

2014-2015 CATALOG



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Student Philosophy Statement
(Approved by Curriculum and Learning Council July 2010)

Eastern Wyoming College is committed to providing a student experience that promotes academic success in a challenging and supportive environment, facilitates the transition to college for first time students, and helps all students identify and achieve their individual goals. EWC's student experience is designed to foster personal growth by increasing independence, promoting ethical behaviors and personal responsibility for learning, and affording opportunities for student involvement in campus activities to enhance social development.



Welcome,

Eastern Wyoming College . . . “The Next Big Thing.”

Yes, it’s all about who you are AND who we are.

Yes, we’re a very small college. Yes, we are in a rural area.

Yes, we provide quality instruction and top-of-the-line student support services.

What is it you want to do? How do you make that happen? Who can help?

These aren’t difficult questions, but it sure makes a difference when someone cares.

Eastern has over a dozen faculty and staff members with earned doctorates, covering a wide range of interests. That in itself is no guarantee of a quality education. But when you couple that with real people who care and connect—you have all the makings of a winning team.

An award winning author who has published numerous articles and books. A collegiate debate champion. Four experienced veterinarians. Former college athletes and CNFR competitors. Many folks with more than thirty years of experience; many young professionals with new energy and know how. An informational technologist who worked in Washington D.C. for CNN. Former K-12 teachers, principals, and a superintendent on staff. A music director accomplished on 20 instruments, artists, and actors. A food service staff that provides tasty home-cooked meals and friendly support. Coaches with regional titles. Top industry certified welding and joining faculty. An M.D. and professional counselors. A uniformed resource officer, an electrician, several volunteer firefighters. A mayor, former city councilmen, and a former lawyer. Our family consists of members who have been involved with education all their lives and those who bring outside experiences to the college environment. A former foundation director for two famous art museums. Military veterans, ranchers, farmers. All, talented, community-minded individuals who get involved.

Every year students come to EWC to join a nationally competitive rodeo team. They help host the top rodeo in the region. Many come from Wyoming and neighboring states, but others have come from halfway around the world. Similarly, the Veterinary Technology program enrolls students from the region and across the United States. Vet Tech has also enrolled students from overseas. Our unique cosmetology program makes us look good. Great programs; great place to get started.

Our transfer programs continue to provide a solid two years for those moving on to a four year school. In fact, over two thirds of students at Eastern Wyoming College plan to do just that—in education and business, psychology and criminal justice, agriculture and fine arts. It may be pre-med or engineering that gets you going. Math, English, history, nursing, science. We can get you what you need.

Big enough to do it all—small enough to care. And, yes, it’s really all about what we can do together.

Sincerely,

Tom Armstrong, Ph.D.

President

Eastern Wyoming College • 3200 West C Street • Torrington, WY 82240 • (307) 532.8200 • (307) 532.8329 Fax
(866) EASTWYO • ewc.wy.edu

Calendar



2014 - 2015 Tentative Calendar

Fall, 2014 Semester

August 22 (Friday)	New Admissions Closed at 4 pm
August 24 (Sunday)	Residence Halls Open at 12 Noon
August 25 (Monday)	New Student Orientation & Registration Night Classes That Start After 5 pm Begin
August 26 (Tuesday)	Regular Semester Classes Begin First Half Block (8 week) Classes Begin
August 29 (Friday)	Last Day to Add Regular Semester Classes at 4 pm
September 1 (Monday)	Labor Day / No Classes
September 2 (Tuesday)	Classes Resume Late Registration Ends at 4 pm
October 6 (Monday)	Last Day to Drop First Half Block (8 week) Classes at 4 pm
October 14 (Tuesday)	Midterm End of First Half Block (8 week) Classes
October 16 (Thursday)	Fall Break Begins / No Classes
October 20 (Monday)	Fall Break Ends / Classes Resume Second Half Block (8 week) Classes Begin
November 25 (Tuesday)	Last Day to Drop Regular Semester Classes at 4 pm
November 26 (Wednesday)	Thanksgiving Break Begins / No Classes
December 1 (Monday)	Thanksgiving Break Ends / Classes Resume
December 4 (Thursday)	Last Day to Drop Second Half Block (8 week) Classes at 4 pm
December 9 (Tuesday)	Finals Week Begins <i>No final examinations will be rescheduled to accommodate travel arrangements that include leaving campus before a student's scheduled exam.</i>
December 12 (Friday)	Finals Week Ends Semester Ends at 6 pm Residence Halls Close at 6 pm

2014 - 2015 Tentative Calendar

Spring, 2015 Semester

January 9 (Friday)	New Admissions Closed at 4 pm
January 11 (Sunday)	Residence Halls Open at 12 Noon
January 12 (Monday)	Registration Night Classes That Start After 5 pm Begin
January 13 (Tuesday)	Regular Semester Classes Begin First Half Block (8 week) Classes Begin
January 16 (Friday)	Last Day to Add Regular Semester Classes at 4 pm
January 19 (Monday)	Wyoming Equality/Martin Luther King Day / No Classes
January 20 (Tuesday)	Classes Resume Late Registration Ends at 4 pm
February 12 (Thursday)	Winter Break Begins / No Classes
February 16 (Monday)	Winter Break Ends / Classes Resume
February 24 (Tuesday)	Last Day to Drop First Half Block (8 week) Classes at 4 pm
March 4 (Wednesday)	Midterm End of First Half Block (8 week) Classes
March 6 (Friday)	Spring Break Begins at 4 pm
March 16 (Monday)	Spring Break Ends / Classes Resume Second Half Block (8 week) Classes Begin
April 3 (Friday)	Easter Break Begins / No Classes
April 7 (Tuesday)	Easter Break Ends / Classes Resume
April 23 (Friday)	Last Day to Drop Regular Semester Classes at 4 pm
April 30 (Thursday)	Last Day to Drop Second Half Block (8 week) Classes at 4 pm
May 5 (Tuesday)	Finals Week Begins <i>No final examinations will be rescheduled to accommodate travel arrangements that include leaving campus before a student's scheduled exam.</i>
May 8 (Friday)	Finals Week Ends Semester Ends at 6 pm Graduation at 7 pm
May 9 (Saturday)	Residence Halls Close at Noon

2014 - 2015 Tentative Calendar

Summer, 2015 Semester

June 1 (Monday)	Summer Session Begins
July 3 (Friday)	EWC Observed Holiday (Fourth of July)
July 10 (Friday)	Summer Session Ends
July 24 (Friday)	Summer Session Flexible End Date

Summer classes vary in length. Please consult the most current class schedule on the EWC web page at ewc.wy.edu.

The EWC Administration reserves the right to make changes without notice.

Eastern Wyoming College does not discriminate on the basis of race, color, national origin, marital status, sexual orientation, sex, religion, political belief, veteran status, age, or disability in admission or access to, or treatment, or participation in or employment in its educational programs or activities. Inquiries concerning Title II, Title VI, Title VII, and Section 504, may be directed to Director of Human Resources, 307.532.8330. Inquiries concerning Title IX may be directed to Dr. Rex Cogdill, Vice President for Student Services, 307.532.8257. Both may be reached at Eastern Wyoming College, 3200 West C Street, Torrington, WY 82240. Alternatively you may contact the Wyoming Department of Education, Office for Civil Rights Coordinator, 2nd Floor, Hathaway Building, Cheyenne, WY 82002-0050, or 307.777.6218.

General Information



General Information

Development of Eastern Wyoming College

Eastern Wyoming College was established in September 1948 as the Southeast University Center, an extension of the University of Wyoming and a part of the Torrington School District 3. From 1948 – 1956, the College struggled for existence on a very limited budget which necessarily limited the faculty, curriculum, and student enrollment. At one time during this period, the College enrolled only 16 full-time students taught by two full-time instructors, and was offering only a dozen classes.

