (*available online\**)

### Certificate

Accounting  
Business Administration  
- Human Resources Management  
- Professional Selling  
Computer Information Technology  
- Basic Certificate  
- Operating Systems  
Medical Office Administration  
- Hospital Billing and Coding  
- Medical Billing and Coding  
- Electronic Medical Records  
Networking Technology  
- Routing  
Office Administration  
- Software Applications  
Paralegal Technology  
- Bankruptcy  
- Corporate Business  
- Real Estate  
Web Technologies  
- Basic Certificate  
- Advanced Certificate

\* - Limited enrollment program (see page 22)

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## Commercial & Artistic Production Technologies

### Associate in Applied Science

Advertising and Graphic Design

### Certificate

Advertising and Graphic Design

- Computer Graphics

- Photography

## Construction Technologies

### Associate in Applied Science

Air Conditioning, Heating and

Refrigeration Technology

Construction Management Technology

Electrical/Electronics Technology

### Diploma

Air Conditioning, Heating and

Refrigeration Technology

Carpentry

Construction Management Technology

Electrical/Electronics Technology

- Electrical Construction

- Master Electrician

### Certificate

Air Conditioning, Heating and

Refrigeration Technology

- Air Conditioning

- Comfort Systems Design

- Commercial Control Systems

- Control Systems

- Heat Pumps

- Heat Pump Service

- Refrigeration

- Year-Round Comfort Systems

Carpentry - Basic & Advanced

Construction Estimation

Construction Supervision

Electrical/Electronics Technology

- Basic Wiring Skills

- Basic Electrical Construction

- Industrial Electrician

- Advanced Construction Electrician

Plumbing

## Engineering Technologies

### Associate in Applied Science

Architectural Technology

Civil Engineering Technology

Electronics Engineering Technology

- RF Technician Option

Mechanical Engineering Technology

- Drafting and Design Option

- CAD Support Option

Surveying Technology

Telecommunications and Network

Engineering Technology

### Diploma

Architectural Technology

Electronics Engineering Technology

Mechanical Engineering Technology

- Drafting and Design

Telecommunications and Network

Engineering Technology

### Certificate

Architectural Technology

Civil Engineering Technology

Electronics Engineering Technology

- Basic Electronics

Mechanical Engineering Technology

- CAD Certificate

Surveying Technology

Plumbing

Telecommunications and Network

Engineering Technology

- Basic

- Advanced

\* - Limited enrollment program (see page 22)

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## Health Sciences

### Associate in Applied Science

Associate Degree Nursing (Integrated)\*

Dental Hygiene\*

Emergency Medical Science\*

- Bridging Program

Human Services Technology

- Substance Abuse

- Mental Health

Medical Assisting\*

Physical Therapist Assistant\*

Surgical Technology\*

Pharmacy Technology

### Diploma

Dental Assisting

Surgical Technology

Pharmacy Technology

Practical Nursing (Integrated)\*

### Certificate

Human Services Technology

- Mental Health Technology

- Substance Abuse Prevention

- Substance Abuse Treatment

## Industrial Technologies

### Associate in Applied Science

Industrial Systems Technology

Machining Technology

Manufacturing Technology

Turfgrass Management

### Diploma

Furniture Upholstery

Industrial Systems Technology

Machining Technology

- Machinist

Manufacturing Technology

Turfgrass Management

Welding Technology

### Certificate

Furniture Upholstery

- Furniture Upholstery

- Sewing

Industrial Systems Technology

- Packaging

- Troubleshooting

- Controls

Machining Technology

- Basic Conventional Machining

- Intermediate Conventional Machining

- CNC Set-Up

- CNC Operator

Manufacturing Technology

- Basic Manufacturing

Turfgrass Management

- Landscape Design

- Landscape Maintenance

Welding Technology

\* - Limited enrollment program (see page 22)

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## Public Service Technologies

### Associate in Applied Science

Cosmetology \*

Criminal Justice Technology

Culinary Technology

Cyber Crime Technology

Early Childhood Education

Emergency Preparedness Technology

Fire Protection Technology

General Occupational Technology

Occupational Education Associate (*available online*)

### Diploma

Cosmetology

Culinary Technology

Early Childhood Education

### Certificate

Baking

Cosmetology

Culinary Technology

Early Childhood Education

- Early Childhood Administration
- Early Childhood School-age
- Infant-Toddler Care

Emergency Preparedness Technology

Lateral Entry (*available online\**)

Basic Law Enforcement Training

## Transportation Systems Technologies

### Associate in Applied Science

Automotive Systems Technology

- Ford Option \*
- GM Option \*
- Generic Option

Aviation Management / Career Pilot Technology

- Aviation Management Option
- Career Pilot Option

Aviation Systems Technology\*

Heavy Equipment and Transport Technology

- Medium/Heavy Duty Truck

### Diploma

Autobody Repair\*

Heavy Equipment and Transport Technology

- Medium/Heavy Duty Truck

### Certificate

Autobody Repair

Automotive Systems Technology

- Generic Option

Aviation Management / Career Pilot Technology

- Aviation Management Option
- Career Pilot Option

Aviation Systems Technology

- Airframe and Powerplant Option
- Airframe Rating Option
- Powerplant Rating Option

Heavy Equipment and Transport Technology

- Medium/Heavy Duty Truck

\* - Limited enrollment program (see page 22)

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# ARTS & SCIENCES (COLLEGE TRANSFER)

## Associate in Arts Program

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The Associate in Arts degree program is designed for students who intend to pursue a Bachelor of Arts degree in one of the liberal arts disciplines or a bachelor's degree in a professional school which requires a strong background in the liberal arts prior to admission to the major. Students who are uncertain of their academic major should also enroll in this program. Students may want to choose the Associate in Science degree.

This program is offered through the Comprehensive Articulation Agreement between the North Carolina Community College System and the University of North Carolina System. College students who complete the 44-hour general education core and graduate with a grade of C or better in each course will meet the general education requirements for freshmen and sophomores in North Carolina. They will then be eligible to be considered for admission with junior class standing to senior institutions in the University of North Carolina System. Graduates also will be eligible to be considered for admission with junior class standing to public institutions outside the state of North Carolina and many private institutions, including those in Guilford County and the greater Piedmont Triad.

In order to ensure appropriate selection of courses, a student should determine his/her Pre-Major and preferred university as early as possible in his/her studies at GTCC.

There are two ways to start a four-year degree at Guilford Tech:

- Complete an A.A., A.S., or A.EA degree in an approved "pre-major" or college transfer general education degree plan.
- Complete the 44-hour general education core for the Diploma of Transfer Readiness.
- Complete at least 24 to 30 semester hours at GTCC with minimum grades of "C" in these courses.

### AA/AS Completion

This is a student's best option for transfer to schools in the North Carolina University System because of the Comprehensive Articulation Agreement (CAA). This agreement states that NC community college graduates of approved pre-degree programs will, when admitted to a state university, enter as juniors and will have satisfied general education requirements (more information on the CAA is available on the web at [http://www.ga.unc.edu/student\\_info/caa/](http://www.ga.unc.edu/student_info/caa/)).

Guilford Tech has established a variety of AA/AS/AFA degree plans for pre-majors as well as more generic general education college transfer degrees for students who may not wish to pursue a specific pre-major. To complete a pre-major or a general education degree, students should follow the program plan for that pre-major, working with an advisor and with the college catalog to complete the prescribed courses. Note that core courses and appropriate college transfer electives are listed in this section of the catalog.

### Diploma of Transfer Readiness

The Diploma of Transfer Readiness is intended for students who do not intend to complete the associate degree but do want to transfer to a four-year institution. Students who complete the entire general education core as outlined will meet the 44 credit hour requirement for this diploma and will meet the general education core at any North Carolina system university or articulation agreement partners. The diploma, while not a 'permanent credential' in the sense of the AA or AS degree, does serve as a marker on students' transcripts so the universities know the general education core is complete.



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## **Early Transfer**

Most colleges and universities prefer that transferring students have a minimum of 24 to 30 semester hours before they transfer. The North Carolina University System also has some minimum requirements. If you transfer before getting an associate's degree, you will need to meet the University System's "minimum admission requirements" established for all high school graduates. If you did not meet these requirements in high school and if you do not have an associates degree, the following requirements will need to be met before you are eligible for transfer:

- Two college transfer social/behavioral science courses
- Two college transfer English courses (ENG 111, ENG 112)
- Two college transfer lab science courses
- Two college transfer mathematics courses

Note that appropriate college transfer courses are labeled in the catalog descriptions with the phrase, "This course has been approved to satisfy the Comprehensive Articulation Agreement...." Courses approved for the "general education core" are also clearly labeled in the course descriptions.

If you are interested in college transfer, you should contact the admissions office of the college or university you wish to attend as soon as possible. This contact may help you in making good course selections and in making a smooth transition to the university. It is recommended that you specifically ask about the foreign language requirements for your intended major. It may be necessary for you to take foreign language as part of your humanities requirement.

## **Program Outcomes:**

The Associate in Arts program provides graduates with the liberal arts foundation needed to meet the following goals:

- 1) to understand more effectively the challenges of the modern world,
- 2) to obtain the general education core needed for baccalaureate degree programs and
- 3) to provide the academic preparation necessary for admission to the graduate's chosen field of study at a senior institution.

GTCC structures this program around mandated study of a number of academic disciplines based upon the Comprehensive Articulation Agreement between the North Carolina Community College System and the University of North Carolina System.

Upon completion of the program, graduates will be able to:

- identify, apply and continue to acquire the knowledge and skills which are central to a variety of academic disciplines including the unifying concepts and perspectives of these disciplines;
- recognize and appreciate how different communities of scholars acquire and validate knowledge;
- communicate information to a variety of audiences using appropriate written, spoken and/or visual methods;
- use the perspectives and underlying concepts of a variety of academic disciplines to analyze issues encountered inside and outside the classroom;
- solve problems and make decisions by using reason and creativity when confronted with new situations;
- recognize and appreciate the importance of the systematic acquisition and analysis of knowledge as the keystone of life.

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## Application to a University

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Grade point average requirements vary, and admission is competitive to majors and professional schools. **Only courses in which the student has earned a grade of C or better will receive transfer credit.**

## Cooperative Work Experience

Cooperative Education is a carefully organized and supervised program of “Experiential Learning” in which the participating student enriches his or her education with actual on the job work experiences related to his or her academic program. Interested students who are pursuing an Associate in Arts or Science degree may participate in the “Cooperative Education Experience” and receive one credit hour of academic credit. The academic credit received will be considered as an elective usually does not transfer.

## College Transfer Core Courses -

### May also be used as electives for A.A., A.S. and A.F.A. Programs

To be certain and up to date on most current transfer courses, students should check the web site for the Comprehensive Articulation Agreement: [http://www.northcarolina.edu/content.php/assessment/reports/student\\_info/caa.htm](http://www.northcarolina.edu/content.php/assessment/reports/student_info/caa.htm) It indicates which courses may be used as general education core classes and elective classes. Courses not on that list will not transfer. **Courses in which students receive the grade of "D" will not transfer.**

Pre-Major programs include Literature Core Courses, Science Core Courses, Humanities/Fine Arts Core Courses, Social Science Core Courses, and History Core Courses. The list of courses available in each area are shown below:

### English Composition

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ENG	111	Expository Writing	3	0	0	3
ENG	112	Argument-Based Research	3	0	0	3
ENG	114	Professional Research & Reporting	3	0	0	3

### Literature Core

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ENG	131	Introduction to Literature	3	0	0	3
ENG	231	American Literature I	3	0	0	3
ENG	232	American Literature II	3	0	0	3
ENG	241	British Literature I	3	0	0	3
ENG	242	British Literature II	3	0	0	3
ENG	251	Western World Literature I	3	0	0	3
ENG	252	Western World Literature II	3	0	0	3
ENG	261	World Literature I	3	0	0	3
ENG	262	World Literature II	3	0	0	3

### Humanities/Fine Arts Core

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ART	111	Art Appreciation	3	0	0	3
ART	114	Art History Survey I	3	0	0	3
ART	115	Art History Survey II	3	0	0	3
CHI	111	Elementary Chinese I	3	0	0	3
CHI	112	Elementary Chinese II	3	0	0	3
DRA	111	Theatre Appreciation	3	0	0	3
DRA	112	Literature of the Theatre	3	0	0	3
DRA	126	Storytelling	3	0	0	3
FRE	111	Elementary French I	3	0	0	3
FRE	112	Elementary French II	3	0	0	3

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FRE	211	Intermediate French I	3	0	0	3
FRE	212	Intermediate French II	3	0	0	3
GER	111	Elementary German I	3	0	0	3
GER	112	Elementary German II	3	0	0	3
HUM	110	Technology and Society	3	0	0	3
HUM	115	Critical Thinking	3	0	0	3
HUM	120	Cultural Studies	3	0	0	3
HUM	121	The Nature of America	3	0	0	3
HUM	122	Southern Culture	3	0	0	3
HUM	130	Myth in Human Culture	3	0	0	3
HUM	150	American Women's Studies	3	0	0	3
HUM	160	Introduction to Film	3	0	0	3
HUM	211	Humanities I	3	0	0	3
HUM	212	Humanities II	3	0	0	3
ITA	111	Elementary Italian I	3	0	0	3
MUS	110	Music Appreciation	3	0	0	3
MUS	112	Introduction to Jazz	3	0	0	3
MUS	210	History of Rock Music	3	0	0	3
PHI	210	History of Philosophy	3	0	0	3
PHI	215	Philosophical Issues	3	0	0	3
PHI	240	Introduction to Ethics	3	0	0	3
REL	110	World Religions	3	0	0	3
REL	111	Eastern Religions	3	0	0	3
REL	112	Western Religions	3	0	0	3
REL	211	Introduction to Old Testament	3	0	0	3
REL	212	Introduction to New Testament	3	0	0	3
REL	221	Religion in America	3	0	0	3
SPA	111	Elementary Spanish I	3	0	0	3
SPA	112	Elementary Spanish II	3	0	0	3
SPA	211	Intermediate Spanish I	3	0	0	3
SPA	212	Intermediate Spanish II	3	0	0	3

### Mathematics Core

CIS	110	Introduction to Computers	2	2	0	3
CIS	115	Introduction to Programming & Logic	2	2	0	3
MAT	140	Survey of Mathematics*	3	0	0	3
MAT	140A	Survey of Math Lab	0	2	0	1
MAT	151	Statistics I	3	3	0	3
MAT	151A	Statistics I Lab	0	2	0	1
MAT	161	College Algebra	3	0	0	3
MAT	161A	College Algebra Lab	0	2	0	1
MAT	171	Precalculus Algebra	3	0	0	3
MAT	171A	Precalculus Algebra Lab	0	2	0	2
MAT	172	Precalculus Trigonometry	3	0	0	3
MAT	172A	Precalculus Trigonometry Lab	0	2	0	1
MAT	175	Precalculus	4	0	0	4
MAT	175A	Precalculus Lab	0	2	0	1
MAT	263	Brief Calculus	3	0	0	3
MAT	271	Calculus I	3	2	0	4
MAT	272	Calculus II	3	2	0	4
MAT	273	Calculus III	3	2	0	4

\*May be applied to A.A. or A.F.A degrees only.

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**Natural Sciences Core (Note: Lab must be taken for AA/AS graduation credit.)**

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AST	111	Descriptive Astronomy	3	0	0	3
AST	111A	Descriptive Astronomy Lab	0	2	0	1
AST	151	General Astronomy I	3	0	0	3
AST	151A	General Astronomy I Lab	0	2	0	1
AST	152	General Astronomy II	3	0	0	3
AST	152A	General Astronomy II Lab	0	2	0	1
BIO	110	Principles of Biology	3	3	0	4
BIO	111	General Biology I	3	3	0	4
BIO	112	General Biology II	3	3	0	4
BIO	140	Environmental Biology	3	0	0	3
BIO	140A	Environmental Biology Lab	0	3	0	1
CHM	131	Introduction to Chemistry	3	0	0	3
CHM	131A	Introduction to Chemistry Lab	0	3	0	1
CHM	132	Organic and Biochemistry	3	3	0	4
CHM	151	General Chemistry I	3	3	0	4
CHM	152	General Chemistry II	3	3	0	4
GEL	111	Introduction to Geology	3	2	0	4
PHY	110	Conceptual Physics	3	0	0	3
PHY	110A	Conceptual Physics Lab	0	2	0	1
PHY	151	College Physics I	3	2	0	4
PHY	152	College Physics II	3	2	0	4
PHY	251	General Physics I	3	3	0	4
PHY	252	General Physics II	3	3	0	4

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**Social Sciences Core**

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(Note: Most GTCC college transfer pre-major degrees require TWO history classes as a part of their Social/Behavioral Sciences Core; students should choose from two different prefixes other than HIS for their other Social Sciences courses.)

ANT	210	General Anthropology	3	0	0	3
ANT	220	Cultural Anthropology	3	0	0	3
ECO	251	Principles of Microeconomics	3	0	0	3
ECO	252	Principles of Macroeconomics	3	0	0	3
GEO	111	World Regional Geography	3	0	0	3
GEO	112	Cultural Geography	3	0	0	3
HIS	111	World Civilizations I	3	0	0	3
HIS	112	World Civilizations II	3	0	0	3
HIS	121	Western Civilization I	3	0	0	3
HIS	122	Western Civilization II	3	0	0	3
HIS	131	American History I	3	0	0	3
HIS	132	American History II	3	0	0	3
POL	120	American Government	3	0	0	3
POL	210	Comparative Government	3	0	0	3
POL	220	International Relations	3	0	0	3
PSY	150	General Psychology	3	0	0	3
PSY	239	Psychology of Personality	3	0	0	3
PSY	241	Developmental Psychology	3	0	0	3
PSY	281	Abnormal Psychology	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
SOC	213	Sociology of the Family	3	0	0	3
SOC	220	Social Problems	3	0	0	3
SOC	225	Social Diversity	3	0	0	3
SOC	240	Social Psychology	3	0	0	3

## Electives for A.A, A.S., and A.F.A Programs

Students may use Core Electives as Free Electives. In addition, the list below covers the most of the other options students may use for college transfer electives. To be sure a course can serve as a transferable elective, students and advisors may want to check the website that is an excellent resource for the college transfer agreement with the state university system:

[http://www.northcarolina.edu/content.php/assessment/reports/student\\_info/caa.htm](http://www.northcarolina.edu/content.php/assessment/reports/student_info/caa.htm)

ACC	120	Principles of Financial Accounting	3	2	0	4
ACC	121	Principles of Managerial Accounting	3	2	0	4
ART	121	Design I	1	4	0	3
ART	122	Design II	1	4	0	3
ART	131	Drawing I	0	6	0	3
ART	132	Drawing II	0	6	0	3
ART	240	Painting I	0	6	0	3
AST	251	Observational Astronomy	1	3	0	2
BIO	163	Basic Anatomy and Physiology	4	2	0	5
BIO	165	Anatomy and Physiology I	3	3	0	4
BIO	166	Anatomy and Physiology II	3	3	0	4
BIO	250	Genetics	3	3	0	4
BIO	275	Microbiology	3	3	0	4
BIO	280	Biotechnology	2	3	0	3
BUS	110	Introduction to Business	3	0	0	3
BUS	115	Business Law I	3	0	0	3
BUS	137	Principles of Management	3	0	0	3
CHM	251	Organic Chemistry I	3	3	0	4
CHM	252	Organic Chemistry II	3	3	0	4
CJC	111	Introduction to Criminal Justice	3	0	0	3
CJC	121	Law Enforcement Operations	3	0	0	3
CJC	141	Corrections	3	0	0	3
COM	111	Voice and Diction	3	0	0	3
COM	130	Nonverbal Communication	3	0	0	3
COM	140	Intro to Intercultural Communication	3	0	0	3
COM	150	Intro to Mass Communication	3	0	0	3
CSC	134	C++ Programming	2	3	0	3
CSC	139	Visual Basic Programming	2	3	0	3
CSC	151	JAVA Programming	2	3	0	3
CSC	239	Advanced Visual Basic	2	3	0	3
EDU	216	Foundations of Education	3	2	0	4
ENG	125	Creative Writing I	3	0	0	3
ENG	126	Creative Writing II	3	0	0	3
ENG	273	African-American Literature	3	0	0	3
HEA	110	Personal Health/Wellness	3	0	0	3
HEA	120	Community Health	3	0	0	3
HIS	151	Hispanic Civilizations	3	0	0	3
HIS	227	Native American History	3	0	0	3
HIS	236	North Carolina History	3	0	0	3
JOU	110	Introduction to Journalism	3	0	0	3
MAT	285	Differential Equations	3	0	0	3
PED	110	Fit and Well for Life	1	2	0	2
PED	111	Physical Fitness I	0	3	0	1
PED	112	Physical Fitness II	0	3	0	1
PED	113	Aerobics I	0	3	0	1
PED	114	Aerobics II	0	3	0	1
PED	115	Step Aerobics I	0	3	0	1
PED	116	Step Aerobics II	0	3	0	1
PED	117	Weight Training I	0	3	0	1

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PED	118	Weight Training II	0	3	0	1
PED	119	Circuit Training	0	3	0	1
PED	120	Walking for Fitness	0	2	0	1
PED	121	Walk, Jog, Run	0	3	0	1
PED	122	Yoga I	0	2	0	1
PED	123	Yoga II	0	2	0	1
PED	124	Run, Swim, Cycle	0	3	0	1
PED	125	Self-Defense-Beginning	0	2	0	1
PED	126	Self-Defense-Intermediate	0	2	0	1
PED	128	Golf-Beginning	0	2	0	1
PED	129	Golf-Intermediate	0	2	0	1
PED	130	Tennis-Beginning	0	2	0	1
PED	131	Tennis-Intermediate	0	2	0	1
PED	139	Bowling-Beginning	0	2	0	1
PED	140	Bowling-Intermediate	0	2	0	1
PED	143	Volleyball-Beginning	0	2	0	1
PED	144	Volleyball-Intermediate	0	2	0	1
PED	145	Basketball-Beginning	0	2	0	1
PED	146	Basketball-Intermediate	0	2	0	1
PED	152	Swimming-Beginning	0	2	0	1
PED	153	Swimming-Intermediate	0	2	0	1
PED	154	Swimming for Fitness	0	2	0	1
PED	155	Water Aerobics	0	2	0	1
PED	158	Whitewater Rafting	0	2	0	1
PED	175	Horseback Riding I	0	2	0	1
PED	176	Horseback Riding II	0	2	0	1
PED	181	Snow-Skiing-Beginning	0	2	0	1
PED	182	Snow-Skiing-Intermediate	0	2	0	1
PED	212	Snowboarding	0	2	0	1
PED	216	Indoor Cycling	0	3	0	1
PED	239	Kickboxing	0	3	0	1
PED	240	Advanced PE Skills	0	2	0	1
SPA	151	Hispanic Literature	3	0	0	3

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# General Studies

A 10 10 0

Associate in Arts degree, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in one of the liberal arts disciplines for which a pre-major is not offered at GTCC. Students who are uncertain of their academic major should also enroll in this program. Students who complete this program of study will meet freshman and sophomore requirements at most public and private four year institutions in North Carolina. Graduates will be eligible for admission with junior class standing to a B.A. degree program at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

In the second year of the program, there is an opportunity for students to select college transfer elective courses. Students are encouraged to select courses that would allow them to explore possible majors upon transferring. These electives should be chosen from the "College Transfer Electives" list.

## Curriculum:

**General Studies - Associate in Arts degree, Jamestown, day  
Advising Code: A 1010 0**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours / 2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours / 4 courses)

-	-	Literature core course	_____
-	-	Humanities/Fine Arts core course	_____
-	-	Humanities/Fine Arts core course	_____

#### Choose one of the following:

COM	231	Public Speaking	_____
COM	110	Intro to Communication	_____
COM	120	Intro to Interpersonal Communication	_____

### Social Sciences (12 hours/4 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### Choose one of the following:

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

#### Choose one of the following:

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

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**Mathematics (6 hours/ 2 courses)**

***Choose one of the following:***

MAT 161 College Algebra \_\_\_\_\_

MAT 140 Survey of Mathematics \_\_\_\_\_

MAT 171 Pre Calculus Algebra \_\_\_\_\_

***Choose one of the following:***

MAT 151 Statistics I \_\_\_\_\_

MAT 172 Pre-Calculus Trigonometry \_\_\_\_\_

\*CIS 110 Introduction to Computers \_\_\_\_\_

**Natural Sciences (8 hours/ 2 courses)**

– – Science core course w/lab \_\_\_\_\_

– – Science core course w/lab \_\_\_\_\_

**Physical Education (2 hours/ 1 course)**

PED 110 Fit and Well for Life \_\_\_\_\_

**Other Courses (18 hours/ 6 courses) (must be College Transfer Courses)**

– – College Transfer Elective \_\_\_\_\_

– – College Transfer Elective \_\_\_\_\_

– – College Transfer Elective \_\_\_\_\_

– – College Transfer Elective \_\_\_\_\_

– – College Transfer Elective \_\_\_\_\_

– – College Transfer Elective \_\_\_\_\_

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

\*Consult your advisor before selecting CIS 110 as it is not accepted as a Mathematics General Education credit at all Universities.



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# Diploma of Transfer Readiness

A 10 10 0 D1

Associate in Arts diploma, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This diploma is intended for students who do not intend to complete the associate degree but do want to transfer to a four-year institution. Students who complete the entire general education core as outlined below will meet the 44 credit hour requirement for this diploma and will meet the general education core at any North Carolina system university or articulation agreement partners. Students should only choose courses from the "College Transfer Core Courses" list.

**Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**General Studies - Associate in Arts diploma, Jamestown, day  
Advising Code: A 1010 0 D1**

Prefix	Course Number	Course Title	Semester Completed
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### **English Composition (6 hours / 2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### **Humanities/Fine Arts (12 hours / 4 courses)**

—	—	Literature core course	_____
—	—	Humanities/Fine Arts core course	_____
—	—	Humanities/Fine Arts core course	_____

#### ***Choose one of the following:***

COM	231	Public Speaking	_____
COM	110	Intro to Communication	_____
COM	120	Intro to Interpersonal Communication	_____

### **Social Sciences (12 hours/4 courses)**

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### ***Choose one of the following:***

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

#### ***Choose one of the following:***

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

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**Mathematics (6 hours/ 2 courses)**

*Choose one of the following:*

MAT 161 College Algebra

MAT 140 Survey of Mathematics

MAT 171 Pre Calculus Algebra

\_\_\_\_\_

*Choose one of the following:*

MAT 151 Statistics I

MAT 172 Pre-Calculus Trigonometry

\*CIS 110 Introduction to Computers

\_\_\_\_\_

**Natural Sciences (8 hours/ 2 courses)**

– – Science core course w/lab

– – Science core course w/lab

\_\_\_\_\_

\_\_\_\_\_

Total credit hours to complete 44 hours. Curriculum subject to change.

\*Consult your advisor before selecting CIS 110 as it is not accepted as a Mathematics General Education credit at all Universities.

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# Pre-Major Art Education

**A 10 10 A**

Associate in Arts degree, Jamestown, day

**Contact Information:**

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in Art Education. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. Admission is competitive at many colleges and GPA requirements vary. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II. Students should consult with the four-year college they plan to attend for further information on program admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:**

**Pre-Major Art Education - Associate in Arts degree, Jamestown, day**

**Advising Code: A 1010 A**

Prefix	Course Number	Course Title	Semester Completed
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**English Composition (6 hours/ 2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

**Humanities/Literature Core (12 hours/ 4 courses)**

-	-	Literature core course	_____
ART	114	Art History I	_____
ART	115	Art History II	_____

**Choose one of the following:**

COM	231	Public Speaking	_____
COM	110	Intro to Communication	_____
COM	120	Intro to Interpersonal Communication	_____

**Social Sciences (12 hours/4 courses)**

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

**Choose one of the following:**

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

**Choose one of the following:**

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

**Mathematics (6 hours/ 2 courses)**

**Choose one of the following:**

MAT	161	College Algebra	_____
MAT	140	Survey of Mathematics	_____
MAT	171	Pre Calculus Algebra	_____

**Choose one of the following:**

MAT	151	Statistics I	_____
MAT	172	Pre-Calculus Trigonometry	_____
CIS	110	Introduction to Computers	_____

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**Natural Sciences (8 hours/ 2 courses)**

- - Science core course w/lab \_\_\_\_\_
- - Science core course w/lab \_\_\_\_\_

**Physical Education (2 hours/ 1 course)**

- PED 110 Fit and Well for Life \_\_\_\_\_

**Art Courses (12 hours/ 4 courses)**

- ART 121 Design I \_\_\_\_\_
- ART 131 Drawing I \_\_\_\_\_
- ART 122 Design II \_\_\_\_\_
- ART 132 Drawing II \_\_\_\_\_

**Other (6 hours)**

- - College Transfer Elective \_\_\_\_\_
- - College Transfer Elective \_\_\_\_\_

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Art Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, UNC-A, UNC-C, UNC-G, UNC-P, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Art Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Business Administration

**A 10 10 B**

Associate in Arts degree, Jamestown, day and evening; Greensboro, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program is designed for students who intend to pursue a Bachelor of Arts or Bachelor of Science degree in accounting, business administration, economics, finance or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in business administration. Individual institutions may have additional requirements for admission into the major department and graduates should expect to have a grade point average of 2.5 or higher to meet admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

This program is not designed to provide entry-level job skills in business occupations. Students interested in obtaining immediate employment upon graduation should pursue one of the A.A.S. degree programs in the Business division of the college. Articulation agreements with several colleges and universities provide for limited transferability of A.A.S. degrees in accounting and business administration.

**Students should consider intended transfer institution when selecting course options if your intent is to transfer to a private college.**

## Curriculum:

**Pre-Major Business Administration - Associate in Arts degree, Jamestown, day / Greensboro, day**  
**Advising Code: A 1010 B**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/4 courses)

COM	231	Public Speaking	_____
–	–	Literature Core Course	_____
–	–	Humanities/Fine Arts Core Course	_____
–	–	Humanities/Fine Arts Core Course	_____

### Social Sciences (18 hours/6 courses)

ECO	251	Principles of Microeconomics	_____
ECO	252	Principles of Macroeconomics	_____
PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____
POL	120	American Government	_____

### Choose one of the following:

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

### Natural Sciences (8 hours/2 courses)

–	–	Science core course w/lab	_____
–	–	Science core course w/lab	_____

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**Mathematics (9 hours/3 courses)**

MAT	161	College Algebra	_____
MAT	263	Brief Calculus	_____
MAT	151	Statistics I	_____

**Computer Science (3 hours/1 course)**

CIS	110	Introduction to Computers	_____
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**Accounting (8 hours/2 courses)**

ACC	120	Principles of Financial Accounting	_____
ACC	121	Principles of Managerial Accounting	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate of arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Business Administration will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Business Administration.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Business Education/Marketing Education

## A10 10 C

Associate in Arts degree, Jamestown, day and evening; Greensboro, day and evening

### Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program is designed for students who intend to pursue a Bachelor of Arts or Bachelor of Science degree in Business or Marketing Education. Students who successfully complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in business and marketing education. Individual institutions may have additional requirements for admission into the major department. Admission is competitive and graduates should expect to have a GPA of 2.5 or higher to meet admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

This program is not designed to provide entry-level job skills in business occupations. Students interested in obtaining immediate employment upon graduation should pursue one of the A.A.S. degree programs in the business division of the college. Articulation agreements with several colleges and universities provide for limited transferability of A.A.S. degrees in accounting and business administration.

**Students should consider intended transfer institution when selecting course options if your intent is to transfer to a private college.**

### Curriculum:

**Pre-Major Business Education / Marketing Education -  
Associate in Arts degree, Jamestown, day / Greensboro, day  
Advising Code: A 1010 C**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/ 2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/ 4 courses)

COM	231	Public Speaking	_____
—	—	Literature core course	_____
—	—	Humanities/Fine Arts core course	_____
—	—	Humanities/Fine Arts core course	_____

### Social Sciences (12 hours/4 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____
ECO	251	Principles of Microeconomics	_____

#### Choose one of the following:

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

### Mathematics (12 hours/ 4 courses)

MAT	161	College Algebra	_____
CIS	110	Introduction to Computers	_____

#### Choose two of the following:

MAT	151	Statistics I	_____
BUS	110	Introduction to Business	_____
BUS	115	Business Law I	_____

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**Natural Sciences (8 hours/2 courses)**

- - Science core course w/lab \_\_\_\_\_
- - Science core course w/lab \_\_\_\_\_

**Business-related courses ( 14 hours/ 4 courses)**

ECO	252	Principles of Macroeconomics	_____
ACC	120	Principles of Financial Accounting	_____
ACC	121	Principles of Managerial Accounting	_____
CIS	115	Introduction to Programming and Logic	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree:

Business Education: ASU, ECU, ECSU, FSU, NCA&T, NCSU, UNC-G, WCU

Marketing Education: ASU, ECU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-C, UNC-G, UNC-W, WCU

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Business Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.



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# Pre-Major Communication Studies

A 10 10 O

Associate in Arts degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program is designed for students who intend to pursue a Bachelor of Arts degree in mass communication, journalism, advertising, public relations, speech communication or related fields. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in communication studies. Individual institutions may have additional requirements for admission into the major department and graduates should expect to have a GPA of 2.5 or higher to meet admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

### Pre-Major Communication Studies - Associate in Arts degree, Jamestown, day Advising Code A 10 10 O

Prefix	Course Number	Course Title	Semester Completed
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Core Requirements (Consider intended transfer institution when selecting course options if your intent is to transfer to a private college.)

### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
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#### *Choose one of the following:*

ENG	112	Argument-Based Research	_____
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ENG	114	Professional Research & Reporting	_____
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### Humanities/Fine Arts (12 hours/4 courses)

–	–	Literature core course	_____
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–	–	Humanities/Fine Arts core course	_____
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–	–	Humanities/Fine Arts core course	_____
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–	–	Humanities/Fine Arts core course	_____
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### Social Sciences (12 hours/4 courses)

PSY	150	General Psychology	_____
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SOC	210	Introduction to Sociology	_____
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#### *Choose one of the following sets:*

HIS	111	World Civilization I <u>and</u>	_____
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HIS	112	World Civilization II	_____
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HIS	121	Western Civilization I <u>and</u>	_____
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HIS	122	Western Civilization II	_____
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### Mathematics (6 hours/2 courses)

MAT	151	Statistics	_____
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–	–	Mathematics Core Course	_____
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### Natural Sciences (8 hours/2 courses)

–	–	Science Core Course	_____
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–	–	Science Core Course	_____
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**Communication Courses (9 hours/3 courses)**

COM	110	Intro to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
COM	231	Public Speaking	_____

**Other Courses (11-12 hours from below options)**

ANT	210	General Anthropology	_____
CIS	110	Introduction to Computers	_____
COM	130	Nonverbal Communication (recommended)	_____
COM	140	Intercultural Communication (recommended)	_____
COM	150	Introduction to Mass Communication	_____
PED	110	Fit and Well for Life	_____

Other electives may be chosen if recommendations are not offered.

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Speech/Communication will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, NCSU, UNC-C, UNC-G.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Speech/Communication.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Criminal Justice

A 10 10 D

Associate in Arts degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in Criminal Justice. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**Pre-Major Criminal Justice - Associate in Arts degree, Jamestown, day**  
**Advising Code: A 1010 D**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/4 courses from 3 different disciplines)

-	-	Literature core course	_____
-	-	Humanities/Fine Arts Core Course	_____
-	-	Humanities/Fine Arts Core Course	_____

#### Choose one of the following:

COM	110	Introduction to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
COM	230	Public Speaking	_____

### Social Sciences (15 hours/5 courses)

POL	120	American Government	_____
PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### Choose one of the following:

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

#### Choose one of the following:

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

### Mathematics (6 hours/2 courses)

#### Choose one of the following:

MAT	161	College Algebra	_____
MAT	171	Pre-Calculus Algebra	_____

#### Choose one of the following:

MAT	151	Statistics I (required at transferring institution)	_____
CIS	110	Introduction to Computers	_____

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**Natural Sciences (8 hours/2 courses)**

- - Science Core Course \_\_\_\_\_
- - Science Core Course \_\_\_\_\_

**Physical Education (2 hours/1 course)**

- PED 110 Fit and Well for Life \_\_\_\_\_

**Criminal Justice (9 hours/3 required courses)**

- CJC 111 Introduction to Criminal Justice \_\_\_\_\_
- CJC 121 Law Enforcement Operations \_\_\_\_\_
- CJC 141 Corrections \_\_\_\_\_

**Additional Transfer Electives (6 hours)**

- - College Transfer Elective \_\_\_\_\_
- - College Transfer Elective \_\_\_\_\_

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Criminal Justice will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCCU, NCSU, UNC-C, UNC-P, UNC-W, WCU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Criminal Justice.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Elementary Education

A 10 10 R

Associate in Arts degree, Jamestown, day and evening

Contact Information: Teacher Education Academy

(336) 334-4822, ext. 2491 - from Greensboro • (336) 454-1126, ext. 2491 - from High Point

This program is designed for students who intend to pursue a Bachelor of Arts or Bachelor of Science degree in elementary education or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in teacher education. Individual institutions do have additional requirements for admission into the major department. Graduates must have a GPA of 2.5 or higher and pass the PRAXIS I exam to meet admission requirements to any teacher education program. **Since these and other requirements differ from college to college, you are required to plan your course of study with your academic advisor in the Teacher Education Academy, ext. 2491, to successfully meet your academic goals. Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:** Pre-Major Elementary Education - Associate in Arts degree, Jamestown, day  
Advising Code: A 1010 R

Prefix	Course Number	Course Title	Semester Completed
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Core Requirements (Consider intended transfer institution when selecting options. Specific requirements for various colleges available.)

Note: Elementary Education pre-majors transferring to a public university must declare a second academic concentration from a list of approved options from the transfer institution. Elementary Education pre-majors transferring to a private college/university will need to meet the special requirements for those institutions. The coordinator will assist you with selecting your core courses and your second concentration courses to fill the additional 12 hours / 4 courses listed at the bottom of your program course guide and to meet the requirements at the senior/transfer institution.

## English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

## Humanities/Fine Arts (12 hours/4 courses)

COM	231	Public Speaking	_____
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### ***\*Choose one of the following:***

ENG	131	Introduction to Literature**	_____
ENG	231	American Literature I	_____
ENG	232	American Literature II	_____

\*\*recommended

### ***\*Choose one of the following:***

MUS	110	Music Appreciation	_____
ART	111	Art Appreciation	_____
ART	114	Art History Survey I	_____
ART	115	Art History Survey II	_____

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## **Humanities/Fine Arts (12 hours/4 courses) - Continued**

### ***\*Choose one of the following:***

HUM	115	Critical Thinking	_____
REL	110	World Religions	_____
REL	211	Introduction to Old Testament	_____
REL	212	Introduction to New Testament	_____
PHI	210	History of Philosophy	_____
PHI	240	Introduction to Ethics	_____

## **Social Sciences (15 hours/5 courses)**

PSY	150	General Psychology	_____
PSY	241	Developmental Psychology	_____

### ***\*Choose one of the following:***

SOC	210	Introduction to Sociology	_____
SOC	225	Social Diversity	_____

### ***\*Choose one of the following:***

HIS	121	Western Civilization I	_____
HIS	122	Western Civilization II	_____
HIS	111	World Civilization I	_____
HIS	112	World Civilization II	_____

### ***\*Choose one of the following:***

HIS	131	American History I	_____
HIS	132	American History II	_____

## **Mathematics (6 hours/2 courses)**

MAT	140	Survey of Mathematics	_____
MAT	161	College Algebra	_____

## **Natural Sciences (8 hours/2 courses)**

### ***\*Choose one of the following:***

BIO	110	Principles of Biology	_____
BIO	111	General Biology	_____

### ***\*Choose one of the following sets:***

CHM	131	Introduction to Chemistry <b>and</b>	_____
CHM	131A	Introduction to Chemistry Lab	_____

PHY	110	Conceptual Physics <b>and</b>	_____
PHY	110A	Conceptual Physics Lab	_____

## **Physical Education (2 hours/1 - 2 courses)**

### ***\*Choose one of the following:***

PED	110	Fit and Well for Life	_____
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**or**

—	—	PED Activity Course <b>and</b>	_____
—	—	PED Activity Course	_____

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**Education Course (4 hours / 1 course)**

EDU 216 Introduction to Education \_\_\_\_\_

**Additional courses (12 hours/4 courses):**

Additional hours for concentration and/or requirements at transfer institution: To select these additional courses, program planning to meet your needs is required. See GTCC's Teacher Education Coordinator, ext. 2491, for program planning and appropriate course options.

Course 1: \_\_\_\_\_  
Course 2: \_\_\_\_\_  
Course 3: \_\_\_\_\_  
Course 4: \_\_\_\_\_

Elementary Education Pre-major Program students may want to take advantage of the Greater Greensboro Consortium Agreement. All consortium policies will be followed.

Total credit hours to graduate: 64-65 hours. This curriculum is subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Elementary Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree as listed at [www.northcarolina.edu/content.php/aa/planning/traditional/htm](http://www.northcarolina.edu/content.php/aa/planning/traditional/htm). Students are encouraged to contact the senior institution to confirm degree offerings.

Students must meet any transfer institution foreign language requirements, if any.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Elementary Education. Minimum statewide requirements are:

1. Minimum 2.5 GPA on a 4.0 scale.
2. Satisfactory passing scores as established by the State Board of Education on Praxis I PPST-Reading; PPST-Writing; PPST-Math.

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# Pre-Major English

A 10 10 E

Associate in Arts degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in English. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

Pre-Major English - Associate in Arts degree, Jamestown, day  
Advising Code: A 1010 E

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (15 hours/5 courses)

ENG	131	Introduction to Literature	_____
COM	231	Public Speaking	_____

#### *Choose one of the following:*

ENG	231	American Literature I	_____
ENG	241	British Literature II	_____
ENG	261	World Literature I	_____

#### *Choose one of the following:*

ENG	232	American Literature II	_____
ENG	242	British Literature II	_____
ENG	262	World Literature II	_____

#### *Choose one of the following:*

-	-	Drama Core Course	_____
-	-	Religion Core Course	_____
-	-	Music Core Course	_____
-	-	Humanities Core Course	_____
-	-	Philosophy Core course	_____

### Social Sciences (12 hours/4 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### *Choose one of the following sets:*

HIS	111	World Civilization I and	_____
HIS	112	World Civilization I	_____

HIS	121	Western Civilization I and	_____
HIS	122	Western Civilization II	_____

HIS	131	American History I and	_____
HIS	132	American History II	_____



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**Mathematics (6 hours/2 courses)*****Choose one of the following:***

MAT 161 College Algebra \_\_\_\_\_  
MAT 171 Pre Calculus Algebra \_\_\_\_\_

***Choose one of the following:***

MAT 151 Statistics I \_\_\_\_\_  
MAT 172 Pre-Calculus Trigonometry \_\_\_\_\_  
CIS 110 Introduction to Computers \_\_\_\_\_

**Natural Sciences (8 hours/2 courses)**

– – Science core course w/lab \_\_\_\_\_  
– – Science core course w/lab \_\_\_\_\_

**Physical Education (2 hours/1 course)**

PED 110 Fit and Well for Life \_\_\_\_\_

**Foreign Language (6 hours/2 courses)*****Choose one of the following sets:***

SPA 111 Beginning Spanish I **and** \_\_\_\_\_  
SPA 112 Beginning Spanish II \_\_\_\_\_

FRE 111 Beginning French I **and** \_\_\_\_\_  
FRE 112 Beginning French II \_\_\_\_\_

**Additional Transfer Electives (9-10 hours/3 courses)*****Choose one of the following sets:***

SPA 211 Intermediate Spanish I **and** \_\_\_\_\_  
SPA 212 Intermediate Spanish II \_\_\_\_\_

FRE 211 Intermediate French I **and** \_\_\_\_\_  
FRE 212 Intermediate French II \_\_\_\_\_

**Other (3 hours / 1 course)**

– – College Transfer Elective\* \_\_\_\_\_

*\*Literature course recommended*

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for English will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in English.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major English Education

A 10 10 F

Associate in Arts degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in English Education. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. Admission is competitive at many colleges and GPA requirements vary. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II (standardized academic skills exams). Students should consult with the four-year college they plan to attend for further information on program admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**Pre-Major English Education - Associate in Arts degree, Jamestown, day**  
**Advising Code: A 1010 F**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/ 4 courses)

-	-	Humanities/Fine Arts core course	_____
-	-	Literature core course	_____

#### Choose one of the following sets:

SPA	111	Elementary Spanish I <b>and</b>	
SPA	112	Elementary Spanish II	

FRE	111	Elementary French I <b>and</b>	_____
FRE	112	Elementary French II	_____

### Social Sciences (12 hours/4 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### Choose one of the following:

HIS	111	World Civilization I	
HIS	121	Western Civilization I	_____

#### Choose one of the following:

HIS	112	World Civilization II	
HIS	122	Western Civilization II	_____

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**Mathematics (6 hours/2 courses)*****Choose one of the following:***

MAT	140	Survey of Mathematics	_____
MAT	161	College Algebra	_____
MAT	171	Pre-Calculus Algebra	_____

***Choose one of the following:***

MAT	172	Pre-Calculus Trigonometry	_____
MAT	151	Statistics I (required at transferring institution)	_____
CIS	110	Introduction to Computers	_____

**Natural Sciences (8 hours/2 courses)**

-	-	Science Core Course	_____
-	-	Science Core Course	_____

**Physical Education (2 hours/1 course)**

PED	110	Fit and Well for Life	_____
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**Other Courses (13 hours/ 4 courses)**

EDU	216	Introduction to Education	_____
COM	231	Public Speaking	_____
-	-	200 level literature course	_____
-	-	200 level literature course	_____

**Other Recommended Courses (6 hours/ 2 courses)**

ENG	273	African American Literature	_____
SOC	225	Social Diversity	_____
SPA	211	Intermediate Spanish I <b><u>and</u></b>	_____
SPA	212	Intermediate Spanish II	_____
FRE	211	Intermediate French I <b><u>and</u></b>	_____
FRE	212	Intermediate French II	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for English Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in English Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Health Education

**A 10 10 G**

Associate in Arts degree, Jamestown, day

**Contact Information:**

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program is designed for students who intend to pursue a Bachelor of Arts or Bachelor of Science degree in health education or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in teacher education. Individual institutions may have additional requirements for admission into the major department and graduates should expect to have a GPA of 2.5 or higher to meet admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:**

**Pre-Major Health Education - Associate in Arts degree, Jamestown, day**  
**Advising Code: A 1010 G**

Prefix	Course Number	Course Title	Semester Completed
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**English Composition (6 hours/2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

**Humanities/Fine Arts (12 hours/ 4 courses)**

COM	231	Public Speaking	_____
-	-	Literature core course	_____
-	-	Humanities/Fine Arts core course	_____
-	-	Humanities/Fine Arts core course	_____

**Social Sciences (12 hours/4 courses)**

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

**Choose one of the following:**

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

**Choose one of the following:**

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

**Mathematics (6 hours/ 2 courses)**

MAT	151	Statistics I	_____
MAT	161	College Algebra	_____

**Natural Sciences (16 hours/ 4 courses)**

BIO	165	Anatomy and Physiology I	_____
BIO	166	Anatomy and Physiology II	_____

**Choose one of the following:**

BIO	111	General Biology I	_____
CHM	151	General Chemistry I	_____

**Choose one of the following:**

BIO	112	General Biology II	_____
CHM	152	General Chemistry II	_____

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**Health/Physical Education (9 hours/ 4 courses)**

–	–	PED activity course	_____
HEA	110	Personal Health/Wellness	_____
HEA	120	Community Health	_____
PED	110	Fit and Well for Life	_____

**Other Course (3 hours/ 1 course)**

CIS	110	Introduction to Computers	_____
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Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Health Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, FSU, NCCU, UNC-C, UNC-G, UNC-P.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Health Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major History

## A 10 10 H

Associate in Arts degree, Jamestown, day and evening; Greensboro, day and evening

### Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in History. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

### Curriculum:

**Pre-Major History - Associate in Arts degree,  
Jamestown, day and evening / Greensboro, day and evening  
Advising Code: A 1010 H**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/4 courses)

–	–	Literature Core Course	_____
–	–	Humanities/Fine Arts Core Course*	_____
–	–	Humanities/Fine Arts Core Course*	_____

### *Choose one of the following:*

COM	110	Introduction to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
COM	231	Public Speaking	_____

### Social Sciences (18 hours/6 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____
HIS	131	American History I	_____
HIS	132	American History II	_____

### *Choose one of the following:*

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

### *Choose one of the following:*

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

### Mathematics (6 hours/2 courses)

MAT	161	College Algebra	_____
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### *Choose one of the following:*

MAT	151	Statistics I	_____
CIS	110	Introduction to Computers	_____

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**Natural Sciences (8 hours/2 courses)**

- -    Science Core Course   \_\_\_\_\_
- -    Science Core Course   \_\_\_\_\_

**Physical Education (2 hours/1 course)**

- PED    110    Fit and Well for Life   \_\_\_\_\_

**Additional Transfer Electives (12 hours/4 courses)**

- -    College Transfer Elective   \_\_\_\_\_
- -    College Transfer Elective   \_\_\_\_\_
- -    College Transfer Elective   \_\_\_\_\_
- -    College Transfer Elective   \_\_\_\_\_

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

\* A beginning and intermediate foreign language sequence is recommended.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for History will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in History.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Middle Grades Education

A 10 11 A

Associate in Arts degree, Jamestown, day and evening

**Contact Information: Teacher Education Academy**

(336) 334-4822, ext. 2491 - from Greensboro • (336) 454-1126, ext. 2491 - from High Point

This program is designed for students who intend to pursue a Bachelor of Arts or Bachelor of Science degree in middle grades education, special education, or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in teacher education. Individual institutions do have additional requirements for admission into the major department. Graduates must have a GPA of 2.5 or higher and pass the PRAXIS I exam to meet admission requirements to any teacher education program. **Since these and other requirements differ from college to college, you are required to plan your course of study with your academic advisor in the Teacher Education Academy, ext. 2491, to successfully meet your academic goals. Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:**

**Pre-Major Middle Grades Education - Associate in Arts degree, Jamestown, day**

**Advising Code: A 1011 A**

Middle Grades Education pre-majors transferring to a public university must declare a primary and a secondary concentration from these options: Language Arts, Social Studies, Science, and Math. Middle Grades Education pre-majors transferring to private colleges/universities need to meet specific requirements for those institutions.

GTCC's Teacher Education Coordinator will assist you with selecting your core courses and your primary and secondary (middle grades) concentration courses to fill the additional 12 hours / 4 courses listed at the bottom of your program course guide and to meet the requirements at the senior/transfer institution.

Core Requirements (Consider intended transfer institution when selecting options.)

Prefix	Course Number	Course Title	Semester Completed
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**English Composition (6 hours/2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____



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**Humanities/Fine Arts (12 hours/4 courses)**

COM 231 Public Speaking \_\_\_\_\_

***\*Choose one of the following:***

ENG 131 Introduction to Literature\*\* \_\_\_\_\_

ENG 231 American Literature I \_\_\_\_\_

ENG 232 American Literature II \_\_\_\_\_

\*\*recommended

***\*Choose one of the following:***

MUS 110 Music Appreciation \_\_\_\_\_

ART 111 Art Appreciation \_\_\_\_\_

ART 114 Art History Survey I \_\_\_\_\_

ART 115 Art History Survey II \_\_\_\_\_

***\*Choose one of the following:***

HUM 115 Critical Thinking \_\_\_\_\_

REL 110 World Religions \_\_\_\_\_

REL 211 Introduction to Old Testament \_\_\_\_\_

REL 212 Introduction to New Testament \_\_\_\_\_

PHI 210 History of Philosophy \_\_\_\_\_

PHI 240 Introduction to Ethics \_\_\_\_\_

**Social Sciences (15 hours/5 courses)**

PSY 150 General Psychology \_\_\_\_\_

PSY 241 Developmental Psychology \_\_\_\_\_

***\*Choose one of the following:***

SOC 210 Introduction to Sociology \_\_\_\_\_

SOC 225 Social Diversity \_\_\_\_\_

***\*Choose one of the following:***

HIS 121 Western Civilization I \_\_\_\_\_

HIS 122 Western Civilization II \_\_\_\_\_

HIS 111 World Civilization I \_\_\_\_\_

HIS 112 World Civilization II \_\_\_\_\_

***\*Choose one of the following:***

HIS 131 American History I \_\_\_\_\_

HIS 132 American History II \_\_\_\_\_

**Mathematics (6 hours/2 courses)**

MAT 140 Survey of Mathematics \_\_\_\_\_

MAT 161 College Algebra \_\_\_\_\_

**Natural Sciences (8 hours/2 courses)*****\*Choose one of the following:***

BIO 110 Principles of Biology \_\_\_\_\_

BIO 111 General Biology \_\_\_\_\_

***\*Choose one of the following sets:***

CHM 131 Introduction to Chemistry and \_\_\_\_\_

CHM 131A Introduction to Chemistry Lab \_\_\_\_\_

PHY 110 Conceptual Physics and \_\_\_\_\_

PHY 110A Conceptual Physics Lab \_\_\_\_\_

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**Physical Education (2 hours/1 or 2 course[s])**

*\*Choose one of the following:*

PED	110	Fit and Well for Life	_____
		or	
–	–	PED Activity Course and	_____
–	–	PED Activity Course	_____

**Education Course (4 hours / 1 course)**

EDU	216	Introduction to Education	_____
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**Additional courses ( 12 hours / 4 courses):**

Additional hours for concentration and/or requirements at transfer institution: To select these additional courses, program planning to meet your needs is required. See GTCC's Teacher Education Coordinator, ext. 2491, for program planning and appropriate course options.

Course 1:	_____	_____
Course 2:	_____	_____
Course 3:	_____	_____
Course 4:	_____	_____

Middle Grades Education Pre-major Program students may want to take advantage of the Greater Greensboro Consortium Agreement. All consortium policies will be followed.

Total credit hours to graduate: 64-65 hours. This curriculum is subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Special or Middle Grades Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree as listed at [www.northcarolina.edu/content.php/aa/planning/traditional/htm](http://www.northcarolina.edu/content.php/aa/planning/traditional/htm). Students are encouraged to contact the senior institution to confirm degree offerings.

Students must meet any transfer institution foreign language requirements, if any.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Special or Middle Grades Education. Minimum statewide requirements are:

1. Minimum 2.5 GPA on a 4.0 scale.
2. Satisfactory passing scores as established by the State Board of Education on Praxis I PPST-Reading; PPST-Writing; PPST-Math.

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# Pre-Major Nursing

A 10 10 I

Associate in Arts degree, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

(NOTE: This is not the program to gain admission to GTCC's Nursing Program. For information on that process, please call the Admissions Department and speak with an admissions counselor for limited enrollment programs.)

This program is designed for students who intend to pursue a Bachelor of Science degree in nursing or related fields of study in the health care professions. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in nursing. Individual institutions may have additional requirements for admission into the major department and graduates should expect to have a GPA of 2.5 or higher to meet admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

Students planning to enter the Associate Degree Nursing program at GTCC or other community colleges may have additional requirements to meet in order to be accepted into the program. Students who have completed the Associate Degree in Nursing program at GTCC or another community college may be able to complete additional general college requirements for admission to a Bachelor of Science in Nursing program by enrolling in this pre-major.

## Curriculum:

**Pre-Major Nursing - Associate in Arts degree, Jamestown, day  
Advising Code A 1010 I**

Prefix	Course Number	Course Title	Semester Completed
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### **English Composition (6 hours/2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### **Humanities/Fine Arts (12 hours/ 4 courses)**

–	–	Literature Core Course	_____
–	–	Humanities/Fine Arts Core Course	_____
–	–	Humanities/Fine Arts Core Course	_____

### **Choose one of the following:**

COM	110	Intro to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
COM	231	Public Speaking	_____

### **Social Sciences (12 hours/4 courses)**

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____
PSY	241	Developmental Psychology	_____

### **Choose one of the following:**

HIS	112	World Civilization II <b>or</b>	_____
HIS	122	Western Civilization II	_____

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**Mathematics (6 hours/ 2 courses)**

MAT	151	Statistics I	_____
MAT	161	College Algebra	_____

**Natural Sciences (20 hours/ 5 courses)**

BIO	165	Anatomy and Physiology I	_____
BIO	166	Anatomy and Physiology II	_____

***Choose one of the following:***

BIO	175	General Microbiology <b>or</b>	_____
BIO	275	Microbiology	_____

***Choose one of the following sets:***

CHM 131/131A	Introduction to Chemistry <b>and</b>
CHM 132/132A	Organic and Biochemistry

CHM	151	General Chemistry I <b>and</b>	_____
CHM	152	General Chemistry II	_____

**Other Courses (9 hours/ 3 courses)**

SOC	213	Sociology of the Family	_____
PSY	281	Abnormal Psychology	_____
–	–	College Transfer Core Course	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Nursing will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ECU, NCA&T, NCCU, UNC-CH, UNC-C, UNC-G, UNC-W, WCU, WSSU.

**Admission to the Major**

Admission across the several programs in Nursing is competitive. Other professional admission requirements may be designated by individual programs. Grade point average requirements vary and admission is competitive across the several programs in Nursing.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Physical Education

A 10 10 J

Associate in Arts degree, Jamestown, day

**Contact Information:**

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program is designed for students who intend to pursue a Bachelor of Arts or Bachelor of Science degree in Physical Education or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in teacher education. Individual institutions may have additional requirements for admission into the major department and graduates should expect to have a GPA of 2.5 or higher to meet admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:**

**Pre-Major Physical Education - Associate in Arts degree, Jamestown, day  
Advising Code A 1010 J**

Prefix	Course Number	Course Title	Semester Completed
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**English Composition (6 hours/2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

**Humanities/Fine Arts (12 hours/ 4 courses)**

COM	231	Public Speaking	_____
-	-	Literature core course	_____
-	-	Humanities/Fine Arts core course	_____
-	-	Humanities/Fine Arts core course	_____

**Social Sciences (12 hours/4 courses)**

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

***Choose one of the following:***

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

***Choose one of the following:***

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

**Mathematics (6 hours/ 2 courses)**

MAT	161	College Algebra	_____
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***Choose one of the following:***

MAT	151	Statistics I	_____
CIS	110	Introduction to Computers	_____

**Natural Sciences (8 hours/ 2 courses)**

BIO	111	General Biology I	_____
BIO	112	General Biology II	_____

---

**Physical Education (10 hours/ 5 courses)**

PED	110	Fit and Well for Life	_____
HEA	120	Community Health	_____
HEA	110	Personal Health/Wellness	_____
–	–	PED activity course	_____
–	–	PED activity course	_____

**Other Courses (11 hours/ 4 courses)**

PSY	241	Developmental Psychology	_____
PHY	110/110a	Conceptual Physics	_____
BIO	165	Anatomy and Physiology I	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Physical Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, UNC-CH, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Physical Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Political Science

A 10 10 K

Associate in Arts degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in Political Science. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**Pre-Major Political Science - Associate in Arts degree, Jamestown, day**  
**Advising Code: A 1010 K**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/ 4 courses)

—	—	Literature core course	_____
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#### ***Choose one of the following:***

COM	110	Intro to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
COM	231	Public Speaking	_____

#### ***Choose one of the following sets:***

SPA	111	Elementary Spanish I <b>and</b>	_____
SPA	112	Elementary Spanish II	_____

FRE	111	Elementary French I <b>and</b>	_____
FRE	112	Elementary French II	_____

### Social Sciences (21 hours/7 courses)

POL	120	American Government	_____
POL	210	Comparative Government	_____
POL	220	International Relations	_____
PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### ***Choose one of the following:***

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

#### ***Choose one of the following:***

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

---

**Mathematics (6 hours/2 courses)**

CIS 110 Introduction to Computers \_\_\_\_\_

***Choose one of the following:***

MAT 140 Survey of Mathematics

MAT 161 College Algebra

MAT 171 Pre-Calculus Algebra \_\_\_\_\_

**Natural Sciences (8 hours/2 courses)**

– – Science core course w/lab \_\_\_\_\_

– – Science core course w/lab \_\_\_\_\_

**Physical Education (2 hours/ 1 course)**

PED 110 Fit and Well for Life \_\_\_\_\_

**Other Courses (9 hours/ 3 courses)**

GEO 111 World Regional Geography \_\_\_\_\_

ECO 251 Principles of Microeconomics \_\_\_\_\_

ECO 252 Principles of Macroeconomics \_\_\_\_\_

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Political Science will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Political Science.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.



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# Pre-Major Psychology

**A 10 10 L**

Associate in Arts degree, Jamestown, day and evening; Greensboro, day and evening

**Contact Information:**

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in Psychology. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:**

**Pre-Major Psychology - Associate in Arts degree,  
Jamestown, day and evening / Greensboro, day and evening  
Advising Code: A 1010 L**

Prefix	Course Number	Course Title	Semester Completed
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**English Composition (6 hours/2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

**Humanities/Fine Arts (12 hours/4 courses from 3 different disciplines)**

-	-	Literature core course required	_____
-	-	Humanities/Fine Arts core course	_____
-	-	Humanities/Fine Arts core course	_____

**Choose one of the following:**

COM	110	Intro to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
COM	231	Public Speaking	_____

**Social Sciences (15 hours/5 courses)**

SOC	210	Introduction to Sociology	_____
PSY	150	General Psychology	_____
PSY	241	Developmental Psychology	_____

**Choose one of the following:**

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

**Choose one of the following:**

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

---

### **Mathematics (6 hours/2 courses)**

***Choose one of the following:***

MAT 151 Statistics I (Required at transferring institution)  
CIS 110 Introduction to Computers \_\_\_\_\_

***Choose one of the following:***

MAT 161 College Algebra \_\_\_\_\_  
MAT 171 Pre-Calculus Algebra \_\_\_\_\_

### **Natural Sciences (8 hours/2 courses)**

– – Science Core Course \_\_\_\_\_

***Choose one of the following:***

BIO 110 Principles of Biology \_\_\_\_\_  
BIO 111 General Biology \_\_\_\_\_  
(Required at transferring institution)

### **Physical Education (2 hours/1 course)**

PED 110 Fit and Well for Life \_\_\_\_\_

### **Additional Transfer Electives (15-16 hours)**

– – College Transfer Elective\* \_\_\_\_\_  
– – College Transfer Elective\*\* \_\_\_\_\_  
– – College Transfer Elective\*\* \_\_\_\_\_  
– – College Transfer Elective \_\_\_\_\_  
– – College Transfer Elective \_\_\_\_\_

\*PSY 239 Psychology of Personality or PSY 281 Abnormal Psychology is recommended.

\*\* SPA 111 Elementary Spanish I and SPA 112 Elementary Spanish II is recommended for two of the electives.

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

### **Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the Associates in Arts degree graduates will be eligible to be considered for admissions as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

### **Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Psychology.

### **Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Social Science Secondary Education

A 10 10 M

Associate in Arts degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in Social Science Secondary Education. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. Admission is competitive at many colleges and GPA requirements vary. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II. Students should consult with the four-year college they plan to attend for further information on program admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**Pre-Major Social Science Secondary Education - Associate in Arts degree, Jamestown, day**  
Advising Code: A 1010 M

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/ 2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/4 courses from 3 different disciplines)

COM	231	Public Speaking	_____
-	-	Literature core course required	_____
-	-	Humanities/Fine Arts core course	_____
-	-	Humanities/Fine Arts core course	_____

### Social Sciences (12 hours/4 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### Choose one sequence:

HIS	111	World Civilization I <b>and</b>	_____
HIS	121	Western Civilization I	_____
HIS	112	World Civilization II <b>and</b>	_____
HIS	122	Western Civilization II	_____

### Mathematics (6 hours/ 2 courses)

#### Choose one of the following:

MAT	151	Statistics I (Required at transferring institution)	_____
CIS	110	Introduction to Computers	_____

#### Choose one of the following:

MAT	161	College Algebra	_____
MAT	140	Survey of Mathematics	_____

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**Natural Sciences (8 hours/2 courses)**

-	-	Science core course w/lab	_____
-	-	Science core course w/lab	_____

**Physical Education (2 hours/1 course)**

PED	110	Fit and Well for Life	_____
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**Other Courses (18 hours/ 6 courses)**

HIS	131	American History I	_____
HIS	132	American History II	_____
ECO	251	Principles of Microeconomics	_____
ECO	252	Principles of Macroeconomics	_____
POL	120	American Government	_____
GEO	111	World Regional Geography	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Social Science Secondary Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, FSU, NCSU, UNC-CH, WCU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Social Science Secondary Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Social Work

A 10 10 Q

Associate in Arts degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 from High Point

This program is designed for students who intend to pursue a Bachelor of Arts or Bachelor of Science degree in social work or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in social work. Individual institutions may have additional requirements for admission into the major department and graduates should expect to have a GPA of 2.5 or higher to meet admission requirements. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**Pre-Major Social Work - Associate in Arts degree, Jamestown, day**  
**Advising Code: A 1010 Q**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/4 courses)

—	—	Literature core course	_____
SPA	111	Elementary Spanish I	_____
SPA	112	Elementary Spanish II	_____

### Choose one of the following:

COM	110	Intro to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
COM	231	Public Speaking	_____

### Social Sciences (30 hours/10 courses)

ANT	210	General Anthropology	_____
ECO	251	Principles of Microeconomics	_____
POL	120	American Government	_____
PSY	150	General Psychology	_____
PSY	241	Developmental Psychology	_____
PSY	281	Abnormal Psychology	_____
SOC	210	Introduction to Sociology	_____

### Choose one of the following:

ECO	252	Principles of Macroeconomics	_____
HIS	132	American History	_____

### Choose one of the following:

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

### Choose one of the following:

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

---

**Mathematics (6 hours/2 courses)*****Choose one of the following:***

MAT 151 Statistics I (Required at transferring institution)

CIS 110 Introduction to Computers \_\_\_\_\_

***Choose one of the following:***

MAT 161 College Algebra

MAT 171 Pre-Calculus Algebra \_\_\_\_\_

**Natural Sciences (8 hours/2 courses)**

– – Science Core Course\* \_\_\_\_\_

***Choose one of the following:***

BIO 110 Principles of Biology

BIO 111 General Biology I \_\_\_\_\_

*\*BIO 112 General Biology is recommended if BIO 111 was taken.*

**Physical Education (2 hours/1 course)**

PED 110 Fit and Well for Life \_\_\_\_\_

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Social Work Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

---

# Pre-Major Sociology

A 10 10 N

Associate in Arts degree, Jamestown, day and evening; Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Arts degree in Sociology. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.A. degree programs at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

Pre-Major Sociology - Associate in Arts degree,  
Jamestown, day and evening / Greensboro, day and evening  
Advising Code: A 1010 N

Prefix	Course Number	Course Title	Semester Completed
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### Communications (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/4 courses from 3 different disciplines)

-	-	Literature core course	_____
-	-	Humanities/Fine Arts core course	_____
-	-	Humanities/Fine Arts core course	_____

#### Choose one of the following:

COM	110	Introduction to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
COM	231	Public Speaking	_____

### History (6 hours/2 courses)

#### Choose one of the following:

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

#### Choose one of the following:

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

### Social Sciences (12 hours/4 courses)

SOC	210	Introduction to Sociology	_____
PSY	150	General Psychology	_____

#### Choose two of the following:

SOC	213	Sociology of the Family	_____
SOC	220	Social Problems	_____
SOC	225	Social Diversity	_____
SOC	240	Social Psychology	_____

---

**Mathematics (6 hours/2 courses)*****Choose one of the following:***

MAT 151 Statistics I (Required at transferring institution)  
CIS 110 Introduction to Computers \_\_\_\_\_

***Choose one of the following:***

MAT 161 College Algebra  
MAT 171 Pre-Calculus Algebra \_\_\_\_\_

**Natural Sciences (8 hours/2 courses)**

– – Science Core Course \_\_\_\_\_  
– – Science Core Course \_\_\_\_\_

**Physical Education (2 hours/1 course)**

PED 110 Fit and Well for Life \_\_\_\_\_

**Additional Transfer Electives (12-13 hours)**

– – College Transfer Elective\* \_\_\_\_\_  
– – College Transfer Elective\*\* \_\_\_\_\_  
– – College Transfer Elective\*\* \_\_\_\_\_  
– – College Transfer Elective \_\_\_\_\_

\* Other SOC (Sociology) courses are recommended.

\*\* SPA 111 Elementary Spanish I and SPA 112 Elementary Spanish II are recommended for two of the above electives.

Total credit hours to graduate: 64-65 hours Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Sociology will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Sociology.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.



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# Pre-Major Special Education

## A 10 10 Z

Associate in Arts degree, Jamestown, day and evening

### Contact Information: Teacher Education Academy

(336) 334-4822, ext. 2491 - from Greensboro • (336) 454-1126, ext. 2491 - from High Point

This program is designed for students who intend to pursue a Bachelor of Arts or Bachelor of Science degree in middle grades education, special education, or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions which offer degrees in teacher education. Individual institutions do have additional requirements for admission into the major department. Graduates must have a GPA of 2.5 or higher and pass the PRAXIS I exam to meet admission requirements to any teacher education program. **Since these and other requirements differ from college to college, you are required to plan your course of study with your academic advisor in the Teacher Education Academy, ext. 2491, to successfully meet your academic goals. Note: The grade of "D" in any course invalidates the transfer agreement.**

Note: Special Education pre-majors transferring to a public university must declare a second academic concentration from a list of approved options from the transfer institution. Special Education pre-majors transferring to a private college/university will need to meet the special requirements for those institutions.

GTCC's Teacher Education Coordinator will assist you with selecting your core courses and your second academic (special education) concentration courses to fill the additional 12 hours / 4 courses listed at the bottom of your program course guide and to meet the requirements at the senior/transfer institution.

### Curriculum:

**Pre-Major Special Education - Associate in Arts degree, Jamestown, day  
Advising Code: A 1010 Z**

Prefix	Course Number	Course Title	Semester Completed
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Core Requirements (Consider intended transfer institution when selecting options.)

### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (12 hours/4 courses)

COM	231	Public Speaking	_____
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#### ***\*Choose one of the following:***

ENG	131	Introduction to Literature**	_____
ENG	231	American Literature I	_____
ENG	232	American Literature II	_____

\*\*recommended

#### ***\*Choose one of the following:***

MUS	110	Music Appreciation	_____
ART	111	Art Appreciation	_____
ART	114	Art History Survey I	_____
ART	115	Art History Survey II	_____

---

***\*Choose one of the following:***

- |     |     |                               |       |
|-----|-----|-------------------------------|-------|
| HUM | 115 | Critical Thinking             | _____ |
| REL | 110 | World Religions               | _____ |
| REL | 211 | Introduction to Old Testament | _____ |
| REL | 212 | Introduction to New Testament | _____ |
| PHI | 210 | History of Philosophy         | _____ |
| PHI | 240 | Introduction to Ethics        | _____ |

**Social Sciences (15 hours/5 courses)**

- |     |     |                          |       |
|-----|-----|--------------------------|-------|
| PSY | 150 | General Psychology       | _____ |
| PSY | 241 | Developmental Psychology | _____ |

***\*Choose one of the following:***

- |     |     |                           |       |
|-----|-----|---------------------------|-------|
| SOC | 210 | Introduction to Sociology | _____ |
| SOC | 225 | Social Diversity          | _____ |

***\*Choose one of the following:***

- |     |     |                         |       |
|-----|-----|-------------------------|-------|
| HIS | 121 | Western Civilization I  | _____ |
| HIS | 122 | Western Civilization II | _____ |
| HIS | 111 | World Civilization I    | _____ |
| HIS | 112 | World Civilization II   | _____ |

***\*Choose one of the following:***

- |     |     |                     |       |
|-----|-----|---------------------|-------|
| HIS | 131 | American History I  | _____ |
| HIS | 132 | American History II | _____ |

**Mathematics (6 hours/2 courses)**

- |     |     |                       |       |
|-----|-----|-----------------------|-------|
| MAT | 140 | Survey of Mathematics | _____ |
| MAT | 161 | College Algebra       | _____ |

**Natural Sciences (8 hours/2 courses)**

***\*Choose one of the following:***

- |     |     |                       |       |
|-----|-----|-----------------------|-------|
| BIO | 110 | Principles of Biology | _____ |
| BIO | 111 | General Biology       | _____ |

***\*Choose one of the following sets:***

- |     |      |                               |       |
|-----|------|-------------------------------|-------|
| CHM | 131  | Introduction to Chemistry and | _____ |
| CHM | 131A | Introduction to Chemistry Lab | _____ |

- |     |      |                        |       |
|-----|------|------------------------|-------|
| PHY | 110  | Conceptual Physics and | _____ |
| PHY | 110A | Conceptual Physics Lab | _____ |

**Physical Education (2 hours/1 or 2 course[s])**

***\*Choose one of the following:***

- |     |     |                         |       |
|-----|-----|-------------------------|-------|
| PED | 110 | Fit and Well for Life   | _____ |
|     |     | or                      |       |
| -   | -   | PED Activity Course and | _____ |
| -   | -   | PED Activity Course     | _____ |

**Education Course (4 hours / 1 course)**

- |     |     |                           |       |
|-----|-----|---------------------------|-------|
| EDU | 216 | Introduction to Education | _____ |
|-----|-----|---------------------------|-------|

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**Additional courses ( 12 hours / 4 courses):**

Additional hours for concentration and/or requirements at transfer institution: To select these additional courses, program planning to meet your needs is required. See GTCC's Teacher Education Coordinator, ext. 2491, for program planning and appropriate course options.

Course 1: \_\_\_\_\_

Course 2: \_\_\_\_\_

Course 3: \_\_\_\_\_

Course 4: \_\_\_\_\_

Special Education Pre-major Program students may want to take advantage of the Greater Greensboro Consortium Agreement. All consortium policies will be followed.

Total credit hours to graduate: 64-65 hours. This curriculum is subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in arts degree, students who meet the requirements outlined in this pre-major articulation agreement for Special or Middle Grades Education will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree as listed at [www.northcarolina.edu/content.php/aa/planning/traditional/htm](http://www.northcarolina.edu/content.php/aa/planning/traditional/htm). Students are encouraged to contact the senior institution to confirm degree offerings.

Students must meet any transfer institution foreign language requirements, if any.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Special or Middle Grades Education. Minimum statewide requirements are:

1. Minimum 2.5 GPA on a 4.0 scale.
2. Satisfactory passing scores as established by the State Board of Education on Praxis I PPST-Reading; PPST-Writing; PPST-Math.

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# Associate in Fine Arts Program

## General Studies

### *Drama Concentration*

**A 10 20 0**

Associate in Fine Arts degree, Jamestown, day

**Contact Information:**

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a career or have a significant interest in theater or in related fields. Students may emphasize either acting or technical theater within this degree program. Graduates will be eligible for admission with junior class standing at most public and private four-year institutions which offer the B.F.A. or B.A. degrees in drama or theater arts. Graduates will also be eligible for employment at entry level positions in theater and related fields. **An interview with the program coordinator is required for admission to the program.** All students in this program are required to participate in the college theater company. **Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:**

Associate in Fine Arts degree, Drama Concentration, Jamestown, day  
Advising Code: A 1020 0

Prefix	Course Number	Course Title	Semester Completed
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**English Composition (6 hours/ 2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

**Humanities/Fine Arts (6 hours/ 2 courses)**

DRA	112	Literature of the Theatre	_____
-	-	Humanities/Fine Arts Core Course*	_____

\*non DRA prefix

**Social Sciences (9 hours/3 courses)**

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

***Choose one of the following:***

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

**Mathematics (3 hours/ 1 courses)**

***Choose one of the following:***

MAT	161	College Algebra	_____
MAT	140	Survey of Mathematics	_____

**Natural Sciences (4 hours/ 1 courses)**

-	-	Science core course w/lab	_____
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**Other Required Courses (24 hours/ 8 courses)**

DRA	111	Theatre Appreciation	_____
DRA	130	Acting I	_____
DRA	140	Stagecraft I	_____
DRA	145	Stage Make Up	_____
DRA	170	Play Production I	_____
DRA	171	Play Production II	_____
DRA	270	Play Production III	_____
DRA	271	Play Production IV	_____

**Other Courses (12-13 hours/3-5 courses)**

*Choose from:*

CIS	110	Introduction to Computers	_____
DRA	120	Voice for Performance	_____
DRA	131	Acting II	_____
DRA	132	Stage Movement	_____
DRA	142	Costuming	_____
DRA	143	Costume Design	_____
DRA	240	Lighting for the Theatre	_____
PED	110	Fit and Well for Life or	_____
PED	–	PED activity Course	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Music

A 10 20 D

Associate in Fine Arts degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439- from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed to prepare students for the transfer to a senior institution. Students will receive a foundation in music theory, music history, and applied music performance skills. They should be able to audition on their primary instrument or voice and complete theory and history placement exams to allow them to continue work as juniors and to begin an area of concentration at the transfer institution.

An articulation agreement has been developed and approved by the NC Community College System and the UNC College System. Students who successfully complete this course of study and who meet the requirements for admission to the university may be eligible to apply for admission to the major with junior standing. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**Pre-Major Music - Associate in Fine Arts degree, Jamestown, day  
Advising Code A 1020 D**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (6 hours/2 courses)

-	-	Literature Core Course	_____
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#### Choose one of the following:

-	-	Drama Core Course	_____
-	-	Religion Core Course	_____
-	-	Humanities Core Course	_____
-	-	Philosophy Core Course	_____

### Social Sciences (9 hours/3 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### Choose one of the following:

HIS	121	Western Civilization I	_____
HIS	122	Western Civilization II	_____

### Mathematics (3 hours/1 course)

#### Choose one of the following:

MAT	161	College Algebra	_____
MAT	140	Survey of Mathematics	_____

### Natural Sciences (4 hours/1 course)

-	-	Science Core Course	_____
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**Music Theory (16 hours/4 courses)**

MUS	121	Music Theory I	_____
MUS	122	Music Theory II	_____
MUS	221	Music Theory III	_____
MUS	222	Music Theory IV	_____

**Applied Music (8 hours/4 courses)**

MUS	161	Applied Music I	_____
MUS	162	Applied Music II	_____
MUS	261	Applied Music III	_____
MUS	262	Applied Music IV	_____

**Ensemble (4 hours/4 courses)*****Choose one of the following:***

MUS	131	Chorus I	_____
MUS	141	Ensemble I	_____

***Choose one of the following:***

MUS	132	Chorus II	_____
MUS	142	Ensemble II	_____

***Choose one of the following:***

MUS	231	Chorus III	_____
MUS	241	Ensemble III	_____

***Choose one of the following:***

MUS	232	Chorus IV	_____
MUS	242	Ensemble IV	_____

**Class Music (2 hours/2 courses)**

MUS	151	Class Music I	_____
MUS	152	Class Music II	_____

**Electives (6-7 hours from other MUS courses)**

-	-	Music Elective	_____
-	-	Music Elective	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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## Associate in Science Program

### A 10 40 0

The Associate in Science degree program is designed for students who intend to pursue a Bachelor of Science degree in one of the science disciplines or a Bachelor's degree in a professional school which requires a strong background in mathematics and sciences prior to admission to the major.

This program is offered through the Comprehensive Articulation Agreement between the North Carolina Community College System and the University of North Carolina System. Students who complete the 44 hour general education core and graduate with a grade of C or better in each course will meet the general education (freshman and sophomore) requirements and be eligible to be considered for admission with junior class standing to senior institutions in the University of North Carolina System. Graduates will also be eligible to be considered for admission with junior class standing to public institutions outside the state of North Carolina and many private institutions, including those in Guilford County and the greater Piedmont Triad.

In order to ensure appropriate selection of courses, a student should determine his/her pre-major and preferred university as early as possible in his/her studies at GTCC.

#### **Program Outcomes:**

The Associate in Science program provides graduates with the liberal arts foundation needed to meet the following goals: 1) to understand more effectively the challenges of the modern world, 2) to obtain the general education core needed for baccalaureate degree programs and 3) to provide the academic preparation necessary for admission to the graduate's chosen field of study at a senior institution. GTCC structures this program around mandated study of a number of academic disciplines based upon the Comprehensive Articulation Agreement between the North Carolina Community College System and the University of North Carolina System. Upon completion of the program, graduates will be able to:

- identify, apply and continue to acquire the knowledge and skills which are central to a variety of academic disciplines including the unifying concepts and perspectives of these disciplines;
- recognize and appreciate how different communities of scholars acquire and validate knowledge;
- communicate information to a variety of audiences using appropriate written, spoken and/or visual methods;
- use the perspectives and underlying concepts of a variety of academic disciplines to analyze issues encountered inside and outside the classroom;
- solve problems and make decisions by using reason and creativity when confronted with new situations;
- recognize and appreciate the importance of the systematic acquisition and analysis of knowledge as the keystone of life.

#### **Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Grade point average requirements vary and admission is competitive to majors and professional schools. Only courses in which the student has earned a grade of C or better will receive transfer credit.

#### **Cooperative Work Experience**

Cooperative work experience is available to students in the Pre-Major programs that follow.



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# General Studies - Science Major

**A 10 40 0**

Associate in Science degree, Jamestown, day and evening

**Contact Information:**

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Science degree in one of the liberal arts disciplines for which a pre-major is not offered at GTCC. Students who are uncertain as to which science major they plan to pursue should also enroll in this program. Students who complete this program of study will meet freshman and sophomore requirements at most public and private four year institutions in North Carolina. Graduates will be eligible for admission with junior class standing to a B.S. degree program at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:**

**General Studies - Associate in Science degree, Jamestown, day  
Advising Code A 1040 0**

Prefix	Course Number	Course Title	Semester Completed
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Core Requirements (Consider intended transfer institution when selecting course options if your intent is to transfer to a private college.)

**English Composition (6 hours/ 2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

**Humanities/Fine Arts (9 hours/ 3 courses)**

–	–	Literature core course	_____
–	–	Humanities/Fine Arts core course	_____

**Choose one of the following:**

COM	231	Public Speaking	_____
COM	110	Introduction to Communication	_____
COM	120	Intro to Interpersonal Communication	_____

**Social Sciences (9 hours/3 courses)**

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

**Choose one of the following:**

HIS	121	Western Civilization I <b>or</b>	_____
HIS	122	Western Civilization II	_____

**Mathematics (10 hours/3 courses)**

MAT	171	Precalculus Algebra	_____
MAT	172	Precalculus Trigonometry	_____
MAT	271	Calculus I	_____

**Chemistry (8 hours/2 courses)**

CHM	151	General Chemistry I	_____
CHM	152	General Chemistry II	_____

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**Natural Sciences and Math (15 hours/4 courses)*****Choose one of the following sequences:***

AST	151/151A	General Astronomy <b>and</b>	_____
AST	152/152A	General Astronomy II	_____
BIO	111	General Biology I <b>and</b>	
BIO	112	General Biology II	_____
CHM	251	Organic Chemistry <b>and</b>	
CHM	252	Organic Chemistry II	_____
MAT	272	Calculus II <b>and</b>	
MAT	273	Calculus III	_____
PHY	151	College Physics I <b>and</b>	
PHY	152	College Physics II	_____
PHY	251	General Physics I <b>and</b>	
PHY	252	General Physics II	_____

***Choose two of the following:***

BIO	111	General Biology I	_____
AST	151/151A	General Astronomy	_____
CHM	251	Organic Chemistry	_____
MAT	272	Calculus II	_____
PHY	151	College Physics I	_____
GEL	111	Introductory Geology	_____
CIS	110*	Introduction to Computers	_____
CIS	115*	Introduction to Programming and Logic	_____
CSC	134*	C++ Programming	_____

**Other courses (6-8 hours/2 courses)**

-	-	College Transfer core courses	_____
-	-	College Transfer core courses	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

\* If CIS-110, CIS-115 or CSC-134 are chosen to complete Natural Sciences and Math requirements, you will need to choose 1 or 2 additional credits of other College Transfer courses to complete your degree.

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# Pre-Major Biology and Biology Education

A 10 40 A

Associate in Science degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Science degree in biology or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.S. degree programs at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**Pre-Major Biology and Biology Education - Associate in Science degree, Jamestown, day**  
**Advising Code: A 1040 A**

Prefix	Course Number	Course Title	Semester Completed
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Core Requirements (Consult with transfer institution when selecting course options if you intent to transfer to a private college.)

### English Composition (6 hours/ 2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities (9 hours/3 courses)

-	-	Literature Core Course	_____
-	-	Humanities / Fine Arts Core Course	_____

#### ***Choose one of the following:***

COM	231	Public Speaking	_____
COM	110	Introduction to Communication	_____
COM	120	Intro to Interpersonal Communication	_____

### Social Sciences (9 hours/3 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____
HIS	121	Western Civilization I	_____

### Mathematics (6 hours/2 courses)

MAT	171	Precalculus Algebra	_____
MAT	172	Precalculus Trigonometry	_____

### Chemistry (8 hours/2 courses)

CHM	151	General Chemistry I	_____
CHM	152	General Chemistry II	_____

### Biology (8 hours / 2 courses)

BIO	111	General Biology I	_____
BIO	112	General Biology II	_____

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**Additional Math/ Science (15-16 hours / 4 courses)*****Choose one of the following sets (8 hours/2 courses):***

CHM	251	Organic Chemistry <b>and</b>	_____
CHM	252	Organic Chemistry II	_____
PHY	151	College Physics I <b>and</b>	_____
PHY	152	College Physics II	_____
PHY	251	General Physics I <b>and</b>	_____
PHY	252	General Physics II	_____

***Choose one of the following (4 hours/1 course):***

BIO	250	Genetics <b>or</b>	_____
BIO	275	Microbiology	_____
-	-	Math/Natural Science Elective* (3-4 hours)	_____

**\*Choose Additional Math/Science Elective from BIO 250, BIO 275, BIO 280, CHM 251, PHY 151, PHY 251, GEL 111 or MAT 271 or higher.**

**Other Courses (3 hours / 1 course)**

-	-	College Transfer Elective	_____
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Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in science degree, students who meet the requirements outlined in this pre-major articulation agreement will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree:

Biology: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU

Biology Education, Secondary Education: ASU, ECSU, FSU, NCA&T, NCCU, UNC-A\*, UNC-P, UNC-W, WCU

\*Certification for Grades K-4; Middle Grades (4-6); Grades 6-9; Secondary Level.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Biology and Biology Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

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# Pre-Major Chemistry and Chemistry Education

A 10 40 B

Associate in Science degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Science degree in chemistry or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.S. degree programs at these institutions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

## Curriculum:

**Pre-Major Chemistry and Chemistry Education - Associate in Science degree, Jamestown, day**  
**Advising Code: A 1040 B**

Prefix	Course Number	Course Title	Semester Completed
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### English Composition (6 hours/ 2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Humanities/Fine Arts (9 hours/ 3 courses)

—	—	Literature core course	_____
—	—	Humanities/Fine Arts core course	_____
COM	231	Public Speaking (required)	_____

### Social Sciences (12 hours/4 courses)

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

### Choose one of the following sets:

HIS	111	World Civilization I <b>and</b>	_____
HIS	112	World Civilization II	_____
HIS	121	Western Civilization I <b>and</b>	_____
HIS	122	Western Civilization II	_____

### Mathematics (8 hours/ 2 courses)

MAT	271	Calculus I	_____
MAT	272	Calculus II	_____

### Natural Sciences (8 hours/ 2 courses)

CHM	151	General Chemistry I	_____
CHM	152	General Chemistry II	_____

### Physical Education (2 hours/ 1 course)

PED	110	Fit and Well for Life	_____
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**Other Courses (19 hours/ 5 courses)**

CHM	251	Organic Chemistry	_____
CHM	252	Organic Chemistry II	_____
PHY	251	General Physics I	_____
PHY	252	General Physics II	_____

***Choose one of the following:***

CIS	110	Introduction to Computers	_____
CIS	115	Introduction to Programming and Logic	_____

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in science degree, students who meet the requirements outlined in this pre-major articulation agreement will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree:

Chemistry: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU

Chemistry Education, Secondary Education: ASU, ECSU, NCA&T, NCCU, UNC-A\*, UNC-W

\*Certification for Grades K-4; Middle Grades (4-6); Grades 6-9; Secondary Level.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Chemistry and Chemistry Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

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# Pre-Major Engineering

A 10 40 D

Associate in Science degree, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2439 - from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program is designed for students who intend to pursue a Bachelor of Science degree in engineering at N.C. A&T State University, N.C. State University or the University of North Carolina at Charlotte. Individual institutions may have additional requirements for admission into the major department. Students seeking to acquire entry-level job skills should enroll in one of the engineering technologies programs at GTCC. Those programs also may transfer to N.C. A&T and UNC-Charlotte under certain conditions. **Note: The grade of "D" in any course invalidates the transfer agreement.**

Students planning to enroll in this program should have completed Algebra I, Algebra II, Geometry and Advanced Math at the high school level. Students also should have completed two years of a foreign language at the high school level.

**Curriculum:** Pre-Major Engineering - Associate in Science degree, Jamestown, day  
Advising Code: A 1040 D

Prefix	Course Number	Course Title	Semester Completed
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Core Requirements (Consider intended transfer institution when selecting course options if your intent is to transfer to a private college.)

### English Composition (6 hours/ 2 courses)

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

### Literature (3 hours/1 course)

-	-	Literature Core Course	_____
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### Humanities/Communication (9 hours/3 courses)

SPA	111	Elementary Spanish I <b>and</b>	_____
SPA	112	Elementary Spanish II	_____

### Choose one of the following:

COM	231	Public Speaking	_____
COM	110	Introduction to Communication	_____
COM	120	Intro to Interpersonal Communication	_____
HUM	110	Technology and Society	_____

### Social Sciences (9 hours/3 courses)

#### Choose one of the following:

PSY	150	General Psychology	_____
SOC	210	Introduction to Sociology	_____

#### Choose one of the following:

ECO	251	Principles of Microeconomics	_____
ECO	252	Principles of Macroeconomics	_____

#### Choose one of the following:

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

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**Mathematics (15 hours/4 courses)**

MAT	271	Calculus I*	_____
MAT	272	Calculus II	_____
MAT	273	Calculus III	_____
MAT	285	Differential Equations	_____

**Chemistry (8 hours/2 courses)**

CHM	151	General Chemistry I	_____
CHM	152	General Chemistry II	_____

**Computer Science (6 hours/2 course)**

CIS	115	Intro to Programming & Logic	_____
CSC	134	C++ Programming	_____

**Physics (8 hours/2 courses)**

PHY	251	General Physics I	_____
PHY	252	General Physics II	_____

**Physical Education (1 hour/1 course)**

-	-	PED Activity Course	_____
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Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

\*Students must place into or complete the pre-requisites for MAT 271.



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# Pre-Major Mathematics

A 10 40 E

Associate in Science degree, Jamestown, day

**Contact Information:**

(336) 334-4822, ext. 2439- from Greensboro • (336) 454-1126, ext. 2439 - from High Point

This program of study is designed for students who intend to pursue a Bachelor of Science degree in mathematics or related fields of study. Students who complete this program will meet freshman and sophomore requirements at most public and private four-year institutions in North Carolina. Graduates will be eligible for admission with junior class standing in B.S. degree programs at these colleges. **Note: The grade of "D" in any course invalidates the transfer agreement.**

**Curriculum:** Pre-Major Mathematics - Associate in Science degree, Jamestown, day  
Advising Code: A 1040 E

Prefix	Course Number	Course Title	Semester Completed
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**English Composition (6 hours/ 2 courses)**

ENG	111	Expository Writing	_____
ENG	112	Argument-Based Research	_____

**Humanities/Fine Arts (12 hours/4 courses)**

-	-	Literature Core Course	_____
-	-	Humanities/Fine Arts Core Course	_____
-	-	Humanities/Fine Arts Core Course	_____

**Choose one of the following:**

COM	231	Public Speaking	_____
COM	120	Intro to Interpersonal Communication	_____

**Social Sciences (12 hours/4 courses)**

SOC	210	Introduction to Sociology	_____
PSY	150	General Psychology	_____

**Choose one of the following:**

HIS	111	World Civilization I	_____
HIS	121	Western Civilization I	_____

**Choose one of the following:**

HIS	112	World Civilization II	_____
HIS	122	Western Civilization II	_____

**Natural Sciences (8 hours/2 courses)**

PHY	251	General Physics I	_____
PHY	252	General Physics II	_____

**Mathematics (22 hours/6 courses)**

MAT	175	Precalculus	_____
MAT	271	Calculus I	_____
MAT	272	Calculus II	_____
MAT	273	Calculus III	_____
CSC	134	C++ Programming	_____
MAT	285	Differential Equations	_____

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**Additional Math/Natural Sciences (4 hours/1-2 courses)**

– – Math/Natural Sciences Elective \_\_\_\_\_

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

**Application to a University**

Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon successful completion of the associate in science degree, students who meet the requirements outlined in this pre-major articulation agreement for Mathematics will be eligible to be considered for admission as juniors to the universities offering the baccalaureate degree: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, WSSU.

**Admission to the Major**

Grade point average requirements vary and admission is competitive across the several programs in Mathematics.

**Cooperative Education**

You may receive one credit hour of elective academic credit for your participation in Cooperative Education for career exploration. However, this credit will not apply toward the number of credits needed for graduation.

# **Two-Year Technical Degree Programs**

(pages 134-336)

## **A.G.E (Associate in General Education)**

This technical-level degree is intended for students interested in tailoring a general education program to meet their needs and interests.

This program is NOT intended for students wanting to transfer to a four-year institution.

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## **A.A.S (Associate in Applied Sciences)**

These programs are intended to give the student specific technical, career-oriented education which will result in employment after completion.

## General Education Options for Technical Degree Programs – A.A.S and A.G.E Programs

These courses are typically offered at GTCC and most commonly used to meet technical programs' general education requirements. A complete and updated listing of all NCCCS courses satisfying general education requirements can be located on the General Ed Matrix:

[www.ncccs.cc.nc.us/programs/common\\_course\\_library.htm](http://www.ncccs.cc.nc.us/programs/common_course_library.htm)

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

### Humanities/Fine Arts

For Humanities/Fine Arts electives, choose from the list below:

ART	111	Art Appreciation	3	0	0	3
ART	114	Art History Survey I	3	0	0	3
ART	115	Art History Survey II	2	0	0	3
COM	140	Intro to Intercultural Communication	3	0	0	3
DRA	111	Theatre Appreciation	3	0	0	3
DRA	112	Literature of the Theatre	3	0	0	3
DRA	126	Storytelling	3	0	0	3
ENG	125	Creative Writing	3	0	0	3
ENG	131	Introduction to Literature	3	0	0	3
ENG	231	American Literature I	3	0	0	3
ENG	232	American Literature II	3	0	0	3
ENG	241	British Literature I	3	0	0	3
ENG	242	British Literature II	3	0	0	3
ENG	251	Western World Literature I	3	0	0	3
ENG	252	Western World Literature II	3	0	0	3
ENG	261	World Literature I	3	0	0	3
ENG	262	World Literature II	3	0	0	3
ENG	273	African-American Literature	3	0	0	3
HUM	110	Technology Society	3	0	0	3
HUM	115	Critical Thinking	3	0	0	3
HUM	120	Cultural Studies	3	0	0	3
HUM	121	The Nature of America	3	0	0	3
HUM	122	Southern Culture	3	0	0	3
HUM	130	Myth in Human Culture	3	0	0	3
HUM	150	American Women's Studies	3	0	0	3
HUM	160	Introduction to Film	3	0	0	3
HUM	211	Humanities I	3	0	0	3
HUM	212	Humanities II	3	0	0	3
MUS	110	Music Appreciation	3	0	0	3
MUS	111	Fundamentals of Music	3	0	0	3
MUS	112	Introduction to Jazz	3	0	0	3
MUS	121	Music Theory I	3	2	0	4
PHI	210	History of Philosophy	3	0	0	3
PHI	215	Philosophical Issues	3	0	0	3
PHI	240	Introduction to Ethics	3	0	0	3
REL	110	World Religions	3	0	0	3
REL	111	Eastern Religions	3	0	0	3
REL	112	Western Religions	3	0	0	3
REL	211	Introduction to Old Testament	3	0	0	3
REL	212	Introduction to New Testament	3	0	0	3
REL	221	Religion in America	3	0	0	3

### Natural Sciences/Mathematics

For Natural Sciences/Mathematics electives, choose from the list below:

AST	111	Descriptive Astronomy (with lab)	3	2	0	4
AST	151	General Astronomy I (with lab)	3	2	0	4
BIO	110	Principles of Biology	3	3	0	4
BIO	111	General Biology I	3	3	0	4
BIO	140	Environmental Biology (with lab)	3	3	0	4
BIO	163	Basic Anatomy and Physiology	4	2	0	5
BIO	165	Anatomy and Physiology I	3	3	0	4

CHM	131	Introduction to Chemistry (with lab)	3	3	0	4
CHM	151	General Chemistry I	3	3	0	4
GEL	111	Introduction to Geology	3	2	0	4
PHY	110	Conceptual Physics (with lab)	3	2	0	4
PHY	121	Applied Physics I	3	2	0	4
PHY	131	Physics - Mechanics	3	2	0	4
PHY	151	College Physics I	3	2	0	4
MAT	110	Mathematical Measurement	2	2	0	3
MAT	115	Mathematical Models	2	2	0	3
MAT	120	Geometry and Trigonometry	2	2	0	3
MAT	121	Algebra/Trigonometry I	2	2	0	3
MAT	140	Survey of Mathematics	3	0	0	3
MAT	140A	Survey of Math Lab	0	2	0	1
MAT	151	Statistics I	3	3	0	3
MAT	151A	Statistics I Lab	0	2	0	1
MAT	161	College Algebra	3	0	0	3
MAT	161A	College Algebra Lab	0	2	0	1
MAT	171	Precalculus Algebra	3	0	0	3
MAT	171A	Precalculus Algebra Lab	0	2	0	2
MAT	175	Precalculus	4	0	0	4
MAT	175A	Precalculus Lab	0	2	0	1

## Social/Behavioral Sciences

For Social/Behavioral Sciences electives, choose from the list below:

ANT	210	General Anthropology	3	0	0	3
ANT	220	Cultural Anthropology	3	0	0	3
ECO	251	Principles of Microeconomics	3	0	0	3
ECO	252	Principles of Macroeconomics	3	0	0	3
GEO	111	World Regional Geography	3	0	0	3
GEO	112	Cultural Geography	3	0	0	3
HIS	111	World Civilizations I	3	0	0	3
HIS	112	World Civilizations II	3	0	0	3
HIS	121	Western Civilization I	3	0	0	3
HIS	122	Western Civilization II	3	0	0	3
HIS	131	American History I	3	0	0	3
HIS	132	American History II	3	0	0	3
HIS	151	Hispanic Civilization	3	0	0	3
HIS	227	Native American History	3	0	0	3
HIS	236	North Carolina History	3	0	0	3
POL	120	American Government	3	0	0	3
POL	210	Comparative Government	3	0	0	3
POL	220	International Relations	3	0	0	3
PSY	110	Life Span Development	3	0	0	3
PSY	118	Interpersonal Psychology	3	0	0	3
PSY	150	General Psychology	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
SOC	213	Sociology of the Family	3	0	0	3
SOC	220	Social Problems	3	0	0	3
SOC	225	Social Diversity	3	0	0	3

## Technical

Technical electives are a selected group of courses within a specific curriculum that you may choose in order to complete that curriculum.

## Cooperative Education

Many programs allow you to complement your classroom learning experiences with off-campus employment while completing your degrees. Such an arrangement is called cooperative education. The work experience earned is closely related to your academic study, and you are awarded academic credit for your employment.

Cooperative education is an integral part of the learning process for many programs, as it enhances your academic knowledge, personal development and professional preparation. To determine if you meet the requirements for cooperative education in your program of study, ask your faculty advisor or department chair.

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# Associate in General Education Program

**A 10 30 0**

Associate in General Education degree, Jamestown, day and evening; Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 2485 or 2509 - from Greensboro • (336) 454-1126, ext. 2485 or 2509 - from High Point

The General Education curriculum is designed for the student who is interested in pursuing a program of study in general education or who is not ready to choose a more specific educational program. This curriculum provides an introduction to the liberal arts (general education) and enables the student to tailor the program beyond that point to personal needs and interests. Students may apply any technical, general education or college transfer course to the degree. (Students should note, however, that they must satisfy any course prerequisites listed.) **This program is not intended for students who want to transfer to a four-year university.**

## Program Outcomes:

Each student in the general education program will prepare an individualized program of study in consultation with his/her advisor. The program of study must be designed to ensure that the student will acquire competence in the following areas which have been identified as institution-wide student competencies. A graduate of the general education program will be able to:

- communicate by reading, writing, listening and speaking with the proficiency necessary for success in life and chosen career;
- use job-related skills that will enable him/her to obtain and maintain employment in his/her chosen career;
- include self-awareness in the determination of his/her professional and personal goals;
- solve problems and make decisions in career life;
- use social skills that will enable him/her to get along well with others in career and life;
- apply computational skills necessary for success in his/her life and chosen career;
- recognize the importance of good mental and physical health in life, leisure, and employment;
- use economic and consumer skills for success in career and life;
- use citizenship skills that will facilitate participation in national, state, and community affairs.

## Curriculum:

**General Education - Associate in General Education degree, Jamestown, day / Greensboro, day**  
**Advising Code: A 1030 0**

Prefix	Course Number	Course Title	Semester Completed
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### **English Composition (6 hours/ 2 courses)**

ENG	111	Expository Writing	_____
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### **Choose one of the following:**

ENG	112	Argument-Based Research	_____
ENG	114	Professional Research & Reporting	_____

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**Humanities/Fine Arts (9 hours/ 3 courses)**

- - Humanities/Fine Arts course \_\_\_\_\_
- - Humanities/Fine Arts course \_\_\_\_\_

***Choose one of the following:***

- COM 231 Public Speaking \_\_\_\_\_
- COM 110 Introduction to Communication \_\_\_\_\_
- COM 120 Intro to Interpersonal Communication \_\_\_\_\_

**Social Sciences (6 hours/2 courses)**

- - Social Sciences elective \_\_\_\_\_
- - Social Sciences elective \_\_\_\_\_

**Mathematics/Natural Sciences (6 hours/ 2 courses)**

- - MAT elective (not developmental) \_\_\_\_\_
- - MAT or Natural Science elective \_\_\_\_\_

**Computer Sciences (3 hours/1 course)**

- CIS 110 Introduction to Computers \_\_\_\_\_

**Other Courses (34 hours/ 12 courses)**

- - General Elective \_\_\_\_\_
- - General Elective \_\_\_\_\_
- - General Elective \_\_\_\_\_
- - General Elective \_\_\_\_\_
- - General Elective \_\_\_\_\_
- - General Elective \_\_\_\_\_
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- - General Elective \_\_\_\_\_
- - General Elective \_\_\_\_\_
- - General Elective \_\_\_\_\_

Total credit hours to graduate: 64-65 hours. Curriculum subject to change.

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# BIOLOGICAL TECHNOLOGIES

## Biotechnology

A 20 10 0

Associate in Applied Science, Jamestown, day

### Contact Information:

(336) 334-4822, ext. 2218 - from Greensboro • (336) 454-1126, ext. 2218 - from High Point

The Biotechnology curriculum is designed to meet the increasing demands for skilled laboratory technicians in various fields of biological and chemical technology.

Course work emphasizes biology, chemistry, mathematics and technical communications. The curriculum objectives are designed to prepare graduates to serve in three distinct capacities: research assistant to a biologist or chemist; laboratory technician/instrumentation technician; and quality control/quality assurance technician.

Graduates may find employment in various areas of industry and government including research and development, manufacturing, sales, and customer service.

The Biotechnology Program at GTCC is a collaborative educational program offered by Alamance Community College (ACC), Forsyth Technical Community College (FTCC) and GTCC. Students are able to complete the first two semesters, as well as some selected general education courses from the second year, at GTCC. Students who successfully complete at least the first two semesters at GTCC will be admitted to the Alamance Community College program and will be able to complete the program requirements at ACC. Alamance Community College will award the Associate of Applied Science degree to all students who meet degree requirements.

### From Alamance Community College

#### Curriculum:

Biotechnology - Associate in Applied Science, Jamestown, day  
Advising Code: A 2010 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Courses that may be completed at GTCC:</b>						
BIO	111	General Biology I	3	3	0	4
BIO	112	General Biology II	3	3	0	4
BTC	181	Basic Lab Techniques	3	3	0	4
CHM	131	Introduction to Chemistry	3	0	0	3
CHM	131A	Introduction to Chemistry Lab	0	3	0	1
CHM	132	Organic and Biochemistry	3	3	0	4
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
MAT	110	Mathematical Measurement	2	2	0	3
ENG	114	Professional Research and Reporting	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
—	—	Social / Behavior Science Elective	3	0	0	3

#### **Courses that must be completed at ACC:**

BIO	250	Genetics	3	3	0	4
BIO	275	Microbiology	3	3	0	4
BTC	285	Cell Culture	2	3	0	3
BTC	281	Bioprocess Techniques	2	6	0	4
BTC	286	Immunological Techniques	3	3	0	4
BTC	288	Biotech Lab Experience	1	6	0	3
CHM	263	Analytical Chemistry	3	4	0	5
COE	112	Coop Work Experience	0	0	20	2
PHY	120	Health Sciences Physics	3	2	0	4

Total credit hours required for degree: 71 This curriculum is subject to change.



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## From Forsyth Tech

### Curriculum:

Biotechnology - Associate in Applied Science, Jamestown, day  
Advising Code: A 2010 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Courses that may be completed at GTCC:</b>						
BIO	111	General Biology I	3	3	0	4
BIO	112	General Biology II	3	3	0	4
CHM	131	Introduction to Chemistry	3	0	0	3
CHM	131A	Intro to Chemistry Lab	0	3	0	1
CHM	132	Organic & Biochemistry	3	3	0	4
CIS	111	Basic PC Literacy	1	2	0	2
CIS	172	Intro to the Internet	2	3	0	3
ENG	111	Expository Writing	3	0	0	3
ENG	114	Professional Research & Reporting	3	0	0	3
MAT	115	Mathematical Models	2	2	0	3
MAT	151	Statistics I	3	0	0	3
MAT	151A	Statistics Lab I	0	2	0	1
PSY	118	Interpersonal Psychology	3	0	0	3
-	-	Humanities / Fine Arts Electives	3	0	0	3

### Courses that must be completed at FTCC:

COE	112	Co-op Work Experience I	0	0	20	2
BIO	285	Research & Measurement	2	4	0	4
BTC	181	Basic Lab Techniques	3	3	0	4

### Technical Electives from FTCC

#### Select a minimum of 14 credit hours from:

BIO	250	Genetics	3	3	0	4
BIO	275	Microbiology	3	3	0	4
BTC	281	Bioprocess Techniques	2	6	0	4
BTC	285	Cell Culture	2	3	0	3
BTC	286	Immunological Techniques	3	3	0	4
BTC	288	Biotech Lab Experience	0	6	0	2
CHM	263	Analytical Chemistry	3	4	0	5

Total credit hours required for degree: 64 - 71 This curriculum is subject to change.

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# BUSINESS TECHNOLOGIES

## Accounting

A 25 10 0

Associate in Applied Science, Jamestown, day and evening  
Diploma, Jamestown, day and evening  
Certificate, Jamestown, day and evening

### Contact Information:

(336) 334-4822, ext. 2263 - from Greensboro • (336) 454-1126, ext. 2263 - from High Point

The accounting curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting profession. Using the “language of business,” accountants assemble and analyze, process, and communicate essential information about financial operations.

In addition to course work in accounting principles, theories, and practice, students will study business law, finance, management, and economics. Related business and critical thinking skills are developed through the study of communications, computer applications, financial analysis, and ethics. The use of computers is integrated in the accounting courses to provide students with marketable job skills. Teamwork skills are enhanced through classroom practice.

Graduates should qualify for entry-level accounting positions in many types of organizations including accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems and governmental agencies. With work experience and additional education, an individual may advance in the accounting profession.

Students will be required to use technology (computer, internet, etc.) in all courses in this program.

Most courses required under this program are offered in a variety of formats:

- Traditional (face to face, in a classroom setting)
- On-line (no traditional class time - lecture/labs on-line)
- Hybrid (part face-to-face classroom, part on-line)

### Program Outcomes:

Upon successful completion of the Accounting program, the graduate should be able to:

- analyze, classify, and record transactions;
- prepare financial statements and other financial reports;
- prepare and document supporting schedules;
- maintain source document control;
- assist in preparing tax returns;
- assist in internal and external auditing;
- use electronic spreadsheets and accounting software for practical applications in a business environment.

**Curriculum:****Accounting - Associate in Applied Science, Jamestown, day****Advising Code: A 2510 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
ACC	120	Principles of Financial Accounting	3	2	0	4
BUS	115	Business Law I	3	0	0	3
BUS	121*	Business Math	2	2	0	3
ECO	251	Principles of Microeconomics	3	0	0	3
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>14</b>	<b>6</b>	<b>0</b>	<b>17</b>
<b>Spring Semester I</b>						
ACC	121	Principles of Managerial Accounting	3	2	0	4
ACC	125*	Mathematics of Finance	3	0	0	3
ACC	149*	Introduction to Accounting Spreadsheets	1	2	0	2
ECO	252	Principles of Macroeconomics	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>13</b>	<b>4</b>	<b>0</b>	<b>15</b>
<b>Summer Term I</b>						
ACC	150*	Accounting Software Applications	1	2	0	2
BUS	225*	Business Finance	2	2	0	3
–	–	Technical Elective	3	0	0	3
ACC	140*	Payroll Accounting	1	2	0	2
<b>Total</b>			<b>7</b>	<b>6</b>	<b>0</b>	<b>10</b>
<b>Fall Semester II</b>						
ACC	129	Individual Income Taxes	2	2	0	3
ACC	151*	Accounting Spreadsheet Applications	1	2	0	2
ACC	220	Intermediate Accounting I	3	2	0	4
MAT	115	Mathematical Models <b>or</b>	2	2	0	3
MAT	161**	College Algebra	(3)	(0)	(0)	(3)
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research & Reporting	(3)	(0)	(0)	(3)
<b>Total</b>			<b>11(12)</b>	<b>8</b>	<b>0</b>	<b>15</b>
<b>Spring Semester II</b>						
ACC	130*	Business Income Taxes	2	2	0	3
ACC	180*	Practices in Bookkeeping	3	0	0	3
ACC	221*	Intermediate Accounting II	3	2	0	4
COM	120	Intro to Interpersonal Communications <b>or</b>	3	0	0	3
COM	110	Intro to Communication	(3)	(0)	(0)	(3)
–	–	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>14</b>	<b>4</b>	<b>0</b>	<b>16</b>

Total credit hours required for degree: 73 **This curriculum is subject to change.**

Technical Electives: Choose 3 credits from: BUS 110, BUS 125, BUS 137, BUS 151, BUS 217, BUS 234, BUS 260, BUS 280, DBA 110, ECO 251, ECO 252, LOG 110, MKT 120, MKT 121, MKT 123, MKT 224, or COE 113.

\*Up to three cooperative education (COE) credits may be substituted for indicated courses. Cooperative education credit substitutions must be approved by the Department Chair.

\*\*Students planning to transfer are encouraged to take MAT 161.

**Curriculum:****Accounting - Associate in Applied Science, Jamestown, evening  
Advising Code A 2510 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
ACC	120	Principles of Financial Accounting	3	2	0	4
BUS	121*	Business Math	2	2	0	3
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>8</b>	<b>6</b>	<b>0</b>	<b>11</b>
<b>Spring Semester I</b>						
ACC	121	Principles of Managerial Accounting	3	2	0	4
ACC	125*	Mathematics of Finance	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>9</b>	<b>2</b>	<b>0</b>	<b>10</b>
<b>Summer Term I</b>						
BUS	115	Business Law I	3	0	0	3
ECO	251	Principles of Microeconomics	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>Fall Semester II</b>						
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research & Reporting	(3)	(0)	(0)	(3)
ACC	220	Intermediate Accounting I	3	2	0	4
MAT	115	Mathematical Models <b>or</b>	2	2	0	3
MAT	161**	College Algebra	(3)	(0)	(0)	(3)
<b>Total</b>			<b>8(9)</b>	<b>2(4)</b>	<b>0</b>	<b>10</b>
<b>Spring Semester II</b>						
ACC	149*	Introduction to Accounting Spreadsheets	1	2	0	2
ACC	221*	Intermediate Accounting II	3	2	0	4
ECO	252	Principles of Macroeconomics	3	0	0	3
<b>Total</b>			<b>7</b>	<b>4</b>	<b>0</b>	<b>9</b>
<b>Summer Term II</b>						
ACC	150*	Accounting Software Applications	1	2	0	2
BUS	225*	Business Finance	2	2	0	3
<b>Total</b>			<b>3</b>	<b>4</b>	<b>0</b>	<b>5</b>
<b>Fall Semester III</b>						
ACC	129*	Individual Income Taxes	2	2	0	3
ACC	140*	Payroll Accounting	1	2	0	2
ACC	151*	Accounting Spreadsheet Applications	1	2	0	2
<b>Total</b>			<b>4</b>	<b>6</b>	<b>0</b>	<b>7</b>
<b>Spring Semester III</b>						
ACC	130*	Business Income Taxes	2	2	0	3
COM	120	Intro to Interpersonal Communication <b>or</b>	3	0	0	3
COM	110	Intro to Communication	(3)	(0)	(0)	(3)
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>

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**Summer Term III**

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–	–	Technical Elective	3	0	0	3
ACC	180*	Practices in Bookkeeping	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

Total credit hours required for degree: 73 **This curriculum is subject to change.**

Technical Electives: Choose 3 credits from: BUS 110, BUS 125, BUS 137, BUS 151, BUS 217, BUS 234, BUS 260, BUS 280, DBA 110, ECO 251, ECO 252, LOG 110, MKT 120, MKT 121, MKT 123, MKT 224, or COE 113.

\*Up to three cooperative education (COE) credits may be substituted for indicated courses. Cooperative education credit substitutions must be approved by the Department Chair.

\*\*Students planning to transfer are encouraged to take MAT 161.

**Curriculum:**

**Accounting - Diploma, Jamestown, day / evening**  
**Advising Code: A 2510 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACC	120	Principles of Financial Accounting	3	2	0	4
BUS	115	Business Law I	3	0	0	3
BUS	121	Business Math	2	2	0	3
CIS	110	Introduction to Computers	2	2	0	3
<b>Totals</b>			<b>10</b>	<b>6</b>	<b>0</b>	<b>13</b>

**Spring Semester I**

ACC	121	Principles of Managerial Accounting	5	3	0	4
ACC	125*	Mathematics of Finance	3	0	0	3
ACC	149*	Introduction to Accounting Spreadsheets	1	2	0	2
ENG	111	Expository Writing	3	0	0	3
<b>Totals</b>			<b>12</b>	<b>5</b>	<b>0</b>	<b>12</b>

**Summer Semester I**

ACC	150*	Accounting Software Applications	1	2	0	2
BUS	225*	Business Finance	2	2	0	3
ACC	140*	Payroll Accounting	1	2	0	2
<b>Totals</b>			<b>4</b>	<b>6</b>	<b>0</b>	<b>7</b>

**Fall Semester II**

ACC	129	Individual Income Taxes	2	2	0	3
ACC	151*	Accounting Spreadsheet Applications	1	2	0	2
COM	120	Intro to Interpersonal Communication	3	0	0	3
<b>Totals</b>			<b>6</b>	<b>4</b>	<b>0</b>	<b>8</b>

Total credit hours required for diploma: 40 **This curriculum is subject to change.**

\*Up to three cooperative education (COE) credits may be substituted for indicated courses. Cooperative education credit substitutions must be approved by the Department Chair.

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**Curriculum:****Accounting - Certificate, Jamestown, day / evening**  
**Advising Code: A 2510 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACC	120	Principles of Financial Accounting	3	2	0	4
BUS	121	Business Math	2	2	0	3
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>
<b>Spring Semester I</b>						
ACC	121	Principles of Managerial Accounting	3	2	0	4
ACC	125*	Mathematics of Finance	3	0	0	3
<b>Total</b>			<b>6</b>	<b>2</b>	<b>0</b>	<b>7</b>
<b>Summer Term I</b>						
ACC	140*	Payroll Accounting	1	2	0	2
ACC	150*	Accounting Software Applications	1	2	0	2
<b>Total</b>			<b>2</b>	<b>4</b>	<b>0</b>	<b>4</b>

Total credit hours required for certificate: 18 **This curriculum is subject to change.**

\*Up to three cooperative education (COE) credits may be substituted for indicated courses. Cooperative education credit substitutions must be approved by the Department Chair.

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# Business Administration

A 25 12 0

Associate in Applied Science, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2263 - from Greensboro • (336) 454-1126, ext. 2263 - from High Point

The Business Administration curriculum is designed to introduce students to the various aspects of the free enterprise system. Students will be provided with a fundamental knowledge of business functions, processes, and an understanding of business organizations in today's global economy.

Course work includes business concepts in accounting, business law, economics, management, and marketing. Skills related to the application of these concepts are developed through the study of computer applications, communication, team building, and decision making. Through these skills, students will have a sound business education base for lifelong learning.

Classroom activities that develop team-building skills will prepare graduates to function as contributing members of management teams. Graduates may find employment in large and small businesses, not-for-profit service organizations, government agencies, and financial institutions.

Students will be required to use technology (computer, internet, etc.) in all courses in this program.

Most courses required under this program are offered in a variety of formats:

- Traditional (face to face, in a classroom setting)
- On-line (no traditional class time - lecture/labs on-line)
- Hybrid (part face-to-face classroom, part on-line)

## Program Outcomes:

Upon successful completion of the Business Administration program, the graduate should be able to:

- use basic management techniques;
- use effective marketing techniques;
- use effective financial management techniques.

## Curriculum:

**Business Administration - Associate in Applied Science, Jamestown, day**  
**Advising Code: A 2512 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ACA	111	College Student Success	1	0	0	1
BUS	110	Introduction to Business	3	0	0	3
BUS	121	Business Math	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
CIS	110	Introduction to Computers <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy <b>or</b>	(1)	(2)	0	(2)
OST	137	Office Applications	(2)	(2)	0	(3)
LOG	110	Introduction to Logistics	3	0	0	3
<b>Total</b>			<b>14</b>	<b>4</b>	<b>0</b>	<b>16(15)</b>

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**Spring Semester I**

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BUS	137	Principles of Management	3	0	0	3
BUS	115	Business Law	3	0	0	3
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research & Reporting	(3)	(0)	(0)	(3)
MAT	115	Mathematical Models <b>or</b>	2	2	0	3
MAT	161*	College Algebra	(3)	(0)	(0)	(3)
—	—	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>14(15)</b>	<b>2(0)</b>	<b>0</b>	<b>15</b>

**Summer Semester I**

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INT	110	International Business	3	0	0	3
MKT	120	Principles of Marketing	3	0	0	3
—	—	Technical Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Fall Semester II**

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ACC	120	Principles of Financial Accounting	3	2	0	4
BUS	280	Real Small Business	4	0	0	4
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
ECO	251	Principles of Microeconomics	3	0	0	3
<b>Total</b>			<b>13</b>	<b>2</b>	<b>0</b>	<b>14</b>

**Spring Semester II**

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ACC	121	Principles of Managerial Accounting	3	2	0	4
ACC	149	Introduction to Accounting Spreadsheets	1	2	0	2
BUS	225	Business Finance	2	2	0	3
ECO	252	Principles of Macroeconomics	3	0	0	3
<b>Total</b>			<b>9</b>	<b>6</b>	<b>0</b>	<b>12</b>

Total credit hours required for degree: 65-66 This curriculum is subject to change.