In June of 1956, the citizens of the Torrington Public School District voted to organize the Goshen County Community College District as an independent political subdivision of the state with its own board of control. Although this initial action in the formation of a separate college district encompassed the same territorial boundaries as that of the Torrington Public School District, it was possible to enlarge the district by election to annex additional public school districts to the College District. During the fall of 1956, District 1 and District 10 elected to become a part of the College District. In the spring of 1958, District 7 voted to become a part of the College District also. In the fall of 1965 all public school districts within Goshen County voted to become a part of the College District. The name of the college was changed from the Goshen County Community College District to Eastern Wyoming Community College District on December 20, 1968.

After the reorganization in 1956, the enrollment increased to 62 full-time students with 4 full-time instructors offering approximately 30 classes during each term of the school year. Growth of the institution continued steadily. Today the College serves almost 2,000 students in credit courses and over 6,500 students in non-credit activities. The College sponsors outreach programs in Converse, Crook, Niobrara, Platte, and Weston counties.

Mission

College Mission - Adopted June 10, 2008

Eastern Wyoming College is a student-centered, comprehensive community college that responds to the educational, cultural, social, and economic needs of its communities with quality, affordable educational opportunities for dynamic lifelong learning.

Strategic Directions

Strategic Directions - Adopted June 10, 2008

Strategic Direction #1 - Thoughtfully prepare our organization and our people for changing and dynamic times.

Strategic Direction #2 - Promote high quality, accessible learning experiences through responsive programs of distinction aligned with current and future opportunities.

Strategic Direction #3 - Embrace and invest in technology and modern facilities.

Strategic Direction #4 - Enhance the quality of the life of individuals, families, the community and region, and positively influence the economy.

Strategic Direction #5 - Recognize and extend our global reach.

College Vision for the Future

College Vision - Adopted June 10, 2008

Eastern Wyoming College will be a dynamic center for education, acting as a catalyst for individual growth, community engagement, and global impact.

General Information

Government

Eastern Wyoming College is a public institution established under the provisions of the State Legislature's 1951 Community College Act for the purpose of providing instruction in the first two years of college work, and for offering related services to the people of eastern Wyoming. The College is a tax-supported, co-educational institution under the control of an elected board, the members of which are residents of the College District. The College is operated by the Eastern Wyoming Community College District.

The Eastern Wyoming College Board consists of seven members elected to four year terms (beginning with the general election in 1988), by the eligible voters within the College District. The terms are to be determined by the Board of Trustees, with never more than a simple majority being elected at one time.

Regular meetings of the Board are held on the second Tuesday of each month. Special meetings are called by the President of the Board to conduct business as required.

Board of Trustees

First Elected	Term Expires	
2012	2016	Gary Olson, President
2010	2014	Angela Chavez, Vice President
2010	2014	John Patrick, Secretary
2008	2016	Mike Varney, Treasurer
2012	2016	Lowell Kautz
2012	2016	Julie Kilty
2006	2014	George Nash

Accreditation

Eastern Wyoming College is accredited by the following professional organizations:

***The Higher Learning Commission of the North Central Association of Colleges & Schools**

230 South LaSalle Street, Suite 7-500
Chicago, IL 60604
Telephone: 800.621.7440/312.263.0456
Fax: 312.263.7462
info@hlcommission.org
Internet: www.ncahlc.org

***American Veterinary Medical Association**

1931 N. Meacham Road, Suite 100
Schaumburg, IL 60173-4360
Telephone: (800) 248.2862
Fax: (847) 925.1329
Internet: www.avma.org

***American Welding Society**

8669 Doral Boulevard, Suite 130
Doral, FL 33166
Telephone: (800) 443.9353
Internet: www.aws.org

To obtain additional accreditation information, contact the EWC Office of Institutional Effectiveness at (307) 532.8220.

General Information

Memberships

American Association of Collegiate Registrars and Admissions Officers

American Association of Community Colleges

American Volleyball Coaches Association

APPA: The Association of Higher Education Facilities Officers

Association of Community College Trustees

Association of College and University Housing Officers-International

League for Innovation in the Community College

Mountain States Association of Community Colleges

National Association of College and University Business Officers

NAFSA: Association of International Educators

National Association of Student Financial Aid Administrators

National Community Education Association

National Intercollegiate Rodeo Association

National Junior College Athletic Association

Servicemembers Opportunity Colleges (SOC) Consortium

The Higher Learning Commission;
Member: North Central Association

Western Undergraduate Exchange

Western Interstate Commission for Higher Education

Wyoming Association of Community College Trustees

Wyoming Community College Athletic Conference

Wyoming Distance Education Consortium (WyDec)

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

Eastern Wyoming College is dedicated to providing opportunities and recognizing the talent of all people at our institution. The College is committed to a policy of equal employment opportunity for all persons on the basis of merit without regard to race, color, national origin, marital status, sexual orientation, sex, religion, political belief, veteran status, age, or disability. In accordance with the policy, Eastern Wyoming College affirms its commitment to non-discrimination in its employment practices as they relate to recruitment, hiring, selection, screening, testing, compensation, promotion, employment benefits, educational opportunities, access to programs, work assignments, application of discipline, access to grievance procedures, and any and all other conditions of employment which are provided by Eastern Wyoming College policy, regulation, rule or practice.

All administrators, faculty and staff committees and others involved in employment decisions are directed to comply with this policy. The Director of Human Resources is responsible for administering and coordinating the College's Affirmative Action/Equal Employment Opportunity Program.

Name, office location and telephone number are:

Director of Human Resources
Affirmative Action Officer
Tebbet Building, 234
Eastern Wyoming College
3200 West C Street
Torrington, WY 82240
(307) 532.8330

Admissions



Admissions

Admissions

All correspondence regarding admissions and other information should be addressed to:

Admissions Office
Eastern Wyoming College
3200 West C Street
Torrington, WY 82240
or call 307.532.8237

Admissions Policies

Eastern Wyoming College is open to all students who meet the admission policies without regard to race, color, national origin, marital status, sexual orientation, sex, religion, political belief, veteran status, age, or disability.

Eastern Wyoming College will admit any high school graduate or anyone who, in the judgment of the College, can benefit from one of its programs. Enrollment in academic areas for degree purposes is normally limited to those with a high school diploma or the equivalent. Individuals without a high school diploma or equivalent who are mature enough to benefit will be accepted on a provisional basis and assisted in selecting an appropriate program. For Financial Aid eligibility requirements, please see the Financial Aid section.

It is strongly recommended that applicants provide the Admissions Office with an official transcript of their secondary school record, high school equivalency certificate, and/or transcripts from colleges previously attended. These credentials are important for purposes of applying for scholarships, academic advisement, and efficient transfer of credit hours from previously attended institutions.

Entrance Placement Testing

All associate degree-seeking students must take placement exams in English, math, and reading prior to registration to aid in proper class placement and maximize academic success. All certificate and non degree-seeking students must take the placement exams prior to enrolling in certain English or math courses. Placement tests are administered in the Testing Center for a \$15 initial fee. Students with appropriate ACT scores (MATH - 21 or above; English - 18 or above; Reading - 21 or above) may not need to take the placement exam.

English Placement Exam

Students wishing to enroll in English 0620, 0630, 0640, 1010 must first take a placement test which will determine the appropriate course for their indicated level of proficiency. The placement system is designed to work in the student's best interest so he/she does not enroll in a course that is too advanced or too basic.