Technical Electives: Choose 3 credits from ACC 115, ACC 129, ACC 130, ACC 140, ACC 151, BUS 125, BUS 151, BUS 153, BUS 217, BUS 234, BUS 260, DBA 110, MKT 121, MKT 224 or COE 113.

\* Students planning to transfer to four-year institutions are advised to take MAT 161.

**Curriculum:**

**Business Administration - Associate in Applied Science, Jamestown, evening**  
**Advising Code: A 2512 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ACA	111	College Student Success	1	0	0	1
BUS	110	Introduction to Business	3	0	0	3
BUS	137	Principles of Management	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
CIS	110	Introduction to Computers <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy <b>or</b>	(1)	(2)	0	(2)
OST	137	Office Applications	(1)	(2)	0	(2)
<b>Total</b>			<b>12(11)</b>	<b>2</b>	<b>0</b>	<b>13(12)</b>

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**Spring Semester I**

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BUS	121	Business Math	2	2	0	3
LOG	110	Introduction to Logistics	3	0	0	3
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research & Reporting	(3)	(0)	(0)	(3)
–	–	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>11</b>	<b>2</b>	<b>0</b>	<b>12</b>

**Summer Semester I**

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INT	110	International Business	3	0	0	3
MKT	120	Principles of Marketing	3	0	0	3
–	–	Technical Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Fall Semester II**

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ACC	120	Principles of Financial Accounting	3	2	0	4
BUS	115	Business Law	3	0	0	3
BUS	280	REAL Smart Business	4	0	0	4
MAT	115	Mathematical Models <b>or</b>	2	2	0	3
MAT	161*	College Algebra	(3)	(0)	(0)	(3)
<b>Total</b>			<b>12(13)</b>	<b>4</b>	<b>0</b>	<b>14</b>

**Spring Semester II**

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ACC	121	Principles of Managerial Accounting	3	2	0	4
ECO	251	Principles of Microeconomics	3	0	0	3
ECO	252	Principles of Macroeconomics	3	0	0	3
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
<b>Total</b>			<b>12</b>	<b>2</b>	<b>0</b>	<b>13</b>

**Summer Term II**

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ACC	149	Introduction to Accounting Spreadsheets	1	2	0	2
BUS	225	Business Finance	2	2	0	3
<b>Total</b>			<b>3</b>	<b>4</b>	<b>0</b>	<b>5</b>

Total credit hours required for degree: 65-66 This curriculum is subject to change.

Technical Electives: Choose 3 credits from ACC 115, ACC 129, ACC 130, ACC 140, ACC 151, BUS 125, BUS 151, BUS 153, BUS 217, BUS 234, BUS 260, DBA 110, MKT 121, MKT 224 or COE 113.

\* Students planning to transfer to four-year institutions are advised to take MAT 161.

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**Curriculum****Professional Selling - Certificate, Jamestown  
Advising Code: A 25120 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACC	115	College Accounting <b>or</b>	3	2	0	4
ACC	120	Principles of Financial Accounting	(3)	(2)	(0)	(4)
MKT	120	Principles of Marketing	3	0	0	3
<b>Total</b>			<b>6</b>	<b>2</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

BUS	110	Introduction to Business	3	0	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
MKT	123	Fundamentals of Selling	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

Total credit hours required for certificate: 16    **This curriculum is subject to change.**

# Business Administration

## Human Resources Management Concentration

**A 25 12 C**

Associate in Applied Science, Jamestown, evening  
Certificate, Jamestown, evening

**Contact Information:**

(336) 334-4822, ext. 2263 - from Greensboro • (336) 454-1126, ext. 2263 - from High Point

Human Resources Management is a concentration under the curriculum title of Business Administration. The curriculum is designed to meet the demands of business and service agencies. The objective is the development of generalists and specialists in the administration, training, and management of human resources.

Course work includes studies in management, interviewing, placement, needs assessment, planning, compensation and benefits, and training techniques. Also included are topics such as “people skills,” learning approaches, skills building, and development of instructional and training materials.

Graduates of this program will have a sound business-education base for life-long learning. Students will be prepared for employment opportunities in personnel, training, and other human resources development areas. Students will be required to use technology (computer, internet, etc.) in all courses in this program.

**Program Outcomes**

Upon successful completion of the Business Administration, Human Resources Management Concentration, the graduate should be able to:

- evaluate organizational policies for compliance with the law;
- design, conduct and evaluate training programs;
- acquire and retain employees who match position requirements and fulfill organizational objectives;
- develop and manage a basic compensation system to attract, motivate and retain employees.

**Curriculum:**

**Human Resources Management Concentration - Associate in Applied Science, Jamestown, evening**  
**Advising Code: A 2512 C**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
OST	131*	Keyboarding	1	2	0	2
BUS	217	Employment Law and Regulations	3	0	0	3
BUS	256	Recruit Select and Per Plan	3	0	0	3
BUS	121*	Business Math	2	2	0	3
<b>Total</b>			<b>9</b>	<b>4</b>	<b>0</b>	<b>11</b>
<b>Spring Semester I</b>						
BUS	258	Compensation and Benefits	3	0	0	3
BUS	110*	Introduction to Business	3	0	0	3
OST	136*	Word Processing	2	2	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>
<b>Summer Term I</b>						
CIS	110	Introduction to Computers	2	2	0	3
ACC	120	Principles of Financial Accounting	3	2	0	4
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>

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**Fall Semester II**

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BUS	115	Business Law I	3	0	0	3
BUS	234	Training and Development	3	0	0	3
COM	110	Introduction to Communications or	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Spring Semester II**

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BUS	259	HRM Applications	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
ECO	251	Principles of Microeconomics	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Summer Term II**

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ENG	114	Professional Research & Reporting	3	0	0	3
MKT	120	Principles of Marketing	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

**Fall Semester III**

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BUS	151*	People Skills	3	0	0	3
BUS	137	Principles of Management	3	0	0	3
MAT	115	Mathematical Models <u>or</u>	3	0	0	3
MAT	161	College Algebra*	(3)	(0)	(0)	(3)
ECO	252	Macroeconomics	3	0	0	3
<b>Total</b>			<b>12</b>	<b>0</b>	<b>0</b>	<b>12</b>

**Spring Semester III**

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CTS	130*	Spreadsheet I	2	2	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

Total credit hours required for degree: 69 **This curriculum is subject to change.**

\*Students planning to transfer to four-year institutions are advised to take MAT 161.

**Curriculum: Human Resources Management Concentration - Certificate, Jamestown, evening**  
**Advising Code: A 2512 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b> <hr/>						
BUS	256	Recruit Select and Per Plan	3	0	0	3
BUS	217	Employment Law and Regulations	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>Spring Semester I</b> <hr/>						
BUS	258	Compensation and Benefits	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Fall Semester II</b> <hr/>						
BUS	234	Training and Development	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Spring Semester II</b> <hr/>						
BUS	259	HRM Applications	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 15 **This curriculum is subject to change.**

\*Up to three cooperative education credits may be substituted for indicated courses. Cooperative education credit substitutions must be approved by the Department Chair.

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# Computer Information Technology

A 25 26 0

Associate in Applied Science, Jamestown, day  
Associate in Applied Science, online\*  
Certificate, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2263 - from Greensboro • (336) 454-1126, ext. 2263 - from High Point

The Computer Information Technology curriculum is designed to prepare graduates for employment with organizations that use computers to process, manage, and communicate information. This is a flexible curriculum that can be customized to meet community information systems needs.

Course work will develop a student's ability to communicate complex technical issues related to computer hardware, software, and networks in a manner that computer users can understand. Classes cover computer operations and terminology, operating systems, database, networking, security, and technical support.

Graduates should qualify for employment in entry-level positions with businesses, educational systems, and governmental agencies which rely on computer systems to manage information. Graduates should be prepared to sit for industry-recognized certification exams.

**\* This degree is also offered completely online. For additional information on this format please contact our Online Program Degree Coordinator at extension 2492.**

## Program Outcomes:

Upon completion, students should be able to:

- install and configure PC operating systems;
- use application software to manipulate business information;
- select, upgrade, maintain, and troubleshoot PC hardware;
- perform basic PC network installation and administration tasks;
- apply analytical and problem solving skills to typical microcomputer systems planning and implementation issues;

**Curriculum: Computer Information Technology - Associate in Applied Science, Jamestown, day**  
**Advising Code: A25260**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ACA	111	College Student Success	1	0	0	1
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
BUS	110	Introduction to Business	3	0	0	3
NET	110	Networking Concepts	2	2	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
<b>Total</b>			<b>14</b>	<b>4</b>	<b>0</b>	<b>16</b>

## Fall Semester I

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**Spring Semester I**

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CTS	120	Hardware/Software Support	2	3	0	3
ENG	114	Professional Research and Reporting	3	0	0	3
NOS	110	Operating System Concepts	2	3	0	3
WEB	110	Internet/Web Fundamentals	2	2	0	3
–	–	Humanities / Fine Arts	3	0	0	3
<b>Total</b>			<b>12</b>	<b>8</b>	<b>0</b>	<b>15</b>

**Summer Term I**

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DBA	110	Database Concepts	2	3	0	3
CIS	115	Intro to Prog & Logic	2	3	0	3
<b>Total</b>			<b>4</b>	<b>6</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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CTS	285	Systems Analysis & Design	3	0	0	3
MAT	140	Survey of Mathematics	3	0	0	3
NOS	130	Windows Single User	2	2	0	3
SEC	110	Security Concepts	3	0	0	3
–	–	Technical Elective	2	2	0	3
<b>Total</b>			<b>13</b>	<b>4</b>	<b>0</b>	<b>15</b>

**Spring Semester II**

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CTS	289	System Support Project	1	4	0	3
NOS	230	Windows Admin I	2	2	0	3
–	–	Technical Elective	2	2	0	3
–	–	Technical Elective	2	2	0	3
–	–	Social / Behavior Science	3	0	0	3
<b>Total</b>			<b>10</b>	<b>10</b>	<b>0</b>	<b>15</b>

Total credit hours required for degree: 67. This curriculum is subject to change.

Technical Electives: CSC 139, CSC 151, CTS 130, CTS 155, CTS 210, CTS 287, DBA 115, NOS 120, NOS 220, and NOS 240.

Gateway Courses: CTS 120 and NET 110. A minimum grade of C required in both.

**Curriculum:** **Computer Information Technology – Basic Certificate, Jamestown**  
**Advising Code: A25260 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Courses**

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CIS	110	Introduction to Computers	2	2	0	3
CTS	120	Hardware/Software Support	2	3	0	3
NET	110	Networking Concepts	2	2	0	3
NOS	110	Operating System Concepts	2	3	0	3
<b>Total</b>			<b>8</b>	<b>10</b>	<b>0</b>	<b>12</b>

Total credit hours required for certificate: 12. This curriculum is subject to change.

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**Curriculum:****Operating Systems Certificate, Jamestown****Advising Code: A25260 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Courses</b>						
CIS	110	Introduction to Computers	2	2	0	3
NOS	110	Operating System Concepts	2	3	0	3
NOS	120	Linux/Unix Single User	2	2	0	3
NOS	130	Windows Single User	2	2	0	3
<b>Total</b>			<b>8</b>	<b>10</b>	<b>0</b>	<b>12</b>

Total credit hours required for certificate: 12. This curriculum is subject to change.

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# Computer Programming

A 25 13 0

Associate in Applied Science, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2263 - from Greensboro • (336) 454-1126, ext. 2263 - from High Point

The Computer Programming curriculum prepares individuals for employment as computer programmers and related positions through study and applications in computer concepts, logic, programming procedures, languages, generators, operating systems, networking, data management, and business operations.

Students will solve business computer problems through programming techniques and procedures, using appropriate languages and software. The primary emphasis of the curriculum is hands-on training in programming and related computer areas that provide the ability to adapt as systems evolve.

Graduates should qualify for employment in business, industry, and government organizations as programmers, programmer trainees, programmer/analysts, computer operators, systems technicians, or database specialists.

## Program Outcomes:

Upon completion, students should be able to:

- design, code, test, and debug computer language programs;
- analyze a problem and design an appropriate solution using a combination of programmer/analyst techniques.

## Curriculum:

**Computer Programming - Associate in Applied Science, Jamestown, day**  
**Advising Code: A25130**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
CIS	110	Introduction to Computers	2	2	0	3
CIS	115	Intro to Prog & Logic	2	3	0	3
NOS	244	Operating System – AS/400	2	2	0	3
MAT	140	Survey of Mathematics	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>13</b>	<b>7</b>	<b>0</b>	<b>16</b>
<b>Spring Semester I</b>						
DBA	110	Database Concepts	2	3	0	3
CSC	139	Visual BASIC Prog	2	3	0	3
CSC	135	COBOL Programming	2	3	0	3
ENG	114	Professional Research and Reporting	3	0	0	3
NOS	110	Operating System Concepts	2	3	0	3
BUS	110	Introduction to Business	3	0	0	3
<b>Total</b>			<b>14</b>	<b>12</b>	<b>0</b>	<b>18</b>
<b>Summer Term I</b>						
NET	110	Networking Concepts	2	2	0	3
SEC	110	Security Concepts	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>



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**Fall Semester II**

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–	–	Technical Elective	3	0	0	3
CSC	239	Adv Visual BASIC Prog	2	3	0	3
CSC	151	JAVA Programming	2	3	0	3
–	–	Social / Behavior Science	3	0	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
CTS	285	Systems Analysis & Design	3	0	0	3
<b>Total</b>			<b>16</b>	<b>6</b>	<b>0</b>	<b>18</b>

**Spring Semester II**

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CSC	289	Programming Capstone Project	1	4	0	3
DBA	120	Database Programming I	2	2	0	3
–	–	Humanities / Fine Arts	3	0	0	3
CSC	251	Adv JAVA Programming	2	3	0	3
–	–	Technical Elective	3	0	0	3
<b>Total</b>			<b>11</b>	<b>9</b>	<b>0</b>	<b>15</b>

Total credit hours required for degree: 73.

Technical Electives: CSC 134, CSC 153, CSC 234, CSC 253, CSC 258, DBA 115, NOS 130.

Gateway Courses: CIS 115 and CSC 139. A minimum grade of C required in both. This curriculum is subject to change.

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# Entertainment Technology

A 25 19 0

Associate in Applied Science, High Point, day

## Contact Information:

(336) 334-4822, ext. 4162 - from Greensboro • (336) 454-1126, ext. 4162 - from High Point

This curriculum prepares individuals for entry-level employment in entertainment, particularly in the fields of sound and lighting. Instruction provides training not only in these technical aspects, but also prepares students to manage careers in this contract-to-contract type of work.

Course work includes exposure to the entire live concert and sound recording processes. Course work will also include music business fundamentals, including entertainment law and marketing/promotion. Students will also receive course work in music theory and electronic music.

Graduates may find employment as entry-level crew and/or production assistants in concert or event setups, with recording companies, or sound/lighting companies. Graduates will also be prepared to manage their careers (or others' careers) in the sound/lighting area or professional music entertainment.

## Recording Engineering Option

### Curriculum:

**Recording Engineering Option - Associate in Applied Science, High Point, day**

**Advising Code: A 2519 0 A1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ENT	111	Introduction to Entertainment	2	2	0	3
ENT	134	Acoustics	2	2	0	3
ENT	135	Recording Engineering I	2	2	0	3
MAT	115	Mathematical Models	2	2	0	3
MUS	210	History of Rock & Roll	3	0	0	3
<b>Total</b>			<b>11</b>	<b>8</b>	<b>0</b>	<b>15</b>
<b>Spring Semester I</b>						
CIS	111	Basic PC Literacy	1	2	0	2
ENT	114	Entertainment Law	3	0	0	3
ENT	131	Live Sound Production I	1	4	0	3
ENT	235	Sound Recording Engineering II	2	2	0	3
MUS	111	Fundamentals of Music	3	0	0	3
<b>Total</b>			<b>10</b>	<b>8</b>	<b>0</b>	<b>14</b>
<b>Summer Term I</b>						
COM	110	Intro to Communication	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
MUS	214	Electronic Music	1	2	0	2
<b>Total</b>			<b>7</b>	<b>2</b>	<b>0</b>	<b>8</b>

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**Fall Semester II**

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ENG	114	Professional Writing and Research	3	0	0	3
ENT	151	Concert Lighting I	2	2	0	3
ENT	211	Entertainment Promotion	3	0	0	3
ENT	237	Sound Recording III	2	2	0	3
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>13</b>	<b>4</b>	<b>0</b>	<b>15</b>

**Spring Semester II**

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BUS	280	Real Small Business	4	0	0	4
COE	111	Co-op Work Experience I	0	0	10	1
COE	115	Work Experience Seminar	1	0	0	1
ENT	231	Live Sound Production II	1	4	0	3
ENT	241	Equipment Maintenance	2	2	0	3
ENT	285	Capstone Project	2	2	0	3
<b>Total</b>			<b>10</b>	<b>8</b>	<b>10</b>	<b>15</b>

Total credit hours required for degree: 67 This curriculum is subject to change.

**Concert Sound and Lighting Option**

**Curriculum:** Concert Sound and Lighting Option - Associate in Applied Science, High Point, day  
Advising Code: A 2519 0 A2

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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ELC	111	Introduction to Electricity	2	2	0	3
ENT	111	Introduction to Entertainment	2	2	0	3
ENT	135	Sound Recording Engineering I	2	2	0	3
MAT	115	Mathematical Models	2	2	0	3
MUS	210	History of Rock & Roll	3	0	0	3
<b>Total</b>			<b>11</b>	<b>8</b>	<b>0</b>	<b>15</b>

**Spring Semester I**

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CIS	111	Basic PC Literacy	1	2	0	2
ENT	114	Entertainment Law	3	0	0	3
ENT	131	Live Sound Production I	1	4	0	3
ENT	151	Concert Lighting I	2	2	0	3
MUS	111	Fundamentals of Music	3	0	0	3
<b>Total</b>			<b>10</b>	<b>8</b>	<b>0</b>	<b>14</b>

**Summer Term I**

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COM	110	Intro to Communication	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
MUS	214	Electronic Music	1	2	0	2
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>10</b>	<b>2</b>	<b>0</b>	<b>11</b>

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**Fall Semester II**

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ENT	211	Entertainment Promotion	3	0	0	3
ENT	231	Live Sound Production II	2	2	0	3
ENT	251	Concert Lighting II	2	2	0	3
ISC	115	Construction Safety	2	0	0	2
MNT	220	Rigging and Moving	1	3	0	2
COE	111	Co-op Work Experience I	0	0	10	1
COE	115	Work Experience Seminar	1	0	0	1
<b>Total</b>			<b>11</b>	<b>7</b>	<b>10</b>	<b>15</b>

**Spring Semester II**

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BUS	280	Real Small Business	4	0	0	4
ENG	114	Professional Writing and Research	3	0	0	3
ENT	241	Equipment Maintenance	2	2	0	3
ENT	252	Concert Lighting III	2	2	0	3
ENT	285	Capstone Project	2	2	0	3
<b>Total</b>			<b>13</b>	<b>6</b>	<b>0</b>	<b>16</b>

Total credit hours required for degree: 71 This curriculum is subject to change

***Music Performance Option***

**Curriculum:** **Music Performance Option - Associate in Applied Science, High Point, day**  
**Advising Code: A 2519 0 A3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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ENT	111	Introduction to Entertainment	2	2	0	3
ENT	135	Recording Engineering I	2	2	0	3
MAT	115	Mathematical Models	2	2	0	3
MUS	121	Music Theory I	3	2	0	4
MUS	210	History of Rock & Roll	3	0	0	3
<b>Total</b>			<b>10</b>	<b>8</b>	<b>0</b>	<b>16</b>

**Spring Semester I**

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CIS	111	Basic PC Literacy	1	2	0	2
ENT	114	Entertainment Law	3	0	0	3
ENT	131	Live Sound Production I	1	4	0	3
MUS	111	Fundamentals of Music	3	0	0	3
MUS	151	Class Music I	0	2	0	1
MUS	161	Applied Music I	1	2	0	2
<b>Total</b>			<b>9</b>	<b>12</b>	<b>0</b>	<b>14</b>

**Summer Term I**

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COM	110	Intro to Communication	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
ENT	151	Concert Lighting I	2	2	0	3
MUS	214	Electronic Music	1	2	0	2
<b>Total</b>			<b>9</b>	<b>8</b>	<b>0</b>	<b>11</b>

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**Fall Semester II**

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PSY	150	General Psychology	3	0	0	3
ENT	211	Entertainment Promotion	3	0	0	3
MUS	122	Music Theory II	3	2	0	4
MUS	162	Applied Music II	1	2	0	2
COE	111	Co-op Work Experience I	0	0	10	1
COE	115	Work Experience Seminar	1	0	0	1
<b>Total</b>			<b>11</b>	<b>4</b>	<b>10</b>	<b>14</b>

**Spring Semester II**

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BUS	280	Real Small Business	4	0	0	4
ENG	114	Professional Writing and Research	3	0	0	3
ENT	260	Contemporary Songwriting/Publishing	3	0	0	3
ENT	272	Live Performance	1	4	0	3
ENT	285	Capstone Project	2	2	0	3
MUS	261	Applied Music III	1	2	0	2
<b>Total</b>			<b>14</b>	<b>8</b>	<b>0</b>	<b>18</b>

Total credit hours required for degree: 73 This curriculum is subject to change.

**Artist Management Option****Curriculum:**

**Artist Management Option - Associate in Applied Science, High Point, day**  
**Advising Code: A 2519 0 A4**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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BUS	137	Principles of Management	3	0	0	3
ENT	111	Introduction to Entertainment	2	2	0	3
ENT	135	Sound Recording Engineering I	2	2	0	3
MAT	115	Mathematical Models	2	2	0	3
MUS	210	History of Rock & Roll	3	0	0	3
<b>Total</b>			<b>12</b>	<b>6</b>	<b>0</b>	<b>15</b>

**Spring Semester I**

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CIS	111	Basic PC Literacy	1	2	0	2
ENT	114	Entertainment Law	3	0	0	3
ENT	131	Live Sound Production I	1	4	0	3
ENT	151	Concert Lighting I	2	2	0	3
MUS	111	Fundamentals of Music	3	0	0	3
<b>Total</b>			<b>10</b>	<b>8</b>	<b>0</b>	<b>14</b>

**Summer Term I**

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COM	110	Intro to Communication	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
MUS	214	Electronic Music	1	2	0	2
<b>Total</b>			<b>9</b>	<b>4</b>	<b>0</b>	<b>8</b>

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**Fall Semester II**

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BUS	110	Introduction to Business	3	0	0	3
ENT	211	Entertainment Marketing and Promotion	3	0	0	3
ENT	278	Artist Management	3	0	0	3
PSY	150	General Psychology	3	0	0	3
COE	111	Co-op Work Experience I	0	0	10	1
COE	115	Work Experience Seminar	1	0	0	1
<b>Total</b>			<b>13</b>	<b>0</b>	<b>10</b>	<b>14</b>

**Spring Semester II**

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ACC	129	Individual Income Taxes	2	2	0	3
ACC	120	Principles of Financial Accounting	3	2	0	4
BUS	280	Real Small Business	4	0	0	4
ENG	114	Professional Writing and Research	3	0	0	3
<b>Total</b>			<b>12</b>	<b>4</b>	<b>0</b>	<b>14</b>

Total credit hours required for degree: 65 This curriculum is subject to change.

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# Global Logistics Technology

A25170

Associate in Applied Science, Jamestown, Evening

## Contact Information:

(336) 334-4822, ext. 2263 - from Greensboro • (336) 454-1126, ext. 2263 - from High Point

The Global Logistics Technology curriculum prepares individuals for a multitude of career opportunities in distribution, transportation, and manufacturing organizations. Classroom instruction, field of study experiences, and practical laboratory applications of logistics management and global technology capabilities are included in the program of study.

Course work includes computer applications, accounting, business law, economics, management, industrial sciences, and international studies. Students will solve different levels of logistics-related problems through case study evaluations and supply chain projects utilizing logistical hardware and intelligent software tools.

Graduates should qualify for positions in a wide range of government agencies, manufacturing, and service organizations. Employment opportunities include entry-level purchasing, material management, warehousing, inventory, transportation coordinators, and logistics analysts. Upon completion, graduates may be eligible for certification credentials through APICS and AST&L.

Students will be required to use technology (computer, internet, etc.) in all courses in this program.

## Program Outcomes

Upon successful completion of the Global Logistics Technology program, the graduate should be able to:

- Identify and procure proper supplies/materials in the proper time frame using an international base of suppliers/customers.
- Facilitate the delivery of needed materials on an international scale.
- Identify and evaluate international laws, tariffs taxation issues to determine their impact on an organization's ability to move materials.
- Use enterprise database systems to locate and track needed materials and services.

## Curriculum:

**Global Logistics Technology – Associate in Applied Science, Jamestown**  
Advising Code: A 25 17 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
LOG	110	Introduction to Logistics	3	0	0	3
CIS	110	Introduction to Computers	2	2	0	3
BUS	137	Fundamentals of Management	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>11</b>	<b>2</b>	<b>0</b>	<b>12</b>

## Fall Semester I

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**Spring Semester I**

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ACC	120	Principles of Financial Accounting	3	2	0	4
CTS	130	Spreadsheets	2	2	0	3
LOG	125	Transportation Logistics	3	0	0	3
MAT	115	Mathematical Models <b>or</b>	2	2	0	3
MAT	161	College Algebra*	(3)	(0)	(0)	(3)
<b>Total</b>			<b>10-11</b>	<b>4-6</b>	<b>0</b>	<b>13</b>

**Summer Semester I**

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ACC	121	Principles of Managerial Accounting	3	2	0	4
ECO	251	Principles of Microeconomics	3	0	0	3
LOG	240	Purchasing Logistics	3	0	0	3
<b>Total</b>			<b>9</b>	<b>2</b>	<b>0</b>	<b>10</b>

**Fall Semester II**

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DBA	110	Database Concepts	2	2	0	3
ENG	114	Prof. Research & Reporting	3	0	0	3
LOG	215	Supply Chain Management	3	0	0	3
LOG	235	Import/Export Management	3	0	0	3
SPA	111	Elementary Spanish** <b>or</b>	3	0	0	3
SPA	120	Spanish for the Workplace	(3)	(0)	(0)	(3)
<b>Total</b>			<b>14</b>	<b>2</b>	<b>0</b>	<b>15</b>

**Spring Semester II**

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COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
ECO	252	Principles of Macroeconomics	3	0	0	3
INT	110	International Business	3	0	0	3
LOG	250	Advanced Global Logistics	3	2	0	4
—	—	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>15</b>	<b>2</b>	<b>0</b>	<b>16</b>

**Summer Semester II**

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BUS	115	Business Law	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Total credit hours required for degree: 69 **This curriculum is subject to change.**

\*Students who plan to transfer to four-year institutions are advised to take MAT 161.

**Curriculum:** **Global Logistics - Supply Chain Management Certificate, Jamestown**  
Advising Code: A25170 C1

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Courses**

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LOG	110	Introduction to Logistics	3	0	0	3
LOG	125	Transportation Logistics	3	0	0	3
LOG	215	Supply Chain Management	3	0	0	3
LOG	235	Import/Export Management	3	0	0	3
LOG	250	Advanced Global Logistics	3	2	0	4
<b>Total</b>			<b>15</b>	<b>2</b>	<b>0</b>	<b>16</b>

Total credit hours required for certificate: 16. **This curriculum is subject to change.**



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# Healthcare Management Technology

**A25200**

**Associate in Applied Science, day and evening**

**Contact Information:**

**(336) 334-4822, ext. 2973 – from Greensboro · (336) 454-1126, ext. 2973 – from High Point**

The Healthcare Management Technology curriculum is designed to prepare students for employment in health-care business and financial operations. Students will gain a comprehensive understanding of the application of management principles to the healthcare environment.

The curriculum places emphasis on planning, organizing, directing, and controlling tasks related to healthcare organizational objectives including the legal and ethical environment. Emphasis is placed on the development of effective communication, managerial, and supervisory skills.

Graduates may find employment in healthcare settings including hospitals, medical offices, clinics, long-term care facilities, and insurance companies. Graduates are eligible to sit for various certification exams upon completion of the degree with a combination of a minimum of two years administrative experience. Eligible certifications include, but are not limited to, the Professional Association of Healthcare Office Managers (PAHCOM), the Healthcare Financial Management Association (HFMA), the Certified Patient Account Manager (CPAM), and the Certified Manager of Patient Accounts (CMPA) examinations.

**Program Outcomes:**

Upon successful completion of the Healthcare Management technology program, the graduate should be able to:

- apply healthcare management principles;
- demonstrate healthcare supervisory skills;
- analyze work schedules and priorities in a healthcare setting;
- use healthcare marketing techniques;
- perform financial management tasks; and
- apply knowledge of healthcare software functions.

**Curriculum: A25200**

**Healthcare Management Technology – Associate in Applied Science, Jamestown, day  
Advising Code: A 2520 0**

**Fall Semester I**

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ACC	120	Prin of Financial Accounting	3	2	0	4
ENG	111	Expository Writing	3	0	0	3
HMT	110	Intro to Healthcare Management	3	0	0	3
OST	137	Software Applications	2	2	0	3
OST	141	Medical Terminology I	3	0	0	3
<b>Total</b>			<b>14</b>	<b>4</b>	<b>0</b>	<b>16</b>

**Spring Semester I**

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ACC	121	Prin of Managerial Accounting	3	2	0	4
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
HMT	211	Long-Term Care Administration	3	0	0	3
OST	142	Medical Terminology II	3	0	0	3
OST	138	Adv. Office Software Application	2	2	0	3
<b>Total</b>			<b>14</b>	<b>4</b>	<b>0</b>	<b>16</b>

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**Summer Term I**

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OST	286	Professional Development	3	0	0	3
OST	149	Medical Legal Issues	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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HMT	210	Medical Insurance	3	0	0	3
HMT	212	Management of Healthcare Organizations	3	0	0	3
MKT	120	Principles of Marketing	3	0	0	3
MAT	140	Survey of Mathematics	3	0	0	3
--	--	Humanities/Fine Arts Elective	3	0	0	3
--	--	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>18</b>	<b>0</b>	<b>0</b>	<b>18</b>

**Spring Semester II**

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HMT	220	Healthcare Financial Management	4	0	0	4
HMT	225	Practice Management Simulation	2	2	0	3
MKT	231	Healthcare Marketing	3	0	0	3
COM	231	Public Speaking	3	0	0	3
COE	111	Co-op Work Experience	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
<b>Total</b>			<b>13</b>	<b>2</b>	<b>10</b>	<b>15</b>

Total credit hours required for degree: 71. This curriculum is subject to change.

\*\*Students may enter this program in the fall, spring or summer semester; however, some courses may be offered during specified semesters only.

**Curriculum: A25200**

**Healthcare Management Technology – Associate in Applied Science, Jamestown, evening**  
Advising Code: A 2520 0

**Fall Semester I**

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ENG	111	Expository Writing	3	0	0	3
HMT	110	Intro to Healthcare Management	3	0	0	3
OST	141	Medical Terminology	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

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ACC	120	Prin of Financial Accounting	3	2	0	4
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
OST	142	Medical Terminology II	3	0	0	3
<b>Total</b>			<b>9</b>	<b>2</b>	<b>0</b>	<b>10</b>

**Summer Term I**

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OST	149	Medical Legal Issues	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

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**Fall Semester II**

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ACC	121	Prin of Managerial Accounting	3	2	0	4
OST	137	Software Applications	2	2	0	3
HMT	210	Medical Insurance	3	0	0	3
<b>Total</b>			<b>8</b>	<b>4</b>	<b>0</b>	<b>10</b>

**Spring Semester II**

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HMT	211	Long-Term Care Administration	3	0	0	3
OST	138	Adv. Office Software Application	2	2	0	3
--	--	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>

**Summer Term II**

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OST	286	Professional Development	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

**Fall Semester III**

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MAT	140	Survey of Mathematics	3	0	0	3
MKT	120	Principles of Marketing	3	0	0	3
--	--	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Spring Semester III**

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HMT	212	Management of Healthcare Organizations	3	0	0	3
MKT	231	Healthcare Marketing	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

**Fall Semester IV**

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HMT	220	Healthcare Financial Management	4	0	0	4
COM	231	Public Speaking	3	0	0	3
<b>Total</b>			<b>7</b>	<b>0</b>	<b>0</b>	<b>7</b>

**Spring Semester IV**

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HMT	225	Practice Management Simulation	2	2	0	3
COE	111	Co-op Work Experience	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
<b>Total</b>			<b>3</b>	<b>2</b>	<b>10</b>	<b>5</b>

Total credit hours required for degree: 71. This curriculum is subject to change.

\*\*Students may enter this program in the fall, spring or summer semester; however, some courses may be offered during specified semesters only.

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# Hotel and Restaurant Management

A 25 24 0

Associate in Applied Science, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2949 - from Greensboro • (336) 454-1126, ext. 2949 - from High Point

The Hotel and Restaurant Management curriculum prepares students to understand and apply the administrative and practical skills needed for supervisory and managerial positions in hotels, motels, resorts, inns, restaurants, institutions, and clubs.

Course work includes front office management, food preparation, guest services, sanitation, menu writing, quality management, purchasing, and others areas critical to the success of hospitality professionals.

Upon completion, graduates should qualify for supervisory or entry-level management positions in food and lodging including front office, reservations, housekeeping, purchasing, dining room, and marketing. Opportunities are also available in the support areas of food and equipment sales.

## Program Outcomes:

Upon successful completion of the Hotel and Restaurant Management program, the graduate should be able to:

- demonstrate leadership and management skills;
- exhibit professionalism;
- communicate effectively;
- provide excellent customer service;
- meet budgetary responsibilities;
- adapt to changing environments;
- manage human resources;
- assist in marketing and sales;
- demonstrate computer literacy;
- manage stress effectively, and
- foster an environment conducive to the corporate mission statement.

## Curriculum:

### Hotel and Restaurant Management - Associate in Applied Science, Jamestown, day

Advising Code: A 2524 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
CUL	110	Sanitation and Safety	2	0	0	2
CUL	110A	Sanitation and Safety Lab	0	2	0	1
HRM	110	Introduction to Hospitality	2	0	0	2
ENG	111	Expository Writing	3	0	0	3
CUL	140	Basic Culinary Skills	2	6	0	5
MAT	110	Mathematical Measurements	2	2	0	3
<b>Total</b>			<b>11</b>	<b>10</b>	<b>0</b>	<b>16</b>

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**Spring Semester I**

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CIS	111	Basic PC Literacy	1	2	0	2
COM	120	Intro to Interpersonal Communication	3	0	0	3
CUL	135	Food and Beverage Service	2	0	0	2
CUL	135A	Food and Beverage Service Lab	0	2	0	1
ENG	114	Professional Research and Reporting	3	0	0	3
<b>Total</b>			<b>9</b>	<b>4</b>	<b>0</b>	<b>11</b>

**Summer Term I**

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HRM	120	Front Office Procedures	3	0	0	3
HRM	120A	Front Office Procedures Lab	0	2	0	1
HRM	140	Hospitality/Tourism Law	3	0	0	3
HRM	145	Hospitality Supervision	3	0	0	3
<b>Total</b>			<b>9</b>	<b>2</b>	<b>0</b>	<b>10</b>

**Fall Semester II**

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COE	111	Co-op Work Experience I	0	0	10	1
CUL	130	Menu Design	2	0	0	2
HRM	135	Facilities Management	2	0	0	2
HRM	210	Meetings and Conventions	3	0	0	3
HRM	215	Restaurant Management	3	0	0	3
HRM	215A	Restaurant Management Lab	0	2	0	1
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>13</b>	<b>2</b>	<b>10</b>	<b>15</b>

**Spring Semester II**

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COE	121	Co-op Work Experience II	0	0	10	1
HRM	220	Food and Beverage Controls	3	0	0	3
HRM	220A	Food and Beverage Controls Lab	0	2	0	1
HRM	225	Beverage Management	2	0	0	2
HRM	230	Club and Resort Management	2	0	0	2
HRM	240	Hospitality Marketing	3	0	0	3
HRM	280	Hospitality Management Problems	3	0	0	3
—	—	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>16</b>	<b>2</b>	<b>10</b>	<b>18</b>

Total credit hours required for degree: 70 This curriculum is subject to change.



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**Fall Semester II**

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NET	225	Routing & Switching I	1	4	0	3
NOS	120	Linux/UNIX Single User	2	2	0	3
–	–	Technical Elective	2	2	0	3
NOS	230	Windows Admin I	2	2	0	3
SEC	110	Security Concepts	3	0	0	3
<b>Total</b>			<b>10</b>	<b>10</b>	<b>0</b>	<b>15</b>

**Spring Semester II**

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COM	120	Intro to Interpersonal Communication	3	0	0	3
NET	226	Routing & Switching II	1	4	0	3
NET	289	Networking Project	1	4	0	3
–	–	Humanities / Fine Arts	3	0	0	3
–	–	Social / Behavior Science	3	0	0	3
<b>Total</b>			<b>11</b>	<b>8</b>	<b>0</b>	<b>15</b>

Total credit hours required for degree: 67. This curriculum is subject to change.

Technical Electives: CTS 210, CTS 287, NET 110, NET 175, NOS 220, NOS 240, SEC 160, and WEB 110.

Gateway Courses: NET 125 and NOS 130. A minimum grade of C required in both.

**Curriculum:** **Networking Technology – Network Routing Certificate - Jamestown**  
**Advising Code: A25340 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Courses**

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NOS	110	Operating System Concepts	2	3	0	3
NET	125	Networking Basics	1	4	0	3
NET	126	Routing Basics	1	4	0	3
NET	225	Routing & Switching I	1	4	0	3
NET	226	Routing & Switching II	1	4	0	3
<b>Total</b>			<b>6</b>	<b>19</b>	<b>0</b>	<b>15</b>

Total credit hours required for certificate: 15. This curriculum is subject to change.

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# Office Administration

A 25 37 0

Associate in Applied Science, online \*  
Certificate, online \*

**Contact Information:**

(336) 334-4822, ext. 2973 - from Greensboro • (336) 454-1126, ext. 2973 - from High Point

The Office Administration curriculum prepares individuals for positions in administrative support careers. It equips office professionals to respond to the demands of a dynamic computerized workplace.

Students will complete courses designed to develop proficiency in the use of integrated software, oral and written communication, analysis and coordination of office duties and systems, and other support topics. Emphasis is placed on non-technical as well as technical skills.

Graduates should qualify for employment in a variety of positions in business, government, and industry. Job classifications range from entry-level to supervisor to middle management.

**\* This degree is offered completely online; however, students have the option of taking some courses on the Jamestown campus. For additional information on online program requirements, please contact our Online Program Degree Coordinator at extension 2492.**

## Program Outcomes:

Upon successful completion of the Office Administration program, the graduate should be able to:

- apply knowledge of various software packages to a variety of work settings;
- analyze work schedules and priorities; and
- perform computerized office functions.

## Curriculum:

**Office Administration - Associate in Applied Science, Jamestown, online**  
Advising Code: A 25370

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ENG	111	Expository Writing	3	0	0	3
OST	131	Keyboarding	1	2	0	2
OST	137	Office Software Applications	2	2	0	3
OST	164	Text Editing Applications	3	0	0	3
OST	188	Issues in Office Technology	2	0	0	2
—	—	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>14</b>	<b>4</b>	<b>0</b>	<b>16</b>
<b>Spring Semester I</b>						
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research & Report	(3)	(0)	(0)	(3)
OST	132	Keyboard Skill Building	1	2	0	2
OST	138	Advanced Software Applications	2	2	0	3
OST	162	Executive Terminology	3	0	0	3
OST	165	Advanced Text Editing Applications	2	2	0	3
OST	184	Records Management	2	2	0	3
<b>Total</b>			<b>13</b>	<b>8</b>	<b>0</b>	<b>17</b>



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**Summer Semester I**

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BUS	115	Business Law I	3	0	0	3
OST	136	Word Processing	2	2	0	3
OST	153	Office Finance Solutions	1	2	0	2
<b>Total</b>			<b>6</b>	<b>4</b>	<b>0</b>	<b>8</b>

**Fall Semester II**

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COM	110	Intro to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
OST	140	Internet Comm/Research	1	2	0	2
OST	233	Office Publications Design	2	2	0	3
OST	236	Advanced Word/Information Processing	2	2	0	3
OST	284	Emerging Technologies	1	2	0	2
—	—	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>8</b>	<b>0</b>	<b>16</b>

**Spring Semester II**

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COE	111	Co-op Work Experience	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
MAT	115	Mathematical Models	2	2	0	3
OST	181	Introduction to Office Systems	2	2	0	3
OST	289	Administrative Office Management	2	2	0	3
OST	286	Professional Development	3	0	0	3
<b>Total</b>			<b>10</b>	<b>6</b>	<b>10</b>	<b>14</b>

Total credit hours required for degree: 71 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

**Curriculum:****Office Administration Receptionist - Certificate,  
Jamestown,online  
Advising Code: A 2537 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I\*\***

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OST	131	Keyboarding	1	2	0	2
OST	137	Office Software Applications	2	2	0	3
OST	153	Office Finance Solutions	1	2	0	2
<b>Total</b>			<b>4</b>	<b>6</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

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OST	136	Word Processing	2	2	0	3
OST	164	Text Editing Applications	3	0	0	3
OST	184	Records Management	2	2	0	3
<b>Total</b>			<b>7</b>	<b>4</b>	<b>0</b>	<b>9</b>

Total credit hours required for certificate: 16 This curriculum is subject to change.

\*\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

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**Curriculum:****Software Applications - Certificate, Jamestown, online****Advising Code: A 2537 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I*</b>						
OST	136	Word Processing	2	2	0	3
OST	137	Office Software Applications	2	2	0	3
OST	140	Internet Comm/Research	1	2	0	2
<b>Total</b>			<b>5</b>	<b>6</b>	<b>0</b>	<b>8</b>
<b>Spring Semester I</b>						
OST	138	Advanced Software Applications	2	2	0	3
OST	284	Emerging Technologies	1	2	0	2
OST	236	Advanced Word/Information Processing	2	2	0	3
<b>Total</b>			<b>5</b>	<b>6</b>	<b>0</b>	<b>8</b>

Total credit hours required for certificate: 16 This curriculum is subject to change.

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# Medical Office Administration

**A 25 31 0**

Associate in Applied Science, Jamestown, day and evening  
Certificate, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2973 - from Greensboro • (336) 454-1126, ext. 2973 - from High Point

This curriculum prepares individuals for employment in medical and other health-care related offices.

Course work will include medical terminology; information systems; office management; medical coding, billing and insurance; legal and ethical issues; and formatting and word processing. Students will learn administrative and support functions and develop skills applicable in medical environments.

Employment opportunities are available in medical and dental offices, hospitals, insurance companies, laboratories, medical supply companies, and other health-care related organizations.

## Program Outcomes:

Upon successful completion of the Medical Office Administration degree of the Office Systems Technology program, the graduate should be able to:

- demonstrate the use of medical terminology and medical specific software;
- apply knowledge of various software packages to a variety of work settings;
- perform computerized office functions; and
- analyze work schedules and priorities.

## Curriculum: A25310

**Medical Office Administration - Associate in Applied Science, Jamestown, day**  
**Advising Code: A 2531 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I*</b>						
ENG	111	Expository Writing	3	0	0	3
MED	116	Introduction to Anatomy & Physiology	3	2	0	4
OST	132	Keyboard Skill Building	1	2	0	2
OST	141	Medical Terminology I	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
OST	164	Text Editing Applications	3	0	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>
<b>Spring Semester I</b>						
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research & Report	(3)	(0)	(0)	(3)
OST	137	Office Software Applications	2	2	0	3
OST	142	Medical Terminology II	3	0	0	3
OST	153	Office Finance Solutions	1	2	0	2
OST	—	Technical Elective	1(2)	2	0	2(3)
—	—	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>13-14</b>	<b>6</b>	<b>0</b>	<b>16-17</b>
<b>Summer Semester I</b>						
OST	136	Word Processing	2	2	0	3
OST	149	Medical Legal Issues	3	0	0	3
—	—	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>

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**Fall Semester II**

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COM	110	Intro to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
OST	140	Internet Comm/Research	1	2	0	2
OST	241	Medical Office Transcription I	1	2	0	2
OST	243	Medical Office Simulation	2	2	0	3
OST	247	Procedure Coding	1	2	0	2
OST	248	Diagnostic Coding	1	2	0	2
OST	284	Emerging Technologies	1	2	0	2
<b>Total</b>			<b>10</b>	<b>12</b>	<b>0</b>	<b>16</b>

**Spring Semester II**

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COE	111	Co-op Work Experience	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
MAT	115	Mathematical Models	2	2	0	3
OST	181	Introduction to Office Systems	2	2	0	3
MED	232	Medical Insurance Coding <b>or</b>	1	3	0	2
OST	281	Emerg Issues in Medical Office	(3)	(0)	(0)	(3)
OST	286	Professional Development	3	0	0	3
OST	289	Administrative Office Management	2	2	0	3
<b>Total</b>			<b>11-13</b>	<b>6-9</b>	<b>10</b>	<b>16-17</b>

Total credit hours required for degree: 75-77. This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

OST Technical Electives: Selected from OST 138, OST 162, OST 165, OST 184, OST 188, or OST 236.

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**Curriculum: A25310****Medical Office Administration - Associate in Applied Science, Jamestown, evening  
Advising Code: A 2531 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I*</b>						
ENG	111	Expository Writing	3	0	0	3
OST	132	Keyboard Skill Building	1	2	0	2
OST	140	Internet Comm/Research	1	2	0	2
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>
<b>Spring Semester I</b>						
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research & Report	(3)	(0)	(0)	(3)
MED	116	Introduction to Anatomy & Physiology	3	2	0	4
<b>Total</b>			<b>6</b>	<b>2</b>	<b>0</b>	<b>7</b>
<b>Summer Semester I</b>						
OST	136	Word Processing	2	2	0	3
OST	137	Office Software Applications	2	2	0	3
<b>Total</b>			<b>4</b>	<b>4</b>	<b>0</b>	<b>6</b>
<b>Fall Semester II</b>						
OST	141	Medical Terminology I	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
OST	164	Text Editing Applications	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>
<b>Spring Semester II</b>						
OST	142	Medical Terminology II	3	0	0	3
OST	284	Emerging Technologies	1	2	0	2
OST	—	Technical Elective	1(2)	2	0	2(3)
<b>Total</b>			<b>5-6</b>	<b>4</b>	<b>0</b>	<b>7-8</b>
<b>Summer Semester II</b>						
OST	149	Medical Legal Issues	3	0	0	3
OST	153	Office Finance Solutions	1	2	0	2
<b>Total</b>			<b>4</b>	<b>2</b>	<b>0</b>	<b>5</b>
<b>Fall Semester III</b>						
COM	110	Intro to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
OST	247	Procedure Coding	1	2	0	2
OST	248	Diagnostic Coding	1	2	0	2
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>
<b>Spring Semester III</b>						
MED	232	Medical Insurance Coding <b>or</b>	1	3	0	2
OST	281	Emerg Issues in Medical Office	(3)	(0)	(0)	(3)
OST	241	Medical Office Transcription I	1	2	0	2
—	—	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>5-7</b>	<b>2-5</b>	<b>0</b>	<b>7-8</b>

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**Summer Semester III**

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OST	243	Medical Office Simulation	2	2	0	3
OST	286	Professional Development	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

**Fall Semester IV**

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OST	181	Introduction to Office Systems	2	2	0	3
OST	289	Administrative Office Management	2	2	0	3
—	—	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>7</b>	<b>4</b>	<b>0</b>	<b>9</b>

**Spring Semester IV**

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COE	111	Co-op Work Experience	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
MAT	115	Mathematical Models	2	2	0	3
<b>Total</b>			<b>3</b>	<b>2</b>	<b>10</b>	<b>5</b>

Total credit hours required for degree: 75 - 77 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

OST Technical Electives selected from: OST 138, OST 162, OST 165, OST 184, OST 188, or OST 236.

**Curriculum:****Medical Office Administration - Certificate, Jamestown, day**  
**Advising Code: A 2531 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I\***

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OST	137	Office Software Applications	2	2	0	3
OST	141	Medical Terminology I	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

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OST	136	Word Processing	2	2	0	3
OST	142	Medical Terminology II	3	0	0	3
OST	149	Medical Legal Issues	3	0	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

**Curriculum: Medical Office Administration - Certificate, Jamestown, evening**  
**Advising Code: A 2531 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I\***

OST	141	Medical Terminology I	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

**Spring Semester I**

OST	137	Office Software Applications	2	2	0	3
OST	142	Medical Terminology II	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

**Summer Semester I**

OST	136	Word Processing	2	2	0	3
OST	149	Medical Legal Issues	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

**Curriculum: Medical Office Billing and Coding - Certificate, Jamestown, day and evening**  
**Advising Code: A 2531 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I\***

OST	141	Medical Terminology I	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
OST	149	Medical Legal Issues	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

OST	142	Medical Terminology II	3	0	0	3
OST	247	Procedure Coding	1	2	0	2
OST	248	Diagnostic Coding	1	2	0	2
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>

**Summer Term I**

MED	232	Medical Insurance Coding	1	3	0	2
<b>Total</b>			<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

**Curriculum:****Hospital Billing and Coding - Certificate, Jamestown, day**  
**Advising Code: A 2531 0 C4**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I*</b>						
OST	141	Medical Terminology I	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>Spring Semester I</b>						
OST	142	Medical Terminology II	3	0	0	3
OST	247	Procedure Coding	1	2	0	2
OST	248	Diagnostic Coding	1	2	0	2
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>
<b>Summer Term I</b>						
MED	232	Medical Insurance Coding	1	3	0	2
OST	281	Emerg Issues In Medical Office	3	0	0	3
<b>Total</b>			<b>4</b>	<b>3</b>	<b>0</b>	<b>5</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

**Curriculum:****Hospital Billing and Coding - Certificate, Jamestown, evening**  
**Advising Code: A 2531 0 C4**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I*</b>						
OST	141	Medical Terminology I	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>Spring Semester I</b>						
OST	142	Medical Terminology II	3	0	0	3
OST	247	Procedure Coding	1	2	0	2
OST	248	Diagnostic Coding	1	2	0	2
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>
<b>Summer Term I</b>						
MED	232	Medical Insurance Coding	1	3	0	2
<b>Total</b>			<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
<b>Fall Semester II</b>						
OST	281	Emerg Issues In Medical Office	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.



**Curriculum:****Electronic Medical Records - Certificate, Jamestown, day**  
**Advising Code: A 2531 0 C5**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I\***

OST	137	Office Software Applications	2	2	0	3
OST	141	Medical Terminology I	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

OST	142	Medical Terminology II	3	0	0	3
OST	184	Records Management	2	2	0	3
OST	243	Medical Office Simulation	2	2	0	3
<b>Total</b>			<b>7</b>	<b>4</b>	<b>0</b>	<b>9</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

**Curriculum:****Electronic Medical Records - Certificate, Jamestown, evening**  
**Advising Code: A 2531 0 C5**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I\***

OST	137	Office Software Applications	2	2	0	3
OST	141	Medical Terminology I	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

**Spring Semester I**

OST	142	Medical Terminology II	3	0	0	3
OST	148	Medical Coding, Billing, & Insurance	3	0	0	3
OST	184	Records Management	2	2	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>

**Summer Term I**

OST	243	Medical Office Simulation	2	2	0	3
<b>Total</b>			<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

# Medical Transcription

D 25 32 0

Diploma, Jamestown, online \*

## Contact Information:

(336) 334-4822, ext. 2973 - from Greensboro • (336) 454-1126, ext. 2973 - from High Point

The Medical Transcription curriculum prepares individuals to become medical language specialists who interpret and transcribe dictation by physicians and other healthcare professionals in order to document patient care and facilitate delivery of healthcare services.

Students will gain extensive knowledge of medical terminology, pharmacology, human diseases, diagnostic studies, surgical procedures, and laboratory procedures. In addition to word processing skills and knowledge of voice processing equipment, students must master English grammar, spelling, and proofreading.

Graduates should qualify for employment in hospitals, medical clinics, doctors' offices, private transcription businesses, research facilities, insurance companies, and publishing companies. After acquiring work experience, individuals can apply to the American Association for Medical Transcription to become Certified Medical Transcriptionists.

## Program Outcomes:

Upon successful completion of the Medical Transcription diploma program, the graduate should be able to:

- transcribe a variety of medical documents accurately;
- use a medical dictionary and medical terms effectively;
- perform computerized office functions; and
- analyze work schedules and priorities.

**\* This degree is offered completely online; however, students have the option of taking some courses on the Jamestown campus. For more information on online program requirements, please contact our Online Program Degree Coordinator at ext. 2492.**

## Curriculum:

Medical Transcription - Diploma, Jamestown, online  
Advising Code: D 2532 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I*</b>						
OST	132	Keyboard Skill Building	1	2	0	2
OST	136	Word Processing	2	2	0	3
OST	137	Software Applications	2	2	0	3
OST	141	Medical Terminology I	3	0	0	3
OST	164	Text Editing Applications	3	0	0	3
OST	203	Fundamentals of Medical Documentation	3	0	0	3
<b>Total</b>			<b>14</b>	<b>6</b>	<b>0</b>	<b>17</b>
<b>Spring Semester I</b>						
ENG	111	Expository Writing	3	0	0	3
OST	142	Medical Terminology II	3	0	0	3
OST	165	Adv. Text Editing Applications	2	2	0	3
OST	201	Medical Transcription I	3	2	0	4
MED	116	Introduction to Anatomy & Physiology	3	2	0	4
<b>Total</b>			<b>14</b>	<b>6</b>	<b>0</b>	<b>17</b>
<b>Summer Term I</b>						
COE	111	Co-op Work Experience	0	0	10	1
OST	149	Medical Legal Issues	3	0	0	3
OST	202	Medical Transcription II	3	2	0	4
OST	286	Professional Development	3	0	0	3
-	-	Social / Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>2</b>	<b>10</b>	<b>14</b>

Total credit hours required for diploma: 48 This curriculum is subject to change.

\* Students may enter this program in the fall, spring, or summer semester; however, some courses may be offered during specified semesters only.

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# Paralegal Technology

**A 25 38 0**

**Associate in Applied Science, Jamestown, day and evening**

## Contact Information:

**(336) 334-4822, ext. 2233 - from Greensboro • (336) 454-1126, ext. 2233 - from High Point**

The Paralegal Technology curriculum prepares individuals to work under the supervision of attorneys in performing routine legal tasks and assisting with substantive legal work. A paralegal/legal assistant may not practice law, give legal advice, or represent clients in a court of law.

Course work includes substantive and procedural legal knowledge in the areas of civil litigation, legal research and writing, real estate, family law, wills, estates, trusts, and commercial law. Required courses also include subjects such as English, mathematics, and computer operation.

Graduates are trained to assist attorneys in probate work, investigations, public records search, drafting and filing legal documents, research and office management. Employment opportunities are available in private law firms, governmental agencies, and other business organizations.

## Program Outcomes:

Upon successful completion of this program, the student should be able to:

- comprehend basic civil, criminal, domestic and business law concepts, and understand legal and ethical restrictions on the practice of law;
- demonstrate an understanding of basic investigation concepts, techniques and sources as they apply to civil and criminal cases;
- research defined legal questions and properly cite legal authorities;
- handle management affairs of a law office under attorney supervision;
- assist an attorney in drafting wills and other planning documents and in preparing documents for the administration of a deceased's estate;
- demonstrate an understanding of basic concepts of N.C. real estate property law and assist an attorney in performing title searches and preparing residential loan closing documents.

## Curriculum:

**Paralegal Technology - Associate in Applied Science, Jamestown, day  
Advising Code: A 2538 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
LEX	110	Introduction to Paralegal Studies	2	0	0	2
LEX	120	Legal Research and Writing I	2	2	0	3
-(1)	-	Natural Science/Math Elective	3	0(3)	0	3(4)
-(2)	-	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>16</b>	<b>4(7)</b>	<b>0</b>	<b>18(19)</b>
<b>Spring Semester I</b>						
OST	136	Word Processing	2	2	0	3
LEX	121	Legal Research and Writing II	2	2	0	3
LEX	130	Civil Injuries	3	0	0	3
LEX	140	Civil Litigation I	3	0	0	3
LEX	150	Commercial Law I	2	2	0	3
-(3)	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>15</b>	<b>6</b>	<b>0</b>	<b>18</b>

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**Summer Term I**

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COE(4)	111	Co-op Work Experience	0	0	10	1
<b>Total</b>			<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>

**Fall Semester II**

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ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
LEX	160	Criminal Law and Procedure	2	2	0	3
LEX	210	Real Property I	3	0	0	3
LEX	240	Family Law	3	0	0	3
LEX	280	Ethics and Professionalism	2	0	0	2
-(5)	-	Paralegal Elective	2	0	0	2
<b>Total</b>			<b>15</b>	<b>2</b>	<b>0</b>	<b>16</b>

**Spring Semester II**

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COM	120	Intro to Interpersonal Communication	3	0	0	3
LEX	250	Wills, Estates and Trusts	2	2	0	3
LEX	270	Law Office Management / Technology	1	2	0	2
-(5)	-	Paralegal Elective	3	0	0	3
-(5)	-	Paralegal Elective	3	0	0	3
-(5)	-	Paralegal Elective	2	0	0	2
<b>Total</b>			<b>13</b>	<b>3</b>	<b>2</b>	<b>16</b>

Total credit hours required for degree: 69-70 This curriculum is subject to change.

(1) Natural Science/Mathematics Elective - choose any course under the Natural Sciences / Mathematics section for courses meeting the General Education Requirements for Technical Degree Programs.

(2) Social/Behavioral Science Elective - choose any course under the Social / Behavioral Sciences section for courses meeting the General Education Requirements for Technical Degree Programs.

(3) Humanities / Fine Arts Elective - choose any course under the Humanities / Fine Arts section for courses meeting the General Education Requirements for Technical Degree Programs.

(4) COE-111 maybe substituted with one of the following only: BUS-125, BUS-217, BUS-260 or CJC-231.

(5) Paralegal Technology Electives, take a minimum of 10 credits from: LEX-141 Civil Litigation II, LEX-151 Commercial Law II, LEX-170 Administrative Law, LEX-180 Case Analysis & Reasoning, LEX-211 Real Property II, LEX-214 Investigation and Trial Preparation, LEX-220 Corporate Law, LEX-260 Bankruptcy and Collections, LEX-271 Law Office Writing, LEX-283 Investigation, LEX-285 Workers' Compensation Law, LEX-286 Medical Evidence Analysis, and LEX-288 Elder Law.

**Curriculum:****Paralegal Technology - Associate in Applied Science, Jamestown, evening****Advising Code: A 2538 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
ENG	111	Expository Writing	3	0	0	3
LEX	110	Introduction to Paralegal	2	0	0	2
LEX	120	Legal Research and Writing I	2	2	0	3
OST	136	Word Processing	2	2	0	3
<b>Total</b>			<b>10</b>	<b>4</b>	<b>0</b>	<b>12</b>
<b>Spring Semester I</b>						
LEX	121	Legal Research and Writing II	2	2	0	3
LEX	130	Civil Injuries	3	0	0	3
-(1)	-	Natural Science/Math Elective	3	0(3)	0	3(4)
<b>Total</b>			<b>8</b>	<b>2(5)</b>	<b>0</b>	<b>9(10)</b>
<b>Summer Term I</b>						
CIS	110	Introduction to Computers	2	2	0	3
ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>
<b>Fall Semester II</b>						
LEX	140	Civil Litigation I	3	0	0	3
LEX	240	Family Law	3	0	0	3
-(2)	-	Social / Behavior Science Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>
<b>Spring Semester II</b>						
LEX	150	Commercial Law I	2	2	0	3
-(5)	-	Paralegal Elective	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>
<b>Summer Term II</b>						
COM	120	Intro to Interpersonal Communications	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Fall Semester III</b>						
LEX	210	Real Property I	3	0	0	3
-(5)	-	Paralegal Elective	2	0	0	2
-(5)	-	Paralegal Elective	2	0	0	2
<b>Total</b>			<b>7</b>	<b>2</b>	<b>0</b>	<b>7</b>
<b>Spring Semester III</b>						
LEX	160	Criminal Law and Procedure	2	2	0	3
-(3)	-	Humanities/Fine Arts Elective	3	0	0	3
-(5)	-	Paralegal Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>
<b>Summer Term III</b>						
COE(4)	111	Co-op work Experience	0	0	10	1
<b>Total</b>			<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>

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**Fall Semester IV**

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LEX	250	Wills, Estates, and Trusts	2	2	0	3
LEX	270	Law Office Management / Technology	1	2	0	2
LEX	280	Ethics and Professionalism	2	0	0	2
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>

Total credit hours required for degree: 69-70 This curriculum is subject to change.

(1) Natural Science/Mathematics Elective - choose any course under the Natural Sciences / Mathematics section for courses meeting the General Education Requirements for Technical Degree Programs.

(2) Social/Behavioral Science Elective - choose any course under the Social / Behavioral Sciences section for courses meeting the General Education Requirements for Technical Degree Programs.

(3) Humanities / Fine Arts Elective - choose any course under the Humanities / Fine Arts section for courses meeting the General Education Requirements for Technical Degree Programs.

(4) COE-111 maybe substituted with one of the following only: BUS-125, BUS-217, BUS-260 or CJC-231.

(5) Paralegal Technology Electives: LEX-141 Civil Litigation II, LEX-151 Commercial Law II, LEX-170 Administrative Law, LEX-180 Case Analysis & Reasoning, LEX-211 Real Property II, LEX-214 Investigation and Trial Preparation, LEX-220 Corporate Law, LEX-260 Bankruptcy & Collections, LEX-271 Law Office Writing, LEX-283 Investigation, LEX-285 Workers' Compensation Law, LEX-286 Medical Evidence Analysis, and LEX-288 Elder Law

**Curriculum:****Corporate Business - Certificate, Jamestown, day  
Advising Code: A 2538 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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ACA	111	College Student Success	1	0	0	1
LEX	110	Introduction to Paralegal Studies	2	0	0	2
LEX	120	Legal Research and Writing I	2	2	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

**Spring Semester I**

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LEX	140	Civil Litigation I	3	0	0	3
LEX	150	Commercial Law I	2	2	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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LEX	151	Commercial Law II	3	0	0	3
LEX	260	Bankruptcy and Collections	2	0	0	2
<b>Total</b>			<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.

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**Curriculum:****Real Estate - Certificate, Jamestown, day**  
**Advising Code: A 2538 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

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**Fall Semester I**

ACA	111	College Student Success	1	0	0	1
LEX	110	Introduction to Paralegal Studies	2	0	0	2
LEX	120	Legal Research and Writing I	2	2	0	3
LEX	210	Real Property I	3	0	0	3
<b>Total</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>9</b>

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**Spring Semester I**

LEX	140	Civil Litigation I	3	0	0	3
LEX	211	Real Property II	1	4	0	3
LEX	250	Wills, Estates, and Trusts	2	2	0	3
<b>Total</b>			<b>6</b>	<b>6</b>	<b>0</b>	<b>9</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

**Curriculum:****Bankruptcy - Certificate, Jamestown, day**  
**Advising Code: A 2538 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

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**Fall Semester I**

ACA	111	College Student Success	1	0	0	1
LEX	110	Introduction to Paralegal Studies	2	0	0	2
LEX	120	Legal Research and Writing I	2	2	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

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**Spring Semester I**

LEX	140	Civil Litigation I	3	0	0	3
LEX	150	Commercial Law I	2	2	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

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**Fall Semester II**

LEX	210	Real Property I	3	0	0	3
LEX	260	Bankruptcy and Collections	2	0	0	2
<b>Total</b>			<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.

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# Simulation and Game Development

A25 45 0

Associate in Applied Science, Jamestown, day

## Contact Information:

(336) 334-4822, ext 2263 – from Greensboro • (336) 454-1126, ext 263 – from High Point

The Simulation and Game Development curriculum provides a broad background in simulation and game development with practical applications in creative arts, visual arts, audio/video technology, creative writing, modeling, design, programming and management.

Students will receive hands-on training in design, 3D modeling, and programming for the purpose of creating simulations and games.

Graduates should qualify for employment as designers, artists, animators, programmers, testers, quality assurance analysts, engineers and administrators in the entertainment industry, health care, education, corporate training, and government organizations.

## Program Outcomes:

Upon completion, students should:

- Illustrate the economic, social, and cultural implications of interactive media;
- Explain the essential creative requirements from various disciplines in the development of simulation and gaming projects;
- Develop games and simulations for education, training, and other commercial entities;
- Demonstrate programming proficiency for various media including 2-D and 3-D graphics, animation, and sound;
- Implement current object-oriented programming and software development practices;
- Demonstrate the ability to plan, produce, and test complex interactive applications.

## Curriculum:

**Simulation and Game Development - Associate in Applied Science, Jamestown, day**

**Advising Code: A25450**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra/Trigonometry I	2	2	0	3
SGD	111	Introduction to SGD	2	3	0	3
SGD	112	SGD Design	2	3	0	3
SGD	113	SGD Programming	2	3	0	3
<b>Total</b>			<b>12</b>	<b>11</b>	<b>0</b>	<b>16</b>
<b>Spring Semester I</b>						
DRA	126	Storytelling	3	0	0	3
ENG	125	Creative Writing I	3	0	0	3
SGD	114	3D Modeling	2	3	0	3
SGD	212	SGD Design II	2	3	0	3
SGD	213	SGD Programming II	2	3	0	3
<b>Total</b>			<b>12</b>	<b>9</b>	<b>0</b>	<b>15</b>



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**Summer Term I**

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SGD	123	Windows/Console Prog	2	3	0	3
-	-	Technical Elective	2	3	0	3
<b>Total</b>			<b>5</b>	<b>3</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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SGD	161	SG Animation	2	3	0	3
SGD	174	SG Level Design	2	3	0	3
SGD	214	3D Modeling II	2	3	0	3
PHY	131	Physics – Mechanics	3	2	0	4
-	-	Social / Behavior Science	3	0	0	3
<b>Total</b>			<b>12</b>	<b>11</b>	<b>0</b>	<b>16</b>

**Spring Semester II**

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COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Interpersonal Communication <b>or</b>	(3)	(0)	(0)	(3)
COM	231	Public Speaking	(3)	(3)	(3)	(3)
SGD	124	MMO Programming	2	3	0	3
SGD	274	SG Level Design II	2	3	0	3
SGD	285	SG Software Engineering	2	3	0	3
-	-	Technical Elective	2	3	0	3
<b>Total</b>			<b>12</b>	<b>15</b>	<b>0</b>	<b>15</b>

**Summer Term II**

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SGD	163	SG Documentation	2	3	0	3
SGD	289	SGD Project	2	3	0	3
<b>Total</b>			<b>4</b>	<b>6</b>	<b>0</b>	<b>6</b>

Total credit hours required for degree: 74. Technical Electives: SGD 164, SGD 165, and SGD 173.

Gateway Courses SGD 112 and SGD 113. A minimum grade of C required in both.

This curriculum is subject to change.

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# Web Technologies

**A25290**

Associate in Applied Science, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2263- from Greensboro • (336) 454-1126, ext. 2263 - from High Point

The Web Technologies curriculum prepares graduates for careers in the information technology arena using computers and distributed computing to disseminate and collect information via the web.

Course work in this program covers the terminology and use of computers, network devices, networks, servers, databases, applications, programming languages, as well as web applications, site development and design. Studies will provide opportunity for students to learn related industry standards.

Graduates should qualify for career opportunities as designers, administrators, or developers in the areas of web applications, websites, web services, and related areas of distributed computing.

## Program Outcomes:

- design, code, test, and debug WEB language programs, graphics, and scripts;
- design and build a database driven web site using a combination of techniques.

## Curriculum:

**Web Technologies - Associate in Applied Science, Jamestown, day**

**Advising Code: A25290**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
CIS	110	Introduction to Computers	2	2	0	3
CIS	115	Intro to Prog & Logic	2	3	0	3
DBA	110	Database Concepts	2	3	0	3
NOS	110	Operating System Concepts	2	3	0	3
WEB	110	Internet/Web Fundamentals	2	2	0	3
<b>Total</b>			<b>11</b>	<b>13</b>	<b>0</b>	<b>16</b>
<b>Spring Semester I</b>						
ENG	111	Expository Writing	3	0	0	3
WEB	111	Intro to Web Graphics	2	2	0	3
WEB	115	Web Markup and Scripting	2	2	0	3
WEB	140	Web Development Tools	2	2	0	3
WEB	180	Active Server Pages	2	2	0	3
<b>Total</b>			<b>11</b>	<b>8</b>	<b>0</b>	<b>15</b>
<b>Summer Term I</b>						
NET	110	Networking Concepts	2	2	0	3
SEC	110	Security Concepts	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

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**Fall Semester II**

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ENG	114	Professional Research and Reporting	3	0	0	3
MAT	140	Survey of Mathematics	3	0	0	3
WEB	120	Intro Internet Multimedia	2	2	0	3
WEB	210	Web Design	2	2	0	3
WEB	230	Implementing Web Server	2	2	0	3
WEB	250	Database Driven Websites	2	2	0	3
<b>Total</b>			<b>14</b>	<b>8</b>	<b>0</b>	<b>18</b>

**Spring Semester II**

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WEB	289	Internet Technologies Project	1	4	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
BUS	110	Introduction to Business	3	0	0	3
–	–	Technical Elective	2	2	0	3
–	–	Humanities / Fine Arts	3	0	0	3
–	–	Social / Behavior Science	3	0	0	3
<b>Total</b>			<b>15</b>	<b>6</b>	<b>0</b>	<b>18</b>

Total credit hours required for degree: 73. This curriculum is subject to change.

Technical Electives: WEB 185, WEB 211, WEB 240, WEB 285, DBA 120, CTS 112\*.

\* CTS 112 will not completely fulfill Technical Elective credit requirements.

Gateway Courses: WEB 111 and WEB 115. A minimum grade of C required in both.

**Curriculum:****Web Technologies – Basic Certificate, Jamestown, day and evening****Advising Code: A25290 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Courses**

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CIS	110	Introduction to Computers	2	2	0	3
CIS	115	Intro to Prog & Logic	2	3	0	3
WEB	110	Internet/Web Fundamentals	2	2	0	3
WEB	120	Intro Internet Multimedia	2	2	0	3
WEB	140	Web Development Tools	2	2	0	3
<b>Total</b>			<b>10</b>	<b>11</b>	<b>0</b>	<b>15</b>

Total credit hours required for certificate: 15. This curriculum is subject to change.

**Curriculum:****Web Technologies – Advanced Certificate, Jamestown, evening****Advising Code: A25290 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Courses**

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CIS	115	Intro to Prog & Logic	2	3	0	3
WEB	110	Internet/Web Fundamentals	2	2	0	3
WEB	120	Intro Internet Multimedia	2	2	0	3
WEB	185	ColdFusion Programming	2	2	0	3
WEB	211	Advanced Web Graphics	2	2	0	3
WEB	250	Database Driven Websites	2	2	0	3
<b>Total</b>			<b>12</b>	<b>13</b>	<b>0</b>	<b>18</b>

Total credit hours required for certificate: 18. Pre-requisites required. This curriculum is subject to change.

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# COMMERCIAL & ARTISTIC PRODUCTION TECHNOLOGIES

## Advertising and Graphic Design

A 30 10 0

Associate in Applied Science, Jamestown, day  
Certificate, Jamestown, day and evening

### Contact Information:

(336) 334-4822, ext. 2230 - from Greensboro • (336) 454-1126, ext. 2230 - from High Point

The Advertising and Graphic Design curriculum is designed to provide students with the knowledge and skills necessary for employment in the graphic design profession. The program emphasizes design, advertising, illustration and digital and multimedia preparation of printed and electronic promotional materials.

Students will be trained in the development and design of promotional materials such as newspaper and magazine advertisements, posters, folders, letterheads, corporate symbols, brochures, booklets, and the preparation of art for printing, lettering, as well as typography, photography, and electronic media.

Graduates should qualify for employment opportunities with graphic design studios, advertising agencies, printing companies, department stores, and a wide variety of manufacturing industries, newspapers, and businesses with in-house graphics operations.

Capstone course: GRD 280 Portfolio Design.

### Program Outcomes:

Upon successful completion of the Commercial Art and Advertising Design program, the graduate should be able to:

- prepare visual communications;
- prepare traditional and electronic designs, layouts, comprehensive proofs, storyboards, illustrations;
- coordinate projects;
- direct illustration and photography.

### Curriculum:

Advertising and Graphic Design - Associate in Applied Science, Jamestown, day  
Advising Code: A 3010 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ART	131	Drawing I	0	6	0	3
ENG	111	Expository Writing	3	0	0	3
GRA	151	Computer Graphics I	1	3	0	2
GRA	162	Computer Graphics Applications II	0	3	0	1
GRD	110	Typography I	2	2	0	3
GRD	141	Graphic Design I	2	4	0	4
<b>Total</b>			<b>8</b>	<b>18</b>	<b>0</b>	<b>16</b>

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**Spring Semester I**

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ART	111	Art Appreciation	3	0	0	3
ENG	114	Professional Research and Reporting	3	0	0	3
GRA	152	Computer Graphics II*	1	3	0	2
GRD	131	Illustration I	1	3	0	2
GRD	142	Graphic Design II*	2	4	0	4
GRD	146	Design Applications II	0	3	0	1
<b>Total</b>			<b>10</b>	<b>13</b>	<b>0</b>	<b>15</b>

**Summer Term I**

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GRD	160	Photo Fundamentals I*	1	4	0	3
GRD	233	Product Illustration*	1	3	0	2
<b>Total</b>			<b>2</b>	<b>7</b>	<b>0</b>	<b>5</b>

**Fall Semester II**

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GRA	153	Computer Graphics III*	1	3	0	2
GRA	163	Computer Graphics Applications III	0	3	0	1
GRD	161	Photo Fundamentals II*	1	4	0	3
GRD	241	Graphic Design III*	2	4	0	4
GRD	246	Design Applications III	0	3	0	1
MAT	115	Mathematical Models	2	2	0	3
<b>Total</b>			<b>6</b>	<b>19</b>	<b>0</b>	<b>14</b>

**Spring Semester II**

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COM	120	Intro to Interpersonal Communication	3	0	0	3
GRA	154	Computer Graphics IV	1	3	0	2
GRD	242	Graphic Design IV*	2	4	0	4
GRD	247	Design Applications IV	0	3	0	1
GRD	285	Client/Media Relations	1	2	0	2
–	–	Graphic Design Technical Elective	1-2	2-4	0	2-3
–	–	Social / Behavior Science Elective	3	0	0	3
<b>Total</b>			<b>11-12</b>	<b>14-16</b>	<b>0</b>	<b>17-18</b>

**Summer Term II**

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GRD	243	Graphic Design V*	2	4	0	4
GRD	280	Portfolio Design*	2	4	0	4
<b>Total</b>			<b>4</b>	<b>8</b>	<b>0</b>	<b>8</b>

Total credit hours required for degree: 75-76 This curriculum is subject to change.

\*A student must complete the pre-requisite courses with a minimum grade of "C" or better before advancing to the next course.

Graphic Design Electives:

GRD	111	Typography II	2	2	0	3
GRD	271	Multimedia I*	1	3	0	2
GRD	162	Photo Portfolio*	1	4	0	3

**Curriculum:****Computer Graphics - Certificate, Jamestown, day and evening**

Advising Code: A 3010 0 C1

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
GRA	151	Computer Graphics I	1	3	0	2
GRA	162	Computer Graphics Applications II	0	0	3	1
GRD	141	Graphic Design I	2	4	0	4
<b>Total</b>			<b>3</b>	<b>10</b>	<b>0</b>	<b>7</b>

**Spring Semester**

GRA	152	Computer Graphics II	1	3	0	2
<b>Total</b>			<b>2</b>	<b>5</b>	<b>0</b>	<b>2</b>

**Fall Semester II**

GRA	153	Computer Graphics III	1	3	0	2
GRA	163	Computer Graphics Applications III	0	3	0	1
<b>Total</b>			<b>1</b>	<b>6</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

**Curriculum:****Photography - Certificate, Jamestown, day and evening**

Advising Code: A 3010 0 C2

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
GRD	160	Photo Fundamentals I	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Fall Semester I**

GRD	161	Photo Fundamentals II	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Spring Semester I**

GRD	162	Photo Portfolio	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Fall Semester II**

GRA	153	Computer Graphics III	1	3	0	2
GRA	163	Computer Graphics Applications III	0	3	0	1
<b>Total</b>			<b>1</b>	<b>6</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

(1) This schedule starts the student in the summer with daytime photo classes.

Students may instead begin in the Fall with evening photo classes:

Fall Semester: GRA 151, GRA 162, GRD 160.

Spring Semester: GRD 161.

Summer Term: GRD 162.

2nd Fall Semester: GRA 153, GRA 163.

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# CONSTRUCTION TECHNOLOGIES

## Air Conditioning, Heating and Refrigeration Technology

A 35 10 0

Associate in Applied Science, Greensboro, day and evening  
Diploma, Greensboro, day and evening  
Certificate, Greensboro, day and evening

### Contact Information:

(336) 334-4822, ext. 4429 - from Greensboro • (336) 454-1126, ext. 4429 - from High Point

The Air Conditioning, Heating and Refrigeration Technology curriculum provides students with the basic knowledge to develop the skills necessary to work with residential and light commercial systems.

Topics include mechanical refrigeration, heating and cooling theory, electricity, controls and safety. The diploma program covers air conditioning, furnaces, heat pumps, tools and instruments. In addition, the Associate in Applied Science degree covers residential building codes, residential system sizing and advanced comfort systems.

Diploma graduates should be able to assist in the start up, preventive maintenance, service, repair and/or installation of residential and light commercial systems. Associate degree graduates should be able to demonstrate an understanding of system selection and balance, and advanced systems.

### Program Outcomes:

Upon successful completion of the Air Conditioning, Heating, and Refrigeration program, the graduate should be able to:

- design and install heating and cooling systems;
- service and repair heating, cooling, and accessory systems;
- perform preventive maintenance;
- use tools and equipment safely.

### Curriculum:

#### Air Conditioning, Heating and Refrigeration Technology Associate in Applied Science, Greensboro Day Advising Code: A 3510 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AHR	110	Introduction to Refrigeration	2	6	0	5
AHR	112	Heating Technology	2	4	0	4
MAT	110	Mathematical Measurement	2	2	0	3
AHR	210	Residential Building Codes <b>or</b>	1	2	0	2
AHR	220	Commercial Building Codes	(2)	(0)	(0)	(2)
ELC	111	Introduction to Electricity <b>or</b>	2	2	0	3
AHR	111	HVACR Electricity	(2)	(2)	(0)	(3)
<b>Total</b>			<b>9(10)</b>	<b>14(16)</b>	<b>0</b>	<b>17</b>

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**Spring Semester I**

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AHR	113	Comfort Cooling	2	4	0	4
AHR	114	Heat Pump Technology	2	4	0	4
ELC	117	Motors and Controls	2	6	0	4
ENG	111	Expository Writing	3	0	0	3
CIS	111	Basic PC Literacy	1	2	0	2
AHR	160	Refrigerant Certification	1	0	0	1
<b>Total</b>			<b>11</b>	<b>16</b>	<b>0</b>	<b>18</b>

**Summer Term I**

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AHR	212	Advanced Comfort Systems	2	6	0	4
AHR	130	HVAC Controls	2	2	0	3
<b>Total</b>			<b>4</b>	<b>8</b>	<b>0</b>	<b>7</b>

**Fall Semester II**

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AHR	255	Indoor Air Quality	1	2	0	2
AHR	240	Hydronic Heating	1	3	0	2
AHR	180	HVACR Customer Relations	1	0	0	1
—	—	Technical Elective	0-2	0-6	0-20	2-4
—	—	Social / Behavior Science Elective	3	0	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
<b>Total</b>			<b>9-11</b>	<b>5-11</b>	<b>0-20</b>	<b>13-15</b>

**Spring Semester II**

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AHR	211	Residential System Design	2	2	0	3
		<b>or</b>				
AHR	225	Commercial Building Design	(2)	(3)	(0)	(3)
AHR	235	Refrigeration Design	2	2	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
ENG	114	Professional Research and Reporting <b>or</b>	3	0	0	3
ENG	112	Argument Based Research	(3)	(0)	(0)	(3)
PHY	121	Applied Physics I	3	2	0	4
<b>Total</b>			<b>13</b>	<b>6(7)</b>	<b>0</b>	<b>16</b>

Total credit hours required for degree: 71-73 This curriculum is subject to change.

Technical Electives selected from: AHR 263, AHR 250, and COE 111 and 121 or COE 112.

**Curriculum:**

**Air Conditioning, Heating and Refrigeration Technology**  
**Associate in Applied Science, Greensboro Evening**  
**Advising Code: A 3510 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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AHR	112	Heating Technology	2	4	0	4
MAT	110	Mathematical Measurement	2	2	0	3
AHR	210	Residential Building Codes	1	2	0	2
		<b>or</b>				
AHR	220	Commercial Building Codes	(2)	(0)	(0)	(2)
<b>Total</b>			<b>5(6)</b>	<b>8</b>	<b>0</b>	<b>9</b>



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**Spring Semester I**

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AHR	110	Introduction to Refrigeration	2	6	0	5
ENG	111	Expository Writing	3	0	0	3
ELC	111	Introduction to Electricity <b>or</b>	2	2	0	3
AHR	111	HVACR Electricity	(2)	(2)	(0)	(3)
<b>Total</b>			<b>7</b>	<b>8</b>	<b>0</b>	<b>11</b>

**Summer Term I**

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AHR	160	Refrigerant Certification	1	0	0	1
AHR	211	Residential System Design	2	2	0	3
		<b>or</b>				
AHR	225	Commercial System Design	(2)	(3)	(0)	(3)
AHR	180	HVACR Customer Relations	1	0	0	1
<b>Total</b>			<b>4</b>	<b>2(3)</b>	<b>0</b>	<b>5</b>

**Fall Semester II**

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AHR	113	Comfort Cooling	2	4	0	4
ELC	117	Motors and Controls	2	6	0	4
CIS	111	Basic PC Literacy	1	2	0	2
<b>Total</b>			<b>5</b>	<b>12</b>	<b>0</b>	<b>10</b>

**Spring Semester II**

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AHR	130	HVAC Controls	2	2	0	3
AHR	114	Heat Pump Technology	2	4	0	4
COM	120	Intro to Interpersonal Communication	3	0	0	3
<b>Total</b>			<b>7</b>	<b>6</b>	<b>0</b>	<b>10</b>

**Summer Term II**

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AHR	212	Advanced Comfort Systems	2	6	0	4
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>

**Fall Semester III**

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AHR	240	Hydronic Heating	1	3	0	2
AHR	255	Indoor Air Quality	1	2	0	2
PHY	131	Physics - Mechanics <b>or</b>	3	2	0	4
PHY	110	Conceptual Physics	(3)	(0)	(0)	(3)
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>8</b>

**Spring Semester III**

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ENG	114	Professional Research and Reporting <b>or</b>	3	0	0	3
ENG	112	Argument Based Research	(3)	(0)	(0)	(3)
AHR	235	Refrigeration Design	2	2	0	3
-	-	Social / Behavior Science Elective	3	0	0	3
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>4</b>	<b>0</b>	<b>12</b>

**Summer Term III**

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-	-	Technical Elective	0-2	0-6	0-20	2-4
<b>Total</b>			<b>0-2</b>	<b>0-6</b>	<b>0-20</b>	<b>2-4</b>

Total credit hours required for degree: 70-72 This curriculum is subject to change.

Technical Electives selected from: ELC 117, AHR 263, AHR 250, and COE 111 and 121 or COE 112.

**Curriculum:****Air Conditioning, Heating and Refrigeration Technology  
Diploma, Greensboro, day and evening  
Advising Code: A 3510 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AHR	110	Introduction to Refrigeration	2	6	0	5
AHR	112	Heating Technology	2	4	0	4
MAT	110	Mathematical Measurements	2	2	0	3
AHR	210	Residential Building Codes	1	2	0	2
CIS	111	Basic PC Literacy	1	2	0	2
AHR	113	Comfort Cooling	2	4	0	4
AHR	114	Heat Pump Technology	2	4	0	4
ELC	111	Introduction to Electricity <b>or</b>	2	2	0	3
AHR	111	HVACR Electricity	(2)	(2)	(0)	(3)
ENG	111	Expository Writing	3	0	0	3
ELC	117	Motors and Controls	2	6	0	4
AHR	160	Refrigerant Certification	1	0	0	1
AHR	212	Advanced Comfort Systems	2	6	0	4
AHR	130	HVAC Controls	2	2	0	3
AHR	211	Residential System Design	2	2	0	3
<b>Total</b>			<b>26</b>	<b>42</b>	<b>0</b>	<b>45</b>

Total credit hours required for diploma: 45 This curriculum is subject to change.

**Curriculum:****Air Conditioning - Certificate, Greensboro, Day and Evening  
Advising Code: A 3510 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AHR	110	Introduction to Refrigeration	2	6	0	5
ELC	111	Intro. To Electricity	2	2	0	3
AHR	113	Comfort Cooling	2	4	0	4
<b>Total</b>			<b>6</b>	<b>12</b>	<b>0</b>	<b>12</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

**Curriculum:****Control Systems - Certificate, Greensboro, Day and Evening  
Advising Code: A 3510 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AHR	110	Introduction to Refrigeration	2	6	0	5
ELC	111	Intro. To Electricity	2	2	0	3
ELC	117	Motors and Controls	2	6	0	4
AHR	130	HVAC Controls	2	2	0	3
<b>Total</b>			<b>8</b>	<b>16</b>	<b>0</b>	<b>15</b>

Total credit hours required for certificate: 15 This curriculum is subject to change.

**Curriculum:** **Heat Pumps - Certificate, Greensboro, Day and Evening**  
**Advising Code: A 3510 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AHR	110	Introduction to Refrigeration	2	6	0	5
ELC	111	Intro. To Electricity	2	2	0	3
AHR	114	Heat Pump Technology	2	4	0	4
<b>Total</b>			<b>6</b>	<b>12</b>	<b>0</b>	<b>12</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

**Curriculum:** **Refrigeration - Certificate, Greensboro, Day and Evening**  
**Advising Code: A 3510 0 C4**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AHR	110	Introduction to Refrigeration	2	6	0	5
ELC	111	Intro. To Electricity	2	2	0	3
AHR	160	Refrigeration Certification	1	0	0	1
AHR	235	Refrigeration Design	2	2	0	3
<b>Total</b>			<b>7</b>	<b>10</b>	<b>0</b>	<b>12</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

**Curriculum:** **Year Round Comfort Systems - Certificate, Greensboro, Day and Evening**  
**Advising Code: A 3510 0 C5**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ELC	111	Introduction to Electricity	2	2	0	3
AHR	112	Heating Technology	2	4	0	4
AHR	113	Comfort Cooling	2	4	0	4
AHR	114	Heat Pump Technology	2	4	0	4
<b>Total</b>			<b>8</b>	<b>14</b>	<b>0</b>	<b>15</b>

Total credit hours required for certificate: 15 This curriculum is subject to change.

**Curriculum:** **Commercial Control Systems - Certificate, Greensboro, Day and Evening**  
**Advising Code: A 3510 0 C6**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ELC	111	Introduction To Electricity	2	2	0	3
AHR	130	HVAC Controls	2	2	0	3
ELC	117	Motors and Controls	2	6	0	4
AHR	263	Energy Management <b>or</b>	1	3	0	2
AHR	212	Advanced Comfort Systems	(2)	(6)	(0)	(4)
<b>Total</b>			<b>9</b>	<b>17</b>	<b>0</b>	<b>12-14</b>

Total credit hours required for certificate: 12-14 This curriculum is subject to change.

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**Curriculum:****Comfort System Design - Certificate, Greensboro, Day and Evening**  
**Advising Code: A 3510 0 C7**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AHR	210	Residential Building Codes	1	2	0	2
AHR	211	Residential System Design	2	2	0	3
AHR	220	Commercial Building Codes	1	2	0	2
AHR	225	Commercial System Design	2	3	0	3
AHR	255	Indoor Air Quality	1	2	0	2
<b>Total</b>			<b>7</b>	<b>11</b>	<b>0</b>	<b>12</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

**Curriculum:****Heat Pump Service - Certificate, Greensboro, Day and Evening**  
**Advising Code: A 3510 0 C8**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ELC	111	Intro. To Electricity	2	2	0	3
AHR	113	Comfort Cooling	2	4	0	4
AHR	114	Heat Pump Technology	2	4	0	4
AHR	212	Advanced Comfort Systems	2	6	0	4
AHR	250	HVAC System Diagnostics	0	4	0	2
<b>Total</b>			<b>8</b>	<b>20</b>	<b>0</b>	<b>17</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.

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# Carpentry

D 35 18 0

Diploma, Greensboro, day

## Contact Information:

(336) 334-4822, ext. 4432 - from Greensboro • (336) 454-1126, ext. 4432 - from High Point

The Carpentry curriculum is designed to train students to construct residential structures using standard building materials and hand and power tools. Carpentry skills and a general knowledge of residential construction will also be taught.

Course work includes footings and foundations, framing, interior and exterior trim, cabinetry, blueprint reading, residential planning and estimating, and other related topics. Students will develop skills through hands-on participation.

Graduates should qualify for employment in the residential building construction field as rough carpenters, framing carpenters, roofers, maintenance carpenters, and other related job titles.

## Curriculum:

**Carpentry - Diploma, Greensboro, day**  
**Advising Code: D 3518 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
CAR	110	Carpentry	2	0	0	2
CAR	111	Carpentry I	3	15	0	8
ISC	115	Construction Safety	2	0	0	2
BPR	130	Blueprint Reading/Construction	1	2	0	2
MAT	101	Applied Mathematics	2	2	0	3
<b>Total</b>			<b>10</b>	<b>19</b>	<b>0</b>	<b>17</b>
<b>Spring Semester I</b>						
CAR	112	Carpentry II	3	15	0	8
CAR	115	Residential Planning/Estimating	3	0	0	3
ENG	102	Applied Communications II	3	0	0	3
<b>Total</b>			<b>9</b>	<b>15</b>	<b>0</b>	<b>14</b>
<b>Summer Term I</b>						
CAR	113	Carpentry III	3	9	0	6
CAR	114	Residential Building Codes	3	0	0	3
<b>Total</b>			<b>6</b>	<b>9</b>	<b>0</b>	<b>9</b>

Total credit hours required for diploma: 40 This curriculum is subject to change.

Up to three cooperative education credit hours may be substituted for major courses with department chair's permission.

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**Curriculum:****Carpentry - Basic Certificate, Greensboro, evening****Advising Code: D 35180 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
CAR	111AB	Carpentry I	3	6	0	5
CAR	111BB	Carpentry I	0	9	0	3
CAR	112AB	Carpentry II	3	6	0	5
<b>Total</b>			<b>6</b>	<b>21</b>	<b>0</b>	<b>13</b>

Total credit hours required for certificate: 13 This curriculum is subject to change.

**Curriculum:****Carpentry - Advanced Certificate, Greensboro, evening****Advising Code: D 35180 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
CAR	112BB	Carpentry II	0	9	0	3
CAR	113AB	Carpentry III	3	6	0	4
CAR	113BB	Carpentry III	0	9	0	2
BPR	130	Blueprint Reading/Construction	1	2	0	2
CAR	114	Residential Building Codes	3	0	0	3
CAR	115	Residential Planning/Estimating	3	0	0	3
<b>Total</b>			<b>10</b>	<b>26</b>	<b>0</b>	<b>17</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.

# Construction Management Technology

## A 3519 0

Construction Management Technology, Associate in Applied Science, Greensboro, evening  
 Diploma, Greensboro, evening  
 Construction Estimation Certificate, Greensboro, evening  
 Construction Supervision Certificate, Greensboro, Evening

### Contact Information:

(336) 334-4822, ext. 4432 - from Greensboro • (336) 454-1126, ext. 4432 - from High Point

This curriculum is designed to prepare individuals for careers in the construction management field. Such positions may include project manager, superintendent, estimator, or foreman.

Course work includes safety, planning, scheduling, cost control, productivity, human relations, estimating, and building codes. Students will also gain proficiency in specific construction related skills.

Graduates should qualify for entry-level positions in the field of construction management.

### Curriculum: **Construction Management Technology - Associate in Applied Science, evening** **Advising Code: A 3519 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
–	–	Specialization Elective(s)	2	0-9	0	2-3
–	–	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>5</b>	<b>0-9</b>	<b>0</b>	<b>5-6</b>
<b>Spring Semester I</b>						
–	–	Specialization Elective(s)	--	---	---	2-3
–	–	Social Science Elective	3	0	0	3
<b>Total</b>			<b>---</b>	<b>---</b>	<b>---</b>	<b>5-6</b>
<b>Summer Term I</b>						
–	–	Specialization Elective(s)	--	---	---	2-4
<b>Total</b>			<b>---</b>	<b>---</b>	<b>---</b>	<b>2-4</b>
<b>Fall Semester II</b>						
–	–	Specialization Elective(s)	---	---	---	2-3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>---</b>	<b>---</b>	<b>---</b>	<b>5-6</b>
<b>Spring Semester II</b>						
–	–	Specialization Elective(s)	---	---	---	3-4
BPR	130	Blueprint Reading/Construction	1	2	0	2
ENG	114	Prof. Research and Reporting	3	0	0	3
<b>Total</b>			<b>---</b>	<b>---</b>	<b>---</b>	<b>8-9</b>
<b>Summer Term II</b>						
CAR	115	Residential Planning/Estimating <u>or</u>	3	0	0	3
PLU	160	Plumbing Estimating	(1)	(2)	(0)	(2)
<b>Total</b>			<b>1-3</b>	<b>0-2</b>	<b>0</b>	<b>2-3</b>
<b>Fall Semester III</b>						
CMT	210	Professional Construction Supervision	3	0	0	3
SPA	120	Spanish for the Workplace	3	0	0	3
ARC	112	Construction Materials and Methods	3	2	0	4
CIS	110	Introduction to Computers <u>or</u>	2	2	0	3
CIS	111	Basic PC Literacy	(1)	(2)	(0)	(2)
<b>Total</b>			<b>10-11</b>	<b>4</b>	<b>0</b>	<b>12-13</b>

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**Spring Semester III**

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CMT	212	Total Safety Performance	3	0	0	3
COM	120	Intro to Interpersonal Communications	3	0	0	3
ACC	115	College Accounting <b>or</b>	3	2	0	4
ACC	120	Principles of Financial Accounting	(3)	(2)	(0)	(4)
<b>Total</b>			<b>8</b>	<b>3</b>	<b>0</b>	<b>10</b>

**Summer Semester III**

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COE	111	Co-op Work Experience	0	0	10	1
<b>Total</b>			<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>

**Fall Semester IV**

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CMT	214	Planning and Scheduling	3	0	0	3
CIV	230	Construction Estimating	2	3	0	3
–	–	Technical Elective (May be taken in a previous semester)	1-3	0-2	0	2-3
<b>Total</b>			<b>7-10</b>	<b>2-4</b>	<b>0</b>	<b>8(9)</b>

**Spring Semester IV**

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CMT	216	Costs and Productivity	3	0	0	3
CMT	218	Human Relations Issues	3	0	0	3
MAT	110	Mathematical Measurement <b>or</b>	(2)	(2)	(0)	3
MAT	115	Mathematical Models <b>or</b>	(2)	(2)	(0)	(3)
MAT	120	Geometry and Trigonometry <b>or</b>	(2)	(2)	(0)	(3)
MAT	121	Algebra/Trigonometry I <b>or</b>	(2)	(2)	(0)	(3)
MAT	140	Survey of Mathematics	3	0	(0)	(3)
<b>Total</b>			<b>8-9</b>	<b>0-2</b>	<b>0</b>	<b>9</b>

Total credit hours required for degree: 67 - 76- This curriculum is subject to change.

**Curriculum:****Construction Management Technology - Diploma, Greensboro, evening**  
**Advising Code: A 3519 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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–	–	Specialization Elective(s)	---	---	---	1-4
<b>Total</b>			<b>---</b>	<b>---</b>	<b>---</b>	<b>1-4</b>

**Spring Semester I**

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–	–	Specialization Elective(s)	---	---	---	2-4
BPR	130	Blueprint Reading/Construction	1	2	0	2
<b>Total</b>			<b>---</b>	<b>---</b>	<b>---</b>	<b>4-6</b>

**Summer Semester I**

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CAR	115	Residential Planning/Estimating or	3	0	0	3
PLU	160	Plumbing Estimating	(1)	(2)	(0)	(2)
<b>Total</b>			<b>1-3</b>	<b>0-2</b>	<b>0</b>	<b>2-3</b>

**Fall Semester II**

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CMT	210	Professional Construction Supervision	3	0	0	3
SPA	120	Spanish for the Workplace	3	0	0	3
CIS	110	Introduction to Computers <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy	(1)	(2)	(0)	(2)
<b>Total</b>			<b>7-8</b>	<b>2</b>	<b>0</b>	<b>8-9</b>



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**Spring Semester II**

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CMT	212	Total Safety Performance	3	0	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
ACC	115	College Accounting <b>or</b>	3	2	0	4
ACC	120	Principles of Financial Accounting	(3)	(2)	(0)	(4)
<b>Total</b>			<b>8</b>	<b>3</b>	<b>0</b>	<b>10</b>

**Summer Semester II**

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COE	111	Co-op Work Experience	0	0	10	1
<b>Total</b>			<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>

**Fall Semester III**

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CMT	214	Planning and Scheduling	3	0	0	3
CIV	230	Construction Estimating	2	3	0	3
–	–	Technical Elective	1-3	0-2	0	2-3
<b>Total</b>			<b>7-10</b>	<b>2-4</b>	<b>0</b>	<b>8(9)</b>

**Spring Semester III**

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CMT	216	Costs and Productivity	3	0	0	3
CMT	218	Human Relations Issues	3	0	0	3
MAT	110	Mathematical Measurement <b>or</b>	(2)	(2)	(0)	3
MAT	115	Mathematical Models <b>or</b>	(2)	(2)	(0)	(3)
MAT	120	Geometry and Trigonometry <b>or</b>	(2)	(2)	(0)	(3)
MAT	121	Algebra/Trigonometry I <b>or</b>	(2)	(2)	(0)	(3)
MAT	140	Survey of Mathematics	(3)	(0)	(0)	(3)
<b>Total</b>			<b>8(9)</b>	<b>0(2)</b>	<b>(0)</b>	<b>9</b>

Total credit hours required for diploma: 43-51

**Curriculum:****Construction Management Technology - Construction Estimation Certificate, Greensboro, evening**  
**Advising Code: A 3519 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I (Evening)**

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ARC	112	Construction Materials and Methods	3	2	0	4
CIS	110	Intro. to Computers <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy	(1)	(2)	(0)	(2)
<b>Total</b>			<b>2-5</b>	<b>4</b>	<b>0</b>	<b>6-7</b>

**Spring Semester I (Evening)**

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BPR	130	Blueprint Reading/Construction	1	2	0	2
<b>Total</b>			<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>

**Summer Semester I**

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CAR	115	Residential Planning/Estimating or	3	0	0	3
PLU	160	Plumbing Estimating	(1)	(2)	(0)	(2)
<b>Total</b>			<b>1-3</b>	<b>0-2</b>	<b>0</b>	<b>2-3</b>

**Fall Semester II**

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–	–	Technical Elective (May be taken in a previous semester)	1-3	0-2	0	3
<b>Total</b>			<b>1-3</b>	<b>0-2</b>	<b>0</b>	<b>2-3</b>

**Spring Semester II**

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CIV	230	Construction Estimating	2	3	0	3
<b>Total</b>			<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 15-18

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**Curriculum:****Construction Management Technology - Construction Supervision Certificate, Greensboro, evening**  
**Advising Code: A 3519 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
CMT	210	Professional Construction Supervision	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Spring Semester I</b>						
CMT	212	Total Safety Performance	3	0	0	3
BPR	130	Blueprint Reading/Construction	1	2	0	2
<b>Total</b>			<b>4</b>	<b>2</b>	<b>0</b>	<b>5</b>
<b>Fall Semester II</b>						
CMT	214	Planning and Scheduling	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Spring Semester II</b>						
CMT	216	Costs and Productivity	3	0	0	3
CMT	218	Human Relations Issues	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

Total credit hours required for certificate: 17

**Technical Electives:**

AHR 210, AHR 220, CAR 114, ELC 118 or PLU 140

**Specialization Electives:**

11-17 SHC selected from one\* of the following 6 areas of specialization:

- Either: 1) AHR 110, AHR 112, AHR 113, AHR 114, AHR 211, AHR 225, AHR 160  
2) CAR 110, CAR 111, CAR 112, CAR 113,  
3) CAR 120, CAR 125, CAR 130, CAR 135, CAR 150  
4) EGR 115, CIV 125, CIV 210, CIV 240, SRV 110  
5) (ELC 111 or ELC 112, not both), ELC 113, ELC 114, ELC 115, ELC 117, PLU 111  
6) (WLD 112 or WLD 110, not both), WLD 115, WLD 121, WLD 131, WLD 141

\* Unless approved by the department chairperson, students can select courses from only one specialty area.

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# Electrical/Electronics Technology

A 35 22 0

Associate in Applied Science, Greensboro, day and evening  
Diploma, Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 4427 - from Greensboro • (336) 454-1126, ext. 4427 - from High Point

The Electrical/Electronics Technology curriculum is designed to provide training for persons interested in the installation and maintenance of electrical/electronic systems found in residential, commercial and industrial facilities.

Training, most of which is hands-on, will include such topics as AC/DC theory, basic wiring practices, digital electronics, programmable logic controllers, industrial motor controls, the National Electric Code, and other subjects as local needs require.

Graduates should qualify for a variety of jobs in the electrical/electronics field as an on-the-job trainee or apprentice, assisting in the layout, installation, and maintenance of electrical/electronic systems.

## Curriculum:

**Electrical/Electronics Technology - Associate in Applied Science, Greensboro, day and evening**

**Advising Code: A 3522 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
BPR	111	Blueprint Reading	1	2	0	2
ELC	112	DC/AC Electricity	3	6	0	5
ELC	113	Basic Wiring I	2	6	0	4
ELC	126	Electrical Computations	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
MAT	110	Mathematical Measurement <u>or</u>	2	2	0	3
MAT	115	Mathematical Models	(2)	(2)	(0)	(3)
<b>Total</b>			<b>13</b>	<b>18</b>	<b>0</b>	<b>20</b>
<b>Spring Semester I</b>						
ELC	114	Basic Wiring II	2	6	0	4
ELC	117	Motors and Controls	2	6	0	4
ELC	118	National Electrical Code	1	2	0	2
ELC	127	Software for Technicians	1	3	0	2
ENG	112	Argument-Based Research <u>or</u>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
<b>Total</b>			<b>9</b>	<b>17</b>	<b>0</b>	<b>15</b>
<b>Summer Term I</b>						
ELC	115	Industrial Wiring	2	6	0	4
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>

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**Fall Semester II**

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COM	231	Public Speaking <b>or</b>	3	0	0	3
COM	110	Introduction to Communication	(3)	(0)	(0)	(3)
ELN	133	Digital Electronics	3	3	0	4
ELN	229	Industrial Electronics	2	4	0	4
—	—	Social / Behavior Science Elective	3	0	0	3
ISC	112	Industrial Safety	2	0	0	2
<b>Total</b>			<b>13</b>	<b>7</b>	<b>0</b>	<b>16</b>

**Spring Semester II**

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ELC	128	Introduction to PLC	2	3	0	3
HYD	110	Hydraulics/Pneumatics	2	3	0	3
PCI	162	Instrumentation Controls	2	3	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>9</b>	<b>0</b>	<b>12</b>

Total credit hours required for degree: 67 This curriculum is subject to change.

Up to 6 Co-op credits may be substituted for course work with department chair approval.

**Curriculum:** **Electrical/Electronics Technology - Diploma, Greensboro, day and evening**  
**Advising Code: A 3522 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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ELC	112	DC/AC Electricity	3	6	0	5
BPR	111	Blueprint Reading	1	2	0	2
MAT	110	Mathematical Measurement <b>or</b>	2	2	0	3
MAT	115	Mathematical Models	(2)	(2)	(0)	(3)
<b>Total</b>			<b>6</b>	<b>10</b>	<b>0</b>	<b>10</b>

**Spring Semester I**

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ELC	113	Basic Wiring I	2	6	0	4
ELC	117	Motors and Controls	2	6	0	4
ELC	118	National Electrical Code	1	2	0	2
ELC	127	Software for Technicians	1	3	0	2
<b>Total</b>			<b>6</b>	<b>17</b>	<b>0</b>	<b>12</b>

**Summer Term I**

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ELC	128	Introduction to PLC	2	3	0	3
ELC	115	Industrial Wiring	2	6	0	4
<b>Total</b>			<b>4</b>	<b>9</b>	<b>0</b>	<b>7</b>

**Fall Semester II**

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ELN	133	Digital Electronics	3	3	0	4
ELN	229	Industrial Electronics	2	4	0	4
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
ENG	111	Expository Writing	(3)	(0)	(0)	(3)
<b>Total</b>			<b>8</b>	<b>7</b>	<b>0</b>	<b>11</b>

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**Spring Semester II**

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PCI	162	Instrumentation Controls	2	3	0	3
-	-	Social / Behavior Science Elective <b>or</b>	3	0	0	3
-	-	Humanities / Fine Arts Elective	(3)	(0)	(0)	(3)
<b>Total</b>			<b>5</b>	<b>3</b>	<b>0</b>	<b>6</b>

Total credit hours required for diploma: 46 This curriculum is subject to change.

Up to 4 co-op credits may be substituted for course work with Department Chair approval.

# Electrical/Electronics Technology

## Electrical Construction

Certificate/Diploma, Greensboro, night classes/day classes

### Contact Information:

(336) 334-4822, ext. 4427 - from Greensboro • (336) 454-1126, ext. 4427 - from High Point

This program is offered through the Electrical/ Electronics Technology program.

The Basic Wiring Skills certificate is a 16/17-week class in which students come to school and work on various job sites in order to start out and be successful in the electrical construction field.

The electrical construction diploma is a one year program in which students come to school and work on lab projects and job sites in order to be successful in the electrical construction field.

### Curriculum:

**Basic Wiring Skills - Greensboro, Jamestown, day**  
**Advising Code: A 3522 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I (or any other starting point)</b>						
ELC	113	Basic Wiring I (1st 8 weeks)	2	6	0	4
COE	112	Co-op Work Experience I	0	0	20	2
BPR	111	Blueprint Reading	1	2	0	2
ELC	118	National Electric Code	1	2	0	2
ISC	112	Industrial Safety	2	0	0	2
<b>Total</b>			<b>6</b>	<b>10</b>	<b>20</b>	<b>12</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

### Curriculum:

**Electrical Construction - Diploma - Greensboro, day and evening**  
**Advising Code: A 3522 0 D2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ELC	112	DC/AC Electricity	3	6	0	5
ELC	126	Electrical Computations	2	2	0	3
ELC	113	Basic Wiring I	2	6	0	4
ISC	112	Industrial Safety	2	0	0	2
COM	110	Introduction to Communication <u>or</u>	3	0	0	3
ENG	111	Expository Writing	(3)	(0)	(0)	(3)
<b>Total</b>			<b>12</b>	<b>14</b>	<b>0</b>	<b>17</b>

### Spring Semester I

BPR	111	Blueprint Reading	1	2	0	2
ELC	114	Basic Wiring II	2	6	0	4
ELC	117	Motors and Controls	2	6	0	4
—	—	Humanities/Fine Arts	3	0	0	3
<b>Total</b>			<b>8</b>	<b>14</b>	<b>0</b>	<b>13</b>

### Summer Semester I

ELC	115	Industrial Wiring	2	6	0	4
ELC	118	National Electrical Code	1	2	0	2
<b>Total</b>			<b>3</b>	<b>8</b>	<b>0</b>	<b>6</b>

Total credit hours required for diploma: 36 This curriculum is subject to change.

**Curriculum:****Master Electrician - Diploma - Greensboro, day and evening  
Advising Code: A 3522 0 D3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ELC	113	Basic Wiring I (1st 8 weeks)	2	6	0	4
ELC	114	Basic Wiring II (2nd 8 weeks)	2	6	0	4
ELC	115	Industrial Wiring (2nd 8 weeks)	2	6	0	4
ISC	112	Industrial Safety (1st 8 weeks)	2	0	0	2
COE	112	Co-op Work Experience I	0	0	20	1
<b>Total</b>			<b>8</b>	<b>18</b>	<b>20</b>	<b>15</b>

**Fall Semester I**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ELC	126	Electrical Computations	2	2	0	3
ELC	112	DC/AC Electricity	3	6	0	5
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
ENG	111	Expository Writing	(3)	(0)	(0)	(3)
–	–	Technical Elective*	2	4	0	4
COE	121	Co-op Work Experience	0	0	10	1
<b>Total</b>			<b>10</b>	<b>12</b>	<b>10</b>	<b>16</b>

**Spring Semester I**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ELC	117	Motors and Controls	2	6	0	4
ELC	118	National Electrical Code	1	2	0	2
–	–	Humanities / Fine Arts Elective	3	0	0	3
–	–	Technical Elective*	2	4	0	4
COE	131	Co-op Work Experience	0	0	10	1
<b>Total</b>			<b>8</b>	<b>12</b>	<b>10</b>	<b>14</b>

**Spring Semester II**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
BPR	111	Blueprint Reading	1	2	0	2
COE	211	Co-op Work Experience	0	0	10	1
<b>Total</b>			<b>1</b>	<b>2</b>	<b>10</b>	<b>3</b>

\*EET Technical Electives: ELC 128, ELN 229, ELN 162, PCI 162, ELC 228, MEC 151, MEC 263, ELN 231, ELC 116

An exit exam is given for this diploma. The exit exam will be waived where the student has passed the N.C. Unlimited Electrical Contractors Exam.

Total credit hours required for diploma: 48 This curriculum is subject to change.

**Curriculum:****Industrial Electrician - Certificate, Greensboro, day  
Advising Code: A 3522 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ELC	112	DC/AC Electricity	3	6	0	5
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>5</b>
ELC	113	Basic Wiring I	2	6	0	4
ELC	117	Motors and Controls	2	6	0	4
<b>Total</b>			<b>4</b>	<b>12</b>	<b>0</b>	<b>8</b>

**Spring Semester I**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ELC	128	Introduction to PLC	2	3	0	3
<b>Total</b>			<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 16 This curriculum is subject to change.

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**Curriculum:**                    **Basic Electrical Construction - Certificate, Greensboro, evening (entering fall)**  
**Advising Code: A 3522 0 C6**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ELC	113	Basic Wiring I	2	6	0	4
ELC	114	Basic Wiring II	2	6	0	4
ELC	118	National Electric Code	1	2	0	2
BPR	111	Blueprint Reading	1	2	0	2
ISC	112	Industrial Safety	2	0	0	2
COE	111	Co-op Work Experience I	0	0	10	1
COE	121	Co-op Work Experience II	0	0	10	1
<b>Total</b>			<b>8</b>	<b>16</b>	<b>20</b>	<b>16</b>

Total credit hours required for certificate: 16 This curriculum is subject to change.

**Curriculum:**                    **Advanced Construction Electrician - Certificate, Greensboro, evening (entering spring)**  
**Advising Code: A 3522 0 C7**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Spring Semester I</b>						
ELC	126	Electrical Computations	2	2	0	3
ELC	112	DC/AC Electricity	3	6	0	5
ELC	115	Industrial Wiring	2	6	0	4
ELC	117	Motors and Controls	2	6	0	4
COE	131	Co-op Work Experience III	0	0	10	1
COE	211	Co-op Work Experience IV	0	0	10	1
<b>Total</b>			<b>9</b>	<b>20</b>	<b>20</b>	<b>18</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.



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# Plumbing

C 3530 0

Certificate, Greensboro, Evening

## Contact Information:

(336) 334-4822, ext. 4429 - from Greensboro • (336) 454-1126, ext. 4429 - from High Point

Plumbing (35300)– Certificate (Evening)

The Plumbing curriculum is designed to give individuals the opportunity to acquire basic skills to assist with the installation and repair of plumbing systems in residential and small buildings.

Course work includes sketching diagrams, interpretation of blueprints, and practices in plumbing assembly. Students will gain knowledge of state codes and requirements.

Graduates should qualify for employment at parts supply houses, maintenance companies, and plumbing contractors to assist with various plumbing applications.

## Program Outcomes:

Upon successful completion of the program, the student should be able to:

- Practice employability skills in the workplace
- Demonstrate an understanding of various plumbing techniques
- Use plumbing tools
- Install and maintain various plumbing systems
- Analyze, troubleshoot, and repair plumbing systems
- Demonstrate safety practices in the plumbing field

## Curriculum:

**Plumbing - Certificate, Greensboro, evening**  
**Advising Code: C 3530 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester</b>						
PLU	111	Introduction to Basic Plumbing	1	3	0	2
PLU	140	Introduction to Plumbing Codes	1	2	0	2
PLU	150	Plumbing Diagrams	1	2	0	2
ISC	112	Industrial Safety	2	0	0	2
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>8</b>
<b>Spring Semester</b>						
PLU	130	Plumbing Systems	3	9	0	6
BPR	130	Blueprint Reading/Construction	1	2	0	2
<b>Total</b>			<b>4</b>	<b>11</b>	<b>0</b>	<b>8</b>
<b>Summer Semester I</b>						
PLU	160	Plumbing Estimates	1	3	0	2
<b>Total</b>			<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>

Total credit hours required for certificate: 18. This curriculum is subject to change.

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# ENGINEERING TECHNOLOGIES

## Architectural Technology

A 40 10 0

Associate in Applied Science, Greensboro, day  
Diploma, Greensboro, day  
Certificate, Greensboro, day/night

### Contact Information:

(336) 334-4822, ext. 4438 - from Greensboro • (336) 454-1126, ext. 4438 - from High Point

The Architectural Technology curriculum provides individuals with the opportunity to gain the knowledge and skills that will lead to entry-level employment in a number of construction related fields.

Architectural technicians will be involved in work requiring knowledge of computer aided drafting (CAD); construction materials and methods of construction; structural, mechanical and electrical systems and building codes.

Graduates should qualify for initial employment opportunities as computer aided drafting (CAD) technicians; field inspectors, building materials sales representatives, cost estimators and building code inspectors. Employers typically hiring Architectural Technology graduates are architectural and engineering firms, contractors, developers, public utilities, manufacturers of building products, and municipal governments.

### Program Outcomes:

Upon successful completion of the Architectural Technology program, the graduate should be able to:

- exhibit professionalism;
- exhibit oral and written communication skills;
- exhibit manual and computer aided drafting (CAD) skills;
- communicate graphically;
- read and interpret drawings and specifications;
- demonstrate an understanding of construction materials and methods of construction;
- plan, organize and execute working drawings.

### Curriculum:

Architectural Technology, Associate in Applied Science, Greensboro, day  
Advising Code: A 4010 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	118	College Study Skills	1	2	0	2
ARC	111	Introduction to Architectural Technology	1	6	0	3
ARC	114	Architectural CAD	1	3	0	2
ARC	114A	Architectural CAD Lab	0	3	0	1
ARC	250	Survey of Architecture	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra / Trigonometry I <b>or</b>	2	2	0	3
MAT	171	Pre-calculus Algebra	(3)	(0)	(0)	(3)
<b>Total</b>			<b>11-12</b>	<b>13-15</b>	<b>0</b>	<b>17</b>

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**Spring Semester I**

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ARC	112	Construction Materials, Methods	3	2	0	4
ARC	113	Residential Architectural Technology	1	6	0	3
BPR	130	Blueprint Reading	1	2	0	2
ENG	114	Professional Research and Reporting	3	0	0	3
MAT	122	Algebra / Trigonometry II <b>or</b>	3	0	0	3
MAT	172	Pre-calculus Trigonometry	(3)	(0)	(0)	(3)
COM	—	Communication Elective**	3	0	0	3
<b>Total</b>			<b>14</b>	<b>10</b>	<b>0</b>	<b>18</b>

**Summer Term I**

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ARC	160	Residential Design	1	6	0	3
ARC	221	Arch. 3-D CAD	1	4	0	3
<b>Total</b>			<b>2</b>	<b>10</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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ARC	211	Light Construction Technology	1	6	0	3
ARC	220	Advanced Architectural CAD	1	3	0	2
ARC	230	Environmental Systems	3	3	0	4
PHY	131	Physics / Mechanics <b>or</b>	3	2	0	4
PHY	151	College Physics	(3)	(2)	(0)	(4)
—	—	Social / Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>11</b>	<b>14</b>	<b>0</b>	<b>16</b>

**Spring Semester II**

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ARC	213	Design Project	2	6	0	4
ARC	240	Site Planning	2	2	0	3
ARC	141	Elementary Structures for Architecture	4	0	0	4
ARC	—	Architectural Technical Elective*	3	0	0	2-4
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>13</b>	<b>11</b>	<b>0</b>	<b>16-18</b>

\* Students must choose at least one course from the following Technical Elective List:  
ARC 235, CIV 110, CIV 125, CIV 210, CIV 230, CIV 240, EGR 115, HOR 160, HOR 260 or SRV 110.

\*\* Communication Elective List: COM-110, COM-120 or COM-231

Total credit hours required for degree: 73-75 This curriculum is subject to change.

Up to four Co-op credits may be substituted with department chair approval.

**Curriculum:**

**Architectural Technology - Diploma, Greensboro, day (with some evening classes)**  
Advising Code: A 4010 0 D1

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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ACA	118	College Study Skills	1	2	0	2
ARC	111	Introduction to Architectural Technology	1	6	0	3
ARC	114	Architectural CAD	1	3	0	2
ARC	114A	Architectural CAD Lab	0	3	0	1
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra / Trigonometry I <b>or</b>	2	2	0	3
MAT	171	Pre-calculus Algebra	(3)	(0)	(0)	(3)
<b>Total</b>			<b>8-9</b>	<b>14-16</b>	<b>0</b>	<b>14</b>

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**Spring Semester I**

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ARC	112	Construction Materials, Methods	3	2	0	4
ARC	113	Residential Architectural Technology	1	6	0	3
BPR	130	Blueprint Reading	1	2	0	2
COM	—	Communication Elective**	3	0	0	3
<b>Total</b>			<b>8</b>	<b>10</b>	<b>0</b>	<b>12</b>

**Summer Term I**

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ARC	160	Residential Design	1	6	0	3
ARC	221	Architectural 3-D CAD	1	6	0	3
<b>Total</b>			<b>2</b>	<b>12</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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ARC	220	Advanced Architectural CAD	1	3	0	2
ARC	230	Environmental Systems	3	3	0	4
ARC	250	Survey of Architecture	3	0	0	3
<b>Total</b>			<b>7</b>	<b>6</b>	<b>0</b>	<b>9</b>

**Spring Semester II**

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ARC	---	Architectural Technical Elective	3	0	0	2-4
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>2-4</b>

\* Students must pick at least one course from the following Technical Elective List:  
ARC 235, CIV 110, CIV 125, CIV 210, CIV 230, CIV 240, EGR 115, HOR 160, HOR 260 or SRV 110.