Mathematics Placement Exam

Students who wish to enroll in any mathematics course or in certain chemistry, computer science, business, or physics courses must either show prior college credit in mathematics or take a placement examination to meet a prerequisite. Those wishing to take their first mathematics course at Eastern Wyoming College must also take the placement exam to determine the appropriate course for her/his indicated level of proficiency. The exam is designed to place students in a course that is neither above nor below their abilities. Students who question their placement score will be allowed one retest. Exam results are valid for one year, so it is best that a mathematics class be taken within that year to avoid having to retake the test.

Reading Placement Exam

Students must take a reading test to determine vocabulary and reading comprehension levels. It is important for all college students to possess or acquire the reading skills relevant to their program of study. The reading requirement applies to students seeking degrees or certificates, or students enrolled in 12 or more hours whose placement scores indicate the necessity for a reading course. If the placement exam indicates a reading course is necessary, the student must successfully complete a reading course with a grade of "C" or better to satisfy the reading requirement. The course must be taken within the first two semesters of enrollment at EWC.

Please refer to the following course placement guide for additional information:

Admissions

COMPASS and ACT Course Placement Guide

Pre-Algebra

COMPASS Score: 0-23

You are referred to:

The Adult Basic Education (ABE) department to work on your mathematical skills. You will be eligible to enroll in MATH 0900 Pre-Algebra Arithmetic once your COMPASS score improves enough to meet the course entrance requirements.

COMPASS Score: 24-44

You are eligible for:

MATH 0900 Pre-Algebra Arithmetic

COMPASS Score: 45-100

You are eligible for:

MATH 0920 Elementary Algebra
MATH 1515 Applied Technical Mathematics
BADM 1005 Business Mathematics
VTTK 1751 Pharmaceutical Calculations (or ACT Score: 21)

Algebra

COMPASS Score: 0-39

You are eligible for:

MATH 0920 Elementary Algebra
MATH 1515 Applied Technical Mathematics
BADM 1005 Business Mathematics
VTTK 1751 Pharmaceutical Calculations (or ACT Score: 21)

COMPASS Score: 40-65 or ACT Score: 21

You are eligible for:

MATH 1515 Applied Technical Mathematics
MATH 0930 Intermediate Algebra
MATH 1000 Problem Solving
MATH 1100 Numbers & Operations for Elementary School Teachers

COMPASS Score: 66-100 or ACT Score: 21

You are eligible for:

MATH 1000 Problem Solving

COMPASS Score: 66-100 or ACT Score: 23

You are eligible for:

MATH 1400 Pre-Calculus Algebra
MATH 1450 Algebra & Trigonometry

College Algebra

COMPASS Score: 0-64 or ACT Score: 21

You are eligible for:

MATH 1000 Problem Solving
MATH 1100 Numbers & Operations for Elementary School Teachers
VTTK 1751 Pharmaceutical Calculations

COMPASS Score: 0-64 or ACT Score: 23

You are eligible for:

MATH 1400 Pre-Calculus Algebra
MATH 1450 Algebra & Trigonometry

COMPASS Score: 65-100 or ACT Score: 25

You are eligible for:

MATH 1405 Pre-Calculus Trigonometry

COMPASS Score: 65-100 or ACT Score: 26

You are eligible for:

MATH 2350 Business Calculus

Trigonometry

COMPASS Score: 0-60 or ACT Score: 25

You are eligible for:

MATH 1405 Pre-Calculus Trigonometry

COMPASS Score: 0-60 or ACT Score: 26

You are eligible for:

MATH 2350 Business Calculus

COMPASS Score: 61-100 or ACT Score: 27

You are eligible for:

MATH 2200 Calculus I

Reading *

COMPASS Score: 0-30

You are referred to:

The Adult Basic Education (ABE) department to work on your reading skills. You will be eligible to enroll in HMDV 0510 Fundamentals of Reading I once your reading score improves enough to meet the course requirements.

COMPASS Score: 31-50

You are required to enroll in:

HMDV 0510 Fundamentals of Reading I

COMPASS Score: 51-73

You are required to enroll in:

HMDV 0520 Fundamentals of Reading II

COMPASS Score: 74 or higher or ACT Reading Score of 21 or higher

No reading improvement required.

* Degree or certificate seeking students, or students enrolled in 12 or more hours who read below the equivalency of the 10th grade level are **required** to take the appropriate reading course. Ideally, this course will be taken within the first two semesters of enrollment. Students must complete the course(s) to fulfill the reading requirement.

*Students whose ACT reading score is 20 or lower are placed in appropriate courses after COMPASS reading testing. When students, faculty or advisors suspect that reading course enrollment based on COMPASS reading scores will misplace or unreasonably extend time to college course completion, further reading skill assessment will inform developmental reading course placement.

Writing for English Placement

COMPASS Score: 0-19

You are required to enroll in:

ENGL 0620 Foundations of Grammar

COMPASS Score: 20-30

You are required to enroll in:

ENGL 0630 Grammar & Writing Improvement

COMPASS Score: 31-74

You are eligible for:

ENGL 0640 Writing Skills
TECH 1005 Applied Technical Writing

COMPASS Score: 75-100 or ACT Score: 18 or higher

You are eligible for:

ENGL 1010 English I: Composition

Admissions

Veterinary Technology Placement Guide

Automatic Placement in Vet Tech Program

ACT: Math	21 or above
ACT: Writing	18 or above
HOAE	50 or above

Or

COMPASS: Pre-Algebra	45 or above
COMPASS: Writing	75 or above
COMPASS: Reading	74 or above
HOAE	50 or above

Students with the following scores will be advised to consider taking other classes until placement criteria is achieved.

COMPASS: Pre-Algebra	0-23
COMPASS: Writing	0-30
COMPASS: Reading	0-73
HOAE	0-49

Students with scores falling between the above categories will be considered on an individual basis by the veterinary technology staff, which may include an interview.

It is preferred that students take the HOAE exam at Eastern Wyoming College. However, arrangements may be made for off-site testing on an individual basis. For more information about the HOAE, contact the Veterinary Technology Animal Caretaker at (307) 532.8333 or the Testing Center at (307) 532.8288.

(HOAE -- Health Occupations Aptitude Exam)

Admission Procedures

I. New Applicants Who Have Not Attended Eastern Wyoming College:

1. Secure application materials from the Admissions Office or the EWC website.
2. Complete all the application materials and return to the Admissions Office. Applicants are encouraged to apply at least one month prior to the planned date of registering for classes. New applications are not accepted after the Friday before the start of the semester.
3. Request a 6-7 semester high school transcript or High School Equivalency transcript be sent directly to the Admissions Office or send a final transcript following high school graduation.
4. All applicants to Eastern Wyoming College are strongly encouraged, but not required, to submit results of the American College Test (ACT). Results are used only for academic advisement, career planning, and scholarship eligibility and are not used as admissions criteria.
5. Applicants who are accepted will be notified as soon as their credentials are processed.

II. Transfer Applicants Who Have Not Previously Attended Eastern Wyoming College:

1. Transfer students will follow the procedures outlined above and include an official transcript from each college previously attended. EWC accepts courses and credits from other colleges that have been approved by one of the six United States Regional Accrediting Associations. Credit hours with grades of "C" or better from an accredited institution will be transferred.
2. Transfer students who are on Academic Probation or whose status is Academic Dismissal at the institution of their last attendance, will be placed on Academic Probation for the semester in which they are admitted. Admission for the succeeding term requires a grade point average of 2.00 or above on all work taken during the probationary period.
3. Students wishing credit for courses taken at an institution not accredited by one of the six United States Regional Accrediting Associations must take and successfully pass a departmental examination before credit can

Admissions

be awarded.