\*\* Communication Elective List: COM-110, COM-120 or COM-231  
Total credit hours required for diploma: 43-45 This curriculum is subject to change.

**Curriculum:**

**Architectural Technology - Certificate, Greensboro, day (with some classes evening)**  
**Advising Code: A 4010 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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ARC	111	Introduction to Architectural Technology	1	6	0	3
ARC	114	Architectural CAD	1	3	0	2
BPR	130	Blueprint Reading	1	2	0	2
<b>Total</b>			<b>5</b>	<b>11</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

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ARC	112	Construction Materials, Methods	3	2	0	4
ARC	220	Advanced Architectural CAD	1	3	0	2
<b>Total</b>			<b>4</b>	<b>5</b>	<b>0</b>	<b>6</b>

**Summer Term I**

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ARC	221	Architectural 3-D CAD	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 16 This curriculum is subject to change.

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# Civil Engineering Technology

A 40 14 0

Associate in Applied Science, Greensboro, day  
Certificate, Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 4443 - from Greensboro • (336) 454-1126, ext. 4443 - from High Point

The Civil Engineering Technology curriculum centers on the application of relevant engineering theory needed by technicians to carry out planning and supervisory tasks in the construction of transportation systems, residential and commercial buildings, bridges, dams, and water and wastewater treatment systems.

Course work includes exploration and application of theory and technique in areas such as materials testing, structures, estimating, project management, hydraulics, environmental technology, and surveying.

Additional course work will cover the operation of computers and the use of various software applications including computer-aided drafting programs.

Graduates should qualify for technician-level jobs with both public and private engineering, construction, and surveying agencies.

## Program Outcomes:

Upon successful completion of this program, the Civil Engineering Technology graduate should be able to:

- assist in project planning;
- apply basic surveying skills;
- prepare construction estimates;
- perform basic drafting skills manually or by using CAD;
- interpret construction and engineering documents;
- identify strengths and properties of materials and testing procedures.

## Curriculum:

Civil Engineering Technology - Associate in Applied Science, Greensboro, day  
Advising Code: A 4014 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
CIV	210	Engineering Materials	1	3	0	2
EGR	115	Introduction to Technology	2	3	0	3
EGR	115A	Introduction to Technology Lab	1	2	0	1
ENG	111	Expository Writing	3	0	0	3
MAT(1)	121	Algebra / Trigonometry I	2	2	0	3
<b>Total</b>			<b>9</b>	<b>10</b>	<b>0</b>	<b>12</b>
<b>Spring Semester I</b>						
CIV(3)	110	Statics/Strength of Materials	2	6	0	4
ENG	114	Professional Research and Reporting	3	0	0	3
MAT(1)	122	Algebra / Trigonometry II	2	2	0	3
PHY(2)	131	Physics - Mechanics	3	2	0	4
SRV	110	Surveying I	2	6	0	4
<b>Total</b>			<b>12</b>	<b>16</b>	<b>0</b>	<b>18</b>

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**Summer Semester I**

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CIV	111	Soils and Foundations	2	3	0	3
SRV	111	Surveying II	2	6	0	4
-	-	Technical Elective (5)	0-1	0-3	0-10	1-2
<b>Total</b>			<b>4-5</b>	<b>9-12</b>	<b>0-10</b>	<b>8-9</b>

**Fall Semester II**

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CIV	125	Civil / Surveying CAD	1	6	0	3
CIV	211	Hydraulics and Hydrology	2	3	0	3
CIV	230	Construction Estimating	2	3	0	3
-	-	Technical Elective (5)	0-2	0-3	0-20	2-3
COM(4)	--	Communication Elective	3	0	0	3
<b>Total</b>			<b>8-10</b>	<b>12-15</b>	<b>0-20</b>	<b>14-15</b>

**Spring Semester II**

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CIV	240	Project Management	2	3	0	3
CIV	250	Civil Engineering Tech Project	1	3	0	2
-	-	Technical Elective (5)	1	3	0	2
-	-	Technical Elective (5)	2	3	0	3
-	-	Humanities/Fine Arts Elective	3	0	0	3
-	-	Social / Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>12</b>	<b>0</b>	<b>16</b>

Total credit hours required for degree: 68-72 This curriculum is subject to change.

- (1) Students may take MAT 171 and MAT 172 instead of MAT121 and MAT 122.
- (2) Students may take PHY 151 instead of PHY-131.
- (3) Students may substitute MEC 250 for CIV 110
- (4) Communication Elective may be selected from : COM 110, COM 120 or COM 231.
- (5) Students may substitute a Technical Elective from the list below for COE 111, COE 121, COE 131 or COE 211.

**Technical Electives:**

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CIV	215	Highway Technology	1	3	0	2
CIV	220	Basic Structural Concepts	1	3	0	2
CIV	222	Reinforced Concrete	2	3	0	3
CIV	221	Steel and Timber Design	2	3	0	3
MAT	223	Applied Calculus	2	2	0	3

**Curriculum:**

**Civil Engineering Technology - Certificate, Greensboro, day and evening**  
**Advising Code: A 4014 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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EGR	115	Introduction to Technology	2	3	0	3
EGR	115A	Introduction to Technology Lab	1	2	0	1
MAT	121	Algebra / Trigonometry I	2	2	0	3
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

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SRV	110	Surveying I	2	6	0	4
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>

**Fall Semester II**

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CIV	125	Civil / Surveying CAD	1	6	0	3
CIV	210	Engineering Materials	1	3	0	2
<b>Total</b>			<b>2</b>	<b>9</b>	<b>0</b>	<b>5</b>

Total credit hours required for certificate: 16 This curriculum is subject to change.

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# Electronics Engineering Technology

A 40 20 0

Associate in Applied Science, Greensboro, day and evening  
Diploma, Greensboro, day and evening  
Certificate, Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 4433 or 4435 - from Greensboro • (336) 454-1126, ext. 4433 or 4435 - from High Point

The Electronics Engineering Technology curriculum prepares individuals to become technicians who design, build, install, test, troubleshoot, repair, and modify developmental and production electronic components, equipment, and systems such as industrial/computer controls, manufacturing systems, communications systems, and power electronic systems.

A broad-based core of courses including basic electricity, solid-state fundamentals, digital concepts, and microprocessors, ensures the student will develop the skills necessary to perform entry-level tasks. Emphasis is placed on developing the student's ability to analyze and troubleshoot electronic systems.

Graduates should qualify for employment as engineering assistants or electronic technicians with job titles such as electronics engineering technician, field service technician, maintenance technician, electronic tester, electronic systems integrator, bench technician, and production control technician.

## Program Outcomes:

Upon successful completion of this program, the Electronics Engineering Technology graduate should be able to:

- perform digital and analog circuit analysis;
- maintain, troubleshoot, and repair electronic equipment;
- use electronic test equipment to make appropriate measurements;
- use knowledge of fundamental computer programming and computer-aided problem solving.

## Curriculum:

### Electronics Engineering Technology - Associate in Applied Science, Greensboro, day Advising Code: A 4020 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EGR	125	Appl Software for Tech	1	2	0	2
EGR	131	Introduction to Electronics	1	2	0	2
ELC	131	DC/AC Circuit Analysis	4	3	0	5
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra/Trig I	2	2	0	3
—	—	Social/Behavior Science	3	0	0	3
<b>Total</b>			<b>14</b>	<b>9</b>	<b>0</b>	<b>18</b>

### Spring Semester I

ELN	131	Electronic Devices	3	3	0	4
ELN	133	Digital Electronics	3	3	0	4
ENG	114	Prof. Research/Report	3	0	0	3
MAT	122	Algebra/Trig II	2	2	0	3
PHY	131	Physics-Mechanics**	3	2	0	4
<b>Total</b>			<b>14</b>	<b>10</b>	<b>0</b>	<b>18</b>

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**Summer Term I**

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ELN	132	Linear IC Applications	3	3	0	4
CET	222	Computer Architecture	2	0	0	2
<b>Total</b>			<b>5</b>	<b>3</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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ELN	232	Introduction Microprocessors	3	3	0	4
ELN	234	Communication Systems	3	3	0	4
MAT	223	Applied Calculus***	2	2	0	3
COM	231	Public Speaking <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
–	–	Technical Elective*	0-3	0-3	0-10	1-3
<b>Total</b>			<b>11-14</b>	<b>8-11</b>	<b>0-10</b>	<b>15-17</b>

**Spring Semester II**

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–	–	Humanities/FA.	3	0	0	3
CSC	139	Visual Basic Programming	2	3	0	3
EGR	285	Design Project	0	4	0	2
–	–	Technical Elective*	2	4	0	3
ELN	249	Digital Communication	2	3	0	3
ELN	236	Fiber Optics and Lasers	3	2	0	4
<b>Total</b>			<b>12</b>	<b>15</b>	<b>0</b>	<b>18</b>

**Curriculum:****Electronics Engineering Technology - Associate in Applied Science, Greensboro, evening**  
**Advising Code: A 4020 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester**

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EGR	125	Appl Software for Tech	1	2	0	2
ELC	131	DC/AC Circuit Analysis	4	3	0	5
MAT	121	Algebra/Trig I	2	2	0	3
<b>Total</b>			<b>7</b>	<b>7</b>	<b>0</b>	<b>10</b>

**Spring Semester I**

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EGR	131	Introduction to Electronics	1	2	0	2
ELN	131	Electronic Devices	3	3	0	4
MAT	122	Algebra/Trig II	2	2	0	3
<b>Total</b>			<b>6</b>	<b>7</b>	<b>0</b>	<b>9</b>

**Summer Term I**

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ELN	132	Linear IC Applications	3	3	0	4
<b>Total</b>			<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>

**Fall Semester II**

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PHY	131	Physics-Mechanics**	3	2	0	4
MAT	223	Applied Calculus***	2	2	0	3
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>



<b>Spring Semester II</b>						
ELN	133	Digital Electronics	3	3	0	4
–	–	Technical Elective*	2	4	0	3
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>7</b>

<b>Summer Term II</b>						
CET	222	Computer Architecture	2	0	0	2
<b>Total</b>			<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>

<b>Fall Semester III</b>						
ELN	234	Communication Systems	3	3	0	4
ELN	232	Introduction to Microprocessors	3	3	0	4
<b>Total</b>			<b>6</b>	<b>5</b>	<b>0</b>	<b>8</b>

<b>Spring Semester III</b>						
ELN	249	Digital Communication	2	3	0	3
ELN	236	Fiber Optics and Lasers	3	2	0	4
<b>Total</b>			<b>5</b>	<b>5</b>	<b>0</b>	<b>7</b>

<b>Summer Term III</b>						
–	–	Technical Elective*	0-3	0-3	0-10	1-3
<b>Total</b>			<b>0-3</b>	<b>0-3</b>	<b>0-10</b>	<b>1-3</b>

<b>Fall Semester IV</b>						
ENG	111	Expository Writing	3	0	0	3
COM	231	Public Speaking <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
–	–	Social/Behavior Science	3	0	0	3
–	–	Humanities/Fine Arts	3	0	0	3
<b>Total</b>			<b>12</b>	<b>0</b>	<b>0</b>	<b>12</b>

<b>Spring Semester IV</b>						
EGR	285	Design Project	0	4	0	2
ENG	114	Professional Research & Reporting	3	0	0	3
CSC	139	Visual Basic Programming	2	3	0	3
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>8</b>

Total credit hours required for degree: 75-77 This curriculum is subject to change.

\* - Technical Electives

At least 2 Courses (4-6 Total SHC) Selected From:

ATR 280, CET 111, DFT 151, ELN 271+, ELN 272+, ELN 231, COE 111, ELC 128, and PCI 162.

+ Restricted to RF EET option.

\*\* - Students who meet the prerequisite requirements may substitute PHY 151 or PHY 251 for PHY 131.

\*\*\* - Students who meet the prerequisite requirements may substitute MAT 271 for MAT 223.

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**Curriculum:****Electronics Engineering Technology - Diploma, Greensboro, day and evening**  
**Advising Code: A 4020 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EGR	131	Introduction to Electronics	1	2	0	2
ELC	131	DC/AC Circuit Analysis	4	3	0	5
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra/Trigonometry I	2	2	0	3
ELN	131	Electronic Devices	3	3	0	4
ELN	133	Digital Electronics	3	3	0	4
MAT	122	Algebra/Trig II	2	2	0	3
—	—	Technical Elective*	0-3	0-3	0-10	1-2
—	—	Technical Elective*	2	4	0	4
ELN	132	Linear IC Applications	3	3	0	4
CET	222	Computer Architecture	2	0	0	2
<b>Total</b>						<b>35-36</b>

\* - Technical Electives

At least 2 Courses (4-6 Total SHC) Selected From:

CET 111, DFT 151, ELN 271, ELN 272, ELN 231, COE 111, ELC 128, and PCI 162.

Total credit hours required for diploma: 35 - 36 This curriculum is subject to change.

**Curriculum:****Basic Electronics - Certificate, Greensboro, day**  
**Advising Code: A 4020 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EGR	131	Introduction to electronics Tech	1	2	0	2
ELC	131	DC/AC Circuit Analysis	4	3	0	5
ELN	131	Electronic Devices	3	3	0	4
ELN	133	Digital Electronics	3	3	0	4
<b>Total</b>						<b>15</b>

Total credit hours required for certificate: 15 This curriculum is subject to change.

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# Electronics Engineering Technology

## RF Technician Option

A 40 20 0

Associate in Applied Science, Greensboro, day and evening

Advising Code: A 40 20 0 A1

### Contact Information:

(336) 334-4822, ext. 4433 or 4435 - from Greensboro • (336) 454-1126, ext. 4433 or 4435 - from High Point

### Curriculum:

#### Electronics Engineering Technology, RF Technician Option - Associate in Applied Science, Greensboro, day

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
EGR	125	Appl Software for Tech	1	2	0	2
EGR	131	Introduction to Electronics	1	2	0	2
ELC	131	DC/AC Circuit Analysis	4	3	0	5
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra/Trig I	2	2	0	3
—	—	Social/Behavior Science	3	0	0	3
<b>Total</b>			<b>14</b>	<b>9</b>	<b>0</b>	<b>18</b>

#### Spring Semester I

ELN	131	Electronic Devices	3	3	0	4
ELN	133	Digital Electronics	3	3	0	4
ENG	114	Prof. Research/Report	3	0	0	3
MAT	122	Algebra/Trig II	2	2	0	3
PHY	131	Physics-Mechanics*	3	2	0	4
<b>Total</b>			<b>14</b>	<b>10</b>	<b>0</b>	<b>18</b>

#### Summer Term I

ELN	132	Linear IC Applications	3	3	0	4
CET	222	Computer Architecture	2	0	0	2
<b>Total</b>			<b>5</b>	<b>3</b>	<b>0</b>	<b>6</b>

#### Fall Semester II

ELN	232	Introduction to Microprocessors	3	3	0	4
ELN	234	Communication Systems	3	3	0	4
MAT	223	Applied Calculus**	2	2	0	3
COM	231	Public Speaking <u>or</u>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
—	—	Technical Elective	0-3	0-3	0-10	1-4
<b>Total</b>			<b>11-14</b>	<b>8-11</b>	<b>0-10</b>	<b>15-18</b>

#### Spring Semester II

—	—	Humanities/Fine Arts	3	0	0	3
CSC	139	Visual Basic Programming	2	3	0	3
EGR	285	Design Project	0	4	0	2
ELN	249	Digital Communication	2	3	0	3
ELN	236	Fiber Optics and Lasers	3	2	0	4
—	—	Technical Elective	2	3	0	3
<b>Total</b>			<b>12</b>	<b>15</b>	<b>0</b>	<b>16</b>

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**Curriculum:****Electronics Engineering Technology, RF Technician Option -  
Associate in Applied Science, Greensboro, evening  
Advising Code: A 4020 0 A1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester</b>						
EGR	125	Appl Software for Tech	1	2	0	2
ELC	131	DC/AC Circuit Analysis	4	3	0	5
MAT	121	Algebra/Trig I	2	2	0	3
<b>Total</b>			<b>7</b>	<b>7</b>	<b>0</b>	<b>10</b>
<b>Spring Semester I</b>						
EGR	131	Introduction to Electronics	1	2	0	2
ELN	131	Electronic Devices	3	3	0	4
MAT	122	Algebra/Trig II	2	2	0	3
<b>Total</b>			<b>6</b>	<b>7</b>	<b>0</b>	<b>9</b>
<b>Summer Term I</b>						
ELN	132	Linear IC Applications	3	3	0	4
<b>Total</b>			<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
<b>Fall Semester II</b>						
PHY	131	Physics-Mechanics*	3	2	0	4
MAT	223	Applied Calculus**	2	2	0	3
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>
<b>Spring Semester II</b>						
ELN	133	Digital Electronics	3	3	0	4
-	-	Technical Elective	0-3	0-3	0-10	1-4
<b>Total</b>			<b>0-6</b>	<b>0-6</b>	<b>0-10</b>	<b>5-8</b>
<b>Summer Term II</b>						
CET 222		Computer Architecture	2	0	0	2
<b>Total</b>			<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>Fall Semester III</b>						
ELN	234	Communication Systems	3	3	0	4
ELN	232	Introduction to Microprocessors	3	3	0	4
<b>Total</b>			<b>6</b>	<b>6</b>	<b>0</b>	<b>8</b>
<b>Spring Semester III</b>						
ELN	236	Fiber Optics and Lasers	3	2	0	4
ELN	249	Digital Communication	2	3	0	3
<b>Total</b>			<b>5</b>	<b>5</b>	<b>0</b>	<b>7</b>
<b>Summer Term III</b>						
-	-	Technical Elective	0-3	0-3	0-10	1-4
<b>Total</b>			<b>0-3</b>	<b>0-3</b>	<b>0-10</b>	<b>1-4</b>

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**Fall Semester IV**

ENG	111	Expository Writing	3	0	0	3
–	–	Humanities/Fine Arts	3	0	0	3
–	–	Social/Behavior Science	3	0	0	3
COM	231	Public Speaking <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
<b>Total</b>			<b>12</b>	<b>0</b>	<b>0</b>	<b>12</b>

**Spring Semester IV**

EGR	285	Design Project	0	4	0	2
CSC	139	Visual Basic Programming	2	3	0	3
ENG	114	Professional Research & Reporting	3	0	0	3
<b>Total</b>			<b>9</b>	<b>6</b>	<b>0</b>	<b>11</b>

Technical Electives For The RF Option: ELN 271\*\*\*, ELN 272\*\*\*, OR DFT 151

Total credit hours required for degree: 75 This curriculum is subject to change.

\* - Students who meet the prerequisite requirements may substitute PHY 151 or PHY 251 for PHY 131.

\*\* - Students who meet the prerequisite requirements may substitute MAT 271 for MAT 223.

\*\*\* - Offered only in the evenings (1 evening per week) off site.

# Mechanical Engineering Technology

**A 40 32 0**

Associate in Applied Science, Greensboro, day  
Diploma, Greensboro

**Contact Information:**

(336) 334-4822, ext. 4441 - from Greensboro • (336) 454-1126, ext. 4441 - from High Point

The Mechanical Engineering Technology curriculum prepares graduates for employment as technicians in the diversified mechanical and manufacturing engineering fields. Mechanical Engineering technicians assist in design, development, testing, process design and improvement, and troubleshooting and repair of engineered systems. Emphasis is placed on the integration of theory and hands-on application of engineering principles.

In addition to course work in engineering graphics, engineering fundamentals, materials and manufacturing processes, mathematics, and physics, students will study computer applications, critical thinking, planning and problem solving, and oral and written communications.

Graduates of the curriculum will find employment opportunities in the manufacturing or service sectors of engineering technology. Engineering technicians may obtain professional certification by application to organizations such as ASQC, SME, and NICET.

**Curriculum: Mechanical Engineering Technology - Associate in Applied Science, Greensboro, day**  
**Advising Code: A 4032 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
CIS	111	Basic PC Literacy	1	2	0	2
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra/Trigonometry I	2	2	0	3
MEC	111	Machine Processes I	1	4	0	3
DFT	111	Technical Drafting I	1	3	0	2
DFT	111A	Technical Drafting I Lab	0	3	0	1
DFT	151	CAD I	2	3	0	3
<b>Total</b>			<b>10</b>	<b>16</b>	<b>0</b>	<b>17</b>
<b>Spring Semester I</b>						
MAT	122	Algebra/Trigonometry II	2	2	0	3
PHY	131	Physics-Mechanics	3	2	0	4
DFT	112	Technical Drafting II	1	3	0	2
DFT	112A	Technical Drafting II Lab	0	3	0	1
DFT	152	CAD II	2	3	0	3
ELC	111	Introduction to Electricity	2	2	0	3
<b>Total</b>			<b>10</b>	<b>15</b>	<b>0</b>	<b>16</b>
<b>Summer Term I</b>						
MEC	180	Engineering Materials	2	3	0	3
DDF	211	Design Process I	1	6	0	4
<b>Total</b>			<b>3</b>	<b>9</b>	<b>0</b>	<b>7</b>
<b>Fall Semester II</b>						
MAT	223	Applied Calculus	2	2	0	3
DFT	153	CAD III	2	3	0	3
MEC	110	Intro. To CAD/CAM	1	2	0	2
MEC	250	Statics & Strength Of Materials	4	3	0	5
—	—	Technical Elective*	0-2	0-3	0-20	2-3
		(May be taken in Spring as well)				
<b>Total</b>			<b>11-13</b>	<b>8-11</b>	<b>0-20</b>	<b>15-16</b>

## Spring Semester II

MEC	265	Fluid Mechanics	2	2	0	3
MEC	267	Thermal Systems	2	2	0	3
–	–	Social/Behavioral Science Elective	3	0	0	3
–	–	Communications Elective **	3	0	0	3
ENG	114	Professional Research & Reporting	3	0	0	3
–	–	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

\* Technical electives may be selected from the following: CET 111, DFT 253, MAC 121, TNE 111, COE 112, or COE 111 and COE 121.

\*\* Communications Elective selected from COM 110, COM 120, and COM 231.

Total credit hours required for degree: 73-74 This curriculum is subject to change.

## Drafting and Design Option

**Curriculum:** Drafting and Design Option - Associate in Applied Science, Greensboro, day  
Advising Code: A 4032 0 A1

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester</b>						
CIS	111	Basic PC Literacy	1	2	0	2
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra/Trigonometry I	2	2	0	3
MEC	111	Machine Processes I	1	4	0	3
DFT	111	Technical Drafting I	1	3	0	2
DFT	111A	Technical Drafting I Lab	0	3	0	1
DFT	151	CAD I	2	3	0	3
<b>Total</b>			<b>10</b>	<b>16</b>	<b>0</b>	<b>17</b>

## Spring Semester I

MAT	122	Algebra/Trigonometry II	2	2	0	3
PHY	131	Physics-Mechanics	3	2	0	4
DFT	112	Technical Drafting II	1	3	0	2
DFT	112A	Technical Drafting II Lab	0	3	0	1
DFT	152	CAD II	2	3	0	3
ELC	111	Introduction to Electricity	2	2	0	3
<b>Total</b>			<b>10</b>	<b>15</b>	<b>0</b>	<b>16</b>

## Summer Term I

MEC	180	Engineering Materials	2	3	0	3
DDF	211	Design Process I	1	6	0	4
<b>Total</b>			<b>3</b>	<b>9</b>	<b>0</b>	<b>7</b>

## Fall Semester II

DDF	212	Design Process II	1	6	0	4
MEC	110	Introduction to CAD/CAM	1	2	0	2
ENG	114	Professional Research & Reporting	3	0	0	3
MEC	250	Statics & Strength Of Materials	4	3	0	5
DFT	153	CAD III	2	3	0	3
<b>Total</b>			<b>11</b>	<b>14</b>	<b>0</b>	<b>17</b>

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**Spring Semester II**

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DDF	213	Design Process III	1	6	0	4
-	-	Technical Elective* (May be taken in Fall as well)	0-2	0-3	0-20	2-3
-	-	Social/Behavioral Science Elective	3	0	0	3
-	-	Humanities/Fine Arts Elective	3	0	0	3
-	-	Communications Elective**	3	0	0	3
<b>Total</b>			<b>9-11</b>	<b>6</b>	<b>0-20</b>	<b>15-16</b>

\* Technical electives may be selected from the following: CET 111, DFT 253, MAC 121, MAT 223, TNE 111, COE 111 and COE 121, or COE 112.

\*\* Communications Elective selected from COM 110, COM 120, and COM 231.

Total credit hours required for degree: 72-73 This curriculum is subject to change.

**Curriculum: Drafting and Design Option - Associate in Applied Science, Greensboro, evening**  
**Advising Code: A 4032 0 A1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours\
			Lecture	Lab/Shop	Clinic/Co-Op	

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**Fall Semester I**

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DFT	111	Technical Drafting I	1	3	0	2
DFT	111A	Technical Drafting I Lab	0	3	0	1
DFT	151	CAD I	2	3	0	3
CIS	111	Basic PC Literacy	1	2	0	2
<b>Total</b>			<b>4</b>	<b>11</b>	<b>0</b>	<b>8</b>

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**Spring Semester I**

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ENG	111	Expository Writing	3	0	0	3
DFT	112	Technical Drafting II	1	3	0	2
DFT	112A	Technical Drafting II Lab	0	3	0	1
DFT	152	CAD II	2	3	0	3
<b>Total</b>			<b>6</b>	<b>9</b>	<b>0</b>	<b>9</b>

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**Summer Semester I**

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MEC	180	Engineering Materials	2	3	0	3
<b>Total</b>			<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>

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**Fall Semester II**

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MAT	121	Algebra / Trigonometry I	2	2	0	3
DFT	153	CAD III	2	3	0	3
MEC	111	Machine Processes I	1	4	0	3
<b>Total</b>			<b>5</b>	<b>9</b>	<b>0</b>	<b>9</b>

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**Spring Semester II**

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DDF	211	Design Process I	1	6	0	4
MAT	122	Algebra / Trigonometry II	2	2	0	3
ELC	111	Introduction to Electricity	2	2	0	3
<b>Total</b>			<b>5</b>	<b>10</b>	<b>0</b>	<b>10</b>

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**Fall Semester III**

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PHY	131	Physics - Mechanics	3	2	0	4
DDF	212	Design Process II	1	6	0	4
<b>Total</b>			<b>5</b>	<b>5</b>	<b>0</b>	<b>8</b>

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**Spring Semester III**

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–	–	COM Elective**	3	0	0	3
–	–	Technical Elective*	0-2	0-3	0-20	2-3
DDF	213	Design Process III	1	6	0	4
<b>Total</b>			<b>4-6</b>	<b>6-9</b>	<b>0-20</b>	<b>9-10</b>

**Fall Semester IV**

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ENG	114	Professional Research & Reporting	3	0	0	3
–	–	Social/Behavioral Science Elective	3	0	0	3
–	–	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Spring Semester IV**

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MEC	110	Introduction to CAD/CAM	1	2	0	2
MEC	250	Statics and Strength of Materials	4	3	0	5
<b>Total</b>			<b>5</b>	<b>5</b>	<b>0</b>	<b>7</b>

Total credit hours required for degree: 72-73      This curriculum is subject to change.

\* Technical electives may be selected from the following: CET 111, DFT 253, MAC 121, MAT 223, TNE 111, COE 111 and COE 121, or COE 112.

\*\* Communications Elective selected from COM 110, COM 120, and COM 231.

***CAD Support Option***

**Curriculum:**                      **CAD Support Option, Mechanical Engineering Technology - Associate Degree, Greensboro, evening**  
**Advising Code: A 4032 0 A2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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DFT	111	Technical Drafting I	1	3	0	2
DFT	111A	Technical Drafting I Lab	0	3	0	1
DFT	151	CAD I	2	3	0	3
CIS	111	Basic PC Literacy	1	2	0	2
<b>Total</b>			<b>4</b>	<b>11</b>	<b>0</b>	<b>8</b>

**Spring Semester I**

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ENG	111	Expository Writing	3	0	0	3
DFT	112	Technical Drafting II	1	3	0	2
DFT	112A	Technical Drafting II Lab	0	3	0	1
DFT	152	CAD II	2	3	0	3
<b>Total</b>			<b>6</b>	<b>9</b>	<b>0</b>	<b>9</b>

**Summer Semester I**

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MEC	180	Engineering Materials	2	3	0	3
<b>Total</b>			<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>

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**Fall Semester II**

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MAT	121	Algebra/Trigonometry I	2	2	0	3
DFT	153	CAD III	2	3	0	3
MEC	111	Machine Processes I	1	4	0	3
<b>Total</b>			<b>5</b>	<b>9</b>	<b>0</b>	<b>9</b>

**Spring Semester II**

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DDF	211	Design Process I	1	6	0	4
ELC	111	Introduction to Electricity	2	2	0	3
<b>Total</b>			<b>3</b>	<b>8</b>	<b>0</b>	<b>7</b>

**Fall Semester III**

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ENG	114	Professional Research & Reporting	3	0	0	3
PHY	131	Physics - Mechanics	3	2	0	4
-	-	COM Elective**	3	0	0	3
<b>Total</b>			<b>9</b>	<b>2</b>	<b>0</b>	<b>10</b>

**Spring Semester III**

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MEC	110	Introduction to CAD/CAM	1	2	0	2
CET	111	Computer Upgrade/Repair I	2	3	0	3
MAT	122	Algebra/Trigonometry II	2	2	0	3
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>8</b>

**Fall Semester IV**

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-	-	Technical Elective*	0-2	0-3	0-20	2-3
-	-	Social/Behavioral Science Elective	3	0	0	3
-	-	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>6-8</b>	<b>0-3</b>	<b>0-20</b>	<b>8-9</b>

**Spring Semester IV**

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DFT	253	CAD Data Management	2	3	0	3
MEC	250	Statics and Strengths of Materials	4	3	0	5
<b>Total</b>			<b>7</b>	<b>3</b>	<b>0</b>	<b>8</b>

Total credit hours required for degree: 70 - 71      This curriculum is subject to change.

\* - Technical electives may be selected from the following: MAC 121, MAT 223, TNE 111, COE 111 and COE 121, or COE 112.

\*\* - Communications Elective selected from COM 110, COM 120, and COM 231.

**Curriculum:****Mechanical Engineering Technology - Diploma, Greensboro, day**  
**Advising Code: A 4032 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
CIS	111	Basic PC Literacy	1	2	0	2
ENG	111	Expository Writing	3	0	0	3
MAT	121	Algebra/Trigonometry I	2	2	0	3
MEC	111	Machine Processes I	1	4	0	3
DFT	111	Technical Drafting I	1	3	0	2
DFT	111A	Technical Drafting I Lab	0	3	0	1
DFT	151	CAD I	2	3	0	3
MAT	122	Algebra/Trigonometry II	2	2	0	3
PHY	131	Physics-Mechanics	3	2	0	4
DFT	112	Technical Drafting II	1	3	0	2
DFT	112A	Technical Drafting II Lab	0	3	0	1
DFT	152	CAD II	2	3	0	3
ELC	111	Intro. To Electricity	2	2	0	3
MEC	180	Engineering Materials	2	3	0	3
DDF	211	Design Process I	1	6	0	4
<b>Total</b>						<b>40</b>

Total credit hours required for diploma: 40      This curriculum is subject to change.

**Curriculum:****CAD - Certificate, Greensboro, evening**  
**Advising Code: A 4032 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
DFT	111	Technical Drafting I	1	3	0	2
DFT	111A	Technical Drafting I Lab	0	3	0	1
DFT	112	Technical Drafting II	1	3	0	2
DFT	112A	Technical Drafting II Lab	0	3	0	1
DFT	151	CAD I	2	3	0	3
DFT	152	CAD II	2	3	0	3
DFT	153	CAD III	2	3	0	3
<b>Total</b>						<b>15</b>

Total credit hours required for certificate: 15      This curriculum is subject to change.

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# Surveying Technology

**A 40 38 0**

Associate in Applied Science, Greensboro, day and evening\*  
Certificate, Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 4443 - from Greensboro • (336) 454-1126, ext. 4443 - from High Point

The Surveying Technology curriculum provides training for students in the many areas of surveying. Surveyors are involved in land surveying, route surveying, construction surveying, photogrammetry, mapping, global positioning systems, and other areas of property description and measurements.

Course work includes the communication and computational skills required for boundary, construction, route, and control surveying; as well as study in photogrammetry; topography; drainage; surveying law; and subdivision design, with emphasis on programs electronic data collection applications and related software including CAD.

Graduates should qualify for jobs as survey party chief, instrument person, surveying technician, construction layout technician, deed research technician, highway surveying technician, mapper, GPS technician, and CAD operator. Graduates will be prepared to pursue the requirements necessary to become a Registered Land Surveyor in North Carolina.

## Program Outcomes:

Upon successful completion of this program, the Surveying Technology graduate should be able to:

- recognize basic concepts of surveying law;
- prepare survey plats and perform survey calculations;
- use surveying equipment (transits, chains, EDMs, total stations);
- perform preliminary site investigations, and use computer software.

\*Evening classes offered, contact department for additional information.

## Curriculum: **Surveying Technology - Associate in Applied Science, Greensboro, day and evening\*** Advising Code: A 4038 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
EGR	115	Introduction to Technology	2	3	0	3
EGR	115A	Introduction to Technology Lab	1	2	0	1
ENG	111	Expository Writing	3	0	0	3
GIS	110	Survey of GIS/GPS	1	0	0	1
MAT(1)	121	Algebra / Trigonometry I	2	2	0	3
<b>Total</b>			<b>9</b>	<b>7</b>	<b>0</b>	<b>11</b>
<b>Spring Semester I</b>						
CIV(3)	110	Statics/Strength of Material	2	6	0	4
ENG	114	Professional Research and Reporting	3	0	0	3
MAT(1)	122	Algebra / Trigonometry II	2	2	0	3
PHY(2)	131	Physics - Mechanics	3	2	0	4
SRV	110	Surveying I	2	6	0	4
<b>Total</b>			<b>12</b>	<b>16</b>	<b>0</b>	<b>18</b>
<b>Summer Term I</b>						
CIV	111	Soils and Foundations	2	3	0	3
SRV	111	Surveying II	2	6	0	4
--	--	Technical Elective (5)	0	0	0(10)	1
<b>Total</b>			<b>4</b>	<b>9</b>	<b>0(10)</b>	<b>8</b>

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**Fall Semester II**

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CIV	125	Civil/Surveying CAD	1	6	0	3
CIV	211	Hydraulics and Hydrology	2	3	0	3
SRV	210	Surveying III	2	6	0	4
SRV	220	Surveying Law	2	2	0	3
--	--	Communication Elective (4)	3	0	0	3
--	--	Technical Elective (5)	0(2)	0(3)	0(20)	1(4)
<b>Total</b>			<b>10(12)</b>	<b>17(20)</b>	<b>0(20)</b>	<b>17(20)</b>

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**Spring Semester II**

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CIV	250	Civil Engineering Tech Project	1	3	0	2
SRV	230	Subdivision Planning	1	6	0	3
SRV	240	Topographical / Site Surveying	2	6	0	4
--	--	Social / Behavioral Science Elective	3	0	0	3
--	--	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>10</b>	<b>15</b>	<b>0</b>	<b>15</b>

Total credit hours required for degree: 69-72 This curriculum is subject to change.

- (1) Students may take MAT 171 and MAT 172 instead of MAT 121 and MAT 122.
- (2) Students may take PHY-151 instead of PHY-131.
- (3) Students may substitute MEC 250 for CIV 110
- (4) Communications Elective is selected from: COM 110, COM 120 or COM 231.
- (5) Two Technical Electives must be selected from the following from the list :

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**Technical Electives:**

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CIV	215	Highway Technology	1	3	0	2
CIV	230	Construction Estimating	2	3	0	3
SRV	250	Advanced Surveying	2	6	0	4
COE	111	Co-op Experience I	0	0	10	1
COE	121	Co-op Experience II	0	0	10	1

**Curriculum:**

**Surveying Technology - Certificate, Greensboro, day and evening**  
**Advising Code: A 4038 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

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**Fall Semester I**

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EGR	115	Introduction to Technology	2	3	0	3
EGR	115A	Introduction to Technology Lab	1	2	0	1
MAT(1)	121	Algebra / Trigonometry I	2	2	0	3
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>7</b>

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**Spring Semester I**

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SRV	110	Surveying I	2	6	0	4
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>

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**Summer Term I**

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SRV	111	Surveying II	2	6	0	4
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>

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**Fall Semester II**

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CIV	125	Civil/Surveying CAD	1	6	0	3
<b>Total</b>			<b>1</b>	<b>6</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

Students can take the NSPS - Level I Exam upon completion and Level I and II with work experience.

# Telecommunications and Network Engineering Technology

A 40 40 0

Associate in Applied Science, Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 4433 - from Greensboro • (336) 454-1126, ext. 4433 - from High Point

The Telecommunications and Network Engineering Technology curriculum prepares individuals for positions in the telecommunications networking industry. This curriculum develops the knowledge to design, build, install, test, troubleshoot, repair, and modify telecommunication and network systems.

Course work includes basic electricity, solid-state fundamentals, digital concepts, microprocessors, telecommunications and network systems to ensure students develop skills to perform entry-level tasks. Emphasis is placed on developing the student's ability to analyze and troubleshoot telecommunications and network systems.

Graduates should qualify for employment as engineering assistants or electronic technicians with job titles such as electronic engineering technician, field service technician, maintenance technician, network system technician, network specialist, network systems integrator, and network administrator.

## Program Outcomes:

Upon successful completion of the program, the student should be able to:

- Practice successful employability skills in the workplace;
- Demonstrate an understanding of telecommunication and networking concepts;
- Use and explain different operating systems and topologies;
- Install, maintain and manage a local/wide area network;
- Analyze, troubleshoot and repair electronic and telecommunications systems.

## Curriculum:

### Telecommunications and Network Engineering Technology - Associate in Applied Science, Greensboro, day Advising Code: A 4040 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
EGR	131	Introduction to Electronic Technology	1	2	0	2
ELC	131	DC/AC Circuits Analysis	4	3	0	5
TNE	111	Campus Networks I	2	3	0	3
MAT	121	Algebra/Trigonometry I	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>12</b>	<b>10</b>	<b>0</b>	<b>16</b>
<b>Spring Semester I</b>						
CET	111	Computer Upgrade/Repair I	2	3	0	3
CET	130	Operating System Principals	2	3	0	3
MAT	122	Algebra/Trigonometry II	2	2	0	3
ELN	133	Digital Electronics	3	3	0	4
TNE	121	Campus Networks II	2	3	0	3
<b>Total</b>			<b>11</b>	<b>14</b>	<b>0</b>	<b>16</b>

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**Summer Term I**

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–	–	Technical Elective*	0-3	0-3	0-10	1-4
CET	125	Voice & Data Cabling	2	3	0	3
TNE	250	Introduction to Telecom Networks	2	3	0	3
<b>Total</b>			<b>0-7</b>	<b>0-9</b>	<b>0-10</b>	<b>7-10</b>

**Fall Semester II**

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–	–	Technical Elective*	2	3	0	3
TNE	255	Network Servers	2	3	0	3
TNE	251	Advanced Telecom Networks	2	3	0	3
–	–	Social/Behavioral Science Elective	3	0	0	3
ENG	114	Professional Research/ Report	3	0	0	3
<b>Total</b>			<b>12</b>	<b>9</b>	<b>0</b>	<b>15</b>

**Spring Semester II**

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TNE	241	Network Management	2	3	0	3
TNE	242	Data Network Design	2	3	0	3
COM	231	Public Speaking	3	0	0	3
ELN	249	Digital Communications	2	3	0	3
–	–	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>9</b>	<b>0</b>	<b>15</b>

Total credit hours required for degree: 69-72 This curriculum is subject to change.

\*- Selected from COE 111, CET 222, EGR 125, ELN 236, TNE 231, TNE 235, TNE 245 or PHY 131.

**Curriculum:****Telecommunications and Network Engineering Technology -  
Associate in Applied Science, Greensboro, evening  
Advising Code A 40 40 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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MAT	121	Algebra/Trigonometry I	2	2	0	3
TNE	111	Campus Networks I	2	3	0	3
–	–	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>7</b>	<b>5</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

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EGR	131	Introduction to Electronics Tech	1	2	0	2
TNE	121	Campus Networks II	2	3	0	3
MAT	122	Algebra/Trigonometry II	2	2	0	3
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>8</b>

**Summer Term I**

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CET	125	Voice & Data Cabling	2	3	0	3
–	–	Technical Elective*	2	3	0	3
<b>Total</b>			<b>4</b>	<b>6</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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ELC	131	DC/AC Circuits Analysis	4	3	0	5
CET	111	Computer Upgrade/Repair I	2	3	0	3
–	–	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>6</b>	<b>0</b>	<b>11</b>

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**Spring Semester II**

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ELN	133	Digital Electronics	3	3	0	4
ENG	111	Expository Writing	3	0	0	3
COM	231	Public Speaking	3	0	0	3
<b>Total</b>			<b>9</b>	<b>3</b>	<b>0</b>	<b>10</b>

**Summer Term II**

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TNE	241	Network Management	2	3	0	3
TNE	250	Introduction to Telecom Networks	2	3	0	3
<b>Total</b>			<b>5</b>	<b>3</b>	<b>0</b>	<b>6</b>

**Fall Semester III**

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CET	130	Operating System Principles	2	3	0	3
ENG	114	Professional Research & Reporting	3	0	0	3
TNE	251	Advanced Telecom Networks	2	3	0	3
<b>Total</b>			<b>7</b>	<b>6</b>	<b>0</b>	<b>9</b>

**Spring Semester III**

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ELN	249	Digital Communications	2	3	0	3
TNE	242	Data Network Design	2	3	0	3
TNE	255	Network Servers	2	3	0	3
<b>Total</b>			<b>6</b>	<b>9</b>	<b>0</b>	<b>9</b>

**Summer Term III**

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-	-	Technical Elective*	0-3	0-3	0-10	1-4
<b>Total</b>			<b>0-3</b>	<b>0-3</b>	<b>0-10</b>	<b>1-4</b>

Total credit hours required for degree: 69-72. This curriculum is subject to change.

\*- Selected from COE 111, CET 222, EGR 125, ELN 236, TNE 231, TNE 235, TNE 245 or PHY 131.

**Curriculum:****Telecommunications and Network Engineering Technology -  
Diploma, Greensboro  
Advising Code A 40 40 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EGR	131	Introduction to Electronic Technology	1	2	0	2
CET	125	Voice and Data Cabling	2	3	0	3
ELC	131	DC/AC Circuits Analysis	4	3	0	5
MAT	121	Algebra/Trigonometry I	2	2	0	3
MAT	122	Algebra/Trigonometry II	2	2	0	3
CET	111	Computer Upgrade/Repair I	2	3	0	3
ENG	111	Expository Writing	3	0	0	3
ELN	133	Digital Electronics	3	3	0	4
TNE	111	Campus Networks I	2	3	0	3
TNE	121	Campus Networks II	2	3	0	3
TNE	250	Introduction to Telecom Networks	2	3	0	3
<b>Total</b>			<b>25</b>	<b>27</b>	<b>0</b>	<b>35</b>

Total credit hours required for diploma: 35 This curriculum is subject to change.



**Curriculum:**

**Basic Telecommunications and Network Engineering Technology -  
Certificate, Greensboro  
Advising Code A 40 40 O C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EGR	131	Introduction to Electronic Technology	1	2	0	2
CET	125	Voice & Data Cabling	2	3	0	3
CET	111	Computer Upgrade/Repair I	2	3	0	3
TNE	111	Campus Networks I	2	3	0	3
TNE	121	Campus Networks II	2	3	0	3
<b>Total</b>			<b>9</b>	<b>14</b>	<b>0</b>	<b>14</b>

Total credit hours required for diploma: 14 This curriculum is subject to change.

**Curriculum:**

**Advanced Telecommunications and Network Engineering Technology -  
Certificate, Greensboro  
Advising Code A 40 40 O C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
TNE	242	Data Network Cabling	2	3	0	3
TNE	255	Network Servers	2	3	0	3
TNE	250	Introduction to Telecom Networks	2	3	0	3
TNE	241	Network Management	2	3	0	3
CET	130	Operating System Principles	2	3	0	3
TNE	251	Advanced Telecom Networks	2	3	0	3
<b>Total</b>			<b>12</b>	<b>18</b>	<b>0</b>	<b>18</b>

Total credit hours required for diploma: 18 This curriculum is subject to change.

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# HEALTH SCIENCES

## Associate Degree Nursing (Integrated) Effective Fall 2009 ONLY

A 45 10 0

Associate in Applied Science, Jamestown, day and evening

### Contact Information:

(336) 334-4822, ext. 2453 - from Greensboro • (336) 454-1126, ext. 2453 - from High Point

The Associate Degree Nursing (integrated) curriculum provides individuals with the knowledge and skills necessary to provide nursing care to clients and groups of clients throughout the life span in a variety of settings.

Courses will include content related to the nurse's role as provider of nursing care, as manager of care, as member of the discipline of nursing, and as a member of the interdisciplinary team.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEX-RN). The individual must pass NCLEX-RN in order to practice as a Registered Nurse. Employment opportunities exist at hospitals, long term care facilities, clinics, physicians' offices, industry, and community agencies.

The program offers two entry options for the beginning student. The student may apply for acceptance into the full-time day option or full-time evening/weekend option. The full-time day option begins each Fall semester; the full-time evening/weekend program begins each Spring semester.

The Associate Degree Nursing program provides the student with several exit options. The students who completes NUR 110 will be eligible to test for Nurse Aide I listing. The student who completes NUR 130 will be eligible for Nurse Aide II listing. Successful completion of the program allows the individual to apply to take the NCLEX-RN. The State Board of Nursing may deny licensure based on criminal background checks.

The program also offers two options for the Licensed Practical Nurse who wishes to further their education and be eligible to take NCLEX-RN. The full-time day option begins each summer and the full-time evening/weekend option begins each spring. Both options require three semesters to complete.

### Program Outcomes:

Upon successful completion of the Associate Degree Nursing program, the graduate will be able to:

1. Prioritize continuous nursing care for a group of clients while incorporating principles of management, delegation, and supervision
2. Participate in interdisciplinary teams to cooperate, collaborate, communicate, and integrate client care and health promotion
3. Participate in quality improvement processes to measure client outcomes, identify hazards and errors, and develop changes in processes of client care
4. Practice within the ethical/legal parameters of professional nursing utilizing standards of practice
5. Utilize therapeutic communication techniques with groups of clients and their significant others
6. Utilize informatics to communicate, manage knowledge, mitigate error, and support decision-making
7. Assess groups of clients for alterations in health status and identified needs
8. Employ evidenced-based practice to integrate research and best practice with client values for optimal care delivery
9. Adapt nursing care to accommodate client differences, values, preferences, and expressed needs
10. Modify teaching plans based on assessment of progress in achieving learning outcomes

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

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## Effective Fall 2009 ONLY

### Curriculum:

**Associate Degree Nursing (Integrated)**  
**Associate in Applied Science, Jamestown, day**  
**Advising Code A 4510 0 A2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
NUR	110	Nursing I*	5	3	6	8
BIO	165	Anatomy and Physiology I	3	3	0	4
PSY	150	General Psychology	3	0	0	3
NUR	117	Pharmacology	1	3	0	2
<b>Total</b>			<b>12</b>	<b>9</b>	<b>6</b>	<b>17</b>

\*Eligible to test for NAI listing.

### **Spring Semester I**

NUR	120	Nursing II	5	3	6	8
BIO	166	Anatomy and Physiology II	3	3	0	4
PSY	241	Developmental Psychology	3	0	0	3
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication <b>or</b>	(3)	(0)	(0)	(3)
COM	231	Public Speaking	(3)	(0)	(0)	(3)
<b>Total</b>			<b>14</b>	<b>6</b>	<b>6</b>	<b>18</b>

### **Summer Term I**

NUR	130	Nursing III*	4	3	6	7
CIS	111	Basic PC Literacy or	1	2	0	2
CIS	110	Introduction to Computers	(2)	(2)	(0)	(3)
<b>Total</b>			<b>5(6)</b>	<b>5</b>	<b>6</b>	<b>9(10)</b>

\*Eligible to test for NAI listing.

### **Fall Semester II**

NUR	210	Nursing IV	5	3	12	10
ENG	111	Expository Writing	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>11</b>	<b>3</b>	<b>12</b>	<b>16</b>

### **Spring Semester II**

NUR	220	Nursing V	4	3	15	10
SOC	210	Introduction to Sociology	3	0	0	3
ENG	114	Professional Research and Reporting or	3	0	0	3
ENG	112	Argument Based Research	(3)	(0)	(0)	(3)
<b>Total</b>			<b>10</b>	<b>3</b>	<b>15</b>	<b>16</b>

Total credit hours required for degree: 76 This curriculum is subject to change.

## Effective Fall 2009 ONLY

### Curriculum:

**Associate Degree Nursing (Integrated) -  
Associate in Applied Science, Jamestown, evening/weekend  
Advising Code A 4510 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Spring Semester I</b>						
BIO	165	Anatomy and Physiology I	3	3	0	4
COM	110	Introduction to Communication or	3	0	0	3
COM	120	Intro to Interpersonal Communication or	3	0	0	3
COM	231	Public Speaking	3	0	0	3
NUR	117	Pharmacology	1	3	0	2
PSY	150	Introduction to Psychology	3	0	0	3
<b>Total</b>			<b>10</b>	<b>6</b>	<b>0</b>	<b>12</b>
<b>Summer Term I</b>						
NUR	110	Nursing I*	5	3	6	8
<b>Total</b>			<b>5</b>	<b>3</b>	<b>6</b>	<b>8</b>
*Eligible to test for NA I listing						
<b>Fall Semester I</b>						
NUR	120	Nursing II	5	3	6	8
BIO	166	Anatomy and Physiology II	3	3	0	4
PSY	241	Developmental Psychology	3	0	0	3
<b>Total</b>			<b>11</b>	<b>6</b>	<b>6</b>	<b>15</b>
<b>Spring Semester II</b>						
NUR	130	Nursing III**	4	3	6	7
ENG	111	Expository Writing	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
CIS	111	Basic PC Literacy or	1	2	0	2
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>8</b>	<b>5</b>	<b>6</b>	<b>15</b>
** Eligible for NA II listing						
<b>Summer Term II</b>						
NUR	210	Nursing IV	5	3	12	10
<b>Total</b>			<b>5</b>	<b>3</b>	<b>12</b>	<b>10</b>
<b>Fall Semester II</b>						
NUR	220	Nursing V	4	3	15	10
SOC	210	Introduction to Sociology	3	0	0	3
ENG	114	Professional Research and Reporting or	3	0	0	3
ENG	112	Argument Based Research	3	0	0	3
<b>Total</b>			<b>10</b>	<b>3</b>	<b>15</b>	<b>16</b>

**Total credit hours required for degree: 76 This curriculum is subject to change.**

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## Effective Fall 2009 ONLY

### Curriculum:

**Associate Degree Nursing (Integrated) -  
Associate in Applied Science, Jamestown, day (for returning LPNs)\*  
Advising Code A 4510 0**

**\*Individuals entering this option have taken five general education courses (BIO 165, BIO 166, PSY 150, PSY 241, and either COM 110, COM 120 or COM 231) as part of the admissions requirement.**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Summer Semester I</b>						
NUR	187	Transition Practicum	0	0	6	2
NUR	189	Nursing Transition	1	3	0	2
CIS	111	Basic PC Literacy or	1	2	0	2
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>2</b>	<b>5</b>	<b>6</b>	<b>6</b>

### **Fall Semester I**

NUR	210	Nursing IV	5	3	12	10
ENG	111	Expository Writing	3	0	0	3
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>11</b>	<b>3</b>	<b>12</b>	<b>16</b>

### **Spring Semester I**

NUR	220	Nursing V	4	3	15	10
SOC	210	Introduction to Sociology	3	0	0	3
ENG	112	Argument Based Research or	3	0	0	3
ENG	114	Professional Research and Reporting	3	0	0	3
<b>Total</b>			<b>10</b>	<b>3</b>	<b>15</b>	<b>16</b>

**Total credit hours required for degree: 76 This curriculum is subject to change.**

Returning LPNs enter with blanket credit for the first three semesters of nursing courses.

Credits for Practical Nurse Education (Nursing courses) = 25

Credits for General Education courses (required for admission) = 17

Credits for additional courses required for degree (see above)

Nursing courses = 24

General Education courses = 14

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## Effective Fall 2009 ONLY

### Curriculum:

**Associate Degree Nursing (Integrated) -  
Associate in Applied Science, Jamestown, evening/weekend (for returning LPNs)\*  
Advising Code: Advising Code A 4510 0**

\*Individuals entering this option have taken five general education courses (BIO 165, BIO 166, PSY 150, PSY 241, and either COM 110, COM 120 or COM 231) as part of the admissions requirement.

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Spring Semester I</b>						
NUR	187	Transition Practicum	0	0	6	2
NUR	189	Nursing Transition	1	3	0	2
CIS	111	Basic PC Literacy or	1	2	0	2
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>5</b>	<b>6</b>	<b>12</b>

### **Summer Semester I**

NUR	210	Nursing IV	5	3	12	10
<b>Total</b>			<b>5</b>	<b>3</b>	<b>12</b>	<b>10</b>

### **Fall Semester I**

NUR	220	Nursing V	4	3	15	10
SOC	210	Introduction to Sociology	3	0	0	3
ENG	114	Professional Research and Reporting or	3	0	0	3
ENG	112	Argument Based Research	3	0	0	3
<b>Total</b>			<b>10</b>	<b>3</b>	<b>15</b>	<b>16</b>

Total credit hours required for degree: 76 This curriculum is subject to change.

Returning LPNs enter with blanket credit for the first three semesters of nursing courses.

Credits for Practical Nurse Education (Nursing courses) = 25

Credits for General Education courses (required for admission) = 17

Credits for additional courses required for degree (see above)

Nursing courses = 24

General Education courses = 14

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## Associate Degree Nursing - Effective Spring 2010

*Pending NCCCS approval*

**A 45 11 0**

Associate in Applied Science, Jamestown, day and evening

### **Contact Information:**

**(336) 334-4822, ext. 2342 or 2453 - Greensboro • (336) 454-1126, ext. 2342 or 2453 - High Point**

The Associate Degree Nursing curriculum provides knowledge, skills, and strategies to integrate safety and quality into nursing care, to practice in a dynamic environment, and to meet individual needs which impact health, quality of life, and achievement of potential.

Course work includes and builds upon the domains of healthcare, nursing practice, and the holistic individual. Content emphasizes the nurse as a member of the interdisciplinary team providing safe, individualized care while employing evidence-based practice, quality improvement, and informatics.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEX-RN). Employment opportunities are vast within the global health care system and may include positions within acute, chronic, extended, industrial, and community health care facilities.

The program offers two entry options for the beginning student. The student may apply for acceptance into the full-time day option or full-time evening/weekend option. The full-time day option begins each Fall semester; the full-time evening/weekend program begins each Spring semester.

The Associate Degree Nursing program provides the student with several exit options. The students who completes NUR 111 will be eligible to test for Nurse Aide I listing. The student who completes NUR 112 will be eligible to apply for Nurse Aide II listing. Successful completion of the program allows the individual to apply to take the NCLEX-RN. The State Board of Nursing may however deny licensure based on criminal background checks.

The program also offers two options for Licensed Practical Nurses who wish to further their education and be eligible to take NCLEX-RN. The full-time day option begins each summer and the full-time evening/weekend option begins each fall. Both options require three semesters to complete.

### **Program Outcomes:**

Upon successful completion of the Associate Degree Nursing program, the graduate will be able to:

1. Practice professional nursing behaviors incorporating personal responsibility and accountability for continued competence.
2. Communicate professionally and effectively with individuals, significant support person(s), and members of the interdisciplinary healthcare team.
3. Integrate knowledge of the holistic needs of the individual to provide an individual centered assessment.
4. Incorporate informatics to formulate evidence-based clinical judgements and management decisions.
5. Implement caring interventions incorporating documented best practices for individuals in diverse settings.
6. Develop a teaching plan for individuals, and/or the nursing team, incorporating teaching and learning principles.
7. Collaborate with the interdisciplinary healthcare team to advocate for positive individual and organizational outcomes.
8. Manage healthcare for the individual using cost effective nursing strategies, quality improvement processes, and current technologies.

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

# Effective Spring 2010

## Curriculum:

**Associate Degree Nursing**  
**Associate in Applied Science, Jamestown, day**  
**Advising Code A 45110**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
NUR	111	Intro to Health Concepts*	4	6	6	8
BIO	165	Anatomy and Physiology I	3	3	0	4
PSY	150	General Psychology	3	0	0	3
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication <b>or</b>	(3)	(0)	(0)	(3)
COM	231	Public Speaking	(3)	(0)	(0)	(3)
<b>Total</b>			<b>13</b>	<b>9</b>	<b>6</b>	<b>18</b>

\*Eligible to test for Nurse Aide I listing.

## Spring Semester I

NUR	112	Health-Illness Concepts**	3	0	6	5
NUR	113	Family Health Concepts	3	0	6	5
BIO	166	Anatomy and Physiology II	3	3	0	4
PSY	241	Developmental Psychology	3	0	0	3
<b>Total</b>			<b>12</b>	<b>3</b>	<b>12</b>	<b>17</b>

\*\*Eligible to apply for Nurse Aide II listing. (Nurse Aide I listing required.)

## Summer Term I

NUR	114	Holistic Health Concepts	3	0	6	5
OST	137	Office Software Applications <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy <b>or</b>	(1)	(2)	(0)	(2)
CIS	110	Introduction to Computers	(2)	(2)	(0)	(3)
<b>Total</b>			<b>5-6</b>	<b>2</b>	<b>6</b>	<b>7-8</b>

## Fall Semester II

NUR	211	Health Care Concepts	3	0	6	5
NUR	212	Health System Concepts	3	0	6	5
ENG	111	Expository Writing	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>3</b>	<b>12</b>	<b>16</b>

## Spring Semester II

NUR	213	Complex Health Concepts	4	3	15	10
ENG	114	Professional Research and Reporting <b>or</b>	3	0	0	3
ENG	112	Argument Based Research	(3)	(0)	(0)	(3)
<b>Total</b>			<b>7</b>	<b>3</b>	<b>15</b>	<b>13</b>

Total credit hours required for degree: 71 This curriculum is subject to change.



# Effective Spring 2010

## Curriculum:

**Associate Degree Nursing (Integrated) -  
Associate in Applied Science, Jamestown, evening/weekend  
Advising Code A 45110**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Spring Semester I</b>						
NUR	111	Intro to Health Concepts*	4	6	6	8
BIO	165	Anatomy and Physiology I	3	3	0	4
PSY	150	General Psychology	3	0	0	3
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication <b>or</b>	(3)	(0)	(0)	(3)
COM	231	Public Speaking	(3)	(0)	(0)	(3)
<b>Total</b>			<b>13</b>	<b>9</b>	<b>6</b>	<b>18</b>

\*Eligible to test for Nurse Aide I listing.

## Summer Term I

NUR	112	Health-Illness Concepts**	3	0	6	5
OST	137	Office Software Applications <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy <b>or</b>	(1)	(2)	(0)	(2)
CIS	110	Introduction to Computers	(2)	(2)	(0)	(3)
<b>Total</b>			<b>4-5</b>	<b>2</b>	<b>6</b>	<b>7-8</b>

\*\*Eligible to apply for Nurse Aide II listing. (Nurse Aide I listing required.)

## Fall Semester I

NUR	113	Family Health Concepts	3	0	6	5
NUR	114	Holistic Health Concepts	3	0	6	5
BIO	166	Anatomy and Physiology II	3	3	0	4
PSY	241	Developmental Psychology	3	0	0	3
<b>Total</b>			<b>12</b>	<b>3</b>	<b>12</b>	<b>17</b>

## Spring Semester II

NUR	211	Health Care Concepts	3	0	6	5
NUR	212	Health System Concepts	3	0	6	5
ENG	111	Expository Writing	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>0</b>	<b>12</b>	<b>16</b>

## Fall Semester II

NUR	213	Complex Health Concepts	4	3	15	10
ENG	114	Professional Research and Reporting <b>or</b>	3	0	0	3
ENG	112	Argument Based Research	(3)	(0)	(0)	(3)
<b>Total</b>			<b>7</b>	<b>3</b>	<b>15</b>	<b>13</b>

Total credit hours required for degree: 71 This curriculum is subject to change.

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## Effective Spring 2010

### Curriculum:

**Associate Degree Nursing**  
**Associate in Applied Science, Jamestown, day (for returning LPNs)\***  
**Advising Code A 45110**

\*Individuals entering this option have taken five general education courses (BIO 165, BIO 166, PSY 150, PSY 241, and either COM 110, COM 120 or COM 231) as part of the admissions requirement.

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Summer Semester I</b>						
NUR	187	Transition Practicum	0	0	6	2
NUR	189	Nursing Transition	1	3	0	2
OST	137	Office Software Applications <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy <b>or</b>	(1)	(2)	(0)	(2)
CIS	110	Introduction to Computers	(2)	(2)	(0)	(3)
<b>Total</b>			<b>2-3</b>	<b>5</b>	<b>6</b>	<b>6-7</b>
<b>Fall Semester I</b>						
NUR	211	Health Care Concepts	3	0	6	5
NUR	212	Health Systems Concepts	3	0	6	5
ENG	111	Expository Writing	3	0	0	3
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>0</b>	<b>12</b>	<b>16</b>
<b>Spring Semester I</b>						
NUR	213	Complex Health Concepts	4	3	15	10
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
<b>Total</b>			<b>7</b>	<b>3</b>	<b>15</b>	<b>13</b>

Total credit hours required for degree: 75 This curriculum is subject to change.

Returning LPNs enter with blanket credit for NUR 111, NUR 112, NUR 113 & NUR 114 = 23 credits hours.

Transition nursing courses required for degree (NUR 187, NUR 189) = 4 credit hours.

General Education courses (required for admission) = 17 credit hours.

General Education courses = 11 credit hours.

Nursing courses = 20 credit hours.

# Effective Spring 2010

## Curriculum:

**Associate Degree Nursing**  
**Associate in Applied Science, Jamestown, evening/weekend (for returning LPNs)\***  
**Advising Code: Advising Code A 45110**

\*Individuals entering this option have taken five general education courses (BIO 165, BIO 166, PSY 150, PSY 241, and either COM 110, COM 120 or COM 231) as part of the admissions requirement.

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
NUR	187	Transition Practicum	0	0	6	2
NUR	189	Nursing Transition	1	3	0	2
OST	137	Office Software Applications <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy <b>or</b>	(1)	(2)	(0)	(2)
CIS	110	Introduction to Computers	(2)	(2)	(0)	(3)
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>5-6</b>	<b>5</b>	<b>6</b>	<b>9-10</b>

## Spring Semester I

NUR	211	Health Care Concepts	3	0	6	5
NUR	212	Health Systems Concepts	3	0	6	5
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
<b>Total</b>			<b>9</b>	<b>0</b>	<b>12</b>	<b>13</b>

## Fall Semester II

NUR	213	Complex Health Concepts	4	3	15	10
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>7</b>	<b>3</b>	<b>15</b>	<b>13</b>

Total credit hours required for degree: 75 This curriculum is subject to change.

Returning LPNs enter with blanket credit for NUR 111, NUR 112, NUR 113 & NUR 114 = 23 credits hours.

Transition nursing courses required for degree (NUR 187, NUR 189) = 4 credit hours.

General Education courses (required for admission) = 17 credit hours.

General Education courses = 11 credit hours.

Nursing courses = 20 credit hours.

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# Dental Assisting

D 45 24 0

Diploma, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2212 - from Greensboro • (336) 454-1126, ext. 2212 - from High Point

The Dental Assisting curriculum prepares individuals to assist the dentist in the delivery of dental treatment and to function as integral members of the dental team while performing chairside and related office and laboratory procedures.

Course work includes instruction in general studies, biomedical sciences, dental sciences, clinical sciences, and clinical practice. A combination of lecture, laboratory, and clinical experiences provide students with knowledge in infection/hazard control, radiography, dental materials, preventive dentistry, and clinical procedures.

Graduates may be eligible to take the Dental Assisting National Board Examination to become Certified Dental Assistants. As a Dental Assistant II, defined by the Dental Laws of North Carolina, graduates work in dental offices and other related areas.

## Program Outcomes:

Upon successful completion of the program, the student should be able to:

- demonstrate professionalism;
- perform administrative management procedures, chairside procedures, clinical support procedures, dental laboratory procedures, and preventive procedures;
- prepare and assess medical and clinical documentation;
- expose, process and evaluate radiographs for diagnostic and technique quality;
- assess and manage emergency situations;
- design and implement individualized patient education strategies;
- assist with restorative and diagnostic procedures;
- write medical documentation that adheres to legal standards

## Curriculum:

Dental Assisting - Diploma, Jamestown, day  
Advising Code: D 4524 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
DEN	110	Orofacial Anatomy	2	2	0	3
DEN	111	Infection/Hazard Control	2	0	0	2
DEN	101	Preclinical Procedures	4	6	0	7
DEN	112	Dental Radiography	2	3	0	3
BIO	106	Introduction to Anatomy / Phys/Micro	2	2	0	3
<b>Total</b>			<b>12</b>	<b>13</b>	<b>0</b>	<b>18</b>

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

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**Spring Semester I**

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DEN	103	Dental Sciences	2	0	0	2
DEN	104	Dental Health Education	2	2	0	3
DEN	102	Dental Materials	3	4	0	5
DEN	105	Practice Management	2	0	0	2
DEN	106	Clinical Practice I	1	0	12	5
PSY	118	Interpersonal Psychology	3	0	0	3
<b>Total</b>			<b>13</b>	<b>6</b>	<b>12</b>	<b>20</b>

**Summer Term I**

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DEN	107	Clinical Practice II	1	0	12	5
ENG	102	Applied Communications II	3	0	0	3
<b>Total</b>			<b>4</b>	<b>0</b>	<b>12</b>	<b>8</b>

Total credit hours required for diploma: 46 This curriculum is subject to change.

While it is expected that most students will enroll full-time, a limited number of students may enroll as part-time students, with approval of the department chair. The part-time option requires two (2) years to complete.

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# Dental Hygiene

A 45 26 0

Associate in Applied Science, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2452 - from Greensboro • (336) 454-1126, ext. 2452 - from High Point

The Dental Hygiene curriculum prepares individuals with the knowledge and skills to assess, plan, implement, and evaluate dental hygiene care for the individual and the community.

Students will learn to prepare the operator, take patient histories, note abnormalities, plan care, teach oral hygiene, clean teeth, take x-rays, apply preventive agents, complete necessary chart entries, and perform other procedures related to dental hygiene care.

Graduates of this program may be eligible to take national and state/regional examinations for licensure which are required to practice dental hygiene. Employment opportunities include dental offices, clinics, schools, public health agencies, industry, and professional education.

## Program Outcomes:

In accordance with the North Carolina Dental Practice Act, including rules and regulations, upon successful completion of the dental hygiene program, the graduate should be able to:

- demonstrate professionalism;
- prepare and assess medical and clinical documentation;
- design and implement individualized patient education strategies;
- perform prophylaxis and preventive procedures, clinical support procedures, and administrative management procedures;
- expose, process and evaluate radiographs for diagnostic and technique quality;
- write medical documentation that adheres to legal standards;
- assess and manage emergency situations;
- develop and implement oral health strategies for individuals and groups.

## Curriculum:

Dental Hygiene - Associate in Applied Science, Jamestown, day  
Advising Code: A 4526 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
DEN	110	Orofacial Anatomy	2	2	0	3
DEN	111	Infection/Hazard Control	2	0	0	2
DEN	120	Dental Hygiene Preclinic Lecture	2	0	0	2
DEN	121	Dental Hygiene Preclinic Lab	0	6	0	2
BIO	165	Anatomy and Physiology I	3	3	0	4
CHM	131	Introduction to Chemistry	3	0	0	3
<b>Total</b>			<b>12</b>	<b>11</b>	<b>0</b>	<b>16</b>

## Fall Semester I

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

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**Spring Semester I**

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DEN	112	Dental Radiography	2	3	0	3
BIO	175	General Microbiology	2	2	0	3
DEN	130	Dental Hygiene Theory I	2	0	0	2
DEN	131	Dental Hygiene Clinic I	0	0	9	3
DEN	125	Dental Office Emergencies	0	2	0	1
BIO	166	Anatomy and Physiology II	3	3	0	4
<b>Total</b>			<b>9</b>	<b>10</b>	<b>9</b>	<b>16</b>

**Summer Term I**

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DEN	124	Periodontology	2	0	0	2
DEN	140	Dental Hygiene Theory II	1	0	0	1
DEN	141	Dental Hygiene Clinic II	0	0	6	2
DEN	222	General and Oral Pathology	2	0	0	2
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>8</b>	<b>0</b>	<b>6</b>	<b>10</b>

**Fall Semester II**

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DEN	123	Nutrition/Dental Health	2	0	0	2
DEN	220	Dental Hygiene Theory III	2	0	0	2
DEN	221	Dental Hygiene Clinic III	0	0	12	4
DEN	224	Materials and Procedures	1	3	0	2
DEN	223	Dental Pharmacology	2	0	0	2
ENG	112	Argument Based Research	3	0	0	3
COM	231	Public Speaking	3	0	0	3
<b>Total</b>			<b>13</b>	<b>3</b>	<b>12</b>	<b>18</b>

**Spring Semester II**

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DEN	230	Dental Hygiene Theory IV	1	0	0	1
DEN	231	Dental Hygiene Clinic IV	0	0	12	4
DEN	232	Community Dental Health	2	3	0	3
DEN	233	Professional Development	2	0	0	2
SOC	240	Social Psychology	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>11</b>	<b>3</b>	<b>12</b>	<b>16</b>

Total credit hours required for degree: 76 This curriculum is subject to change.

Students must demonstrate math, computer competency at the following course level prior to graduation:  
MAT 110 or MAT 115 and CIS 110.

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# Emergency Medical Science

A 45 34 0

Associate in Applied Science, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2289 - from Greensboro • (336) 454-1126, ext. 2289 - from High Point

The Emergency Medical Science (EMS) curriculum is designed to prepare graduates to enter the workforce as paramedics. The course of study provides the student an opportunity to acquire basic and advanced life support knowledge and skills by utilizing classroom instruction, practical laboratory sessions, hospital clinical experience, and co-op experiences with emergency medical service agencies. Additionally, the program can provide an Associate Degree for individuals desiring an opportunity for career enhancement. Beginning with the third semester, the EMS program is set up on a “flip/flop” schedule to allow students an opportunity to seek employment with an EMS provider while continuing in the program.

GTCC EMS graduates have achieved a 100% average pass rate on the North Carolina State Written Paramedic Certification Exam.

Students progressing through the program are eligible to apply for both state and national certification exams. Employment opportunities include ambulance services, fire and rescue agencies, air medical services, specialty areas of hospitals, industry, educational institutions, and government agencies.

## Program Outcomes:

At the successful completion of the Emergency Medical Science program, the student should be able to:

- perform rapid systematic assessment and determine appropriate treatment;
- render care at the basic and the advanced life support level;
- coordinate rescue efforts, gain access and extricate;
- operate, maintain, and navigate emergency vehicle;
- coordinate MCI activities;
- follow infection control procedures;
- utilize communication equipment;
- document all actions precisely and accurately.

## Curriculum:

Emergency Medical Science - Associate in Applied Science, Jamestown, day

Advising Code: A 4534 0 A1

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EMS	110	EMT Basic	5	6	0	7
ENG	111	Expository Writing	3	0	0	3
BIO	163	Applied Anatomy and Physiology	4	2	0	5
		<b>or</b>				
BIO	165	Anatomy and Physiology I <b>and</b>	(3)	(3)	(0)	(4)
BIO	166	Anatomy and Physiology II	(3)	(3)	(0)	(4)
<b>Total</b>			<b>12(14)</b>	<b>8(14)</b>	<b>0</b>	<b>15(18)</b>

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**



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**Spring Semester I**

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EMS	120	Intermediate Intervention	2	3	0	3
EMS	130	Pharmacology I for EMS	1	3	0	2
EMS	131	Advanced Airway Management	1	2	0	2
EMS	121	Clinical Practicum I	0	0	6	2
ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
PHI	240	Introduction to Ethics <b>or</b>	3	0	0	3
–	–	Humanities / Fine Arts Elective	(3)	(0)	(0)	(3)
<b>Total</b>			<b>10</b>	<b>8</b>	<b>6</b>	<b>15</b>

**Summer Term I**

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EMS	270	Life Span Emergencies	2	2	0	3
EMS	210	Advanced Patient Assessment	1	3	0	2
EMS	221	Clinical Practicum II	0	0	9	3
<b>Total</b>			<b>3</b>	<b>5</b>	<b>9</b>	<b>8</b>

**Fall Semester II**

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EMS	220	Cardiology	2	6	0	4
EMS	260	Advanced Trauma Emergencies	1	3	0	2
EMS	231	Clinical Practicum III	0	0	9	3
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>6</b>	<b>9</b>	<b>9</b>	<b>12</b>

**Spring Semester II**

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EMS	250	Advanced Medical Emergencies	2	3	0	3
EMS	140	Rescue Scene Management	1	3	0	2
EMS	240	Special Needs Patients	1	2	0	2
EMS	241	Clinical Practicum IV	0	0	9	3
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
<b>Total</b>			<b>7</b>	<b>8</b>	<b>9</b>	<b>13</b>

**Summer Term II**

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EMS	150	Vehicle Ops, EMS Communication	1	3	0	2
EMS	285	EMS Capstone	1	3	0	2
EMS	235	EMS Management <b>or</b>	2	0	0	2
EMS	115	Defense Tactics <b>or</b>	(1)	(3)	(0)	(2)
EMS	125	Educational Methodology	(1)	(2)	(0)	(2)
<b>Total</b>			<b>3(4)</b>	<b>6(9)</b>	<b>0</b>	<b>6</b>

Total credit hours required for degree: 69 This curriculum is subject to change.

# Emergency Medical Science

## Bridging Program

Associate in Applied Science, Jamestown, day

### Contact Information:

(336) 334-4822, ext. 2289 - from Greensboro • (336) 454-1126, ext. 2289 - from High Point

The Emergency Medical Science Bridging program is designed to allow a currently certified, non-degreed EMT paramedic to earn a two-year Associate of Applied Science degree in Emergency Medical Science by completing the EMS Bridging course, Rescue Scene Management course, and the EMS Management course in addition to all other general education requirements for this degree.

The prerequisites for admission to the EMS Bridging program include the following certifications:

- EMT Paramedic Certification;
- Advanced Cardiac Life Support Certification;
- Basic Trauma Life Support Certification;
- Pediatric Advanced Life Support;
- 4000 patient contact hours at the Paramedic level.

These certifications provide 45 semester hours of advanced placement for students who are accepted into the program and meet the GTCC residency requirements.

### Curriculum:

**Bridging Program - Associate in Applied Science, Jamestown, day**

**Advising Code: A 4534 O A2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ENG	111	Expository Writing	3	0	0	3
PSY	150	General Psychology	3	0	0	3
BIO	163	Applied Anatomy and Physiology	4	2	0	5
		<b>or</b>				
BIO	165	Anatomy and Physiology I <b>and</b>	(3)	(3)	(0)	(4)
BIO	166	Anatomy and Physiology II	(3)	(3)	(0)	(4)
<b>Total</b>			<b>10(12)</b>	<b>2(6)</b>	<b>0</b>	<b>11(14)</b>
<b>Spring Semester I</b>						
EMS	280	EMS Bridging Course	2	2	0	3
ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	120	Intro to Interpersonal Communication	(3)	(0)	(0)	(3)
PHI	240	Introduction to Ethics	3	0	0	3
<b>Total</b>			<b>11</b>	<b>2</b>	<b>0</b>	<b>12</b>
<b>Summer Term I</b>						
EMS	140	Rescue Scene Management	1	3	0	2
EMS	140A	Rescue Scene Skills Lab	0	3	0	1
EMS	235	EMS Management	2	0	0	2
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>5</b>

Total credit hours required for degree: 28 This curriculum is subject to change.

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# Human Services Technology

A 45 38 0

Associate in Applied Science, High Point, day and evening

## Contact Information:

(336) 334-4822, ext. 4101 - from Greensboro • (336) 454-1126, ext. 4101 - from High Point

The Human Services Technology curriculum prepares students for entry-level positions in institutions and agencies, which provide social, community, and educational services. Along with core courses, students take general education courses, which prepare them for eventual specialization in specific human service areas.

Students will take courses from a variety of academic disciplines. Core courses emphasize the development of relevant knowledge, skills, and attitudes necessary to work successfully in human services. Fieldwork or internship experience will provide opportunities for the practical application of knowledge and skills learned in the classroom.

Graduates should qualify for positions in mental health, child care, family services, social services, rehabilitation, corrections, and educational agencies. Graduates choosing to continue their education may select from a variety of transfer programs at four-year public and private institutions.

## Program Outcomes:

Upon successful completion of the Human Services Technology Associate Degree program, the graduate should be able to:

- demonstrate a fundamental understanding of human nature and development from a biological, psychological, and sociological perspective;
- demonstrate a broad-based understanding of human behavior and social relationships;
- apply his/her knowledge of American society to social institutions and problem solving;
- apply scientific methods to produce knowledge which can be useful for understanding and addressing individual and social problems;
- demonstrate critical reasoning and problem-solving abilities, communication skills, and ethical concerns as tools for working and living; and
- demonstrate the skills necessary in these specialized areas of study for entry into a career and/or transfer to a four-year college or university.

## Curriculum:

### Human Services Technology - Associate in Applied Science, High Point, day and evening Advising Code: A 4538 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
PSY	150	General Psychology	3	0	0	3
SAB	110	Substance Abuse Overview	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

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**Spring Semester I**

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ENG	112	Argument - Based Research	3	0	0	3
HSE	123	Interviewing Techniques	2	2	0	3
PSY	241	Developmental Psychology <b>or</b>	3	0	0	3
PSY	281	Abnormal Psychology	(3)	(0)	(0)	(3)
SAB	135	Addictive Process	3	0	0	3
SOC	220	Social Problems <b>or</b>	3	0	0	3
HSE	245	Stress Management <b>or</b>	(2)	(2)	(0)	(3)
SAB	137	Co-Dependency	(3)	(0)	(0)	(3)
HSE	125	Counseling	2	2	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

**Summer Term I**

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HSE	210	Human Services Issues	2	0	0	2
HSE	225	Crisis Intervention	3	0	0	3
<b>Total</b>			<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>

**Fall Semester II**

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BIO	110	Principles of Biology	3	3	0	4
COE	111	Co-Op Work Experience I <b>and</b>	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
MAT	110	Mathematical Measurement <b>or</b>	2	2	0	3
MAT	115	Mathematical Models	(2)	(2)	0	(3)
PSY	265	Behavior Modification	3	0	0	3
HSE	220	Case Management	2	2	0	3
SOC	213	Sociology of the family <b>or</b>	3	0	0	3
HSE	245	Stress Management <b>or</b>	(2)	(2)	(0)	(3)
SAB	137	Co-Dependency	(3)	(0)	(0)	(3)
<b>Total</b>			<b>14</b>	<b>7</b>	<b>10</b>	<b>18</b>

**Spring Semester II**

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COE	121	Co-Op Work Experience II <b>and</b>	0	0	10	1
COE	125	Work Experience Seminar II	1	0	0	1
COM	231	Public Speaking	3	0	0	3
GRO	120	Gerontology	3	0	0	3
HSE	112	Group Process I	1	2	0	2
—	—	Humanities/Fine Arts Elective	3	0	0	3
SOC	225	Social Diversity	3	0	0	3
HSE	245	Stress Management <b>or</b>	(2)	(2)	(0)	(3)
SAB	137	Co-Dependency	(3)	(0)	(0)	(3)
<b>Total</b>			<b>14</b>	<b>2</b>	<b>10</b>	<b>16</b>

Total credit hours required for degree: 75 This curriculum is subject to change.

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# Human Services Technology

## Substance Abuse Concentration

A 45 38 E

Associate in Applied Science, High Point, day and evening  
Certificates, High Point, day and evening

### Contact Information:

(336) 334-4822, ext. 4131 - from Greensboro • (336) 454-1126, ext. 4131 - from High Point

The Human Services Technologies curriculum prepares students for entry-level positions in institutions and agencies which provide social, community, and educational services. Along with core courses, students take general education courses which prepare them for eventual specialization in specific human service areas.

Students take courses from a variety of academic disciplines. Core courses emphasize the development of relevant knowledge, skills, and attitudes necessary to work successfully in human services. Fieldwork or internship experience will provide opportunities for the practical application of knowledge and skills learned in the classroom.

Graduates should qualify for positions in mental health, child care, family services, social services, rehabilitation, corrections, and educational agencies. Graduates choosing to continue their education may select from a variety of transfer programs at four-year public and private institutions.

### Program Outcomes:

Upon successful completion of the Human Services Technology/ Substance Abuse Associate Degree program, the graduate should be able to:

- demonstrate a fundamental understanding of human nature and development from a biological, psychological, and sociological perspective;
- demonstrate a broad-based understanding of human behavior and social relationships;
- apply his/her knowledge of American society to social institutions and problem-solving;
- apply scientific methods to produce knowledge which can be useful for understanding and addressing individual and social problems;
- demonstrate critical reasoning and problem-solving abilities, communication skills, and ethical concerns as tools for working and living; and
- demonstrate the skills necessary in these specialized areas of study for entry into a career and/or transfer to a four-year college or university.

### Curriculum:

**Substance Abuse Concentration - Associate in Applied Science, High Point, day and evening**  
**Advising Code: A 4538 E**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
PSY	150	General Psychology	3	0	0	3
SAB	110	Substance Abuse Overview	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

### Fall Semester I

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**Spring Semester I**

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ENG	112	Argument-Based Research	3	0	0	3
HSE	123	Interviewing Techniques	2	2	0	3
PSY	241	Developmental Psychology <b>or</b>	3	0	0	3
PSY	281	Abnormal Psychology	(3)	(0)	(0)	(3)
SAB	135	Addictive Process	3	0	0	3
COM	231	Public Speaking	3	0	0	3
HSE	125	Counseling	2	2	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

**Summer Semester I**

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HSE	210	Human Services Issues	2	0	0	2
HSE	225	Crisis Intervention	3	0	0	3
<b>Total</b>			<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>

**Fall Semester II**

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BIO	110	Principles of Biology	3	3	0	4
COE	111	Co-op Work Experience I <b>and</b>	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
MAT	110	Mathematical Measurement <b>or</b>	2	2	0	3
MAT	115	Mathematical Models	(2)	(2)	(0)	(3)
SAB	125	SAB Case Management	2	2	0	3
SAB	120	Intake and Assessment	3	0	0	3
SOC	213	Sociology of the Family <b>or</b>	3	0	0	3
SOC	225	Social Diversity <b>or</b>	(3)	(0)	(0)	(3)
PSY	265	Behavior Modification	(3)	(0)	(0)	(3)
<b>Total</b>			<b>14(13)</b>	<b>7</b>	<b>10</b>	<b>18</b>

**Spring Semester II**

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COE	121	Co-op Work Experience II <b>and</b>	0	0	10	1
COE	125	Work Experience Seminar II	1	0	0	1
SAB	210	Substance Abuse Counseling	2	2	0	3
HSE	112	Group Process I	1	2	0	2
—	—	Humanities / Fine Arts Elective	3	0	0	3
SAB	230	Family Therapy	2	2	0	3
SAB	240	SAB Issues in Client Service	3	0	0	3
<b>Total</b>			<b>12</b>	<b>6</b>	<b>10</b>	<b>16</b>

Total credit hours required for degree: 75 This curriculum is subject to change.

**Curriculum:**

**Substance Abuse Treatment - Certificate, High Point, day and evening  
(Certificate begins each Spring Semester)**

**\*Available only to students with a minimum of a Bachelors degree in a related discipline.**

**Advising Code: A 4538 E C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Spring Semester I</b> <hr/>						
SAB	135	Addictive Process	3	0	0	3
SAB	210	Substance Abuse Counseling	2	2	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>
<b>Fall Semester I</b> <hr/>						
SAB	110	Substance Abuse Overview	3	0	0	3
SAB	120	Intake and Assessment	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>Spring Term II</b> <hr/>						
SAB	230	Family Therapy	2	2	0	3
SAB	240	SAB Issues in Client Service	3	0	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

# Human Services Technology

## Mental Health Concentration

A 45 38 C

Associate in Applied Science, High Point, day and evening  
 Certificates, High Point, day and evening

### Contact Information:

(336) 334-4822, ext. 4131 - from Greensboro • (336) 454-1126, ext. 4131 - from High Point

The Human Services Technology/Mental Health Concentration prepares students for job opportunities in the mental health field. The curriculum enables students to understand culturally and emotionally challenged, developmentally disabled, and addicted clients through a variety of models and diagnoses.

Students will take course work which includes a history of the mental health movement, current developments and future trends, and theoretical models affecting individual development and behavior in a diverse client population. Fieldwork experiences provide opportunities for application of knowledge in agency and institutional settings.

Graduates should qualify for positions in mental health treatment centers serving a diverse, multicultural client population in public and private settings. Graduates are able to work with individuals, families, groups, organizations, and communities in providing a therapeutic arena of care.

### Program Outcomes:

Upon successful completion of the Human Services Technology/Mental Health Technology - Associate Degree program, the graduate should be able to:

- demonstrate a basic understanding of mental health issues;
- demonstrate procedures that protect the life and safety of clients;
- demonstrate skills in case management and documentation;
- demonstrate skills in assessment and treatment of mental health and dual diagnosis issues;
- demonstrate the skills necessary in these specialized areas of study for entry into a career and/or transfer to a four-year college or university.

### Curriculum:

**Mental Health Concentration - Associate in Applied Science, High Point, day and evening**  
**Advising Code: A 4538 C**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
PSY	150	General Psychology	3	0	0	3
SAB	110	Substance Abuse Overview	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>
<b>Spring Semester I</b>						
ENG	112	Argument-Based Research	3	0	0	3
HSE	123	Interviewing Techniques	2	2	0	3
PSY	241	Developmental Psychology <b>or</b>	3	0	0	3
PSY	281	Abnormal Psychology	(3)	(0)	(0)	(3)
SAB	135	Addictive Process	3	0	0	3
MHA	150	Mental Health Systems	3	0	0	3
HSE	125	Counseling	2	2	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

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**Summer Semester I**

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HSE	210	Human Services Issues	2	0	0	2
HSE	225	Crisis Intervention	3	0	0	3
<b>Total</b>			<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>

**Fall Semester II**

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BIO	110	Principles of Biology	3	3	0	4
COE	111	Co-op Work Experience I <b>and</b>	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
MAT	110	Mathematical Measurement <b>or</b>	2	2	0	3
MAT	115	Mathematical Models	(2)	(2)	(0)	(3)
HSE	220	Case Management	2	2	0	3
PSY	265	Behavior Modification	3	0	0	3
MHA	155	Psychological Assessment	3	0	0	3
<b>Total</b>			<b>14(13)</b>	<b>7(9)</b>	<b>10</b>	<b>18</b>

**Spring Semester II**

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HSE	226	Mental Retardation	3	0	0	3
HSE	112	Group Process I	1	2	0	2
COM	231	Public Speaking	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
SOC	220	Social Problems	3	0	0	3
MHA	240	Advocacy	2	0	0	2
<b>Total</b>			<b>15</b>	<b>2</b>	<b>0</b>	<b>16</b>

Total credit hours required for degree: 75 This curriculum is subject to change.

**Curriculum:****Mental Health Technology - Certificate, High Point, day and evening**

**\*Available only to students with a minimum of a Bachelors degree in a related discipline**

**Advising Code: A 4538 C C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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MHA	155	Psychological Assessment	3	0	0	3
PSY	265	Behavior Modification	3	0	0	3
HSE	220	Case Management <b>or</b>	2	2	0	3
HSE	225	Crisis Intervention (Summer Semester)	(3)	(0)	(0)	(3)
<b>Total</b>			<b>8(9)</b>	<b>2(0)</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

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MHA	150	Mental Health Systems	3	0	0	3
MHA	240	Advocacy	2	0	0	2
HSE	226	Mental Retardation	3	0	0	3
<b>Total</b>			<b>8</b>	<b>0</b>	<b>0</b>	<b>8</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.



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# Medical Assisting

A 45 40 0

Associate in Applied Science, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2351 - from Greensboro • (336) 454-1126, ext. 2351 - from High Point

The Medical Assisting curriculum prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures.

Course work includes instruction in scheduling appointments, coding and processing insurance accounts, billing, collections, medical transcription, computer operations; assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, supervised medication administration; and ethical/legal issues associated with patient care.

Graduates of Commission on Accreditation of Allied Health Education Programs (CAAHEP) -accredited medical assisting programs may be eligible to sit for the American Association of Medical Assistants' Certification Examination to become Certified Medical Assistants. Employment opportunities include physicians' offices, health maintenance organizations, health departments, and hospitals.

The Guilford Technical Community College's Medical Assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Curriculum Review Board of the American Association of Medical Assistants Endowment (AAMAE). The program has a 100% pass rate on the AAMA Certification exam. GTCC's Medical Assisting program has a 100% job placement rate for its graduates actively seeking employment.

Potential applicants should follow the admissions requirements and specific deadlines available through the college admissions office. Suggested high school courses for individuals desiring a career as a Medical Assistant include advanced biology with lab, algebra, keyboarding/computer applications.

All developmental coursework must be completed through ENG 090, RED 090, MAT 070 in addition to a high school/college level biology with lab completed with a "C" or higher prior to acceptance into the program.

Beginning with the January 2001 administration of the AAMA certification examination, applicants that have been found guilty of a felony or pleaded guilty to a felony will not be eligible to sit for the certification examination. Students may request the opportunity to submit written evidence/request a hearing before the certifying board of the AAMA in order to obtain a waiver. See Department Chairperson for appeal process.

## Program Outcomes:

Upon successful completion of the Medical Assisting Associate Degree program, the graduate should be able to:

- Perform administrative and clinical duties;
- Manage practice finances;
- Communicate effectively with physicians, patients, and staff;
- Provide patient education instruction and personnel training.

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

**Curriculum:****Medical Assisting - Associate in Applied Science, Jamestown, day**  
**Advising Code: A 4540 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
MED	110	Orientation to Medical Assisting	1	0	0	1
MED	118	Medical Law and Ethics	2	0	0	2
MED	121	Medical Terminology I	3	0	0	3
MED	130	Administration Office Procedures I	1	2	0	2
ENG	111	Expository Writing	3	0	0	3
OST	137	Office Software Applications <b>or</b>	2	2	0	3
CIS	110	Introduction to Computers	(2)	(2)	(0)	(3)
MAT	110	Mathematical Measurement <b>or</b>	2	2	0	3
MAT	115	Mathematical Models	(2)	(2)	(0)	(3)
<b>Total</b>			<b>14</b>	<b>6</b>	<b>0</b>	<b>17</b>
<b>Spring Semester I</b>						
MED	122	Medical Terminology II	3	0	0	3
MED	131	Administration Office Procedures II	1	2	0	2
MED	274	Diet Therapy/Nutrition	3	0	0	3
BIO	163	Basic Anatomy and Physiology	4	2	0	5
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	231	Public Speaking	(3)	(0)	(0)	(3)
<b>Total</b>			<b>14</b>	<b>4</b>	<b>0</b>	<b>16</b>
<b>Summer Term I</b>						
MED	114	Professional Interaction in Health Care	1	0	0	1
MED	140	Exam Room Procedures I	3	4	0	5
ENG	114	Professional Research and Reporting <b>or</b>	3	0	0	3
ENG	112	Argument-Based Research	(3)	(0)	(0)	(3)
<b>Total</b>			<b>7</b>	<b>4</b>	<b>0</b>	<b>9</b>
<b>Fall Semester II</b>						
MED	150	Laboratory Procedures I	3	4	0	5
MED	240	Exam Room Procedures II	3	4	0	5
MED	270	Symptomatology	2	2	0	3
MED	272	Drug Therapy	3	0	0	3
<b>Total</b>			<b>11</b>	<b>10</b>	<b>0</b>	<b>16</b>
<b>Spring Semester II</b>						
MED	260	MED Clinical Externship	0	0	15	5
MED	262	Clinical Perspectives	1	0	0	1
MED	264	Medical Assisting Overview	2	0	0	2
MED	276	Patient Education	1	2	0	2
PSY	150	General Psychology	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>10</b>	<b>2</b>	<b>15</b>	<b>16</b>

Total credit hours required for degree: 74 This curriculum is subject to change.

Students are required to demonstrate keyboarding proficiency prior to admission into the Medical Assisting program. Students who do not pass the test with 25 wpm with three or fewer errors will be required to take OST 131 prior to their acceptance into the Medical Assisting program.

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# Pharmacy Technology

A 45 58 0

Associate in Applied Science, High Point, day  
Diploma, High Point, day

## Contact Information:

(336) 334-4822, ext. 4172 - from Greensboro • (336) 454-1126, ext. 4172 - from High Point

The Pharmacy Technology program prepares individuals to assist the pharmacist in duties that a technician can legally perform and to function within the boundaries prescribed by the pharmacist and the employment agency.

Graduates will prepare prescription medications, mix intravenous solutions, and other specialized medications, update patient profiles, maintain inventories, package medication in unit-dose or med-card form, and gather data used by pharmacists to monitor drug therapy.

Graduates may be employed in retail, hospitals, nursing homes, research laboratories, wholesale drug companies, and pharmaceutical manufacturing facilities. Graduates from the program may be eligible to take the National Certification Examination to become a certified pharmacy technician.

Program Outcomes: These competencies are designed to meet the requirements of the American Society of Health Systems Pharmacists (ASHP) Standards of Pharmacy Technician Training Programs.

## Program Outcomes:

Upon successful completion of the program, the student should be able to:

- Demonstrate the written and oral communication skills required for safe and legal practice in the role of pharmacy technician.
- Demonstrate the critical thinking skills necessary for safe preparation and distribution of medication.
- Read and understand policies and other print materials related to safe preparation and distribution of medication
- Perform mathematical calculations needed to safely prepare medications and solutions.
- Use current technologies to prepare, store, inventory, and distribute medications.
- Demonstrate the academic knowledge and technical skills necessary for safe preparation, storage, and distribution of medications.
- Deal effectively with others by displaying a positive attitude, working as a team member, and showing initiative and responsibility.
- Practice in a legal and ethical manner.

## Curriculum:

Pharmacy Technology - Associate in Applied Science, High Point, day  
Advising Code: A 45 58 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
PHM	110	Introduction to Pharmacy	3	0	0	3
PHM	111	Pharmacy Practice I	3	3	0	4
PHM	115	Pharmacy Calculations	3	0	0	3
PHM	120	Pharmacology I	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
<b>Total</b>			<b>18</b>	<b>3</b>	<b>0</b>	<b>19</b>

**Limited Enrollment Associate Degree: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines. (Open enrollment Diploma.)**

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**Spring Semester I**

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PHM	118	Sterile Products	3	3	0	4
PHM	125	Pharmacology II	3	0	0	3
PHM	132	Pharmacy Clinical	0	0	6	2
PHM	134	Pharmacy Clinical	0	0	12	4
PHM	140	Trends in Pharmacy	2	0	0	2
PHM	165	Pharmacy Professional Practice	2	0	0	2
<b>Total</b>			<b>10</b>	<b>3</b>	<b>18</b>	<b>17</b>

**Fall Semester II**

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PHM	150	Hospital Pharmacy	3	3	0	4
PHM	155	Community Pharmacy	2	2	0	3
ENG	112	Argument-Based Research <u>or</u>	3	0	0	3
ENG	114	Professional Research & Reporting	(3)	(0)	(0)	(3)
HUM	115	Critical Thinking <u>or</u>	3	0	0	3
PHI	240	Introduction to Ethics	(3)	(0)	(0)	(3)
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>14</b>	<b>5</b>	<b>0</b>	<b>16</b>

**Spring Semester II**

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PHM	138	Pharmacy Clinical	0	0	24	8
PHM	160	Pharmacy Dosage Forms	3	0	0	3
PHM	265	Professional Issues	3	0	0	3
CIS	111	Basic PC Literacy	1	2	0	2
MAT	115	Mathematical Models <u>or</u>	2	2	0	3
MAT	140	Survey of Mathematics	(3)	(0)	(0)	(3)
<b>Total</b>			<b>9-10</b>	<b>2-4</b>	<b>24</b>	<b>19</b>

Total credit hours required for degree: 71. This curriculum is subject to change.

**Curriculum:**

**Pharmacy Technology - Diploma, High Point, day**  
**Advising Code: A 45 58 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b> <hr/>						
PHM	110	Introduction to Pharmacy	3	0	0	3
PHM	111	Pharmacy Practice I	3	3	0	4
PHM	115	Pharmacy Calculations	3	0	0	3
PHM	120	Pharmacology I	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
<b>Total</b>			<b>18</b>	<b>3</b>	<b>0</b>	<b>19</b>
<b>Spring Semester I</b> <hr/>						
PHM	118	Sterile Products	3	3	0	4
PHM	125	Pharmacology II	3	0	0	3
PHM	132	Pharmacy Clinical	0	0	6	2
PHM	134	Pharmacy Clinical	0	0	12	4
PHM	140	Trends in Pharmacy	2	0	0	2
PHM	165	Pharmacy Professional Practice	2	0	0	2
<b>Total</b>			<b>10</b>	<b>3</b>	<b>18</b>	<b>17</b>

Total credit hours required for diploma: 36. This curriculum is subject to change.

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# Physical Therapist Assistant

A 45 64 0

Associate in Applied Science, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2443 - from Greensboro • (336) 454-1126, ext. 2443 - from High Point

The Physical Therapist Assistant curriculum prepares graduates to work in direct patient care settings under the direction and supervision of physical therapists. Assistants work to improve or restore function by alleviation or prevention of physical impairment and perform other essential activities in a physical therapy department.

Course work includes normal human anatomy and physiology, the consequences of disease or injury, and physical therapy treatment of a variety of patient conditions affecting humans throughout the life-span. Suggested high school courses for individuals desiring a career as a physical therapist assistant include biology, anatomy and physiology, algebra, chemistry, and physics.

The Physical Therapist Assistant program at Guilford Technical Community College is a regional educational program offered in cooperation with Davidson County Community College, Forsyth Technical Community College, Randolph Community College, and Rockingham Community College. The degree is awarded by Guilford Technical Community College. Enrollment in the program is limited, and each college is allotted a specific number of students in each year's beginning class. Students can complete the general education courses at other colleges and universities; however, students accepted into the Physical Therapist Assistant program must take the PTA courses on the Jamestown campus of Guilford Technical Community College. Accepted PTA students will also be required to participate in clinical education courses located in various healthcare facilities in the Piedmont Triad region of North Carolina. Complete information about the admissions process is available in the Enrollment Services office.

The Physical Therapist Assistant program has received full accreditation from the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association.

Graduates are eligible to take the licensure examination administered by the North Carolina Board of Physical Therapy Examiners. Employment is available in hospitals, rehabilitation facilities, extended care facilities, outpatient clinics, skilled nursing or subacute facilities, home health agencies, public school systems, education centers, hospice, corporate or industrial health centers, athletic facilities, and fitness centers.

## Program Outcomes:

Upon successful completion of the curriculum, graduates should be able to:

- perform/assist with patient treatment and education;
- assess patient's status per established plan of care;
- solve problems;
- communicate effectively;
- demonstrate professional skills;
- perform administrative duties;
- manage emergency situations.

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

**Curriculum:****Physical Therapist Assistant - Associate in Applied Science, Jamestown, day  
Advising Code A 4564 0**

\*Individuals entering the Physical Therapist Assistant program must complete all seven general education courses listed below as part of the program admission requirements.

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Spring Semester I</b>						
BIO	165	Anatomy and Physiology I	3	3	0	4
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
COM	231	Public Speaking	(3)	(0)	(0)	(3)
ENG	111	Expository Writing	3	0	0	3
PHY	110	Conceptual Physics	3	0	0	3
PHY	110A	Conceptual Physics Lab	0	2	0	1
PSY	150	General Psychology	3	0	0	3
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>18</b>	<b>5</b>	<b>0</b>	<b>20</b>
<b>Fall Semester I</b>						
BIO	166	Anatomy and Physiology II	3	3	0	4
PTA	110	Introduction to Physical Therapy	2	3	0	3
PTA	125	Gross and Functional Anatomy	3	6	0	5
PTA	135	Pathology	4	0	0	4
<b>Total</b>			<b>12</b>	<b>12</b>	<b>0</b>	<b>16</b>
<b>Spring Semester II</b>						
ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
PTA	145	Therapeutic Procedures	2	6	0	4
PTA	215	Therapeutic Exercise	2	3	0	3
PTA	222	Professional Interactions	2	0	0	2
PTA	245	PTA Clinical III	0	0	12	4
<b>Total</b>			<b>9</b>	<b>9</b>	<b>12</b>	<b>16</b>
<b>Summer Term I</b>						
PTA	225	Introduction to Rehabilitation	3	3	0	4
PTA	255	PTA Clinical IV	0	0	12	4
<b>Total</b>			<b>3</b>	<b>3</b>	<b>12</b>	<b>8</b>
<b>Fall Semester II</b>						
PTA	212	Health Care/Resources	2	0	0	2
PTA	235	Neurological Rehab	3	6	0	5
PTA	270	PTA Topics	1	0	0	1
PTA	155	PTA Clinical I	0	0	6	2
PTA	185	PTA Clinical II	0	0	9	3
<b>Total</b>			<b>6</b>	<b>6</b>	<b>15</b>	<b>13</b>

Total credit hours required for degree: 73 This curriculum is subject to change.

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# Nursing Assistant

*Pending NCCCS Approval*

**C 45 48 0**

**Certificate, Jamestown**

**Contact Information:**

**(336) 334-4822 - ext. 2453 from Greensboro • (336) 454-1126 - ext. 2453 from High Point**

The Nursing Assistant curriculum prepares individuals to work under the supervision of licensed health care professionals in performing nursing care and services for persons of all ages.

Course work emphasizes growth and development throughout the life span, personal care, vital signs, communication, nutrition, medical asepsis, therapeutic activities, accident and fire safety, household environment and equipment management; family resources and services; and employment skills.

Graduates of this curriculum may be eligible to be listed on the registry as a Nursing Assistant I and Nursing Assistant II. They may be employed in home health agencies, hospitals, clinics, nursing homes, extended care facilities, and doctors' offices.

**Curriculum:**

**Nursing Assistant - Certificate, Jamestown  
Advising Code: C45480**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
NAS	101	Nursing Assistant I*	3	4	3	6
NAS	102	Nursing Assistant II**	3	2	6	6
NAS	103	Home Health Care	2	0	0	2
NAS	105	Life Span Changes	2	0	0	2
<b>Total</b>			<b>10</b>	<b>6</b>	<b>9</b>	<b>16</b>

\*Eligible to test for NA I listing

\*\*Eligible to apply for NA II listing (NA I listing is required)

Total credit hours required for certificate: 16    This curriculum is subject to change.

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# Practical Nursing

D 45 66 0

Diploma, Jamestown, day

## Contact Information:

(336) 334-4822 - ext. 2375 from Greensboro • (336) 454-1126 - ext. 2375 from High Point

The Practical Nursing curriculum prepares individuals with the knowledge and skills to provide nursing care to children and adults. Students who complete NUR 101 are eligible to test for listing as a Nurse Aide I. Students who complete NUR 102 are eligible to apply for Nurse Aide II listing. Graduates are eligible to apply to take the National Council Licensure Examination (NCLEX-PN). The individual must pass NCLEX-PN to practice as a Licensed Practical Nurse. The State Board of Nursing may deny application/licensure based on a criminal background check. Employment opportunities include hospitals, rehabilitation/long-term care/home health facilities, clinics, and physician's offices.

## Program Outcomes:

Upon successful completion of the practical nursing program, the student will be able to:

1. Deliver safe and effective care within scope of practice.
2. Deliver culturally-centered care to a variety of populations.
3. Participate as an active member of the interdisciplinary health care team.
4. Contribute to performance initiatives in the clinical setting.
5. Access resources to communicate and support client care decisions.
6. Integrate best practice while delivering client care.

## Curriculum:

### Practical Nursing (Integrated) -Diploma, Jamestown Advising Code: D 4566 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
NUR	101	Practical Nursing I*	7	6	6	11
BIO	165	Anatomy/Physiology I	3	3	0	4
PSY	110	Life Span Development +	3	0	0	3
<b>Total</b>			<b>13</b>	<b>9</b>	<b>6</b>	<b>18</b>

\*Eligible to test for NA I listing

### Spring Semester I

NUR	102	Practical Nursing II**	8	0	12	12
BIO	166	Anatomy/Physiology II	3	3	0	4
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>14</b>	<b>3</b>	<b>12</b>	<b>19</b>

\*\*Eligible to apply for NA II listing (NA I listing is required)

### Summer Semester I

NUR	103	Practical Nursing III	6	0	12	10
<b>Total</b>			<b>6</b>	<b>0</b>	<b>12</b>	<b>10</b>

Total credit hours required for diploma: 47 This curriculum is subject to change.

+ Students planning to pursue the Associate Degree Nursing degree should take PSY-241 with its prerequisite of PSY 150 instead of PSY 110.



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# Surgical Technology

A 45 74 0

Associate in Applied Science, Jamestown, day  
Diploma, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2764 - from Greensboro • (336) 454-1126, ext. 2764 - from High Point

The Surgical Technology curriculum prepares individuals to assist in the care of the surgical patient in the operating room and to function as a member of the surgical team.

Students will apply theoretical knowledge to the care of patients undergoing surgery and develop skills necessary to prepare supplies, equipment, and instruments; maintain aseptic conditions; prepare patients for surgery; and assist surgeons during operations.

Graduates of this program will be eligible to apply to take the national Board of Surgical Technology and Surgical Assisting Certification examination for Surgical Technologists. Employment opportunities include labor/delivery/emergency departments, inpatient/outpatient surgery centers, dialysis units/facilities, physicians' offices, and central supply processing units.

Program graduate certification rate is 92% and above. The program offers diploma and associate level degrees for new students with no prior surgical experience and an Accelerated Alternate Delivery (AAD) program for graduates of unaccredited programs and on the job trained surgical technologists who seek certification. Applicants interested in the diploma (three semesters) or degree (five semesters) options should contact Enrollment Services to begin the application process. Applicants seeking the AAD (one semester) option should contact the Surgical Technology department chair to begin the application process.

## Program Outcomes:

The surgical technologist is a professional who provides and participates in the coordination of patient care as a member of the surgical team by demonstrating knowledge of aseptic technique, surgical procedures, and instrumentation. Upon successful completion of the curriculum, graduates should be able to:

- participate in surgical procedures;
- practice sterile supply room procedures;
- plan and prepare for surgical procedures;
- use equipment according to established policies and procedures;
- provide for patient and staff safety;
- use and care for instruments;
- practice aseptic technique;
- prepare medications.

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

## Curriculum:

Surgical Technology - Associate in Applied Science, Jamestown, day  
Advising Code: A 4574 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

### Fall Semester I

SUR	110	Introduction to Surgical Technology	3	0	0	3
SUR	111	Perioperative Patient Care	5	4	0	7
ENG	111	Expository Writing	3	0	0	3
BIO	163	Basic Anatomy and Physiology	4	2	0	5
MAT	110	Mathematical Measurements	2	2	0	3
<b>Total</b>			<b>17</b>	<b>10</b>	<b>0</b>	<b>21</b>

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**Spring Semester**

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SUR	122	Surgical Procedures I	5	3	0	6
SUR	123	Surgical Clinical I	0	0	21	7
BIO	175	General Microbiology	2	2	0	3
<b>Total</b>			<b>7</b>	<b>5</b>	<b>21</b>	<b>16</b>

**Summer Term**

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SUR	134	Surgical Procedures II	5	0	0	5
SUR	135	Surgical Clinical II	0	0	12	4
SUR	137	Professional Success Preparation	1	0	0	1
<b>Total</b>			<b>6</b>	<b>0</b>	<b>12</b>	<b>10</b>

**Fall Semester II**

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SUR	211	Advanced Theoretical Concepts	2	0	0	2
ENG	114	Professional Research and Reporting	3	0	0	3
—	—	Humanities/ Fine Arts Elective	3	0	0	3
ECO	251	Principles of Microeconomics	3	0	0	3
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>13</b>	<b>2</b>	<b>0</b>	<b>14</b>

**Spring Semester II**

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SUR	210	Advanced Clinical Practice	0	0	6	2
COM	120	Intro to Interpersonal Communication	3	0	0	3
BUS	137	Principles of Management	3	0	0	3
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>6</b>	<b>11</b>

Total credit hours required for degree: 72 This curriculum is subject to change.

**Curriculum:**

**Surgical Technology - Diploma, Jamestown, day**  
**Advising Code: A 4574 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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SUR	110	Introduction to Surgical Technology	3	0	0	3
SUR	111	Perioperative Patient Care	5	4	0	7
ENG	111	Expository Writing	3	0	0	3
BIO	163	Basic Anatomy and Physiology	4	2	0	5
MAT	110	Mathematical Measurements	2	2	0	3
<b>Total</b>			<b>17</b>	<b>8</b>	<b>0</b>	<b>21</b>

**Spring Semester I**

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SUR	122	Surgical Procedures I	5	3	0	6
SUR	123	Surgical Clinical I	0	0	21	7
BIO	175	General Microbiology	2	2	0	3
<b>Total</b>			<b>7</b>	<b>5</b>	<b>21</b>	<b>16</b>

**Summer Term I**

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SUR	134	Surgical Procedures II	5	0	0	5
SUR	135	Surgical Clinical II	0	0	12	4
SUR	137	Professional Success Preparation	1	0	0	1
<b>Total</b>			<b>6</b>	<b>0</b>	<b>12</b>	<b>10</b>

Total credit hours required for diploma: 47 This curriculum is subject to change.

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**Curriculum:**            **Surgical Technology - Accelerated Alternative Delivery Diploma, Jamestown, online**  
**Advising Code: A 4574 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester or Spring Semester</b>						
SUR	110	Introduction to Surgical Technology	3	0	0	3
SUR	111	Perioperative Patient Care	5	4	0	7
SUR	122	Surgical Procedures I	5	3	0	6
SUR	134	Surgical Procedures II	5	0	0	5
<b>Total</b>			<b>18</b>	<b>7</b>	<b>0</b>	<b>21</b>

Total credit hours required for diploma: 47 This curriculum is subject to change.

Note: The AAD applicant must have transfer credit for BIO 163, MAT 110, ENG 111 and BIO 175. If the applicant does not have transfer credits for these courses, they must be completed as requisites of the program.

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# Veterinary Medical Technology

## *Pending NCCCS Approval*

**A 45 78 0**

Associate in Applied Science, Jamestown, day

### Contact Information:

(336) 334-4822, ext.2452 - from Greensboro • (336) 454-1126, ext.2452 - from High Point

This curriculum is designed to prepare individuals to assist veterinarians in preparing animals, equipment, and medications for examination and surgery; collecting specimens; performing laboratory, radiographic, anesthetic, dental procedures; assisting in surgery; and providing proper husbandry of animals and their environment.

Course work includes instruction in veterinary anatomy, nutrition, parasitology, pathology, physiology, radiology, terminology, zoology, office practices, laboratory techniques, dentistry, and small and large animal clinical practices.

Graduates of accredited programs may be eligible to take state and national examinations administered by the North Carolina Veterinary Medical Board. Graduates may be employed in veterinary clinics; diagnostic, research, or pharmaceutical laboratories; zoos; academic institutions; or other areas associated with animal care.

### Program Outcomes:

The veterinary medical technologist is a professional who provides and participates in the coordination of animal care as a member of the veterinary team by demonstrating knowledge of veterinary office regulatory requirements, practices, procedures and animal supportive care. Upon successful completion of the curriculum, graduates should be able to:

- prepare animals for veterinary examination procedures;
- safely prepare and administer medications used in veterinary medicine;
- accurately collect specimens for laboratory analysis;
- perform veterinary laboratory, radiographic, anesthetic, and dental procedures;
- demonstrate the ability to competently assist in veterinary surgical procedures and trauma treatment;
- provide proper husbandry of animals and their environment;
- demonstrate understanding of common veterinary diseases and appropriate diagnostic procedures;

### Curriculum:

**Veterinary Medical Technology - Associate in Applied Science, Jamestown, day**

**Advising Code: A 4578 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ACA	115	Success and Study Skill	0	2	0	1
MAT	110	Mathematical Measurements	2	2	0	3
VET	110	Animal Breeds and Husbandry	2	2	0	3
VET	114	Intro to Veterinary Medical Tech	1	0	0	1
VET	120	Veterinary Anatomy and Physiology	3	3	0	4
VET	121	Veterinary Medical Terms	3	0	0	3
<b>Total</b>			<b>11</b>	<b>9</b>	<b>0</b>	<b>15</b>

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

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**Spring Semester I**

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CHM	131	Intro to Chemistry	3	0	0	3
CHM	131A	Intro to Chemistry Lab	0	3	0	1
CIS	111	Basic PC Literacy	1	2	0	2
ENG	111	Expository Writing	3	0	0	3
VET	123	Veterinary Parasitology	2	3	0	3
VET	125	Veterinary Diseases I	2	0	0	2
<b>Total</b>			<b>11</b>	<b>8</b>	<b>0</b>	<b>14</b>

**Summer Term I**

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COM	120	Intro to Interpersonal Skills	3	0	0	3
VET	131	Veterinary Laboratory Techniques I	2	3	0	3
VET	133	Veterinary Clinical Practices I	2	3	0	3
VET	137	Veterinary Office Practices	1	2	0	2
<b>Total</b>			<b>8</b>	<b>8</b>	<b>0</b>	<b>11</b>

**Fall Semester II**

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ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
VET	126	Veterinary Disease II	1	3	0	2
VET	211	Veterinary Laboratory Techniques II	2	3	0	3
VET	213	Veterinary Clinical Practices II	1	9	0	4
VET	215	Veterinary Pharmacology	3	0	0	3
--	--	Humanities/ Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>13</b>	<b>15</b>	<b>0</b>	<b>18</b>

**Spring Semester II**

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VET	212	Veterinary Laboratory Techniques III	2	3	0	3
VET	214	Veterinary Clinical Practices III	1	9	0	4
VET	217	Large Animal Clinical Practices	2	3	0	3
VET	237	Animal Nutrition	3	0	0	3
--	--	Social Science Elective	3	0	0	3
<b>Total</b>			<b>11</b>	<b>15</b>	<b>0</b>	<b>16</b>

**Summer Term II**

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COE	112	Co-op Work Experience	0	0	20	2
<b>Total</b>			<b>0</b>	<b>0</b>	<b>20</b>	<b>2</b>

Total credit hours required for degree: 76 This curriculum is subject to change.

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# INDUSTRIAL TECHNOLOGIES

## Furniture Upholstery

D 50 22 0

Diploma, High Point, day and evening  
Certificate, High Point, day and evening

### Contact Information:

(336) 334-4822, ext. 4119 - from Greensboro • (336) 454-1126, ext. 4119 - from High Point

The Furniture Upholstery curriculum prepares the student to become a professional upholsterer. Students are taught the fundamentals and techniques of furniture upholstery work starting with wooden frames, pattern development, industrial cutting, and sewing skills. Production quality and speed will be emphasized.

Upon successful completion of the Furniture Upholstery program, the student will be able to develop patterns, lay out and cut cloth, and operate various sewing machines. Students will also perform spring-up procedures and complete the inside and outside of upholstered furniture.

Graduates of the Furniture Upholstery program should qualify for positions as pattern makers, fabric cutters, upholstery sewers, spring-ups, upholsterers, or outsiders.

### Program Outcomes:

Upon successful completion of the Furniture Upholstery diploma program, the graduate should be able to:

- operate various sewing machines;
- upholster sofas and chairs;
- complete eight-way tie spring up;
- perform frame assembly; practice efficient cutting skills; and various types of seat construction;
- use hand tools;
- operate within safety guidelines.

### Curriculum:

#### Furniture Upholstery - Diploma, High Point, day Advising Code: D 5022 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
UPH	186	Upholstered Furniture Styles	2	0	0	2
DES	225	Textiles and Fabrics	2	2	0	3
DES	275	Furniture Design and Construction	2	2	0	3
UPH	111	Cutting and Pattern Making I	1	4	0	3
UPH	121	Sewing I	1	4	0	3
UPH	131	Seat Construction	1	4	0	3
<b>Total</b>			<b>9</b>	<b>16</b>	<b>0</b>	<b>17</b>
<b>Spring Semester I</b>						
UPH	112	Cutting and Pattern Making II	1	4	0	3
UPH	141	Inside Upholstery I	1	4	0	3
UPH	151	Outside Upholstery I	1	4	0	3
UPH	161	Automated Cutting I	1	2	0	2
DDF	258	Furniture Sketching	1	2	0	2
ENG	102	Applied Communications	3	0	0	3
MAT	110	Mathematical Measure <b>or</b>	2	2	0	3
MAT	115	Mathematical Models	(2)	(2)	(0)	(3)
<b>Total</b>			<b>10</b>	<b>18</b>	<b>0</b>	<b>19</b>
<b>Summer Term I</b>						
UPH	142	Inside Upholstery II	1	4	0	3
DES	255	History/Interior and Furniture I	3	0	0	3
UPH	122	Sewing II	1	4	0	3
<b>Total</b>			<b>5</b>	<b>8</b>	<b>0</b>	<b>9</b>

Total credit hours required for diploma 45 This curriculum is subject to change.

Curriculum:

**Furniture Upholstery - Diploma, High Point, evening**  
**Advising Code: D 5022 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
DES	225	Textiles and Fabrics	2	2	0	3
UPH	121	Sewing I	1	4	0	3
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>6</b>
<b>Spring Semester I</b>						
UPH	131	Seat Construction I	1	4	0	3
DES	275	Furniture Design and Construction	2	2	0	3
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>6</b>
<b>Summer Term I</b>						
UPH	111	Cutting and Pattern Making I	1	4	0	3
DES	255	History Interior and Fur. I	3	0	0	3
<b>Total</b>			<b>4</b>	<b>4</b>	<b>0</b>	<b>6</b>
<b>Fall Semester II</b>						
UPH	141	Inside Upholstery I	1	4	0	3
UPH	161	Automated Cutting I	1	2	0	2
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>5</b>
<b>Spring Semester II</b>						
UPH	151	Outside Upholstery I	1	4	0	3
ENG	102	Applied Communications	3	0	0	3
<b>Total</b>			<b>4</b>	<b>4</b>	<b>0</b>	<b>6</b>
<b>Summer Term II</b>						
UPH	112	Cutting and Pattern Making II	1	4	0	3
MAT	110	Mathematical Measurement or	(2)	(2)	(0)	(3)
MAT	115	Mathematical Models	2	2	0	3
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>6</b>
<b>Fall Semester III</b>						
UPH	186	Upholstered Furniture Styles	2	0	0	2
DDF	258	Furniture Sketching	1	2	0	2
<b>Total</b>			<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
<b>Spring Semester III</b>						
UPH	142	Inside Upholstery II	1	4	0	3
UPH	122	Sewing II	1	4	0	3
<b>Total</b>			<b>2</b>	<b>8</b>	<b>0</b>	<b>6</b>

Total credit hours required for diploma: 45 This curriculum is subject to change.