4. A total of three hours of religion may be transferred from an accredited institution to apply towards the humanities requirement for graduation. Additional hours in religion from an accredited institution will be evaluated for use as elective credit.

III. Readmission of Former Students:

1. Former students of the College who are in good standing and who have not attended another college/university are eligible to return without special application. It is recommended that such students notify EWC at least two weeks before the opening of the term in which they expect to return so that their file may be activated for registration purposes.
2. Former EWC students who have attended another college/university since their last attendance (at EWC) are considered transfer students for admission purposes. The Admissions Office may require completion of a new Application for Admission, if deemed necessary.

IV. Special Admissions:

1. Eastern Wyoming College will provisionally admit individuals who, in the judgment of the College, can benefit from one of the College programs or courses.
2. The individual must have written approval from the Vice President for Learning.
3. Special Admissions students must meet the same assessment/placement test criteria for math, English, and reading as required of EWC college students.

V. International Students:

Eastern Wyoming College is authorized under federal law to enroll non-immigrant students.

1. Applicants must meet English proficiency and financial support requirements. International students whose native language is other than English must furnish scores on the Test of English as a Foreign Language (TOEFL). A paper-based TOEFL score of 500 or a computer-based TOEFL score of 173 or an Internet-based TOEFL score of 61 is required for acceptance. Also required is completion of all sections of the Confidential Financial Statement form (available from the Admissions Office) including Statement of Guarantor and Bank Verification. For

additional information regarding the admission of international students, contact the EWC Vice President for Student Services at 307.532.8257.

VI. Military Credit:

1. Eastern Wyoming College evaluates military services schools and occupational credit using the American Council on Education's Guide to the Evaluation of Educational Experiences in the Armed Services.

Eastern Wyoming College is a member of the Servicemembers Opportunity Colleges (SOC) Consortium. SOC, established in 1972, consists of national higher education associations and approximately 1,900 institutional members. SOC Consortium institutional members subscribe to principles and criteria to ensure that quality academic programs are available to military students including those on active duty, Coast Guard personnel, reservists, members of the National Guard, family members, civilian employees of the Department of Defense, and veterans of all Services. As a SOC Consortium member, this institution ensures servicemembers and their family members share in appropriately accredited postsecondary educational opportunities available to other citizens. Flexibility of programs and procedures particularly in admissions, counseling, credit transfer, course articulations, recognition of non-traditional learning experiences, scheduling, course format, and residency requirements are provided to enhance access of military students and their family members to higher education programs.

VII. Senior Citizens:

1. The College will admit all persons who are residents of the State of Wyoming, and 60 years of age or older, to enroll without tuition charges in any **credit** courses offered by Eastern Wyoming College. Seniors are expected to pay for fees, books, and materials for each class in which they enroll.

Admissions

Activity & Use/Technology Fees (Torrington Campus)

In addition to tuition costs each student will be charged an Activity and Use/Technology Fee of \$24 per credit hour up to and including 16 credit hours for a maximum charge of \$384 per semester.

Student Support

\$4 (Supports scholarship funds)

Student Activities

\$4 (Admission to sporting, fine arts, recreational, and leisure activities for all Torrington campus students)

Instructional Support

\$8 (Supports general educational costs)

Technology Fee

\$8 (Support and upgrade technology infrastructure)

\$24 Total Torrington Campus Fees per Credit Hour

Activity & Use/Technology Fees (Outreach)

The Outreach Activity and Use/Technology Fee of \$16 is charged on every registered credit up to and including 16 credit hours for a maximum charge of \$256 per semester.

Outreach Use Fees per Credit Hour

\$8 (Supports general educational costs, scholarships, and activities at the Outreach Centers that generate the fees)

Technology Fee

\$8 (Support and upgrade technology infrastructure)

\$16 Total Outreach Fees per Credit Hour

Special Charges

1. Placement Fee (per session) \$15
2. Placement Test Retake Fee (per session)
First retake is free. Subsequent retakes are given with advisor approval only and cost \$5 per test.
3. Course Fees
 - a. ANSC 1100 Management of Reproduction \$150
 - b. CRMJ 2781 Use of Force I..... \$50
 - c. CRMJ 2791 Use of Force II..... \$50
 - d. EDUC 2005 Prescreen for Practicum in Teaching Variable
 - e. HLTK 2005 Prescreen for Health Technology Variable
 - f. ITEC 2360 Teaching with Technology \$15
 - g. Applied Music Courses \$25/credit
 - h. MUSC 1150 Guitar \$25/credit
 - i. MUSC 2150 Guitar II \$25/credit
 - j. PEAC 103_ (Part-Time Students Only) \$35
 - k. WELD 1755 Shielded Metal Arc Welding \$100
 - l. WELD 1760 Advanced Shielded Metal Arc Welding \$100
 - m. WELD 2500 Structural Welding \$100
 - n. WELD 2510 Pipe Welding I \$100
 - o. WELD 2520 Pipe Welding II..... \$100
 - p. Audit Class Fee (same as for credit students)
 - q. VTTK 2005 Prescreen for Veterinary Technology (Pre-Enrollment). Variable
 - r. VTTK Rabies Vaccination Variable
 - s. Health Occupations Aptitude Exam (HOAE) \$20
4. CLEP Examinations (per test) \$15 + CLEP Fee
5. DANTEs Examinations (per test) \$15 + DANTEs Fee
6. Institutional Challenge Examination (per test) \$10
7. Field Studies Fee..... Variable
8. Rodeo Fee \$30
9. Workforce Development Fee Variable
10. Test Proctoring fee for Out-of-State Colleges (per test)..... \$15
11. Graduation Fee Variable

Fees are subject to change without notice.

Admissions

Semester Tuition and Fee Schedule

All tuition and fees must be paid in full at the beginning of each semester and before the student attends classes. All checks must be made payable to Eastern Wyoming College. Tuition rates are subject to change without notice upon approval of the Wyoming Community College Commission. The EWC Board of Trustees reserves the right to change fees at any time.

2014-15 Activity & Use Fees Tuition

Credit Hours	On-Campus Activity & Use Fees	Outreach Activity & Use Fees	Technology Fee	In-State Tuition	WUE* Tuition	Out-of-State Tuition
1	\$ 16	\$ 8	\$ 8	\$ 83	\$ 124	\$249
2	32	16	16	166	248	498
3	48	24	24	249	372	747
4	64	32	32	332	496	996
5	80	40	40	415	620	1,245
6	96	48	48	498	744	1,494
7	112	56	56	581	868	1,743
8	128	64	64	664	992	1,992
9	144	72	72	747	1,116	2,241
10	160	80	80	830	1,240	2,490
11	176	88	88	913	1,364	2,739
12	192	96	96	996	1,488	2,988
13	208	104	104	996	1,488	2,988
14	224	112	112	996	1,488	2,988
15	240	120	120	996	1,488	2,988
16+	256	128	128	996	1,488	2,988

NOTE: Students pay either on-campus or Outreach use fees depending upon their primary home location, but not both.

**The Western Undergraduate Exchange (WUE) tuition rate is calculated at approximately 1 1/2 times the resident tuition rates. To qualify for the WUE rate, a student must be a resident of Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, Pacific Island U.S. territories (American Samoa, Northern Marianas, and Guam), and free-standing states (Marshall Islands, Federated States of Micronesia, and Palau). Nebraska residents also qualify for WUE tuition rates.*

2014-15 Cost of Attendance (Budget)

The table below is an *estimate* of the average annual cost of attendance for a full-time student living on campus. The tuition and fees are based on a 16 credit hour semester. Estimated Cost of Attendance figures for financial aid budgets and awarding may differ from these figures.