## Curriculum:

**Furniture Upholstery - Certificate, High Point, day  
Advising Code: D 5022 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
UPH	111	Cutting and Pattern Making I	1	4	0	3
UPH	121	Sewing I	1	4	0	3
UPH	131	Seat Construction I	1	4	0	3
<b>Total</b>			<b>3</b>	<b>12</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

UPH	141	Inside Upholstery I	1	4	0	3
UPH	151	Outside Upholstery I	1	4	0	3
<b>Total</b>			<b>2</b>	<b>8</b>	<b>0</b>	<b>6</b>

Total credit hours required for certificate: 15 This curriculum is subject to change.

## Curriculum:

**Furniture Upholstery - Certificate, High Point, evening  
Advising Code: D 5022 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
UPH	121	Sewing I	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Spring Semester I**

UPH	131	Seat Construction I	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Summer Term I**

UPH	111	Cutting and Pattern Making I	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Fall Semester II**

UPH	141	Inside Upholstery I	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Spring Semester II**

UPH	151	Outside Upholstery I	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 15 This curriculum is subject to change.



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**Curriculum:****Sewing - Certificate, High Point, day and evening  
Advising Code: D 5022 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
UPH	111	Cutting and Pattern Making I	1	4	0	3
UPH	121	Sewing I	1	4	0	3
<b>Total</b>			<b>2</b>	<b>8</b>	<b>0</b>	<b>6</b>

**Spring Semester I**

UPH	112	Cutting and Pattern Making II	1	4	0	3
UPH	122	Sewing II	1	4	0	3
<b>Total</b>			<b>2</b>	<b>8</b>	<b>0</b>	<b>6</b>

Total credit hours required for diploma: 12 This curriculum is subject to change.

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# Industrial Systems Technology

**A 50 24 0**  
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Associate in Applied Science, Greensboro, day and evening  
Diploma, Greensboro, day and evening  
Certificate, Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 4427 - from Greensboro • (336) 454-1126, ext. 4427 - from High Point

The Industrial Systems Technology curriculum is designed to prepare individuals to safely service, maintain, repair, or install equipment. Instruction includes theory and skill training needed for inspecting, testing, troubleshooting, and diagnosing industrial equipment and physical facilities.

Students will learn multi-craft technical skills in blueprint reading, electricity, hydraulics/pneumatics, machining, welding, and various maintenance procedures. Practical application in these industrial systems will be emphasized and additional advanced course work may be offered.

Upon completion of this curriculum, graduates should be able to individually or with a team safely install, inspect, diagnose, repair and maintain industrial process and support equipment. Students will also be encouraged to develop their skills as life-long learners.

## Program Outcomes:

Upon successful completion of the Industrial Systems Technology program, the graduate should be able to:

- display a working knowledge of mechanical systems; hydraulic and pneumatic systems; and electrical and electronic systems;
- perform preventive maintenance and troubleshoot a variety of industrial systems;
- maintain air conditioning and heating systems;
- operate machine shop equipment;
- perform basic welding skills;
- maintain and repair plumbing apparatus;
- identify and requisition parts.

## Curriculum:

### Industrial Systems Technology - Associate in Applied Science, Greensboro, day and evening Advising Code: A 5024 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ELC	112	DC/AC Electricity	3	6	0	5
MAT	110	Mathematical Measurement	2	2	0	3
		<b>or</b>				
MAT	115	Mathematical Models	(2)	(2)	(0)	(3)
ENG	111	Expository Writing	3	0	0	3
BPR	111	Blueprint Reading	1	2	0	2
PLU	111	Introduction to Basic Plumbing	1	3	0	2
<b>Total</b>			<b>10</b>	<b>13</b>	<b>0</b>	<b>15</b>
<b>Spring Semester I</b>						
WLD	112	Basic Welding Processes	1	3	0	2
ELC	117	Motors and Controls	2	6	0	4
AHR	120	HVACR Maintenance	1	3	0	2
ENG	112	Argument Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>9</b>	<b>14</b>	<b>0</b>	<b>14</b>

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**Summer Term I**

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ELC	128	Introduction to PLC	2	3	0	3
ELC	115	Industrial Wiring	2	6	0	4
<b>Total</b>			<b>4</b>	<b>9</b>	<b>0</b>	<b>7</b>

**Fall Semester II**

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MNT	110	Introduction to Maintenance Procedures	1	3	0	2
ISC	112	Industrial Safety	2	0	0	2
MEC	111	Machine Processes I	1	4	0	3
ELN	229	Industrial Electronics	2	4	0	4
COM	231	Public Speaking <b>or</b>	3	0	0	3
COM	110	Introduction to Communication	(3)	(0)	(0)	(3)
—	—	Social / Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>11</b>	<b>0</b>	<b>17</b>

**Spring Semester II**

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HYD	110	Hydraulics and Pneumatics	2	3	0	3
PCI	162	Instrumentation Controls	2	3	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
MNT	220	Rigging and Moving	1	3	0	2
—	—	Technical Electives	3	6	0	6
<b>Total</b>			<b>11</b>	<b>15</b>	<b>0</b>	<b>17</b>

Total credit hours required for degree: 70 This curriculum is subject to change.

Up to 2 co-op credits may be substituted for course work, with Department Chair approval.

**Curriculum:** **Industrial Systems Technology - Diploma, Greensboro, day and evening**  
**Advising Code: A 5024 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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ELC	112	DC/AC Electricity	3	6	0	5
MAT	110	Mathematical Measurement <b>or</b>	2	2	0	3
MAT	115	Mathematical Models	(2)	(2)	(0)	(3)
BPR	111	Blueprint Reading	1	2	0	2
PLU	111	Introduction to Basic Plumbing	1	3	0	2
<b>Total</b>			<b>7</b>	<b>13</b>	<b>0</b>	<b>12</b>

**Spring Semester I**

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WLD	112	Basic Welding Processes	1	3	0	2
ELC	117	Motors and Controls	2	6	0	4
COM	110	Introduction to Communication <b>or</b>	3	0	0	3
ENG	111	Expository Writing	(3)	(0)	(0)	(3)
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>8</b>	<b>11</b>	<b>0</b>	<b>12</b>

**Summer Term I**

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ELC	128	Introduction to PLC	2	3	0	3
ELC	113	Basic Wiring I	2	6	0	4
<b>Total</b>			<b>4</b>	<b>9</b>	<b>0</b>	<b>7</b>

**Fall Semester II**

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MNT	110	Introduction to Maintenance Procedures	1	3	0	2
MEC	111	Machine Processes I	1	4	0	3
ELN	229	Industrial Electronics	2	4	0	4
<b>Total</b>			<b>4</b>	<b>11</b>	<b>0</b>	<b>9</b>

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**Spring Semester II**

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HYD	110	Hydraulics / Pneumatics	2	3	0	3
MNT	220	Rigging and Moving	1	3	0	2
-	-	Social / Behavior Science Elective <b>or</b>	3	0	0	3
-	-	Humanities / Fine Arts Elective	(3)	(0)	(0)	(3)
<b>Total</b>			<b>6</b>	<b>6</b>	<b>0</b>	<b>8</b>

Total credit hours required for diploma: 48 This curriculum is subject to change.

**Curriculum: Industrial Systems Technology - Certificate, Greensboro, day and evening**  
**Advising Code: A 5024 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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ELC	112	DC/AC Electricity	3	6	0	5
BPR	111	Blueprint Reading	1	2	0	2
<b>Total</b>			<b>4</b>	<b>8</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

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ELC	117	Motors and Controls	2	6	0	4
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>

**Summer Term**

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ELC	115	Industrial Wiring <b>or</b>	2	6	0	4
-	-	Technical Elective	-	-	-	(4)
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>

**Fall Semester II**

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-	-	Co-op Work Experience <b>or</b>	0	0	30	3
-	-	Technical Elective	-	-	-	(3)
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

Technical elective must be from the Industrial Systems major or other major hours.

**Curriculum:****Packaging - Certificate, Greensboro, day and evening (entering fall)**  
**Advising Code: A 5024 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
PKG	110	Packaging Machinery I	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
<b>Spring Semester I</b>						
PKG	140	Packaging Materials	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Summer Term I</b>						
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
<b>Fall Semester II</b>						
ELN	229	Industrial Electronics	2	4	0	4
MNT	110	Introduction to Maintenance Procedures	1	3	0	2
<b>Total</b>			<b>4</b>	<b>7</b>	<b>0</b>	<b>6</b>
<b>Spring Semester II</b>						
ELC	128	Introduction to PLC	2	3	0	3
<b>Total</b>			<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

**Curriculum:****Troubleshooting - Certificate, Greensboro, day and evening (entering spring)**  
**Advising Code: A 5024 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Spring Semester I</b>						
HYD	110	Hydraulics/Pneumatics	2	3	0	3
<b>Total</b>			<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
<b>Summer Term I</b>						
PKG	150	Machinery Troubleshooting	1	3	0	2
<b>Total</b>			<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
<b>Fall Semester I</b>						
ELC	112	DC/AC Electricity	3	6	0	5
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>5</b>
<b>Spring Semester II</b>						
ELC	117	Motors and Controls	2	6	0	4
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
<b>Fall Semester II</b>						
ELN	229	Industrial Electronics	2	4	0	4
<b>Total</b>			<b>2</b>	<b>4</b>	<b>0</b>	<b>4</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

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**Curriculum:****Controls - Certificate, Greensboro, day and evening (entering summer)  
Advising Code: A 5024 0 C4**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Summer Term I**

PKG	130	Basic Electronics	1	3	0	2
<b>Total</b>			<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>

**Fall Semester I**

ELC	112	DC/AC Electricity	3	6	0	5
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>5</b>

**Spring Semester I**

ELC	117	Motors and Controls	2	6	0	4
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>

**Summer Term II**

PCI	162	Instrumentation Controls	2	3	0	3
<b>Total</b>			<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>

**Fall Semester II**

ELC	128	Introduction to PLC	2	3	0	3
<b>Total</b>			<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Industrial Systems Technology Technical Electives:**

ELC	113	Basic Wiring I	2	6	0	4
ELC	118	National Electrical Code	1	2	0	2
ELC	228	PLC Applications	2	6	0	4
MEC	112	Machine Processes II	2	3	0	3
MEC	151	Mechanical Manufacturing Systems	1	3	0	2
MNT	263	Electro-Pneu Components	2	4	0	4
PKG	110	Package Machinery I	1	4	0	3
PKG	130	Basic Electronics	1	3	0	2
PKG	140	Packaging Materials	3	0	0	3
PKG	150	Machinery Troubleshooting	1	3	0	2
WLD	121	GMAW (MIG) FCAW/Plate	2	6	0	4

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# Machining Technology

**A 50 30 0**

**Associate in Applied Science, Greensboro, day**  
**Diploma, Greensboro, day**  
**Certificate, Greensboro, day and evening**

**Contact Information:**

**(336) 334-4822, ext. 4430 - from Greensboro • (336) 454-1126, ext. 4430 - from High Point**

The Machining Technology curriculum is designed to develop skills in the theory and safe use of hand tools, power machinery, computerized equipment, and sophisticated inspection instruments.

Students will learn to interpret blueprints, set up manual and CNC machines, perform basic and advanced machining operations, and make decisions to ensure that work quality is maintained.

Employment opportunities for machining technicians exist in manufacturing industries, public institutions, governmental agencies, and in a wide range of specialty machining job shops.

**Program Outcomes:**

Upon successful completion of the Machining Technology program, the graduate should be able to:

- act as a CNC parts programmer and a CNC machine set-up operator;
- operate milling machine, bench grinders, power saws, lathes, drill press, and surface grinders;
- interpret drawings;
- select materials and plan work;
- inspect own and outside work;
- use hand tools and precision tools;
- use shop math.

**Curriculum:**

**Machining Technology - Associate in Applied Science, Greensboro, day**  
**Advising Code: A 5030 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
BPR	111	Blueprint Reading	1	2	0	2
COM	120	Intro to Interpersonal Communication	3	0	0	3
DFT	119	Basic CAD	1	2	0	2
MAC	111	Machining Technology I	2	12	0	6
MAC	114	Introduction to Metrology	2	0	0	2
MAC	121	Introduction to CNC	2	0	0	2
MAC	151	Machining Calculation	1	2	0	2
<b>Total</b>			<b>13</b>	<b>18</b>	<b>0</b>	<b>20</b>

**Spring Semester I**

MAC	112	Machining Technology II	2	12	0	6
MAC	122	CNC Turning	1	3	0	2
MAC	124	CNC Milling	1	3	0	2
BPR	121	Blueprint Reading: Mechanical	1	2	0	2
MEC	110	Introduction to CAD/CAM	1	2	2	2
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>9</b>	<b>22</b>	<b>0</b>	<b>17</b>

**Summer Term I**

MAC	113	Machining Technology III	2	12	0	6
<b>Total</b>			<b>2</b>	<b>12</b>	<b>0</b>	<b>6</b>

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**Fall Semester II**

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–	–	Social Science Elective	3	0	0	3
MAT	120	Geometry & Trigonometry <b>or</b>	2	2	0	3
MAT	121	Algebra/Trigonometry	(2)	(2)	(0)	(3)
MEC	231	CAM I	1	4	0	3
MAC	222	Advanced CNC Turning	1	3	0	2
–	–	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>10</b>	<b>9</b>	<b>0</b>	<b>14</b>

**Spring Semester II**

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MAC	248	Production Procedures	1	2	0	2
–	–	Technical Elective*	2	0	0	2
ENG	114	Professional Research and Reporting	3	0	0	3
MEC	232	CAM II	1	4	0	3
MAC	224	Advanced CNC Milling	1	3	0	2
<b>Total</b>			<b>8</b>	<b>9</b>	<b>0</b>	<b>12</b>

**\*Technical Electives**

COE	112	Co-op Work Experience I	0	0	20	2
ISC	112	Industrial Safety	2	0	0	2
MAC	115	Grinding Operations	2	2	0	3
MAC	152	Advanced Machining Calculations	1	2	0	2
MAC	214	Machining Technology IV	2	12	0	6
MAC	229	CNC Programming	2	0	0	2
MEC	142	Physical Metallurgy	1	2	0	2
WLD	112	Basic Welding Processes	1	3	0	2

Total credit hours required for degree: 69 This curriculum is subject to change.

**Curriculum:**

**Machinist - Diploma, Greensboro, day**  
**Advising Code: A 5030 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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BPR	111	Blueprint Reading	1	2	0	2
COM	120	Intro to Interpersonal Communication	3	0	0	3
MAC	111	Machining Technology I	2	12	0	6
MAC	114	Introduction to Metrology	2	0	0	2
MAC	121	Introduction to CNC <b>or</b>	2	0	0	2
DFT	119	Basic Cad	(1)	(2)	(0)	(2)
MAC	151	Machining Calculation	1	2	0	2
<b>Total</b>			<b>10 (11)</b>	<b>14(16)</b>	<b>0</b>	<b>17</b>

**Spring Semester I**

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MAC	112	Machining Technology II	2	12	0	6
MAC	122	CNC Turning	1	3	0	2
MAC	124	CNC Milling	1	3	0	2
BPR	121	Blueprint Reading: Mechanical	1	2	0	2
MAT	120	Geometry & Trigonometry	2	2	0	3
<b>Total</b>			<b>7</b>	<b>22</b>	<b>0</b>	<b>15</b>

**Summer Term I**

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MAC	113	Machining Technology III	2	12	0	6
MAC	115	Grinding Operations	2	2	0	3
<b>Total</b>			<b>4</b>	<b>14</b>	<b>0</b>	<b>9</b>

Total credit hours required for degree: 42 This curriculum is subject to change.



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**Curriculum:****Basic Conventional Machining - Certificate, Greensboro, day and evening**  
**Advising Code: A 5030 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I (Evening)</b>						
MAC	111A	Machining Technology I-A	1	6	0	3
BPR	111	Blueprint Reading	1	2	0	2
MAC	114	Introduction to Metrology	2	0	0	2
<b>Total</b>			<b>4</b>	<b>8</b>	<b>0</b>	<b>7</b>

**Spring Semester I (Evening)**

MAC	111B	Machining Technology I-B	1	6	0	3
MAC	151	Machining Calculations	1	2	0	2
MAC	121	Introduction to CNC <b>or</b>	2	0	0	2
DFT	119	Basic CAD	(1)	(2)	(0)	(2)
<b>Total</b>			<b>3(4)</b>	<b>8(10)</b>	<b>0</b>	<b>7</b>

Total credit hours required for certificate: 14 This curriculum is subject to change.

**Curriculum:****Intermediate Conventional Machining - Certificate, Greensboro, day**  
**Advising Code: A 5030 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Spring Semester I</b>						
MAC	112	Machining Technology II	2	12	0	6
<b>Total</b>			<b>2</b>	<b>12</b>	<b>0</b>	<b>6</b>
<b>Summer Semester I</b>						
MAC	113	Machining Technology III	2	12	0	6
<b>Total</b>			<b>2</b>	<b>12</b>	<b>0</b>	<b>6</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

**Curriculum:****CNC Set-Up - Certificate, Greensboro, day and evening****Advising Code: A 5030 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
MAC (2)	121	Introduction to CNC	2	0	0	2
MAC	122	CNC Turning	1	3	0	2
MAC	124	CNC Milling	1	3	0	2
MAC	151	Machining Calculations	1	2	0	2
<b>Total</b>			<b>5</b>	<b>8</b>	<b>0</b>	<b>8</b>

**Spring Semester I (Evening)**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
MAC	229	CNC Programming	2	0	0	2
MAC	248	Production Procedures	1	2	0	2
DFT	119	Basic CAD <u>or</u>	1	2	0	2
BPR	121	Blueprint Reading: Mechanical	(1)	(2)	(0)	(2)
BPR (1)	221	Interpretation of GD&T <u>or</u>	2	0	0	2
MEC	110	Introduction to CAD/CAM	(1)	(2)	(2)	(2)
<b>Total</b>			<b>5(6)</b>	<b>6(7)</b>	<b>0(2)</b>	<b>8</b>

**Fall Semester I (Evening)**

Total credit hours required for certificate: 16 This curriculum is subject to change.

(1) Requires BPR 121 as a pre-requisite.

(2) Students who have not meet the pre-requisites of BPR 111 and either MAC 111 or MEC 111 (or equivalent) for the CNC Certificate program may take BPR 111 and MEC 111 in the Fall Semester.

**Curriculum:****CNC Operator - Certificate, Greensboro, day and evening****Advising Code: A 5030 0 C4**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
BPR	111	Blueprint Reading	1	2	0	2
MAC (1)	111	Machining Technology I	2	12	0	6
MAC	114	Introduction to Metrology	2	0	0	2
MAC	121	Introduction to CNC	2	0	0	2
MAC	122	CNC Turning	1	3	0	2
MAC	124	CNC Milling	1	3	0	2
DFT	119	Basic CAD	1	2	0	2
<b>Total</b>			<b>10</b>	<b>22</b>	<b>0</b>	<b>18</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

(1) Students may substitute MEC 111 for MAC 111.

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# Manufacturing Technology

A 50 32 0

Associate in Applied Science, Greensboro, day and evening  
Diploma, Greensboro, day and evening  
Certificate, Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 4430 - from Greensboro • (336) 454-1126, ext. 4430 - from High Point

The Manufacturing Technology Curriculum provides an introduction to the principles of manufacturing in today's global marketplace. The student will be exposed to valuable high-tech concepts applicable in a variety of industries such as plastics, metals, furniture, textiles, and electronics.

Students will gain real-world knowledge in manufacturing management practices, manufacturing materials, and CAD/CAM, CNC Principles, and other computerized production techniques.

Graduates should qualify for employment as manufacturing technicians, quality assurance technicians, CAD/CAM technicians, team leaders, or research and development technicians. The student should be able to advance in the workplace and develop with new technologies.

## Curriculum:

### Integrated Operations Concentration - Associate in Applied Science, Greensboro Advising Code: A 5032 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
MAC	114	Introduction to Metrology	2	0	0	2
MAC	111AB	Machining Technology (Part A)	1	6	0	3
BPR	111	Blue Print Reading	1	2	0	2
CIS	110	Introduction to Computers <b>or</b>	2	2	0	3
CIS	111	Basic PC Literacy	(1)	(2)	0	(2)
<b>Total</b>			<b>6</b>	<b>8</b>	<b>0</b>	<b>10</b>
<b>Spring Semester I</b>						
ENG	111	Expository Writing	3	0	0	3
MAC	111BB	Machining Technology (Part B)	1	6	0	3
DFT	119	Basic CAD	1	2	0	2
ISC	112	Industrial Safety	2	0	0	2
<b>Total</b>			<b>7</b>	<b>8</b>	<b>0</b>	<b>10</b>
<b>Summer Semester I</b>						
MEC	180	Engineering Materials	2	3	0	3
–	–	Technical Elective*	1	3	0	2
MAC	121	Introduction to CNC	2	0	0	2
<b>Total</b>			<b>5</b>	<b>6</b>	<b>0</b>	<b>7</b>
<b>Fall Semester II</b>						
–	–	Social Science Elective	3	0	0	3
MAC	112AB	Machining Technology IIA	1	6	0	3
MAT	121	Algebra / Trigonometry	2	2	0	3
–	–	Technical Elective*	2	3	0	3
<b>Total</b>			<b>8</b>	<b>11</b>	<b>0</b>	<b>12</b>

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**Spring Term II**

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ENG	114	Professional Research & Reporting	3	0	0	3
MEC	110	Introduction to CAD/CAM	1	2	0	2
BPR	121	Blue Print Reading: Mechanical	1	2	0	2
MAC	112BB	Machining Technology IIB	1	6	0	3
<b>Total</b>			<b>6</b>	<b>10</b>	<b>0</b>	<b>10</b>

**Summer Semester II**

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–	–	Technical Elective*	2	3	0	3
MEC	150	Introduction to Auto. Mfg. Controls	1	3	0	2
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>5</b>

**Fall Semester III**

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ISC	132	MFG Quality Control	2	3	0	3
–	–	Technical Elective*	2	3	0	3
–	–	Humanities/Fine Art Elective	3	0	0	3
<b>Total</b>			<b>7</b>	<b>6</b>	<b>0</b>	<b>9</b>

**Spring Term III**

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COM	120	Intro to Interpersonal Communication	3	0	0	3
BPR	221	Interpretation of GD & T	2	0	0	2
–	–	Technical Elective*	2	3	0	3
<b>Total</b>			<b>7</b>	<b>3</b>	<b>0</b>	<b>8</b>

\*Students must select 14-24 credit hours from one set of technical electives listed below.

\*\*Up to two Co-op credits may be substituted for course work with Department Chair approval.

Total credit hours required for degree: 70 - 71 This curriculum is subject to change.

**Technical Electives**

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You must choose all of your technical electives from within the same set, chosen from:

DFT	151	CAD I	2	3	0	3
DFT	152	CAD II	2	3	0	3
ELC	112	DC/AC Electricity	3	6	0	5
ELC	131	DC/AC Circuit Analysis	4	3	0	6
ELN	131	Electronic Devices	3	3	0	4
ELN	132	Linear IC Applications	3	3	0	4
ELN	133	Digital Electronics	3	3	0	4
MEC	231	CAM I	1	4	0	3
MEC	232	CAM II	0	4	0	3
		<b>or</b>				
MAC	115	Grinding Operations	2	2	0	3
MEC	151	Mechanical Mfg. Systems	1	3	0	2
MEC	265	Fluid Mechanics	2	2	0	3
PLA	110	Introduction to Plastics	2	0	0	2
PLA	120	Injection Molding	2	3	0	3
PLA	162	Plastics Manufacturing Processes	2	3	0	3
PLA	230	Advanced Plastics Manufacturing	3	3	0	4
		<b>or</b>				
HYD	110	Hydraulics/Pneumatics I	2	3	0	3
HYD	112	Hydraulics/Medium/Heavy Duty	1	2	0	2
WLD	111	Oxy-Fuel Welding	1	3	0	2
WLD	112	Basic Welding Processes	1	3	0	2
WLD	115	SMAW (stick) Plate	2	9	0	5
WLD	121	GMAW (MIG) FCWA/Plate	2	6	0	4
WLD	141	Symbols and Specifications	2	2	0	3

**Curriculum:****Manufacturing Technology, Diploma, Greensboro, day and evening****Advising Code: A 5032 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

MAC	114	Introduction to Metrology	2	0	0	2
MAC	111AB	Machining Technology I-A	1	6	0	3
BPR	111	Blue Print Reading	1	2	0	2
<b>Total</b>			<b>4</b>	<b>8</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

MAC	111BB	Machining Technology IB	1	6	0	3
CIS	110	Introduction to Computers	2	2	0	3
ISC	112	Industrial Safety	2	0	0	2
DFT	119	Basic CAD	1	2	0	2
<b>Total</b>			<b>11</b>	<b>4</b>	<b>0</b>	<b>10</b>

**Summer Semester I**

MEC	180	Engineering Materials	2	3	0	3
MAC	121	Introduction to CNC	2	0	0	2
<b>Total</b>			<b>4</b>	<b>3</b>	<b>0</b>	<b>5</b>

**Fall Semester II**

–	–	Technical Elective	1	3	0	2
COM	120	Intro to Interpersonal Communication	3	0	0	3
–	–	Technical Elective	1	3	0	2
<b>Total</b>			<b>6</b>	<b>5</b>	<b>0</b>	<b>7</b>

**Spring Term II**

MEC	110	Introduction to CAD/CAM	1	2	0	2
BPR	121	Blue Print Reading: Mechanical	1	2	0	2
–	–	Technical Elective	1	3	0	2
<b>Totals</b>			<b>3</b>	<b>7</b>	<b>0</b>	<b>6</b>

**Fall Semester III**

MEC	231	CAM I	1	4	0	3
–	–	Technical Elective	1	3	0	2
<b>Totals</b>			<b>2</b>	<b>7</b>	<b>0</b>	<b>5</b>

Total credit hours required for diploma: 40 This curriculum is subject to change.

**Curriculum:****Basic Manufacturing - Certificate, Greensboro, day and evening****Advising Code: A 5032 0 C1**

BPR	111	Blue Print Reading	1	2	0	2
ISC	112	Industrial Safety	2	0	0	2
ISC	132	MFG Quality Control	2	3	0	3
MAC	114	Introduction to Metrology	2	0	0	2
--	--	Technical Elective	2(4)	2(4)	0	3(6)
<b>Total</b>			<b>9</b>	<b>8</b>	<b>0</b>	<b>12</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

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# Turfgrass Management Technology

A 15 42 0

Associate in Applied Science, Greensboro, day and evening

## Contact Information:

(336) 334-4822, ext. 4424 - from Greensboro • (336) 454-1126, ext. 4424 - from High Point

The Turfgrass Management Technology curriculum is designed to provide skills necessary to perform duties related to management of golf courses, sports fields, lawn care, irrigation design, and sod production.

Coursework includes turfgrass management, irrigation, ornamental horticulture, soil science, entomology, plant pathology, as well as courses in communications, computers, and the social sciences.

Graduates should qualify for employment at golf courses, local, state, and national parks, sports complexes, highway vegetation and turf maintenance companies, and private and public gardens. Graduates should also be prepared to take the examination for the North Carolina pesticide licenses, N.C. Certified Plantsman, and N.C. Landscape Contractors' Registration Board License.

## Program Outcomes:

Upon successful completion of the Turfgrass Management program, the graduate should be able to:

- practice successful employability skills in the workplace;
- establish, maintain, and troubleshoot turfgrass areas;
- implement cultural practices of evaluating weather conditions, aeration, top dressing and seeding;
- irrigate turf areas according to soil type and water resource regulations;
- maintain turf equipment;
- manage human resources and financial resources;
- diagnose and implement solutions to turfgrass problems;
- apply turfgrass chemicals as established by the North Carolina pesticide license board.

## Curriculum:

**Turfgrass Management Technology**  
**Associate in Applied Science, Greensboro, day and evening**  
**Advising Code: A 1542 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
TRF	110	Introduction to Turfgrass Cultivation ID	3	2	0	4
TRF	152	Landscape Maintenance	2	2	0	3
TRF	220	Turfgrass Calculations	2	0	0	2
HOR	118	Equipment Operations & Maintenance	1	3	0	2
HOR	160	Plant Materials I	2	2	0	3
—	—	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>13</b>	<b>9</b>	<b>0</b>	<b>17</b>
<b>Spring Semester I</b>						
SPA	120	Spanish for the Workplace	3	0	0	3
TRF	210	Turfgrass Equipment Management	1	4	0	3
HOR	114	Landscape Construction	2	2	0	3
HOR	166	Soils and Fertilizers	2	2	0	3
HOR	260	Plant Materials II	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>13</b>	<b>10</b>	<b>0</b>	<b>18</b>

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**Summer Term I**

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COE	112	Co-op Work Experience	0	0	20	2
LSG	123	Summer Garden Lab	0	6	0	2
TRF	151	Intro Landscape Design	2	2	0	3
<b>Total</b>			<b>2</b>	<b>8</b>	<b>20</b>	<b>7</b>

**Fall Semester II**

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LSG	231	Landscape Supervision	2	6	0	4
TRF	120	Turfgrass Irrigation & Design	2	4	0	4
TRF	230	Turfgrass Management Applications	1	2	0	2
MAT	110	Mathematical Measurements	2	2	0	3
ENG	114	Professional Research & Reporting	3	0	0	3
<b>Total</b>			<b>10</b>	<b>14</b>	<b>0</b>	<b>16</b>

**Spring Semester II**

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TRF	125	Turfgrass Computer Applications	1	3	0	2
TRF	240	Turfgrass Pest Control	2	2	0	3
TRF	260	Advanced Turfgrass Management	3	2	0	4
HOR	257	Arboriculture Practices	1	3	0	2
COE	121	Co-op Work Experience II	0	0	10	1
COM	120	Intro to Interpersonal Communication	3	0	0	3
—	—	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>13</b>	<b>10</b>	<b>10</b>	<b>18</b>

Total credit hours required for degree: 76 This curriculum is subject to change.

**Curriculum:****Turfgrass Management Technology  
Diploma, Greensboro, day and evening  
Advising Code: A 1542 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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TRF	110	Introduction to Turfgrass Cultivation ID	3	2	0	4
TRF	220	Turfgrass Calculations	2	0	0	2
HOR	160	Plant Materials I	2	2	0	3
<b>Total</b>			<b>7</b>	<b>4</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

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TRF	210	Turfgrass Equipment Management	1	4	0	3
HOR	114	Landscape Construction	2	2	0	3
HOR	166	Soils and Fertilizers	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>8</b>	<b>8</b>	<b>0</b>	<b>12</b>

**Summer Term I**

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TRF	151	Intro Landscape Design	2	2	0	3
<b>Total</b>			<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>

**Fall Semester II**

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TRF	120	Turfgrass Irrigation & Design	2	4	0	4
TRF	230	Turfgrass Management Applications	1	2	0	2
MAT	110	Mathematical Measurements	2	2	0	3
<b>Total</b>			<b>5</b>	<b>8</b>	<b>0</b>	<b>9</b>

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**Spring Semester II**

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TRF	125	Turfgrass Computer Applications	1	3	0	2
TRF	240	Turfgrass Pest Control	2	2	0	3
COE	121	Co-op Work Experience II	0	0	10	1
<b>Total</b>			<b>3</b>	<b>5</b>	<b>10</b>	<b>6</b>

Total credit hours required for diploma: 39 This curriculum is subject to change.

**Curriculum:**

**Turfgrass Management Technology**  
**Turfgrass Management Certificate Greensboro, day and evening**  
**Advising Code: A 1542 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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TRF	110	Introduction to Turfgrass Cultivation ID	3	2	0	4
TRF	120	Turfgrass Irrigation & Design	2	4	0	4
TRF	230	Turfgrass Management Applications	1	2	0	2
<b>Total</b>			<b>6</b>	<b>8</b>	<b>0</b>	<b>10</b>

**Spring Semester I**

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HOR	166	soils and Fertilizers	2	2	0	3
TRF	260	Advanced Turfgrass Management	3	2	0	4
<b>Total</b>			<b>5</b>	<b>4</b>	<b>0</b>	<b>7</b>

**Summer Term I**

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COE	121	Co-op Work Experience II	0	0	10	1
<b>Total</b>			<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

**Curriculum:**

**Turfgrass Management Technology**  
**Landscape Design Certificate Greensboro, day and evening**  
**Advising Code: A 1542 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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HOR	160	Plant Materials I	2	2	0	3
TRF	120	Turfgrass Irrigation & Design	2	4	0	4
<b>Total</b>			<b>4</b>	<b>6</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

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TRF	125	Turfgrass Computer Applications	1	3	0	2
HOR	114	Landscape Construction	2	2	0	3
HOR	260	Plant Materials II	2	2	0	3
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>8</b>

**Summer Term I**

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TRF	151	Intro Landscape Design	2	2	0	3
<b>Total</b>			<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.



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**Curriculum:****Turfgrass Management Technology  
Landscape Maintenance Certificate Greensboro, day and evening  
Advising Code: A 1542 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
TRF	152	Landscape Maintenance	2	2	0	3
TRF	120	Turfgrass Irrigation & Design	2	4	0	4
<b>Total</b>			<b>4</b>	<b>6</b>	<b>0</b>	<b>7</b>
<b>Spring Semester I</b>						
HOR	114	Landscape Construction	2	2	0	3
HOR	257	Arboriculture Practices	1	3	0	2
TRF	240	Turfgrass Pest Control	2	2	0	3
<b>Total</b>			<b>5</b>	<b>7</b>	<b>0</b>	<b>8</b>
<b>Summer Term I</b>						
COE	112	Co-op Work Experience I	0	0	20	2
<b>Total</b>			<b>0</b>	<b>0</b>	<b>20</b>	<b>2</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.

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# Welding Technology

*Pending NCCCS Approval*

**D 50 42 0**

Diploma, Jamestown, day  
Certificate, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2715 - from Greensboro • (336) 454-1126, ext. 2715 - from High Point

The Welding Technology curriculum provides students with a sound understanding of the science, technology and applications essential for successful employment in the welding and metal industry. Instruction includes consumable and non-consumable electrode welding and cutting processes. Courses in math, blueprint reading, metallurgy, welding inspection, and destructive and non-destructive testing provide the student with industry-standard skills developed through classroom training and practical application.

Successful graduates of the Welding Technology curriculum may be employed as entry level-technicians in welding and metalworking industries. Career opportunities also exist in construction, manufacturing, fabrication, sales, quality control, supervision and welding-related self-employment.

## Program Outcomes:

Emphasis is placed on developing the skills necessary to obtain certification in Gas Metal Arc, gas tungsten arc, and shielded metal arc welding of plate and pipe. Upon successful completion of the Welding program, the graduate should be able to:

- set up oxyacetylene equipment and cut metals using oxyacetylene plasma arc and carbon arc equipment;
- set up and weld metals using shielded metal arc, gas tungsten arc and gas metal arc equipment;
- identify metals and read drawings;
- perform miscellaneous welding activities;
- practice safety in the workplace.

## Curriculum:

**Welding Technology - Diploma, Jamestown, day**  
**Advising Code: D 5042 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

### Fall Semester I

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WLD	110	Cutting Processes	1	3	0	2
WLD	115	SMAW (Stick) Plate	2	9	0	5
WLD	121	GMAW (MIG) FCAW/Plate	2	6	0	4
ENG	102	Applied Communications II	3	0	0	3
<b>Total</b>			<b>8</b>	<b>18</b>	<b>0</b>	<b>14</b>

### Spring Semester I

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WLD	131	GTAW (TIG) Plate	2	6	0	4
WLD	141	Symbols and Specifications	2	2	0	3
WLD	215	SMAW (Stick) Pipe	1	9	0	4
MAT	120	Geometry and Trigonometry	2	2	0	3
DFT	119	Basic CAD	1	2	0	2
<b>Total</b>			<b>8</b>	<b>21</b>	<b>0</b>	<b>16</b>

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**Summer Term I**

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WLD	261	Certification Practices	1	3	0	2
WLD	132	GTAW (TIG) Plate/Pipe	1	6	0	3
WLD	151	Fabrication I	2	6	0	4
<b>Total</b>			<b>4</b>	<b>15</b>	<b>0</b>	<b>9</b>

Total credit hours required for diploma: 39 This curriculum is subject to change.

Up to four cooperative work experience credits may be substituted for course work with Department Chair approval.

**Curriculum:****Welding Technology - Certificate, Jamestown, day and evening**  
**Advising Code: D 5042 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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WLD	115	SMAW (Stick) Plate	2	9	0	5
WLD	121	GMAW (MIG) FCAW/Plate	2	6	0	4
<b>Total</b>			<b>4</b>	<b>15</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

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WLD	131	GTAW (TIG) Plate	2	6	0	4
WLD	215	SMAW (Stick) Pipe	1	9	0	4
<b>Total</b>			<b>3</b>	<b>15</b>	<b>0</b>	<b>8</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.

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# PUBLIC SERVICE TECHNOLOGIES

## Basic Law Enforcement Training

C 55 12 0

Certificate, Jamestown, day and evening

### Contact Information:

(336) 334-4822, ext. 2740 - from Greensboro • (336) 454-1126, ext. 2740 - from High Point

Basic Law Enforcement Training (BLET) is designed to give students essential skills required for entry-level employment as law enforcement officers with state, county, or municipal governments, or with private enterprise.

This program utilizes State-commission-mandated topics and methods of instruction. General subjects include, but are not limited to, criminal, juvenile, civil, traffic and alcoholic beverage laws; investigative, patrol, custody, and court procedures; emergency responses; and ethics and community relations.

Students must successfully complete and pass all units of study which include the certification examinations mandated by the North Carolina Criminal Justice Education and Training Standards Commission and the North Carolina Sheriffs' Education and Training Standards Commission to receive a certificate.

### Closed Enrollment Program

This is a closed enrollment program. Applicants must be sponsored by a law enforcement agency or employed by a law enforcement agency. **The application process for this program goes through the Criminal Justice Department and is not routinely handled by the normal admissions process.**

### Special Entrance Requirements

All students entering the Basic Law Enforcement Training program must meet the special requirements as indicated by the N.C. Criminal Justice Standards and the N.C. Sheriff's Standards Divisions of the N.C. Department of Justice. Students may not be convicted of any felony or criminal offense which requires punishment of more than two years imprisonment. They cannot be convicted of any offense of moral turpitude. Examples of moral turpitude are, but not limited to: rape, any sexual offense, indecent liberties, use, sale, or manufacture of controlled substances, or any offense which addresses public morality.

To be employed in this field, it is necessary to be a U.S. citizen.

### Program Outcomes:

Upon successful completion of this program, the Basic Law Enforcement Training graduate should be able to demonstrate:

- a basic knowledge of the various areas of criminal, civil, traffic and juvenile law in North Carolina;
- investigative skills applicable to entry level law enforcement officers;
- basic precision driving skills;
- entry level law enforcement officer skills in law enforcement firearms;
- basic skills of emergency first aid as a first responder;
- the skills necessary to provide physical self-protection;
- entry level skills in the preparation and presentation of courtroom testimony;
- those skills necessary to effectively deal with a diverse population with individual needs;
- skills applicable to entry level law enforcement in the area of crisis intervention and domestic confrontations;
- successful skill levels as mandated by Training and Standards in all other topical areas of the BLET.

### Curriculum:

Basic Law Enforcement Training - Certificate, Jamestown, day and evening

Advising Code: C 5512 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
CJC	100	Basic Law Enforcement Training	9	30	0	19

Total credit hours required for certificate: 19 This curriculum is subject to change.

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# Cosmetology

A 55 14 0

Associate in Applied Science, Jamestown, day  
Diploma, Jamestown, day  
Certificate, Jamestown, day

## Contact Information:

(336) 334-4822, ext. 2395 or 2394 - from Greensboro • (336) 454-1126, ext. 2395 or 2394 - from High Point

The Cosmetology curriculum is designed to provide competency based knowledge, scientific/artistic principles and hands-on fundamentals associated with the cosmetology industry. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional imaging, hair design, chemical processes, skin care, nail care, multi-cultural practices, business/computer principles, product knowledge, and other selected topics.

Graduates should qualify to sit for the State Board of Cosmetic Arts examination. Upon successfully passing the State Board exam, graduates will be issued a license. Employment is available in beauty salons, and related businesses

## Cosmetology Licensing Preparation Options

To qualify to sit for the licensing exam, students may choose to complete 1,200 hours of cosmetology instruction at GTCC and then serve a six-month apprenticeship in a licensed beauty salon, or complete 1,500 clock hours of instruction at GTCC.

Veterans and eligible recipients can be certified to receive VA educational assistance benefits for only those actual cosmetology hours required to sit for the state exam. Veterans and eligible recipients must take courses that equal 1,200 or 1,500 clock hours.

## Program Outcomes:

Upon successful completion of the Cosmetology program, the graduate should be able to:

- style hair;
- perform manicures and pedicures;
- provide skin care services;
- restructure hair using chemical services;
- market services and products;
- manage and control finances;
- provide a safe and sanitized environment.

## Curriculum:

Cosmetology - Associate in Applied Science, Jamestown, day  
Advising Code: A 5514 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
COS	111	Cosmetology Concepts I	4	0	0	4
COS	112	Salon I	0	24	0	8
COS	—	Elective	1	3	0	2
COS	250	Computerized Salon Operations	1	0	0	1
COM	120	Intro to Interpersonal Communication	3	0	0	3
<b>Total</b>			<b>9</b>	<b>27</b>	<b>0</b>	<b>18</b>

**Limited Enrollment Program: Contact the Admissions Office for Program admission requirements and Program application deadlines.**

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**Spring Semester I**

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COS	113	Cosmetology Concepts II	4	0	0	4
COS	114	Salon II	0	24	0	8
COS	—	Elective	1	3	0	2
—	—	Social / Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>27</b>	<b>0</b>	<b>17</b>

**Summer Term I**

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COS	115	Cosmetology Concepts III	4	0	0	4
COS	116	Salon III	0	12	0	4
<b>Total</b>			<b>4</b>	<b>12</b>	<b>0</b>	<b>8</b>

**Fall Semester II**

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COS	117	Cosmetology Concepts IV	2	0	0	2
COS	118	Salon IV	0	21	0	7
COS	—	Elective	1	3	0	2
ENG	111	Expository Writing	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>24</b>	<b>0</b>	<b>17</b>

**Spring Semester II**

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ENG	114	Professional Research and Reporting	3	0	0	3
MAT	110	Mathematical Measurements	2	2	0	3
COS	—	Elective	1	3	0	2
CIS	111	Basic PC Literacy	1	2	0	2
<b>Total</b>			<b>7</b>	<b>7</b>	<b>0</b>	<b>10</b>

Total credit hours required for diploma: 70 This curriculum is subject to change.

COS electives can be chosen from: COS 119 Esthetics, COS 223 Contemporary Hair Coloring, COS 224 Trichology and Chemistry, COS 240 Contemporary Design, or a maximum of 9 credit hours with a BUS prefix.

**Curriculum:**

**Cosmetology - Diploma, Jamestown, day**  
**Advising Code: A 5514 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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COM	120	Intro to Interpersonal Communication	3	0	0	3
COS	111	Cosmetology Concepts I	4	0	0	4
COS	112	Salon I	0	24	0	8
COS	—	Elective	1	3	0	2
COS	250	Computerized Salon Operations	1	0	0	1
<b>Total</b>			<b>9</b>	<b>27</b>	<b>0</b>	<b>18</b>

**Spring Semester I**

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COS	113	Cosmetology Concepts II	4	0	0	4
COS	114	Salon II	0	24	0	8
—	—	General Education Elective	3	0	0	3
<b>Total</b>			<b>7</b>	<b>27</b>	<b>0</b>	<b>15</b>

**Summer Term I**

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COS	115	Cosmetology Concepts III	4	0	0	4
COS	116	Salon III	0	12	0	4
<b>Total</b>			<b>4</b>	<b>12</b>	<b>0</b>	<b>8</b>

Total credit hours required for diploma: 41 This curriculum is subject to change.

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**Curriculum:****Cosmetology - Certificate, Jamestown, day**  
**Advising Code: A 5514 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

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**Fall Semester I**

COS	111	Cosmetology Concepts I	4	0	0	4
COS	112	Salon I	0	24	0	8
<b>Total</b>			<b>4</b>	<b>27</b>	<b>0</b>	<b>12</b>

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**Spring Semester I**

COS	113	Cosmetology Concepts II	4	0	0	4
COS	114	Salon II	0	24	0	8
<b>Total</b>			<b>4</b>	<b>24</b>	<b>0</b>	<b>12</b>

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**Summer Term I**

COS	115	Cosmetology Concepts III	4	0	0	4
COS	116	Salon III	0	12	0	4
<b>Total</b>			<b>4</b>	<b>12</b>	<b>0</b>	<b>8</b>

Total credit hours required for certificate: 32 This curriculum is subject to change.

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# Criminal Justice Technology

A 55 18 0

Associate in Applied Science, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2740 - from Greensboro • (336) 454-1126, ext. 2740 - from High Point

This curriculum is designed to provide practical knowledge of criminal justice systems and operations. Study will focus on local, state and federal law enforcement, judicial processes, corrections and security services. The criminal justice system's role within society will be explored.

Emphasis is on criminal justice systems, criminology, juvenile justice, criminal and constitutional law, investigative principles, ethics and community relations. Additional study may include issues and concepts of government, counseling, communications, computers and technology.

Employment opportunities exist in a variety of local, state and federal law enforcement, corrections and security fields. Examples include police officer, deputy sheriff, county detention officer, state trooper, intensive probation/parole surveillance officer, correctional officer and retail loss prevention officer.

## Special Entrance Requirements

All students entering the Criminal Justice Technology curriculum, in a part-time or full-time capacity, must meet the special requirements as indicated on the curriculum brochure by the N.C. Criminal Justice Standards and the N.C. Sheriff's Standards Divisions of the N.C. Department of Justice. Students may not be convicted of any felony or criminal offense which requires punishment of more than two years imprisonment. They cannot be convicted of any offense of moral turpitude. Examples of moral turpitude are, but are not limited to: rape, any sexual offense, indecent liberties, use, sale, or manufacture of controlled substances, or any offense which addresses public morality.

To be employed in this field, it is necessary to be a U.S. citizen.

## Program Outcomes:

Upon successful completion of this program, the Criminal Justice Technology graduate should be able to:

- perform detection, investigation and enforcement procedures;
- demonstrate a working knowledge of the law;
- monitor prisoner behavior;
- complete required documentation.

## Curriculum:

**Criminal Justice Technology - Associate in Applied Science, Jamestown, day and evening**  
**Advising Code: A 5518 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ENG	111	Expository Writing	3	0	0	3
CJC	111	Introduction to Criminal Justice	3	0	0	3
CJC	112	Criminology	3	0	0	3
CJC	113	Juvenile Justice	3	0	0	3
CJC	131	Criminal Law	3	0	0	3
<b>Total</b>			<b>15</b>	<b>0</b>	<b>0</b>	<b>15</b>



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**Spring Semester I**

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ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
CJC	122	Community Policing	3	0	0	3
CJC	132	Courts and Evidence	3	0	0	3
CJC	141	Corrections	3	0	0	3
--	--	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>15</b>	<b>0</b>	<b>0</b>	<b>15</b>

**Summer Term I**

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CJC	213	Substance Abuse	3	0	0	3
-	-	Criminal Justice Elective*	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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COM	120	Intro to Interpersonal Communication <b>or</b>	3	0	0	3
COM	231	Public Speaking	(3)	(0)	(0)	(3)
MAT	115	Mathematical Models <b>or</b>	2	2	0	3
MAT	140	Survey of Mathematics	(3)	(0)	(0)	(3)
CJC	221	Investigative Principles	3	2	0	4
CJC	231	Constitutional Law	3	0	0	3
-	-	Criminal Justice Elective*	3(1)	0(2)	0	3(2)
<b>Total</b>			<b>12(15)</b>	<b>2(6)</b>	<b>0</b>	<b>15(16)</b>

**Spring Semester II**

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-	-	Humanities / Fine Arts Elective	3	0	0	3
CJC	120	Interviews and Interrogation	1	2	0	2
CJC	212	Ethics and Community Relations	3	0	0	3
CJC	214	Victimology	3	0	0	3
CJC	222	Criminalistics	3	0	0	3
<b>Total</b>			<b>13</b>	<b>2</b>	<b>0</b>	<b>14</b>

**Criminal Justice Electives\***

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CJC	114	Investigative Photography	1	2	0	2
CJC	121	Law Enforcement Operations	3	0	0	3
CJC	211	Counseling	3	0	0	3
CJC	215	Organization & Administration	3	0	0	3
CJC	223	Organized Crime	3	0	0	3
CJC	225	Crisis Intervention	3	0	0	3
CJC	232	Civil Liability	3	0	0	3
CJC	233	Correctional Law	3	0	0	3

Total credit hours required for degree: 65-66 This curriculum is subject to change.

Up to four co-op credit hours may be substituted for course work with Department Chair approval.

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# Culinary Technology

A 55 20 0

Associate in Applied Science, Jamestown, day and evening  
Diploma, Jamestown, day and evening  
Certificate, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2949 - from Greensboro • (336) 454-1126, ext. 2949 - from High Point

The Culinary Technology curriculum provides specific training required to prepare students to assume positions as trained culinary professionals in a variety of food service settings including full service restaurants, hotels, resorts, clubs, catering operations, contract food service and health care facilities.

Course offerings emphasize practical application, a strong theoretical knowledge base, and professionalism and provides critical competencies to successfully meet industry demands. Courses also include sanitation, food/beverage service and control, baking, garde manager, American/international cuisines, food production, and hospitality supervision.

Graduates should qualify for entry-level positions such as line cook, station chef and assistant pastry chef. American Culinary Federation certification assistance is available to graduates. With experience, graduates may advance to positions such as sous-chef, executive chef or food service manager.

## Program Outcomes:

Upon successful completion of the Culinary Technology program, the graduate should be able to:

- plan nutritional menus for a variety of facilities and services;
- prepare hot foods, cold foods, and beverages;
- bake a variety of items to include bread, cakes, pies, cookies, pastries and desserts;
- set up and manage a food service operation in an entry-level management position;
- maintain safety and sanitation standards;
- manage supplies and control costs.

## Curriculum:

**Culinary Technology - Associate in Applied Science, Jamestown, day and evening**  
**Advising Code: A 5520 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
CUL	110	Sanitation and Safety	2	0	0	2
CUL	110A	Sanitation and Safety Lab	0	2	0	1
CUL	135	Food and Beverage Service	2	0	0	2
CUL	135A	Food and Beverage Service Lab	0	2	0	1
CUL	140	Basic Culinary Skills	2	6	0	5
CUL	160	Baking I	1	4	0	3
HRM	110	Introduction to Hospitality	2	0	0	2
MAT	110	Mathematical Measurements	2	2	0	3
<b>Total</b>			<b>11</b>	<b>16</b>	<b>0</b>	<b>19</b>

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**Spring Semester I**

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CIS	111	Basic PC Literacy	1	2	0	2
CUL	112	Nutrition for Foodservice	3	0	0	3
CUL	240	Advanced Culinary Skills	1	8	0	5
ENG	111	Expository Writing	3	0	0	3
HRM	145	Hospitality Supervision	3	0	0	3
<b>Total</b>			<b>11</b>	<b>10</b>	<b>0</b>	<b>16</b>

**Summer Term I**

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COE	111	Co-op Work Experience I	0	0	10	1
CUL	120	Purchasing	2	0	0	2
CUL	130	Menu Design	2	0	0	2
CUL	170	Garde Manger I	1	4	0	3
<b>Total</b>			<b>5</b>	<b>4</b>	<b>10</b>	<b>8</b>

**Fall Semester II**

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CUL	250	Classical Cuisine	1	8	0	5
CUL	270	Garde Manger II	1	4	0	3
-	-	Technical Elective	0-1	0-8	0-10	1-5
-	-	Social / Behavior Science Elective	3	0	0	3
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>8-9</b>	<b>12-20</b>	<b>0-10</b>	<b>15-19</b>

**Spring Semester II**

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COM	120	Intro to Interpersonal Communication	3	0	0	3
CUL	180	International and American Cuisine	1	8	0	5
CUL	260	Baking II	1	4	0	3
ENG	114	Professional Research and Reporting	3	0	0	3
<b>Total</b>			<b>8</b>	<b>12</b>	<b>0</b>	<b>14</b>

Total credit hours required for degree: 72-76 This curriculum is subject to change.

Technical Electives: BPA 210, BPA 250, COE 121 and CUL 285.

**Curriculum:**

**Culinary Technology - Diploma, Jamestown, day and evening**  
**Advising Code: A 5520 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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CUL	110	Sanitation and Safety	2	0	0	2
CUL	110A	Sanitation and Safety Lab	0	2	0	1
CUL	135	Food and Beverage Service	2	0	0	2
CUL	135A	Food and Beverage Service Lab	0	2	0	1
CUL	140	Basic Culinary Skills	2	6	0	5
CUL	160	Baking I	1	4	0	3
HRM	110	Introduction To Hospitality	2	0	0	2
MAT	110	Mathematical Measurements	2	2	0	3
<b>Total</b>			<b>1</b>	<b>16</b>	<b>0</b>	<b>19</b>

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**Spring Semester I**

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CIS	111	Basic PC Literacy	1	2	0	2
CUL	240	Advanced Culinary Skills	1	8	0	5
ENG	111	Expository Writing	3	0	0	3
HRM	145	Hospitality Supervision	3	0	0	3
CUL	112	Nutrition for Foodservice	3	0	0	3
<b>Total</b>			<b>11</b>	<b>10</b>	<b>0</b>	<b>16</b>

**Summer Term I**

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CUL	170	Garde Manger I	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

Total credit hours required for diploma: 38      This curriculum is subject to change.

**Curriculum:****Culinary Technology - Certificate, Jamestown, day and evening**  
**Advising Code: A 5520 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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CUL	110	Sanitation and Safety	2	0	0	2
CUL	110A	Sanitation and Safety Lab	0	2	0	1
CUL	140	Basic Culinary Skills	2	6	0	5
CUL	160	Baking	1	4	0	3
<b>Total</b>			<b>5</b>	<b>12</b>	<b>0</b>	<b>11</b>

**Spring Semester I**

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CUL	112	Nutrition for Foodservice	3	0	0	3
HRM	145	Hospitality Supervision	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

Total credit hours required for certificate: 17      This curriculum is subject to change.

**Curriculum:****Baking - Certificate, Jamestown, day and evening**  
**Advising Code: A 5520 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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CUL	110	Sanitation and Safety	2	0	0	2
CUL	110A	Sanitation and Safety Lab	0	2	0	1
CUL	160	Baking	1	4	0	3
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>6</b>

**Spring Semester I**

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CUL	260	Baking II	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Fall Semester II**

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BPA	210	Cake Design & Decorating	1	4	0	3
<b>Total</b>			<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>

**Spring Semester II**

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BPA	250	Dessert & Bread Production	1	8	0	5
<b>Total</b>			<b>1</b>	<b>8</b>	<b>0</b>	<b>5</b>

Total credit hours required for certificate: 17      This curriculum is subject to change.

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# Cyber Crime Technology

A 55 21 0

Associate in Applied Science, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2740 - from Greensboro • (336) 454-1126, ext. 2740 - from High Point

This curriculum will prepare students to enter the field of computer crime investigations and private security. Students completing this curriculum will be capable of investigating computer crimes, properly seize and recover computer evidence and aid in the prosecution of cyber criminals.

Course work in this curriculum will include a division of work in the disciplines of criminal justice and computer information systems. Additionally, students will be required to take specific cyber crime classes.

Graduates should qualify to become computer crime investigators for local or state criminal justice agencies. Also these graduates should be competent to serve as computer security specialists or consultants with private business.

## Program Outcomes:

Upon successful completion of the Cyber Crime Technology program, the graduate should be able to:

- Apply knowledge gained in the program to identify and address ethical issues involving computer technology;
- Determine when and how a cyber crime attack occurs and design strategies for investigation and prosecution;
- Identify vulnerabilities in computer networks and create strategies to enhance security;
- Evaluate and develop technology policies to aid in cyber crime prevention.

## Curriculum:

**Cyber Crime - Associate in Applied Science Jamestown, day**  
**Advising Code: A 55210**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
CCT	110	Introduction to Cyber Crime	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
NOS	110	Operating Systems Concepts	2	3	0	3
PSY	150	General Psychology	3	0	0	3
CIS	110	Introduction to Computers	2	2	0	3
<b>Total</b>			<b>13</b>	<b>5</b>	<b>0</b>	<b>15</b>

## Spring Semester I

CCT	112	Ethics and High Technology	3	0	0	3
CCT	121	Computer Crimes Investigation	3	2	0	4
NET	110	Networking Concepts	2	2	0	3
CJC	231	Constitutional Law	3	0	0	3
ENG	114	Professional Research & Writing	3	0	0	3
<b>Total</b>			<b>14</b>	<b>4</b>	<b>0</b>	<b>16</b>

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**Summer Semester I**

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CJC	131	Criminal Law	3	0	0	3
CCT	250	Network Vulnerabilities	2	2	0	3
CCT	285	Trends in Cyber Crime	2	2	0	3
<b>Total</b>			<b>7</b>	<b>4</b>	<b>0</b>	<b>9</b>

**Fall Semester II**

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CCT	231	Technology Crimes and Law	3	0	0	3
CCT	251	Network Vulnerabilities II	2	2	0	3
NOS	120	Linux/UNIX Single User	2	2	0	3
CTS	120	Hardware/Software Support	2	3	0	3
SEC	110	Security Concepts	3	0	0	3
<b>Total</b>			<b>12</b>	<b>7</b>	<b>0</b>	<b>15</b>

**Spring Semester II**

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CJC	132	Court Procedure & Evidence	3	0	0	3
CCT	289	Capstone Project	1	6	0	3
MAT	115	Mathematical Models <b>or</b>	2	2	0	3
MAT	140	Survey of Mathematics	(3)	(0)	(0)	(3)
COM	110	Introduction to Communication	3	0	0	3
--	--	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>12(13)</b>	<b>6(8)</b>	<b>0</b>	<b>15</b>

Total credit hours required for degree: 70 This curriculum is subject to change.

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# Early Childhood Education

A 55 22 0

Associate in Applied Science, Jamestown, day  
Diploma, Jamestown, day and evening  
Certificate, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2789 - from Greensboro • (336) 454-1126, ext. 2789 - from High Point

The Early Childhood Education curriculum prepares individuals to work with children from infancy through middle childhood in diverse learning environments. Students will combine learned theories with practice in actual settings with young children under the supervision of qualified teachers.

Course work includes child growth and development; physical/nutritional needs of children; care and guidance of children; and communication skills with parents and children. Students will foster the cognitive/language, physical/motor, social/emotional and creative development of young children.

Graduates are prepared to plan and implement developmentally appropriate programs in early childhood settings. Employment opportunities include child development and child care programs, preschools, public and private schools, recreational centers, Head Start Programs, and school age programs.

## Program Outcomes:

Upon successful completion of this program, the Early Childhood Education graduate should be able to:

- demonstrate knowledge of child development and education;
- establish and maintain safe and healthy environments for children;
- provide an optimal learning environment that supports the diverse needs of ALL children;
- interact appropriately with children and support the development of their communication skills;
- plan and implement assessment-based experiences that stimulate ALL children's development and include appropriate adaptations;
- provide positive child guidance that supports children's social and emotional development;
- establish respectful, collaborative relationships with ALL families;
- demonstrate an understanding of community resources that support children, families, and early childhood professionals;
- demonstrate professionalism and ethical conduct;
- demonstrate ability to integrate appropriate technology in environments for children;
- perform supplementary responsibilities related to children's programs.