	In-State	WUE	Out-of-State
Tuition and Fees	\$2,760	\$3,744	\$6,744
Housing and Meals (Standard Room)	\$5,900	\$5,900	\$5,900
Books and Supplies	\$1,300	\$1,300	\$1,300
Transportation and Personal Expenses (Varies)	\$3,000	\$3,400	\$3,400
TOTAL ESTIMATED COST PER YEAR	\$12,960	\$14,344	\$17,344

Admissions

Residence Hall Fees (2014-2015)

Standard Room–Eastern Hall (Option 1)

Fall Semester	Spring Semester	Total
\$2,950	\$2,950	\$5,900

Private Standard–Room Eastern Hall (Option 2)

Fall Semester	Spring Semester	Total
\$3,342	\$3,342	\$6,684

Suite–Eastern Hall (Option 3)

Fall Semester	Spring Semester	Total
\$3,131	\$3,131	\$6,262

Private Suite–Eastern Hall (Option 4)

Fall Semester	Spring Semester	Total
\$3,522	\$3,522	\$7,044

Semi-Private Suite–Lancer Hall (Option 5)

Fall Semester	Spring Semester	Total
\$3,215	\$3,215	\$6,430

Summer 2014: \$104 per week (Room only)

Private Suite–Lancer Hall (Option 6)

Fall Semester	Spring Semester	Total
\$3,630	\$3,630	\$7,260

Summer 2014: \$140 per week (Room only)

Fees include: Room, Board, Local Telephone Service, Basic TV Service, and Internet Service

Meal Plan Options

17 Meal Plan: Seventeen meals per week

14 Meal Plan: Any fourteen meals per week plus \$130 Munch Money

10 Meal Plan: Any ten meals per week plus \$300 Munch Money

The above listed fees are subject to revision each year. In addition, there is a refundable housing security deposit of \$150 required with each housing application. The housing security deposit is refundable if there is no room damage and the student complies with all check-out procedures. Please contact the Director of Residence Life for more information at 307.532.8336.

Residence Hall Refunds

If an on-campus resident withdraws from college or moves out of college housing before the start of the semester or within the first 8 calendar days of the start of the semester, he/she shall forfeit 25% of the semester room and board charges assessed and 100% of the housing security deposit. Students moving out of college housing after 8 calendar days from the beginning of the semester shall forfeit 100% of the room and board charge assessment and 100% of the housing security deposit paid (i.e., NO REFUNDS after 8 days). If, before midterm, there are circumstances clearly beyond the student's control, an appeal regarding a refund may be made by submitting a written statement to the Director of Residence Life explaining why an exception should be made. No refunds will be made to students who do not officially withdraw or whose misconduct results in suspension/dismissal from on-campus housing and/or suspension/dismissal from the College.

Tuition/Fee Refunds

*Tuition is refunded on a course-by-course basis and is determined by the length of the course and the first meeting day of the course. For courses which meet the full semester, Tuition, and Activity and Use/Technology Fees are refunded in full for 8 calendar days beginning with the first day of the class. Thereafter, the tuition refund is 25% through 29 calendar days beginning with the first day of the class with no refund for Activity and Use/Technology Fees. For courses which are offered for less than a full semester, Tuition, Activity and Use/Technology Fees will be refunded according to a proration of the full semester refund schedule.

**For students with federal financial aid please refer to Withdrawals and Return of Title IV Aid in the Financial Aid section.*

Admissions

Residency

The following regulations govern the classification of students as resident or non-resident for the purpose of tuition assessment at the seven Wyoming Community Colleges.

a. RESIDENCE CLASSIFICATION POLICY

1. A student previously classified as a nonresident may be reclassified any time **prior** to the end of the published refund period of any term if he/she qualifies.
2. A student classified as a resident by one Wyoming community college will be considered a resident at all Wyoming community colleges.

b. CLASSIFICATION PROCEDURES

1. **Residence classification shall be initiated for each student at the time the application for admission is accepted and whenever a student has not been in attendance for more than one semester.**
2. Individuals or their legal dependents, who are U.S. citizens or are in an immigrant status and certain nonimmigrants, may qualify for residency.
3. Nonimmigrants and their dependents, who possess a valid visa from the U.S Citizenship and Immigration Services with a classification of Temporary Workers or Intracompany Transferee and eligible for education, may qualify for residency. Eligibility for consideration will be based on the privileges and limitations of the visa held by the applicant.
4. Community college districts may require applicants to supply information to document residency status.

c. RESIDENCY

Any of the following may be used by a student and would result in an individual being classified or reclassified as a Wyoming resident for tuition purposes:

1. A graduate of a Wyoming high school or recipient of a High School Equivalency Certificate (HiSET, GED or TASC) in Wyoming who enrolls in a community college within 12 months of either high school graduation or High School Equivalency Certificate completion.

2. An individual who can provide written verification that he/she has lived in Wyoming continuously for one year prior to enrolling.
3. A legal dependent under the age of 24, or a spouse of a resident of the State of Wyoming who qualifies as a resident based upon this policy.
4. A legal dependent under the age of 24 of a Wyoming Community College graduate.
5. A student who marries a Wyoming resident shall be granted resident classification at the beginning of the next term following the marriage.
6. Active duty Wyoming National Guard members and U.S. Armed Forces members stationed in Wyoming, and their legal dependents.
7. Members of the U.S. Armed Forces who moved to Wyoming within twelve (12) months from the date of honorable discharge from the service.
8. An individual who can provide written verification from an employer that he/she will be employed in Wyoming for an anticipated period of not less than seven (7) months and such employment is the principal means of support. The employer's signature shall be certified by a Notary Public.
9. Persons temporarily absent from the state due to military service, attendance at educational institutions, or other types of documented temporary absences will not have their resident status voided by such absence.

d. EXCEPTIONS

In accordance with W.S. 21-17-105, an individual who does not reside in Wyoming may be considered a resident for tuition purposes if he/she meets all of the following criteria:

1. Has been employed in Wyoming for at least seven months, and such employment is the applicant's principal means of support;
2. Pays Wyoming taxes as required by law;
3. Resides in a state with a similar law; and
4. Is willing to submit an affidavit to the above.

Admissions

Medical Requirement

All students must complete the Student Health Statement. Although not required by EWC, it is strongly recommended that all students born after 1956 provide an immunization record showing 2 measles immunizations.

All male and female students who compete in intercollegiate athletics at Eastern Wyoming College are responsible for having a health physical given by a physician of their choice. Eastern Wyoming College is a member of the National Junior College Athletic Association and the eligibility rules of this organization govern the eligibility of all student athletes competing in intercollegiate athletics. Section 9 of Article V of the NJCAA By-Laws defines this responsibility as follows: "All student-athletes participating in any one of the NJCAA certified sports must have passed a physical examination administered by a qualified health care professional licensed to administer physical examinations, prior to the first practice for each calendar year in which they compete." The Student Medical Examination form must be obtained from Eastern Wyoming College.

Bookstore Information

The EWC bookstore has supplies for all the students' daily needs, whether it be books, pens, calculators, health and beauty supplies, dorm supplies, or even if they need a snack between classes. The store has a great selection of EWC apparel and gift items.

Students will need to bring in their schedule to shop for their books in the store. All books will be in alphabetical order by class and section. We encourage the students to go online and order their books and school supplies at ewc.wy.edu and clicking on the bookstore link. Simply click on the textbook icon and type in your class and section and the website will take the student to the books that they will need for the class. This page offers ISBN information as well as prices and purchase or rental options. The student may have their books and school supplies shipped to their home or have them shipped to the store for pick up. Shopping online is a stress free way for the student to get the right book and all their school supplies without having to stand in line during the busy first week of classes. If we are out of the

book that the student needs for their class at the store, no problem, our Ordering Management System will search every Follett store in the country to find their book. Book returns are allowed until the last day a student may drop or add a class for full refund. Store hours are Monday-Friday, 8am-5pm. We will be open until 7pm the first week of classes.

Fields of Study



Programs of Instruction

Fields of Study	DEGREE				
	A.A.	A.S.	A.A.S.	CERTIFICATE	PAGE #
Accounting (ACCT)		•			32
Agri-Business: Farm & Ranch Management (FRCH)			•		32
Beef Production (AGBP)				• CD	34
Agriculture					
Agri-Business and Sciences (AGBSS)		•			34
Rangeland Ecology & Watershed Management (REWM)		•			36
Aquaculture Technician (AQTK) <i>Only offered at Wyoming Women's Center</i>				• C	36
Art (ART)	•				37
Biology (BIOL)		•			37
Environmental Science (ENVR)		•			38
Business Administration (BADM)		•			39
Business Administration (BSAD) <i>Also available by distance! (BSDL)</i>			•		39
Business Education (BSED)		•			40
Business Office Technology (BOTK)			•		41
Business Office Technology (BOFTK)				• CD	42
Business Records Certificate (BSRC)				• C	43
Computer Applications (CAPS)				• C	43
Communication (COMM)	•				43
Cosmetology (CSMO)			•		44
Hair Technician (CSHT)				• CD	45
Nail Technician (CSNT)				• C	45
Skin Technician (CSST)				• CD	46
Criminal Justice <i>Also available by distance!</i>					46
Law Enforcement Emphasis (CJLE) <i>Also available by distance! (CJDL)</i>	•				46
Corrections Certificate (CJCC) <i>Also available by distance! (CJCDL)</i>				• CD	48
Corrections Emphasis (CJCR) <i>Also available by distance!</i>	•				46
Criminal Justice (CMJT)			•		47
Economics (ECON)		•			48
Education					49
Child Development Certificate (ECC) <i>Also available by distance! (ECDL)</i>				• C	51
Early Childhood Education (EDEC) <i>Also available by distance! (EDL)</i>	•				50
Elementary Education (ELED) <i>Also available by distance! (EEDL)</i>	•				49
Secondary Education (SCED)	•				52
English (ENGL)	•				52
ESL/EFL Teaching Certificate Program (ESFL•C)				• C	53
Entrepreneurship (ENTR)				• CD	53
Interdisciplinary Studies (INST) <i>Also available by distance! (INDL)</i>	•	•			54
Languages (Foreign) (LANG)	•				54

CD = 1 year certificate

C = less than 1 year certificate

Programs of Instruction

Fields of Study	DEGREE				
	A.A.	A.S.	A.A.S.	CERTIFICATE	PAGE #
Mathematics					56
Arts and Science (MATH)		•			56
Secondary Education (MTED)	•				56
Music					57
Music Applied (MUSC)	•				57
Music Education (MUSED)	•				58
Physical Education, Health and Recreation (PEAC)	•				59
Preprofessional					59
Pre-Dentistry (PDEN)		•			60
Pre-Medicine (PMED)		•			60
Pre-Veterinary Medicine (PVET)		•			60
Pre-Allied Health (PAHL)		•			61
Pre-Nursing (PNSG)		•			61
Pre-Pharmacy (PHAR)		•			62
Social Science Associate (SOSC)	•				62
Statistics (STAT)		•			63
Veterinary Technology (VTTK)			•		64
Veterinary Aide (VTAD)				• CD	65
Welding and Joining Technology (WJTK)			•	• CD	66
Machine Tool Technology (MTT)				• CD	67
Plate Welding (WJTK)				• C	68
Wildlife & Fisheries Biology & Management (WILD)		•			68

Programs of Instruction

Catalog Under Which a Student may Graduate

The catalog in use at the time a student first enrolls and completes credit classes offered through Eastern Wyoming College determines the degree or certificate requirements for graduation. However, returning students who have a two-semester break, not including the Summer term, must meet the requirements of the catalog in use at the time of readmission.

Students changing their program of study from their initial enrollment are expected to fulfill graduation requirements under the catalog in effect at the time they begin classes for that program.

If courses originally required in the old catalog no longer exist, the College reserves the right to substitute one course for another in any program or degree. Refresher classes may be required for some skill courses.

Second Associate Degree from EWC

1. Students who wish to do so may earn more than one degree at Eastern Wyoming College; however, no student may receive more than one Associate of Arts Degree or more than one Associate of Science Degree. They may receive multiple Associate of Applied Science Degrees if the areas of concentration are different.
2. Students must consult an advisor when planning a degree. The advisor must approve the planned program of study for the additional degree.
3. Students must complete the degree requirements listed in the current year's catalog for the second degree.
4. A student may receive as many different degrees at graduation as he or she has earned at that point.
5. A maximum of 52 semester hours of credit from the first degree may be applied toward the second degree.
6. For each degree earned, a student must satisfy a 12-hour residency requirement. A student may concurrently earn two degrees by achieving 24 hours in residency.
7. Please review the Financial Aid Academic Progress Policy regarding second degrees.

Expected Student Outcomes

Eastern Wyoming College expects that its graduates will have an educational foundation that prepares them for a complex and rapidly changing world. The curriculums offered will allow the development of general education competencies necessary for participation in society as well as the development of specialized knowledge necessary within a given discipline. Every EWC graduate will have demonstrated competencies in these five general education areas:

1. Communication Skills:

Graduates will be able to understand and communicate ideas and information in written and spoken English that reveals a mastery of terminology appropriate to their disciplines.

2. Analytical and Quantitative Reasoning:

Graduates will be able to solve problems through critical thinking involving analytical and quantitative reasoning at a level appropriate to their disciplines.

3. Technology Skills:

Graduates will be able to demonstrate competence using technology appropriate to their disciplines.

4. Social Awareness:

Graduates will be able to demonstrate an awareness of the relationship between the individual and the world.

5. Information Literacy:

Graduates will be able to locate, evaluate, and use information effectively.

Programs of Instruction

General Education Requirements

General Transfer

The specific courses that fulfill each of the general transfer categories for the **Associate of Arts** and **Associate of Science Degree** are listed below. The process of assigning courses in each category is continually being updated. Students should contact their advisors for updated listings.

Category/Courses	Course Title	Hours
Foundations		
HMDV 1000 or HMDV 1025	College Studies Orientation to Distance Learning	1 1
or HMDV 1250 or HMDV 1500	Students by Design Human Development: Empowerment	2 3
POLS 1000	American & Wyoming Government	3
or HIST 1211 or HIST 1221	U.S. to 1865 U.S. from 1865	3 3
ENGL 1010	English I: Composition	3
ENGL 1020	English II	3
BADM 1020	Business Communications	3
Mathematics		
MATH 1000	Problem Solving	3
MATH 1100	Numbers & Operations for Elementary School Teachers	3
MATH 1400	Pre-Calculus Algebra	4
MATH 1405	Pre-Calculus Trigonometry	3
MATH 1450	Algebra and Trigonometry	5
MATH 2200	Calculus I	5
MATH 2205	Calculus II	5
MATH 2210	Calculus III	5
MATH 2350	Business Calculus	4
PHYS 1120	General Physics II	4
STAT 2050	Fundamentals of Statistics	4
STAT 2070	Introductory Statistics for the Social Sciences	4
*VTTK 1751	Pharmaceutical Calculations	3
Lab Science		
AECL 1000	Agroecology	4
BIOL 1000	Principles of Biology	4
BIOL 1010	General Biology I	4
BIOL 2020	General Biology II	4
CHEM 1000	Introductory Chemistry	4
CHEM 1020	General Chemistry I	4
CHEM 1030	General Chemistry II	4
GEOG 1100	Physical Geology	4
GEOG 1470	Environmental Geology	4
PHYS 1110	General Physics I	4
ZOO 1500	Introduction to Human Anatomy & Physiology	4