## Curriculum:

Early Childhood Education - Associate in Applied Science, Jamestown, day  
Advising Code: A 5522 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EDU	119	Introduction to Early Childhood Education	4	0	0	4
EDU	144	Child Development I	3	0	0	3
EDU	151	Creative Activities	3	0	0	3
EDU	151A	Creative Activities Lab	0	2	0	1
ENG	111	Expository Writing	3	0	0	3
—	—	Social/Behavioral Science	3	0	0	3
<b>Total</b>			<b>16</b>	<b>2</b>	<b>0</b>	<b>17</b>

## Fall Semester I

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**Spring Semester I**

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EDU	131	Children, Family and Community	3	0	0	3
EDU	145	Child Development II	3	0	0	3
EDU	146	Child Guidance	3	0	0	3
EDU	153	Health, Safety and Nutrition	3	0	0	3
EDU	153A	Health, Safety and Nutrition Lab	0	2	0	1
COE	111	Co-op Work Experience I	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
COM	110	Introduction to Communication	3	0	0	3
<b>Total</b>			<b>16</b>	<b>2</b>	<b>10</b>	<b>18</b>

**Summer Term I**

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EDU	(1)	EDU elective	2(3)	0(2)	0	2(3)
EDU	221	Children with Exceptionalities	3	0	0	3
EDU	271	Educational Technology	2	2	0	3
<b>Total</b>			<b>7(8)</b>	<b>2(4)</b>	<b>0</b>	<b>8(9)</b>

**Fall Semester II**

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EDU	251	Exploration Activities	3	0	0	3
EDU	251A	Exploration Activities Lab	0	2	0	1
EDU	259	Curriculum Planning	3	0	0	3
EDU	280	Literacy Experiences	3	0	0	3
EDU	280A	Literacy Experiences Lab	0	2	0	1
COE	121	Co-op Work Experience II	0	0	10	1
COE	125	Work Experience Seminar II	1	0	0	1
ENG	114	Professional Research and Reporting	3	0	0	3
<b>Total</b>			<b>13</b>	<b>4</b>	<b>10</b>	<b>16</b>

**Spring Semester II**

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EDU	261	Early Childhood Administration I	3	0	0	3
COE	132	Co-op Work Experience III	0	0	20	2
COE	135	Work Experience Seminar III	1	0	0	1
COE	215	Work Experience Seminar IV	1	0	0	1
MAT	140	Survey of Mathematics	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>11</b>	<b>0</b>	<b>20</b>	<b>13</b>

Total credit hours required for degree: 72(73) This curriculum is subject to change.

**(1) Summer Term Electives: (Choose one)**

EDU	154	Social/Emotional/Behavioral Development	3	0	0	3
EDU	157	Active Play	2	2	0	3
EDU	234	Infants, Toddlers, Two's	3	0	0	3
EDU	235	School Age Development and Program	2	0	0	2
EDU	262	Early Childhood Administration II	3	0	0	3



**Curriculum:****Early Childhood Education - Diploma, Jamestown, day  
Advising Code: A 5522 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EDU	119	Introduction to Early Childhood Education	4	0	0	4
EDU	144	Child Development I	3	0	0	3
EDU	151	Creative Activities	3	0	0	3
EDU	151A	Creative Activities Lab	0	2	0	1
ENG	111	Expository Writing	3	0	0	3
—	—	Social/Behavioral Science	3	0	0	3
<b>Total</b>			<b>16</b>	<b>2</b>	<b>0</b>	<b>17</b>

**Fall Semester I**

EDU	131	Children, Family and Community	3	0	0	3
EDU	145	Child Development II	3	0	0	3
EDU	146	Child Guidance	3	0	0	3
EDU	153	Health, Safety and Nutrition	3	0	0	3
EDU	153A	Health, Safety and Nutrition Lab	0	2	0	1
COE	111	Co-op Work Experience I	0	0	10	1
COE	115	Work Experience Seminar I	1	0	0	1
COM	110	Introduction to Communication	3	0	0	3
<b>Total</b>			<b>16</b>	<b>2</b>	<b>10</b>	<b>18</b>

**Spring Semester I**

EDU	—	Early Childhood Elective (see previous page)	2(3)	0(2)	0	2(3)
EDU	221	Children with Exceptionalities	3	0	0	3
EDU	271	Educational Technology	2	2	0	3
<b>Total</b>			<b>7(8)</b>	<b>2(4)</b>	<b>0</b>	<b>8(9)</b>

Total credit hours required for diploma: 43-44 This curriculum is subject to change.

**Curriculum:****Early Childhood Education - Diploma, Jamestown, evening  
Advising Code: A 5522 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EDU	119	Introduction Early Childhood Education	4	0	0	4
EDU	151	Creative Activities	3	0	0	3
EDU	151A	Creative Activities Lab	0	2	0	1
<b>Total</b>			<b>7</b>	<b>2</b>	<b>0</b>	<b>8</b>

**Fall Semester I**

EDU	146	Child Guidance	3	0	0	3
EDU	153	Health, Safety and Nutrition	3	0	0	3
EDU	153A	Health, Safety and Nutrition Lab	0	2	0	1
<b>Total</b>			<b>6</b>	<b>2</b>	<b>0</b>	<b>7</b>

<b>Summer Term I</b>						
EDU	–	Early Childhood Elective	2(3)	0(2)	0	2(3)
EDU	271	Educational Technology	2	2	0	3
<b>Total</b>			<b>4(5)</b>	<b>2(4)</b>	<b>0</b>	<b>5(6)</b>

<b>Fall Semester II</b>						
EDU	144	Child Development I	3	0	0	3
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

<b>Spring Semester II</b>						
EDU	145	Child Development II	3	0	0	3
EDU	131	Children, Family and Community	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

<b>Summer Term II</b>						
EDU	221	Children with Exceptionalities	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

<b>Fall Semester III</b>						
COM	110	Introduction to Communication	3	0	0	3
–	–	Social / Behavior Science Elective	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

<b>Spring Semester III</b>						
COE	111(1)	Co-op Work Experience I	0	0	10	1
COE	115(1)	Work Experience Seminar I	1	0	0	1
<b>Total</b>			<b>1</b>	<b>0</b>	<b>10</b>	<b>2</b>

Total credit hours required for diploma: 43-44 This curriculum is subject to change.

(1) Students need to be employed full-time in a 4 or 5 star child care or have day time hours for COE 111 and COE 115.

**Curriculum: Early Childhood Education - Certificate, Jamestown, day and evening**  
**Advising Code: A 5522 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EDU	119	Introduction to Early Childhood Education	4	0	0	4
EDU	151	Creative Activities	3	0	0	3
EDU	151A	Creative Activities Lab	0	2	0	1
<b>Total</b>			<b>7</b>	<b>2</b>	<b>0</b>	<b>8</b>

<b>Spring Semester I</b>						
EDU	146	Child Guidance	3	0	0	3
EDU	153	Health, Safety and Nutrition	3	0	0	3
EDU	153A	Health, Safety and Nutrition Lab	0	2	0	1
<b>Total</b>			<b>6</b>	<b>2</b>	<b>0</b>	<b>7</b>

<b>Fall Semester II</b>						
EDU	144	Child Development I	3	0	0	3
<b>Total</b>		<b>or</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

<b>Spring Semester II</b>						
EDU	145	Child Development II	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 18 This curriculum is subject to change.

**Curriculum: Early Childhood Administration - Certificate, Jamestown, day and evening**  
**Advising Code: A 5522 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EDU	119	Introduction to Early Childhood Education	4	0	0	4
EDU	261	Early Childhood Administration I	3	0	0	3
<b>Total</b>			<b>7</b>	<b>0</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

EDU	131	Children, Family and Community	3	0	0	3
EDU	262	Early Childhood Administration II	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

EDU	144	Child Development I	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

**-OR-**

**Spring Semester II**

EDU	145	Child Development II	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 16 This curriculum is subject to change.

**Curriculum: Early Childhood Schoolage - Certificate, Jamestown, day and evening**  
**Advising Code: A 5522 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
EDU	251	Exploration Activities	3	0	0	3
EDU	251A	Exploration Activities Lab	0	2	0	1
<b>Total</b>			<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>

**Spring Semester I**

EDU	145	Child Development II	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

**Summer Semester I**

EDU	271	Educational Technology	2	2	0	3
EDU	235	Schoolage Development and Program	2	0	0	2
<b>Total</b>			<b>4</b>	<b>2</b>	<b>0</b>	<b>5</b>

**Fall Semester II**

EDU	280	Literacy Experiences	3	0	0	3
EDU	280A	Literacy Experiences Lab	0	2	0	1
<b>Total</b>			<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>

Total credit hours required for certificate: 16 This curriculum is subject to change.

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**Curriculum:****Infant –Toddler Care Certificate, Jamestown, day and evening  
Advising Code: A 5522 0 C4**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

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**Fall Semester I**

EDU	119	Intro to Early Childhood Education	4	0	0	4
EDU	144	Child Development I	3	0	0	3
<b>Total</b>			<b>7</b>	<b>0</b>	<b>0</b>	<b>7</b>

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**Spring Semester I**

EDU	131	Child, Family & Community	3	0	0	3
EDU	153	Health, Safety & Nutrition	3	0	0	3
EDU	153A	Health, Safety & Nutrition Lab	0	2	0	1
<b>Total</b>			<b>6</b>	<b>2</b>	<b>0</b>	<b>7</b>

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**Summer Semester I**

EDU	234	Infants, Toddlers & Twos	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 17 This curriculum is subject to change.

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# Emergency Preparedness Technology

A55420

Associate in Applied Science, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2714- from Greensboro (336) 454-1126, ext. 2714 – from High Point

The Emergency Preparedness Technology curriculum is designed to provide students with a foundation of technical and professional knowledge needed for emergency services delivery in local and state government agencies. Study involves both management and technical aspects of law enforcement, fire protection, emergency medical services, and emergency planning.

Course work includes classroom and laboratory exercises to introduce the student to various aspects of emergency preparedness, protection, and enforcement. Students will learn technical and administrative skills such as investigative principles, hazardous materials, codes, standards, emergency agency operations, and finance.

Employment opportunities include ambulance services, fire/rescue agencies, law enforcement agencies, fire marshal offices, industrial firms, educational institutions, emergency management offices, and other government agencies. Employed persons should have opportunities for skilled and supervisory-level positions.

## Program Outcomes:

Upon successful completion of the Emergency Preparedness Technology program, the graduate should be able to:

- plan responses to man-made and natural disasters;
- support emergency services and citizens in man-made and natural disasters.

## Curriculum:

**Emergency Preparedness Technology – Associate in Applied Science, Jamestown, day and night**  
**Advising Code: A 55420**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ENG	111	Expository Writing	3	0	0	3
COM	120	Intro to Interpersonal Comm. or	3	0	0	3
COM	231	Public Speaking	(3)	(0)	(0)	(3)
FIP	120	Introduction to Fire Prot.	3	0	0	3
FIP	156	Computers for the Fire Services *	3	2	0	3
FIP	236	Emergency Management	3	0	0	3
<b>Totals</b>			<b>15</b>	<b>2</b>	<b>0</b>	<b>15</b>

\* Students who already have credit for CIS-110 may substitute it for FIP-156.

## Spring Semester I

ENG	112	Argument Based Research or	3	0	0	3
ENG	114	Professional Research/Rep	(3)	(0)	(0)	(3)
MAT	161	College Algebra	3	0	0	3
MAT	161A	College Algebra Lab	0	2	0	1
EPT	120	Sociology of Disaster	3	0	0	3
EPT	130	Mitigation and Preparedness	3	0	0	3
POL	120	American Government	3	0	0	3
<b>Total</b>			<b>15</b>	<b>2</b>	<b>0</b>	<b>16</b>

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**Summer Term I**

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FIP	164	OSHA Standards	3	0	0	3
FIP	152	Fire Protection Law	3	0	0	3
FIP	228	Local Govt. Finance <b>or</b>	3	0	0	3
EPT	124	EM Services Law and Ethics	(3)	(0)	(0)	(3)
EPT	150	EMS Incident Management	3	0	0	3
<b>Total</b>			<b>12</b>	<b>0</b>	<b>0</b>	<b>12</b>

**Fall Semester II**

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CJC	131	Criminal Law	3	0	0	3
EPT	210	Disaster Response Ops Mt	3	0	0	3
EPT	220	Terrorism and Emerg. Mgt.	3	0	0	3
FIP	256	Municipal Public Relations	3	0	0	3
--	--	Hum/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>15</b>	<b>0</b>	<b>0</b>	<b>15</b>

**Spring Semester II**

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EPT	275	Emergency OPS Cent. Mgt.	3	0	0	3
CJC	121	Law Enforcement Operations	3	0	0	3
FIP	176	Haz Mat Operations	4	0	0	4
FIP	276	Managing Fire Services	3	0	0	3
--	--	EPT Elective	3	0	0	3
<b>Total</b>			<b>16</b>	<b>0</b>	<b>0</b>	<b>16</b>

**Emergency Preparedness Tech Electives**

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EPT	225	Hazard Analysis and Risk Assessment	3	0	0	3
EPT	230	Emergency Planning	3	0	0	3
EPT	260	Business Community	3	0	0	3
EPT	280	Building Resilient Communities	3	0	0	3

Total credit hours required for Associate in Applied Science: 74. This curriculum is subject to change.

**Curriculum:**

**Emergency Preparedness Technology – Certificate, Jamestown, day and night**  
**Advising Code: A 55420 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

FIP	236	Emergency Management	3	0	0	3
EPT	220	Terrorism & Emergency Management	3	0	0	3
EPT	210	Disaster Response Ops Mgt.	3	0	0	3
<b>Total</b>			<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>

**Spring Semester I**

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EPT	120	Sociology of Disaster	3	0	0	3
EPT	275	Emergency OPS Center Mgt.	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

**Summer Term I**

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EPT	150	EMS Incident Mgt.	3	0	0	3
<b>Total</b>			<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>

Total credit hours required for Certificate: 18 This curriculum is subject to change

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# Fire Protection Technology

A 55 24 0

Associate in Applied Science, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2714 - from Greensboro • (336) 454-1126, ext. 2714 - from High Point

The Fire Protection Technology curriculum is designed to provide individuals with the technical and professional knowledge necessary to make decisions regarding fire protection for both public and private sectors. It also provides a sound foundation for continuous higher learning in fire protection, administration and management.

Course work includes classroom and laboratory exercises to introduce the student to various aspects of fire protection. Students will learn technical and administrative skills such as hydraulics, hazardous materials, arson investigation, fire protection safety, fire suppression management, law and codes.

Graduates should qualify for employment or advancement in governmental agencies, industrial firms, insurance rating organizations, educational organizations and municipal fire departments. Employed persons should have opportunities for skilled and supervisory positions within their current organizations.

## Program Outcomes:

Upon successful completion of this program, the Fire Protection Technology graduate should be able to:

- perform fire prevention functions;
- perform fire suppression functions;
- perform hazardous materials control functions;
- provide emergency care;
- provide public services;
- communicate effectively;
- perform in a professional manner;
- practice safety in the performance of all tasks.

## Curriculum:

**Fire Protection Technology - Associate in Applied Science, Jamestown, day and evening**  
**Advising Code: A 5524 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ENG	111	Expository Writing	3	0	0	3
COM	120	Intro to Interpersonal Communication <b>or</b>	(3)	(0)	(0)	(3)
COM	231	Public Speaking	3	0	0	3
FIP	120	Introduction to Fire Protection	3	0	0	3
FIP	132	Building Construction	3	0	0	3
FIP	156	Computers in Fire Service *	1	2	0	2
<b>Total</b>			<b>13</b>	<b>2</b>	<b>0</b>	<b>14</b>

\* Students who already have credit for CIS-110 may substitute it for FIP-156.

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**Spring Semester I**

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ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research and Reporting	(3)	(0)	(0)	(3)
MAT	161	College Algebra	3	0	0	3
MAT	161A	College Algebra Lab	0	2	0	1
FIP	124	Fire Prevention, Public Education	3	0	0	3
FIP	229	Fire Dynamics and Combustion	3	0	0	3
—	—	Social / Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>15</b>	<b>2</b>	<b>0</b>	<b>16</b>

**Summer Term I**

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FIP	136	Inspections and Codes	3	0	0	3
FIP	152	Fire Protection Law	3	0	0	3
FIP	164	OSHA Standards	3	0	0	3
--	--	Fire Protection Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>0</b>	<b>0</b>	<b>12</b>

**Fall Semester II**

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FIP	128	Fire Detection and Investigation	3	0	0	3
FIP	148	Fixed, Portable Extinguishing Systems	2	2	0	3
FIP	230	Chemistry of Hazardous Materials I	5	0	0	5
FIP	236	Emergency Management	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>16</b>	<b>2</b>	<b>0</b>	<b>17</b>

**Spring Semester II**

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FIP	144	Sprinklers and Auto Alarms	2	2	0	3
FIP	220	Fire Fighting Strategies	3	0	0	3
FIP	224	Instructional Methodology	4	0	0	4
FIP	232	Hydraulics and Water Distribution	2	2	0	3
FIP	276	Managing Fire Services	3	0	0	3
<b>Total</b>			<b>13</b>	<b>4</b>	<b>0</b>	<b>16</b>

**Fire Protection Electives**

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Select three\* semester hours credits from the following:

FIP	140	Industrial Fire Protection	3	0	0	3
FIP	160	Fire Protection Electricity	2	0	0	2
FIP	160A	Fire Protection Electricity Lab	0	2	0	1
FIP	176	Hazardous Material Operations	4	0	0	4
FIP	180	Wildland Fire Behavior	3	0	0	3
FIP	221	Advanced Firefighting Strategies	3	0	0	3
FIP	228	Local Government Finance	3	0	0	3
FIP	231	Chemistry of Hazardous Mat II	4	2	0	5
FIP	240	Fire Service Supervision	3	0	0	3
FIP	244	Fire Protection Project	3	0	0	3
FIP	248	Fire Service Personnel Adm	3	0	0	3
FIP	252	Fire Apparatus Spec. Purchase	3	0	0	3
FIP	256	Municipal Public Relations	3	0	0	3

\* Up to 3 Cooperative Education (COE) credits may be substituted for 1 elective FIP course. See Department Chair for approval.

Total credit hours required for degree: 75 This curriculum is subject to change.



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# General Occupational Technology

A 55 28 0

Associate in Applied Science, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2229 - from Greensboro • (336) 454-1126, ext. 2229 - from High Point

The General Occupational Technology curriculum provides individuals with an opportunity to upgrade their skills and to earn an associate degree by taking courses suited for individual occupational interests and/or needs.

The curriculum content will be customized for students according to their occupational interests and needs. A program of study for each student will be selected from any non-developmental level courses offered by the College.

Graduates will become more effective workers, better qualified for advancements within their field of employment, and become qualified for a wide range of entry level employment opportunities.

## Curriculum:

**General Occupational Technology - Associate in Applied Science, Jamestown, day and evening**  
Advising Code: A 5528 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ENG	111	Expository Writing	3	0	0	3
ENG	114	Professional Research and Reporting	3	0	0	3
COM	110	Introduction to Communication	3	0	0	3
MAT	115	Mathematical Models	2	2	0	3
-	-	Social / Behavior Science Elective	3	0	0	3
-	-	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>17</b>	<b>2</b>	<b>0</b>	<b>18</b>

Major courses: 18 credit hours from a combination of core courses for curriculums offered by the college.

## Other Major Hours:

CIS111	Basic PC Literacy	1	2	0	2
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Twenty-nine additional credit hours must be chosen from courses required by curriculums offered by the college, including a maximum of eight semester hours earned through work experience, including cooperative education, practicums, and internships.

Total credit hours required for degree: 67      This curriculum is subject to change.

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# Lateral Entry Certificate

C55430

Certificate, Jamestown, evening

**Contact Information: Teacher Education Academy**

**(336) 334.4822 ext. 2491 from Greensboro \* (336) 454.1126 ext. 2491 from High Point**

The Lateral Entry curriculum, developed for teachers who hold a lateral entry license, provides a course of study leading to the development of the general pedagogy competencies needed to become certified to teach by the North Carolina Department of Public Instruction.

Graduates should meet the general pedagogy competencies within the first three years of teaching, including a minimum of six semester hours per school year. Additional requirements, such as pre-service training and passing the PRAXIS, are required for licensure. GTCC provides coursework only; GTCC is not a licensing agency. Program participants should work closely with the school system's licensing specialist.

**Program Requirements:**

- Program plan from the Regional Alternative Licensing Center (RALC);
- Transcripts of BA/BS degree.

**Curriculum:**

**Lateral Entry Certificate, Jamestown, evening  
Advising Code: C 55 43 0**

Prefix	Course Number	Course Title	Semester Completed
<b>18 hours / 6 courses:</b>			
EDU	163	Classroom Management & Instruction	_____
EDU	271	Educational Technology	_____
EDU	244	Human Growth & Development	_____
EDU	243	Learning Theory	_____
EDU	131	Child, Family & Community	_____
EDU	245	Policies & Procedures	_____

**9 hours / 3 courses:**

-	-	Literacy and Reading Methods**	_____
-	-	Special Needs and Diverse Learners**	_____
-	-	Instructional Methods**	_____

\*\*The courses must be taken through one of our 4-year partner colleges/universities; for more information, contact the Teacher Education Academy, ext. 2491.

Total credit hours required for certificate: 27 This curriculum is subject to change.

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# Occupational Education Associate

A 55 32 0

Associate in Applied Science, Jamestown

Contact Information: Teacher Education Academy

(336) 334-4822, ext. 2491 - from Greensboro • (336) 454-1126, ext. 2491 - from High Point

The Occupational Education Associate curriculum is designed for individuals skilled and experienced in a trade or technical specialty who would like to receive an associate degree in preparation for teaching or other purposes.

Course work is designed to supplement previous education, training, and/or experience the individual has already attained.

Graduates of the program may find employment as instructors in the field of occupational education.

## Curriculum:

### Occupational Education Associate - Associate in Applied Science, Jamestown Advising Code: A 5532 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

#### General Education Requirements: (18 hours / 6 courses)

ENG	111	Expository Writing	_____
ENG	114	Professional Research and Reporting	_____
COM	110	Introduction to Communication	_____
MAT	110	Mathematical Measurement <b>or</b>	_____
MAT	115	Mathematical Models	_____
PSY	150	Introduction to Psychology	_____
—	—	Humanities / Fine Arts Elective	_____

#### Required Major Courses: (21 hours / 7 courses)

EDU	175	Introduction to Trade, Industrial Education	_____
EDU	176	Occup Analysis, Course Development	_____
EDU	177	Instructional Methods	_____
EDU	179	Vocational Student Organizations	_____
EDU	271	Educational Technology	_____
EDU	281	Instructional Strat/Reading & Writing	_____
ISC	121	Environmental Safety and Health	_____

#### Other Major Hours: (28 hours)

CIS	111	Basic PC Literacy	_____
EDU	161	Intro to Exceptional Children	_____
EDU	178	Facilities Org & Planning	_____
EDU	275	Effective Teacher Training	_____

Eighteen additional credit hours must be selected from courses required by curriculums offered by the college, including a maximum of eight semester hours earned through work experience, including cooperative education, practicums, and internships.

Total credit hours required for degree: 67. This curriculum is subject to change.

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# TRANSPORTATION SYSTEMS TECHNOLOGIES

## Autobody Repair

D 60 10 0

Diploma, Jamestown, day and evening  
Certificate, Jamestown, day and evening

### Contact Information:

(336) 334-4822, ext. 2258 - from Greensboro • (336) 454-1126, ext. 2258 - from High Point

The Autobody Repair curriculum provides training in the use of equipment and materials of the autobody repair trade. The student studies the construction of the automobile body and techniques for autobody repairing, and refinishing.

Course work will include autobody fundamentals, industry overview, and safety. Students will perform structural and non-structural repairs using mig welding, plastics and adhesives, and a variety of paints and finishes.

Graduates should qualify for a certificate or diploma in Autobody Repair and be able to seek entry-level employment in the automotive body and refinishing industry. Persons completing this curriculum may find employment with franchised independent garages, dealerships, race teams, truck companies, glass shops, boat shops, or may seek self-employment.

### Program Outcomes:

Upon successful completion of the Autobody Repair Diploma program, the graduate should be able to:

- perform structural analysis and damage repair;
- paint or refinish vehicles or vehicle components;
- read and write estimates;
- diagnose and service mechanical and electrical components;
- repair or replace plastics and adhesives.

### Curriculum:

**Autobody Repair - Diploma, Jamestown, day and evening**  
Advising Code: D 60100

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AUB	111	Painting and Refinishing I**	2	6	0	4
AUB	121	Non-Structural Damage I	1	4	0	3
AUB	131	Structural Damage I	2	4	0	4
AUB	134	Autobody MIG Welding	1	4	0	3
ENG	102	Applied Communications II	3	0	0	3
<b>Total</b>			<b>9</b>	<b>18</b>	<b>0</b>	<b>17</b>

\*Completion of first semester fulfills requirements for certificate.

\*\*AUB 121 Non-Structural Damage I is a Co-requisite for AUB 111 Painting and Refinishing, AUB 122 Non-Structural Damage II, and AUB 136 Plastics and Adhesives.

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**Spring Semester I**

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AUB	112	Painting and Refinishing II	2	6	0	4
AUB	122	Non-Structural Damage II	2	6	0	4
MAT	101	Applied Mathematics I	2	2	0	3
AUB	136	Plastics and Adhesives	1	4	0	3
*AUB	162	Autobody Estimating	1	2	0	2
<b>Total</b>			<b>8</b>	<b>20</b>	<b>0</b>	<b>16</b>

**Summer Term I**

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AUB	114	Special Finishes	1	2	0	2
AUB	132	Structural Damage II	2	6	0	4
AUB	141	Mechanical and Electrical Components I	2	2	0	3
<b>Total</b>			<b>5</b>	<b>10</b>	<b>0</b>	<b>9</b>

Total credit hours required for diploma: 42 This curriculum is subject to change.

\* COE-112 or (COE-111 and COE-121) may be substituted for AUB-162 with instructor approval.

**Curriculum:**

**Autobody Repair - Certificate – Fall Semester only, Jamestown day and evening**  
**Advising Code: D 60100 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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AUB	111	Painting and Refinishing I	2	6	0	4
AUB	121	Non-Structural Damage I	1	4	0	3
AUB	131	Structural Damage I	2	4	0	4
AUB	134	Autobody MIG Welding	1	4	0	3
<b>Total</b>			<b>6</b>	<b>18</b>	<b>0</b>	<b>14</b>

Total credit hours required for certificate: 14 This curriculum is subject to change.

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# Automotive Systems Technology

A 60 16 0

Associate in Applied Science, Jamestown, day  
Certificate, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2632 - from Greensboro • (336) 454-1126, ext. 2632 - from High Point

This curriculum prepares individuals for employment as Automotive Service Technicians. Upon completion of this curriculum, students should be prepared for ASE certification and be ready for full-time employment in dealerships and repair shops in the automotive service industry.

Classroom and lab experience integrates academic course work with technical application of automotive theory. Emphasis is placed on servicing and operation of brakes, electrical/electronic systems, engine performance, steering/suspension, automatic transmission/transaxles, engine repair, climate control, and manual drive trains.

## Program Outcomes:

Upon successful completion of the Automotive Systems Technology program, the graduate should be able to:

- diagnose and repair mechanical systems of automotive engines; automatic transmissions and transaxles; manual drive trains and axles; suspension and steering systems; braking systems; electrical and electronic systems; heating and air conditioning systems; and engine performance systems;
- comply with personal and environmental safety practices associated with clothing, eye protection, hand tools, power equipment and the handling, storage and disposal of chemicals and hazardous materials in accordance with local, state, and federal safety and environmental regulations.

**Limited Enrollment Program: Contact the Admissions Office for program admission requirements and program application deadlines.**

## Curriculum:

**Ford Option / GM Option - Associate in Applied Science, Jamestown, day**  
**Advising Code: A 6016 0 A1 (Ford Option) A 6016 0 A2 (GM Option)**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
AUT	110	Introduction to Auto Technology	2	2	0	3
AUT	161	Basic Automotive Electricity	4	3	0	5
AUT	163*	Advanced Automotive Electricity	2	3	0	3
CIS	111	Basic PC Literacy	1	2	0	2
COE	111	Co-op Work Experience I	0	0	10	1
<b>Total</b>			<b>9</b>	<b>10</b>	<b>10</b>	<b>14</b>

Note: Total curriculum contact hours for eight weeks are 30/week

\*In the Ford & GM option programs, successful completion of AUT-163 (grade of C or better) is required to enroll in the following semesters.

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**Spring Semester I**

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AUT	141	Suspension and Steering Systems	2	3	0	3
AUT	151	Brake Systems	2	3	0	3
ENG	111	Expository Writing	3	0	0	3
COE	122	Co-op Work Experience II	0	0	20	2
-	-	Social/Behavioral Science	3	0	0	3
<b>Total</b>			<b>10</b>	<b>6</b>	<b>20</b>	<b>14</b>

Note: Total curriculum contact hours for eight weeks are 34/week

**Summer Term I**

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AUT	116	Engine Repair	2	3	0	3
AUT	171	Auto Climate Control	2	4	0	4
COE	131	Co-op Work Experience III	0	0	10	1
<b>Total</b>			<b>4</b>	<b>7</b>	<b>10</b>	<b>8</b>

Note: Total curriculum contact hours for eight weeks are 33.6/week

**Fall Semester II**

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AUT	181	Engine Performance 1	2	3	0	3
AUT	183	Engine Performance 2	2	6	0	4
COM	120	Intro to Interpersonal Communication	3	0	0	3
MAT	115	Mathematical Models	2	2	0	3
COE	132	Co-op Work Experience III	0	0	20	2
<b>Total</b>			<b>9</b>	<b>11</b>	<b>20</b>	<b>15</b>

Note: Total curriculum contact hours for eight weeks are 32/week

**Spring Semester II**

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AUT	221	Auto Transmissions/Transaxles	2	3	0	3
AUT	231	Manual Trans/Axles/Drtrains	2	3	0	3
ENG	114	Prof Research and Reporting	3	0	0	3
-	-	Humanities/Fine Arts Elective	3	0	0	3
COE	212	Co-op Work Experience IV	0	0	20	2
<b>Total</b>			<b>10</b>	<b>6</b>	<b>20</b>	<b>14</b>

Note: Total curriculum contact hours for eight weeks are 34/week

Total credit hours required for degree: 65 This curriculum is subject to change.

**Curriculum:**

**General Option - Associate in Applied Science, Jamestown, day**  
**Advising Code: A 6016 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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AUT	110	Introduction to Auto Technology	2	2	0	3
AUT	151	Brake Systems	2	3	0	3
AUT	151A	Brake Systems Lab	0	3	0	1
AUT	186	PC Skills for Auto Techs	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
MAT	115	Mathematical Models	2	2	0	3
<b>Total</b>			<b>11</b>	<b>12</b>	<b>0</b>	<b>16</b>

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**Spring Semester I**

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AUT	161	Basic Auto Electricity	4	3	0	5
AUT	171	Automotive Climate Control	2	4	0	4
AUT	123	PowerTrain Diagnosis/Service	1	3	0	2
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>12</b>	<b>0</b>	<b>14</b>

**Summer Term I**

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AUT	141	Suspension and Steering Systems	2	3	0	3
AUT	141A	Suspension and Steering Lab	0	3	0	1
AUT	113	Automotive Servicing 1	0	6	0	2
<b>Total</b>			<b>2</b>	<b>6</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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AUT	163	Advanced Automotive Electricity	2	3	0	3
AUT	163A	Advanced Auto Electricity Lab	0	3	0	1
AUT	181	Engine Performance 1	2	3	0	3
AUT	181A	Engine Performance 1Lab	0	3	0	1
AUT	116	Engine Repair	2	3	0	3
AUT	116A	Engine Repair Lab	0	3	0	1
ENG	114	Prof Research and Reporting	3	0	0	3
<b>Total</b>			<b>9</b>	<b>18</b>	<b>0</b>	<b>15</b>

**Spring Semester II**

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AUT	231	Man Trans/Axles/Drtrains	2	3	0	3
AUT	231A	Man Trans/Ax/Drtrains Lab	0	3	0	1
AUT	183	Engine Performance 2	2	6	0	4
AUT	281	Advanced Engine Performance	2	2	0	3
COM	120	Intro to Interpersonal Communications	3	0	0	3
—	—	Social / Behavior Science Elective	3	0	0	3
<b>Total</b>			<b>12</b>	<b>14</b>	<b>0</b>	<b>17</b>

**Summer Term II**

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AUT	221	Auto Transm/Transaxles	2	3	0	3
AUT	221A	Auto Transm/Transax Lab	0	3	0	1
AUT	213	Automotive Servicing 2	1	3	0	2
<b>Total</b>			<b>3</b>	<b>9</b>	<b>0</b>	<b>6</b>

Total credit hours required for degree: 74 This curriculum is subject to change.

Cooperative education credit hours may be substituted for some AUT courses with the approval of the department chair.

**Curriculum:**

**General Option - Certificate, Jamestown, day and evening**  
**Advising Code: A 6016 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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AUT	110	Introduction To Auto Technology	2	2	0	3
AUT	151	Brake Systems	2	3	0	3
AUT	151A	Brake Systems Lab	0	3	0	1
<b>Total</b>			<b>4</b>	<b>8</b>	<b>0</b>	<b>7</b>



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**Spring Semester I**

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AUT	161	Basic Automotive Electricity	4	3	0	5
<b>Total</b>			<b>4</b>	<b>3</b>	<b>0</b>	<b>5</b>

Total credit hours required for certificate: 12 This curriculum is subject to change.

Cooperative education credit hours may be substituted for some course work by the approval of the Department Chair.

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## **Aviation Electronics (Avionics) Technology**

*Pending NCCCS and GTCC Board approval.*

### **A 60 XX 0**

**Associate in Applied Science, Greensboro/Aviation Center, day and evening**

#### **Contact Information:**

**(336) 334-4822, ext. 4901, 4902 or 4903 - from GSO • (336) 454-1126, ext. 4901 - from High Point**

This curriculum provides individuals with the basic knowledge and skills needed to enter the avionics career field as a technician. It also provides the student with preparation for the Federal Communications Commission General Radio and Telephone License examination.

Course work includes a background course in general aviation maintenance subjects, sheet metal structures and fabrication, basic airframe systems, aircraft electrical and electronic systems, aircraft engine electrical systems, practical wiring, long range and tactical navigation equipment, flight management and flight control systems, flight line testing and troubleshooting, avionics systems interfaces, and FAA regulations for repair stations.

Graduates will be qualified to sit for the FCC licensing exam, and should be qualified for entry level employment as a line or shop technician in an avionics repair station, an airfield fixed base operator's avionics shop, or as an independent repair technician.

#### **Program Outcomes:**

Upon successful completion of the Aviation Electronics program, the graduate should be able to:

- Work on all aircraft electrical systems, with a specialized focus on communication, navigation, and flight management systems;
- Design, install, troubleshoot, remove and replace, and test the full spectrum of avionics equipment;
- Locate, read, interpret and apply all appropriate FAA and FCC regulations, as well as applicable aircraft and associated systems manufacturers' technical manuals, schematics and directives;
- Understand the privileges, responsibilities and limitations applying to technicians certified to perform maintenance on aircraft.

**This is a limited enrollment program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**

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**Curriculum:****Aviation Electronics - Associate in Applied Science, Greensboro/Aviation Center, day  
Advising Code: A 60XX 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

AVI	110	Aviation Maintenance - General	10	15	0	15
MAT	171	Precalculus Algebra <b>or</b>	3	0	0	3
MAT	140	Survey of Mathematics	(3)	(0)	(0)	(3)
<b>Total</b>			<b>13</b>	<b>15</b>	<b>0</b>	<b>18</b>

**Spring Semester I**

AET	120	Sheet Metal Aircraft Structures	1	2	0	2
AET	122	Airframe Systems	2	6	0	4
AET	124	Aircraft Electronics & Instrument Systems	1	2	0	2
AET	126	Advanced Aircraft Electrical Systems	2	4	0	4
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>9</b>	<b>14</b>	<b>0</b>	<b>15</b>

**Summer Term I**

AET	130	Engine Electrical Systems	2	4	0	4
AET	132	Practical Wiring/Human Factors	1	3	0	2
ENG	112	Argument-Based Research	3	0	0	3
—	—	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>9</b>	<b>7</b>	<b>0</b>	<b>12</b>

**Fall Semester II**

AET	210	Avionics Maintenance Theory	1	3	0	2
AET	212	Aviation Navigational Equipment	1	3	0	2
AET	214	Long Range Navigation Systems	1	3	0	2
AET	216	Tactical Navigation Systems	1	3	0	2
AET	218	Flight Management and Control	1	3	0	2
COM	231	Public Speaking	3	0	0	3
<b>Total</b>			<b>8</b>	<b>15</b>	<b>0</b>	<b>13</b>

**Spring Semester II**

AET	220	Avionics System Interconnect	1	2	0	2
AET	222	Flight Line Testing	1	2	0	2
AET	224	Advanced Avionics Troubleshooting	2	6	0	4
AET	226	FARS for Avionics Cert. Repair Station	1	2	0	2
AET	228	Avionics FCC Preparation	1	2	0	2
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>9</b>	<b>14</b>	<b>0</b>	<b>15</b>

Total credit hours required for degree: 73 This curriculum is subject to change.

\* Students seeking an AAS may choose MAT-171 or MAT-140, depending on whether they intend to articulate to a four-year degree program.

Program is taught in block training format: 5 hours per day, 4 days a week.

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# Aviation Management and Career Pilot Technology

A 60 18 0

Associate in Applied Science, Greensboro/Aviation Center, day  
Certificate, Greensboro/Aviation Center, evening

## Contact Information:

(336) 334-4822, ext. 4901 - from Greensboro • (336) 454-1126, ext. 4901 - from High Point

The Aviation Management and Career Pilot Technology curriculum prepares individuals for a variety of aviation and aviation-related careers with commercial airlines, general aviation operations, the aerospace industry, the military, and state and federal aviation organizations.

Course work includes fundamentals of flight, aerodynamics, aircraft performance, meteorology, navigation, federal regulations, aviation management, and instrument and commercial ground training. Optional course work includes flight and simulator training or business management training.

Graduates will hold a commercial pilot certificate with an instrument rating or specialize in aviation management. Graduates may find employment as commercial, corporate, and military pilots, fixed base operators and airport managers, flight instructors, and flight dispatchers.

## Program Outcomes:

Upon successful completion of the Aviation Management Option, the graduate should be able to:

- manage business/flight/ground operations;
- apply sales and marketing skills;
- communicate effectively.

Upon successful completion of the Career Pilot Option, the graduate should be able to:

- pilot an aircraft (for some positions, certain specific certifications are required; e.g., C.F.I., M.E.I., and C.F.I.I.);
- manage business/flight/ground operations.

## Aviation Management Option

### Curriculum:

Aviation Management Option - Associate in Applied Science, Greensboro/Aviation Center, day  
Advising Code: A 6018 0 A1

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
ACA	111	College Student Success	1	0	0	1
AER	110	Air Navigation	2	2	0	3
AER	111	Aviation Meteorology	3	0	0	3
AER	113	History of Aviation	2	0	0	2
AER	150	Private Pilot Flight Theory	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

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**Spring Semester I**

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AER	112	Aviation Laws and FARS	2	0	0	2
AER	114	Aviation Management	3	0	0	3
AER	160	Instrument Pilot Theory	2	2	0	3
– (1)	–	Aviation Elective or Co-op	2	0	0	2
ENG	112	Argument-Based Research	3	0	0	3
MAT	171	Precalculus Algebra	3	0	0	3
<b>Total</b>			<b>15</b>	<b>2</b>	<b>0</b>	<b>16</b>

**Fall Semester II**

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AER	170	Commercial Flight Theory	3	0	0	3
AER	216	Engines and Systems	2	2	0	3
– (1)	–	Aviation Elective or Co-op	2	0	0	2
BUS	137	Principles of Management	3	0	0	3
COM	231	Public Speaking	3	0	0	3
PHY	110	Conceptual Physics	3	0	0	3
PHY	110A	Conceptual Physics Lab	0	2	0	1
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

**Spring Semester II**

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AER	215	Flight Safety	3	0	0	3
AER	217	Air Transportation	3	0	0	3
– (1)	–	Aviation Elective or Co-op	2	0	0	2
BUS	153	Human Resources Management	3	0	0	3
BUS	280	REAL Small Business	4	0	0	4
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>18</b>	<b>0</b>	<b>0</b>	<b>18</b>

Total credit hours required for degree: 70 This curriculum is subject to change.

(1) Aviation Electives may be selected from the following courses: AER 119 Aircraft Structures; AER 211 Air Traffic Control; AER 212 Airline Transport Pilot; AER 213 Avionics; AER 214 Air Carrier Operations; AER 218 Human Factors in Aviation; AER 220 Airport Management; AER 280 Instructor Pilot Flight Theory; AER 281 Flight-CFI; AER 285 Flight-Multiengine; and COE 111,121,131,211 Co-op Work Experience.

**Curriculum:** Aviation Management Option - Certificate, Greensboro/Aviation Center, evening  
Advising Code: A 6018 0 C2

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

**Fall Semester I**

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AER	110	Air Navigation	2	2	0	3
AER	150	Private Pilot Flight Theory	2	2	0	3
<b>Total</b>			<b>4</b>	<b>7</b>	<b>0</b>	<b>7</b>

**Spring Semester I**

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AER	111	Aviation Meteorology	3	0	0	3
AER	160	Instrument Pilot Flight Theory	2	2	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

**Fall Semester II**

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AER	170	Commercial Flight Theory	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Total credit hours required for certificate: 15 This curriculum is subject to change.

## Career Pilot Option

**Curriculum:** Career Pilot Option - Associate in Applied Science, Greensboro/Aviation Center, day  
**Advising Code:** A 6018 0 A2

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	111	College Student Success	1	0	0	1
AER	110	Air Navigation	2	2	0	3
AER	111	Aviation Meteorology	3	0	0	3
AER	113	History of Aviation	2	0	0	2
AER	150	Private Pilot Flight Theory	2	2	0	3
ENG	111	Expository Writing	3	0	0	3
—	—	Humanities / Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

<b>Spring Semester I</b>						
AER	112	Aviation Laws and FARS	2	0	0	2
AER	114	Aviation Management	3	0	0	3
AER	151	Flight-Private Pilot	0	3	0	1
AER	160	Instrument Flight Theory	2	2	0	3
AER	210	Flight Dynamics	3	0	0	3
ENG	112	Argument-Based Research	3	0	0	3
MAT	171	Precalculus Algebra	3	0	0	3
<b>Total</b>			<b>16</b>	<b>5</b>	<b>0</b>	<b>18</b>

<b>Fall Semester II</b>						
AER	161	Flight-Instrument Pilot	0	6	0	2
AER	170	Commercial Flight Theory	3	0	0	3
AER	216	Engines and Systems	2	2	0	3
--(1)	--	Aviation Elective or Co-op	2	0	0	2
COM	231	Public Speaking	3	0	0	3
PHY	110	Conceptual Physics	3	0	0	3
PHY	110A	Conceptual Physics Lab	0	2	0	1
<b>Total</b>			<b>13</b>	<b>10</b>	<b>0</b>	<b>17</b>

<b>Spring Semester II</b>						
AER	171	Flight-Commercial Pilot	0	6	0	3
AER	215	Flight Safety	3	0	0	3
AER	217	Air Transportation	3	0	0	3
AER	280	Instructor Pilot Flight Theory	3	0	0	3
— (1)	—	Aviation Elective or Co-op	2	0	0	2
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>14</b>	<b>6</b>	<b>0</b>	<b>17</b>

Total credit hours required for degree: 70 This curriculum is subject to change.

(1) Aviation Electives may be selected from the following courses: AER 119 Aircraft Structures; AER 211 Air Traffic Control; AER 212 Airline Transport Pilot; AER 213 Avionics; AER 214 Air Carrier Operations; AER 218 Human Factors in Aviation; AER 220 Airport Management; AER 280 Instructor Pilot Flight Theory; AER 281 Flight-CFI; AER 285 Flight-Multiengine; and COE 111,121,131,211 Co-op Work Experience.

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**Curriculum:****Career Pilot Option - Certificate, Greensboro/Aviation Center, evening  
Advising Code: A 6018 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
AER	110	Air Navigation	2	2	0	3
AER	150	Private Pilot Flight Theory	2	2	0	3
AER	151	Flight-Private Pilot	0	3	0	1
<b>Total</b>			<b>4</b>	<b>7</b>	<b>0</b>	<b>6</b>
<b>Spring Semester I</b>						
AER	111	Aviation Meteorology	3	0	0	3
<b>Total</b>			<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Fall Semester II</b>						
AER	170	Commercial Flight Theory	3	0	0	3
AER	160	Instrument Pilot Flight Theory	2	2	0	3
<b>Total</b>			<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

Total credit hours required for certificate: 15 This curriculum is subject to change.

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# Aviation Systems Technology

**A 60 20 0**

**Associate in Applied Science, Greensboro/Aviation Center, day and evening  
Certificate, Greensboro/Aviation Center, day and evening**

## **Contact Information:**

**(336)-334-4822, Ext 4903,4901,4902 - Aviation Center**

This curriculum provides individuals with the basic knowledge and skills for a career as an aviation maintenance technician (AMT), generally known as an airframe and powerplant (A&P) mechanic. Depending on the program option the student selects, the AST program prepares the student for the written, oral, and practical examinations for the FAA mechanic certificate with either or both the airframe and powerplant ratings.

Course work includes all the subjects required by the Federal Aviation Administration (FAA) under 14 CFR Part 147. Students may enroll in certificate programs which qualify individuals for the FAA mechanic certificate with airframe or powerplant ratings, or both. The associate degree program requires completion of both airframe and powerplant courses and seven general college courses. Students who wish to continue their studies toward a four-year degree may wish to take MAT 161, College Algebra, instead of MAT 115, Mathematical Models, as the former course may transfer more readily to four-year institutions.

Students who possess the FAA mechanic certificate with either the airframe or powerplant rating, or who have obtained FAA approval for one of these ratings based on experience, may enroll in a program to obtain the other rating upon presentation of the certificate or signed FAA Form 8610-2. These students are not required to take AVI 110, Aviation Maintenance-General. Students who do not possess the FAA mechanic certificate with either the airframe or powerplant rating are discouraged from entering the program out of sequence, unless they possess considerable experience in the aviation industry (e.g., working under the supervision of a licensed mechanic, working at an FAA-approved repair station, or similar experience in military aviation). Each case must be evaluated by the department chair. Students must begin with AVI 110 as a prerequisite to airframe or powerplant courses. Advanced standing may be granted with department chair approval only if the student holds a valid FAA Mechanic Certificate with either Airframe or Powerplant rating(s) or possesses approval for same based on experience and holds a current and valid signed Federal Aviation Administration 8610-2 Form.

Graduates of either the certificate or degree programs should find career opportunities with fixed-base operators, repair stations, airlines, aircraft manufacturers, and government aviation entities. Some positions may require experience in the AMT field to qualify.

## **Program Outcomes:**

Upon successful completion of an AST program option, the student should be able to:

- Inspect and make repairs to aircraft structures and/or engines as allowed by the FAA
- Remove, repair, and replace aircraft and/or engine components within the limits prescribed by the FAA
- Make entries in maintenance records as required by the FAA
- Understand privileges and responsibilities of individuals possessing FAA mechanic certificates

**Limited Enrollment Program: Contact the Enrollment Services Office for Program admission requirements and Program application deadlines.**



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**Curriculum:****Aviation Systems Technology - Associate in Applied Science,  
Greensboro/Aviation Center, day and evening  
Advising Code: A 6020 0**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	115	Success and Study Skills	0	2	0	1
AVI	110	Aviation Maintenance-General	10	15	0	15
ENG	111	Expository Writing	3	0	0	3
<b>Total</b>			<b>13</b>	<b>17</b>	<b>0</b>	<b>19</b>
<b>Spring Semester I</b>						
AVI	120	Airframe Maintenance I	6	18	0	12
ENG	112	Argument-Based Research <b>or</b>	3	0	0	3
ENG	114	Professional Research & Reporting	(3)	(0)	(0)	(3)
<b>Total</b>			<b>9</b>	<b>18</b>	<b>0</b>	<b>15</b>
<b>Summer Term I</b>						
AVI	130	Airframe Maintenance II	6	9	0	9
MAT	140	Survey of Mathematics <b>or</b>	3	0	0	3
MAT	171	Precalculus Algebra	(3)	(0)	(0)	(3)
<b>Total</b>			<b>9</b>	<b>9</b>	<b>0</b>	<b>12</b>
<b>Fall Semester II</b>						
AVI	230	Airframe Maintenance III	4	9	0	7
AVI	240	Powerplant Maintenance I	3	9	0	6
COM	231	Public Speaking	3	0	0	3
<b>Total</b>			<b>10</b>	<b>18</b>	<b>0</b>	<b>16</b>
<b>Spring Semester II</b>						
AVI	250	Powerplant Maintenance II	10	15	0	15
PSY	150	General Psychology	3	0	0	3
<b>Total</b>			<b>13</b>	<b>15</b>	<b>0</b>	<b>18</b>
<b>Summer Term II</b>						
AVI	260	Powerplant Maintenance III	5	12	0	9
--	--	Humanities/Fine Arts Elective	3	0	0	3
<b>Total</b>			<b>8</b>	<b>12</b>	<b>0</b>	<b>12</b>

Total credit hours required for degree: 92 This curriculum is subject to change.

**Curriculum: Airframe and Powerplant - Certificate, Greensboro/Aviation Center, day and evening**  
**Advising Code: A 6020 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	115	Success and Study Skills	0	2	0	1
AVI	110	Aviation Maintenance-General	10	15	0	15
<b>Total</b>			<b>10</b>	<b>17</b>	<b>0</b>	<b>16</b>
<b>Spring Semester I</b>						
AVI	120	Airframe Maintenance I	6	18	0	12
<b>Total</b>			<b>6</b>	<b>18</b>	<b>0</b>	<b>12</b>
<b>Summer Term I</b>						
AVI	130	Airframe Maintenance II	6	9	0	9
<b>Total</b>			<b>6</b>	<b>9</b>	<b>0</b>	<b>9</b>
<b>Fall Semester II</b>						
AVI	230	Airframe Maintenance III	4	9	0	7
AVI	240	Powerplant Maintenance I	3	9	0	6
<b>Total</b>			<b>7</b>	<b>18</b>	<b>0</b>	<b>13</b>
<b>Spring Semester II</b>						
AVI	250	Powerplant Maintenance II	10	15	0	15
<b>Total</b>			<b>10</b>	<b>15</b>	<b>0</b>	<b>15</b>
<b>Summer Semester II</b>						
AVI	260	Powerplant Maintenance III	5	12	0	9
<b>Total</b>			<b>5</b>	<b>12</b>	<b>0</b>	<b>9</b>

Total credit hours required for certificate: 74 This curriculum is subject to change.

**Curriculum: Airframe Rating Option - Certificate, Greensboro/Aviation Center, day and evening**  
**Advising Code: A 6020 0 C2**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	115	Success and Study Skill	0	2	0	1
AVI	110	Aviation Maintenance-General	10	15	0	15
<b>Total</b>			<b>10</b>	<b>17</b>	<b>0</b>	<b>16</b>
<b>Spring Semester I</b>						
AVI	120	Airframe Maintenance I	6	18	0	12
<b>Total</b>			<b>6</b>	<b>18</b>	<b>0</b>	<b>12</b>
<b>Summer Term I</b>						
AVI	130	Airframe Maintenance II	6	9	0	9
<b>Total</b>			<b>6</b>	<b>9</b>	<b>0</b>	<b>9</b>
<b>Fall Semester II</b>						
AVI	230	Airframe Maintenance III	4	9	0	7
<b>Total</b>			<b>4</b>	<b>9</b>	<b>0</b>	<b>7</b>

Total credit hours required for certificate: 44 This curriculum is subject to change.

Students who possess an FAA mechanic certificate with powerplant rating, or who possess FAA approval for the powerplant rating based on experience (signed FAA Form 8610-2) are not required to complete AVI 110

**Curriculum: Powerplant Rating Option - Certificate, Greensboro/Aviation Center, day and evening**  
**Advising Code: A 6020 0 C3**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	
<b>Fall Semester I</b>						
ACA	115	Success and Study Skills	0	2	0	1
AVI	110	Aviation Maintenance-General	10	15	0	15
<b>Total</b>			<b>10</b>	<b>17</b>	<b>0</b>	<b>16</b>
<b>Spring Semester I</b>						
AVI	250	Powerplant Maintenance II*	10	15	0	15
<b>Total</b>			<b>10</b>	<b>15</b>	<b>0</b>	<b>15</b>
<b>Summer Term I</b>						
AVI	260	Powerplant Maintenance III*	5	12	0	9
<b>Total</b>			<b>5</b>	<b>12</b>	<b>0</b>	<b>9</b>
<b>Fall Semester II</b>						
AVI	240	Powerplant Maintenance I*	3	9	0	6
<b>Total</b>			<b>3</b>	<b>9</b>	<b>0</b>	<b>6</b>

Total credit hours required for certificate: 46 This curriculum is subject to change.

Students who possess an FAA mechanic certificate with airframe rating, or who possess FAA approval for the airframe rating based on experience (signed FAA Form 8610-2) are not required to complete AVI 110

\*Courses are not taken sequentially due to normal course flow mandated by AST programs for students taking combined airframe and powerplant options

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# Heavy Equipment and Transport Technology

A 60 24 0

Associate in Applied Science, Jamestown, day and evening  
Diploma, Jamestown, day and evening  
Certificate, Jamestown, day and evening

## Contact Information:

(336) 334-4822, ext. 2592 or 2593 - from Greensboro • (336) 454-1126, ext. 2592 or 2593 - from High Point

This curriculum is designed to prepare individuals in developing the basic knowledge and skills needed for employment in diesel powered medium and heavy-duty vehicles.

Students will learn the purpose, construction features, and principles of operation of medium and heavy-duty vehicles.

Graduates should qualify for entry level employment as a technician in a dealership, fleet shop, or independent garage. Graduates should also be able to pass the ASE certification exam.

## Program Outcomes:

Upon successful completion of the third semester of the Heavy Equipment & Transport program, the exiting student shall be able to:

- comply with personal and environmental safety practices associated with clothing, eye protection, hand tools, power equipment and the handling, storage and disposal of chemicals and hazardous materials in accordance with local, state, and federal safety and environmental regulations;
- diagnose and repair diesel engines, drive train systems, suspension and steering systems, braking systems, electrical and electronic systems, and heating and air conditioning systems;
- perform preventive maintenance inspections.

## Curriculum:

**Heavy Equipment and Transport Technology - Associate in Applied Science, Jamestown, day and evening**  
Advising Code: A 6024 0

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

### Fall Semester I

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COM	120	Intro to Interpersonal Communication	3	0	0	3
HET	110	Diesel Engines	3	9	0	6
HET	112	Diesel Electrical Systems	3	6	0	5
MAT	115	Mathematical Models	2	2	0	3
HET	127	Shop Rules and Regulations	1	0	0	1
<b>Total</b>			<b>12</b>	<b>17</b>	<b>0</b>	<b>18</b>

### Spring Semester I (Minimesters)

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COE	112	Co-op Work Experience I	0	0	20	2
ENG	111	Expository Writing	3	0	0	3
HET	115	Electronic Engines	2	3	0	3
HET	128	Medium/Heavy Duty Tune-Up	1	2	0	2
HET	231	Medium/Heavy Duty Brake Systems	1	3	0	2
HET	232	Medium/Heavy Duty Brake Lab	0	3	0	1
HET	233	Suspension and Steering	2	4	0	4
<b>Total</b>			<b>8</b>	<b>15</b>	<b>20</b>	<b>17</b>

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**Summer Term I (Minimesters)**

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CIS	110	Introduction to Computers	2	2	0	3
COE	121	Co-op Work Experience II	0	0	10	1
HET	116	Air Conditioning/Diesel Equipment	1	2	0	2
HET	119	Mechanical Transmissions	2	2	0	3
HET	125	Preventive Maintenance	1	3	0	2
HET	126	Preventive Maintenance Lab	0	3	0	1
<b>Total</b>			<b>6</b>	<b>12</b>	<b>10</b>	<b>12</b>

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**Fall Semester II (Minimester)**

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COE	132	Co-op Work Experience III	0	0	20	2
ENG	114	Professional Research & Reporting	3	0	0	3
HYD	111	Mobile Hydraulics	1	4	0	3
–	–	Humanities Elective	3	0	0	3
<b>Total</b>			<b>7</b>	<b>4</b>	<b>20</b>	<b>11</b>

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**Spring Semester II (Minimester)**

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COE	212	Co-op Work Experience IV	0	0	20	2
PHY	121	Applied Physics I	3	2	0	4
–	–	Social/Behavioral Science Elective	3	0	0	3
<b>Total</b>			<b>6</b>	<b>2</b>	<b>20</b>	<b>9</b>

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**Summer Term II (Minimester)**

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COE	221	Co-op Work Experience V	0	0	10	1
HET	134	Mechanical Fuel Injection	2	2	0	3
<b>Total</b>			<b>2</b>	<b>2</b>	<b>10</b>	<b>4</b>

Total credit hours required for degree: 71 This curriculum is subject to change.

**Curriculum: Heavy Equipment and Transport Technology - Diploma, Jamestown, day and evening**  
**Advising Code: A 6024 0 D1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

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**Fall Semester I**

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COM	120	Intro to Interpersonal Communication	3	0	0	3
HET	110	Engines	3	9	0	6
HET	112	Diesel Electrical Systems	3	6	0	5
HET	127	Shop Rules and Regulations	1	0	0	1
MAT	115	Mathematical Models	2	2	0	3
<b>Total</b>			<b>12</b>	<b>0</b>	<b>0</b>	<b>18</b>

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**Spring Semester I**

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HET	128	Medium / Heavy Duty Tune Up	1	2	0	2
HET	231	Medium / Heavy Duty Brake System	1	3	0	2
HET	232	Medium / Heavy Duty Brake Systems Lab	0	3	0	1
HET	233	Suspension and Steering	2	4	0	4
<b>Total</b>			<b>4</b>	<b>12</b>	<b>0</b>	<b>9</b>

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**Summer Term I**

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CIS	110	Introduction to Computers	2	2	0	3
HET	116	Air Conditioning/Diesel Equipment	1	2	0	2
HET	125	Preventive Maintenance	1	3	0	2
HET	126	Preventive Maintenance Lab	0	3	0	1
HET	119	Mechanical Transmissions	2	2	0	3
<b>Total</b>			<b>6</b>	<b>12</b>	<b>0</b>	<b>11</b>

Total credit hours required for diploma: 38 This curriculum is subject to change.

**Curriculum: Heavy Equipment and Transport Technology - Certificate, Jamestown, day and evening**  
**Advising Code: A 6024 0 C1**

Prefix	Course Number	Course Title	Hours per Week			Credit Hours
			Lecture	Lab/Shop	Clinic/Co-Op	

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**Fall Semester I**

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HET	112	Diesel Electrical Systems	3	6	0	5
<b>Total</b>			<b>3</b>	<b>6</b>	<b>0</b>	<b>5</b>

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**Spring Semester I**

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HET	231	Medium / Heavy Duty Brake System	1	3	0	2
HET	233	Suspension and Steering	2	4	0	4
<b>Total</b>			<b>3</b>	<b>7</b>	<b>0</b>	<b>6</b>

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**Summer Term I**

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HET	125	Preventive Maintenance	1	3	0	2
<b>Total</b>			<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>

Total credit hours required for certificate: 13 This curriculum is subject to change.

## **Course Descriptions**

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## **Personnel Section**

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## **Campus Maps**

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