ZOO 2015	Human Anatomy	4
ZOO 2025	Human Physiology	4
*CSMO 1025	Hair Fundamentals	4
*VTTK 1610	Anatomy & Physiology of Domestic Animals	4
*VTTK 1620	Anatomy & Physiology of Domestic Animals II	4
*WELD 1755	Shielded Metal Arc Welding	5

*Permitted for AAS Programs only

Humanities		
ENGL 2140	World Literature	3
ENGL 2210	English Literature I	3
ENGL 2220	English Literature II	3
ENGL 2310	American Literature I	3
ENGL 2320	American Literature II	3
ENGL 2350	American Fiction Writers	3
ENGL 2370	Western American Literature	3
ENGL 2440	Literary Genres: Short Story	3
HIST 2290	North American Indians	3
LIBS 2280	Literature for Children	3
PHIL 1000	Introduction to Philosophy	3
PHIL 2300	Ethics in Practice	3
RELI 1000	Introduction to Religion	3

Visual, Performing, Fine Arts		
ART 1000	General Art: Studio	3
ART 1005	Beginning Drawing	3
ART 1110	Foundations: Two-dimensional	3
ART 1120	Foundations: Three-dimensional	3
ART 1130	Foundation: Color Theory	3
ART 1179	Photoshop	3
ART 1310	Sculpture I	3
ART 2010	Art History I	3
ART 2020	Art History II	3
ART 2210	Painting I	3
ART 2410	Ceramics	3
CO/M 1010	Public Speaking	3
ENGL 2480	Literary Genres: Drama	3
MUSC 1000	Introduction to Music	3
MUSC 1400	Collegiate Chorale	1
MUSC 2015	Introduction to the Music of the World's Peoples	3
MUSC 2050	Music History Survey I	3
MUSC 2055	Music History Survey II	3
THEA 1000	Introduction to Theatre	3

Social Science		
AGEC 1010	Agricultural Economics I	3
ANTH 1100	Intro to Physical Anthropology	3

Programs of Instruction

ANTH 1200	Intro to Cultural Anthropology	3
CO/M 1030	Interpersonal Communication	3
CO/M 1040	Intro to Human Communication	3
ECON 1010	Macroeconomics	3
ECON 1020	Microeconomics	3
ENTR 1500	Successful Entrepreneurship	2
ENTR 1520	Creating a Business Plan	2
ENTR 2500	Small Business Operations Management	2
GEOG 1000	Intro to World Regional Geography	3
HIST 1211	U.S. to 1865	3
HIST 1221	U.S. from 1865	3
HIST 1250	History of Wyoming	3
HIST 1290	History of US West	3
HIST 2290	North American Indians	3
POLS 1000	American & Wyoming Government	3
POLS 1200	Non-Western Political Cultures	3
POLS 2000	Current Issues in American Govt.	3
PSYC 1000	General Psychology	3
SOWK 1000	Introduction to Social Work	4
SOC 1000	Sociological Principles	3
SOC 1100	Social Problems	3
SOC 2200	Sociology of Human Sexuality	3
WMST 1080	Intro to Women's Studies	3

Cultural Awareness

(May "double count"- A course in this category may simultaneously fulfill another general education requirement providing that the same course has been approved and is listed in that other category.)

AECL 1000	Agroecology	4
AMST 2110	Cultural Diversity in America	3
ANTH 1100	Intro to Physical Anthropology	3
ANTH 1200	Intro to Cultural Anthropology	3
ART 2010	Art History I	3
ART 2020	Art History II	3
GEOG 1000	Intro to World Regional Geography	3
HIST 1110	Western Civilization I	3
HIST 1120	Western Civilization II	3
HIST 1290	History of the US West	3
HIST 2290	North American Indians	3
INST 2350	Intro to Global Studies	3
LIBS 2280	Literature for Children	3
MKT 2100	Principles of Marketing	3
MUSC 1000	Introduction to Music	3

MUSC 2015	Introduction to the Music of the World's Peoples	3
POLS 1200	Non-Western Political Cultures	3
RELI 1000	Introduction to Religion	3
WMST 1080	Intro to Women's Studies	3

Physical Education Activity

Area I-Fitness

PEAC 1020	Fitness and Conditioning Center	1
PEAC 1032	Aerobic Cond. I/Fitness Center	1
PEAC 1033	Aerobic Cond. II/Fitness Center	1
PEAC 1034	Aerobic Cond. III/Fitness Center	1
PEAC 1035	Aerobic Cond. IV/Fitness Center	1
PEAC 2000	Wellness: PE Concepts/Fitness Course	1

Area II-General Physical Activity

PEAC 1008	Lifetime Sports	1
PEAC 1012	Beginning Swimming	1
PEAC 1040	Trap Shooting I	1
PEAC 1044	Trap, Skeet, and Sporting Clays	1
PEAC 1050	Beginning Tennis	1
PEAC 1252	Beginning Badminton	1
PEAC 1253	Beginning Bowling	1
PEAC 1255	Beginning Golf	1
PEAC 1257	Beginning Racquetball	1
PEAC 1271	Weight Loss Conditioning	1
PEAC 1273	Heavy Resistance Conditioning	1
PEAC 1281	Beginning Casting and Angling	1
PEAC 1305	Heavy Resistance Conditioning II	1
PEAC 2011	Intermediate Swimming	1

Programs of Instruction

A. Associate of Arts Degree

The Associate of Arts Degree will be awarded students in transfer programs who complete the following requirements:

1. Completion of the program requirements in which the student is enrolled.
2. Completion of a minimum of 60 semester hours in courses numbered 1000 or above with a cumulative grade point average of 2.00 or better.
3. No more than six hours in courses numbered 1490, 1990, 2490, or 2990 will apply toward the degree. In addition, no course offered under the Developmental Studies Department may be applied toward the degree.
4. Completion of at least 15 semester hours applicable towards graduation from Eastern Wyoming College.
5. Completion of the appropriate reading course (HMDV 0515, HMDV 0520), or an appropriate score on the reading exam.
6. Completion of the college-wide exit assessment and the outcomes assessment requirements specific to the major.
7. File graduation application with the Student Services Office. The application is due eight weeks prior to the end of the semester in which the candidate expects to graduate.
8. Students who have an incomplete and plan to graduate have one semester or the Summer session (whichever comes first) in which to finish the incomplete. If they do not finish the incomplete, the graduation date moves to the semester in which they finish the incomplete. A new graduation application must be submitted to the Student Services Office.
9. A grade of either "S" or "C" or better must be received in each course used to satisfy the general transfer requirements below. A grade of "S" may be earned through institutional challenge, CLEP, or advanced placement examinations.
10. All students are required to meet the constitutional requirement by taking one of the following: HIST 1211 U.S. to 1865, HIST 1221 U.S. from 1865, POLS 1000 American & Wyoming Government.

The process of assigning specific courses that fulfill each of the general transfer categories listed below is continually being updated. Students are advised to contact their advisors for updated listings to ensure meeting the appropriate requirements for graduation or transfer.

Minimum Hours Required	General Transfer Categories
1	College Studies
3	English Composition
3	Intensive Writing Course
3	College-level Mathematics
4	Lab Science
3	Humanities
3	Visual Performing Fine Arts
6	Social Science (includes state statutory requirement on the constitution)
3	Cultural Awareness (may double count)
1	Fitness (Area I)
1	Physical Education Activity (Area II)
31	

All students, except those medically exempted, are required to take two different physical activity courses which must be taken in separate semesters. Students must select a minimum of one physical education activity course from Area II. Medical exemptions will be allowed only on the receipt of a signed form from the certifying doctor.

Programs of Instruction

B. Associate of Science Degree

The Associate of Science Degree will be awarded students in transfer programs who complete the following requirements:

1. Completion of the program requirements in which the student is enrolled.
2. Completion of a minimum of 60 semester hours in courses numbered 1000 or above with a cumulative grade point average of 2.00 or better.
3. No more than six hours in courses numbered 1490, 1990, 2490, or 2990 will apply toward the degree. In addition, no course offered under the Developmental Studies Department may be applied toward the degree.
4. Completion of at least 15 semester hours applicable towards graduation from Eastern Wyoming College.
5. Completion of the appropriate reading course (HMDV 0515, HMDV 0520), or an appropriate score on the reading exam.
6. Completion of the college-wide exit assessment and the outcomes assessment requirements specific to the major.
7. File graduation application with the Student Services Office. The application is due eight weeks prior to the end of the semester in which the candidate expects to graduate.
8. Students who have an incomplete and plan to graduate have one semester or the Summer session (whichever comes first) in which to finish the incomplete. If they do not finish the incomplete, the graduation date moves to the semester in which they finish the incomplete. A new graduation application must be submitted to the Student Services Office.
9. A grade of either "S" or "C" or better must be received in each course used to satisfy the general transfer requirements below. A grade of "S" may be earned through institutional challenge, CLEP, or advanced placement examinations.
10. All students are required to meet the constitutional requirement by taking one of the following: HIST 1211 U.S. to 1865, HIST 1221 U.S. from 1865, POLS 1000 American & Wyoming Government.

The process of assigning specific courses that fulfill each of the general transfer categories listed below is continually being updated. Students are advised to contact their advisors for updated listings to ensure meeting the appropriate requirements for graduation or transfer.

Minimum Hours Required	General Transfer Categories
1	College Studies
3	English Composition
3	Intensive Writing Course
10	Lab Science/Mathematics, including one college level math course and one lab science
3	Humanities or Visual Performing Fine Arts
6	Social Science (includes state statutory requirement on the constitution)
3	Cultural Awareness (may double count)
1	Fitness (Area I)
1	Physical Education Activity (Area II)
31	

All students, except those medically exempted, are required to take two different physical activity courses which must be taken in separate semesters. Students must select a minimum of one physical education activity course from Area II. Medical exemptions will be allowed only on the receipt of a signed form from the certifying doctor.

Programs of Instruction

C. Associate of Applied Science Degree

The Associate of Applied Science Degree will be awarded students in technical programs who complete the following requirements:

1. Completion of the curriculum requirements and approved electives for the program in which the student is enrolled.
2. Completion of at least 15 semester hours applicable towards graduation from Eastern Wyoming College.
3. Completion of a minimum of 60 semester hours with a cumulative grade point average of 2.00 or better.
4. Students must complete all program requirements, including electives, with a grade of "C" or better.
5. Completion of the appropriate reading course (HMDV 0515, HMDV 0520), or an appropriate score on the reading exam. See COMPASS and ACT Course Placement Guide on page 14.
6. File graduation application with the Student Services Office. The application is due eight weeks prior to the end of the semester in which the candidate expects to graduate.
7. Students who have an incomplete and plan to graduate have one semester or the Summer session (whichever comes first) in which to finish the incomplete. If they do not finish the incomplete, the graduation date moves to the semester in which they finish the incomplete. A new graduation application must be submitted to the Student Services Office.
8. A grade of either "S" or "C" or better must be received in any course used to satisfy the general education requirements. A grade of "S" may be earned through institutional challenge, CLEP, or advanced placement examinations.
9. Completion of the college-wide exit assessment and the outcomes assessment requirements specific to the major.
10. All students are required to meet the constitutional requirement by taking one of the following: HIST 1211 U.S. to 1865, HIST 1221 U.S. from 1865, POLS 1000 American & Wyoming Government, POLS 1050 Basics in United States and Wyoming Government.

Minimum Hours Required	General Transfer Categories
1	HMDV 1000, College Studies, or HMDV 1025, Orientation to Distance Learning, or HMDV 1250, Students by Design, or HMDV 1500, Human Development: Empowerment
3	English
3	TECH 1005 or higher level English based on placement examination. Mathematics MATH 1515 or higher level mathematics based on placement examination, or BADM 1005 or VTTK 1751.
2-3	Political Science/History *POLS 1000 *POLS 1050 *HIST 1211 *HIST 1221
5-6	from within the following categories: Social Science Visual, Performing, Fine Arts Cultural Awareness Lab Science Area I – Fitness (no more than 1 Cr. Hr.) Area II – General Physical Activity (no more than 1 Cr. Hr.)
<hr/>	
15 hours	
*Students must take POLS 1000, HIST 1211, HIST 1221, or POLS 1050. Students should consult with their advisors concerning transferability.	
Students should be aware of general education components that are incorporated into technical classes such as computer skills.	

Programs of Instruction

D. Certificate

Certificates will be awarded to students in certificate programs who complete the following requirements:

1. Completion of the curriculum requirements specified for the respective programs, with a cumulative grade point average of 2.00 or better.
2. Completion of the appropriate reading course (HMDV 0510, HMDV 0515, HMDV 0520), or an appropriate score on the reading exam.
3. File certificate application with the Student Services Office. The application is due eight weeks prior to the end of the semester in which the candidate expects to graduate.
4. Students who have an incomplete and plan to graduate have one semester or the Summer session (whichever comes first) in which to finish the incomplete. If they do not finish the incomplete, the graduation date moves to the semester in which they finish the incomplete. A new certificate application must be submitted to the Student Services Office.
5. Completion of the outcomes assessment appropriate to the program.

E. Distance Learning

Eastern Wyoming College offers complete Distance Learning Programs:

- Interdisciplinary Studies AA
- Interdisciplinary Studies AS
- Criminal Justice AA
- Business Administration AAS
- Early Childhood Education AA
- Elementary Education AA
- Child Development C
- Corrections C

The primary modes of delivery are internet, compressed video, and telecourse. Please see the website, ewc.wy.edu, for a complete listing of courses each semester. All previously listed degree requirements still pertain to distance degrees.

Veterans educational benefits may be adjusted when a student enrolls in all distance education courses.

F. Self-Directed Studies

Self-Directed Studies classes are hands-on performance based courses in which there are no regularly scheduled meeting times. Each student is responsible for setting their own study schedule in order to complete the required coursework in the

allotted time.

While students are allowed to do their work when and where they like, all assignments are due on (or before) the final regular day of the semester. Students are encouraged to get to work early and be finished with the course as soon as possible. It's not realistic to think you can get all the work done in less than 5 weeks.

These classes include approximately 20 hands-on activities from the textbook - averaging out to about 3 exercises per week over 7-weeks. Coursework is submitted digitally through the EWC "LancerNet" Learning Management System.

For students wanting (or needing) individual assistance, the instructor will be available in the Community Training Center Computer Lab 5-days a week -- including extended evening hours on Tuesdays and Thursdays. Students are welcomed to use this lab for any coursework requiring network connectivity. Students should meet with the instructor the first week of the semester to outline their study plan.

PROGRAMS OF INSTRUCTION

The following are suggested programs of instruction available at Eastern Wyoming College. Each program lists the degree offered; the various options, if any, within the program; the criteria for the degree; and program requirements.

Program electives are designated by asterisks (*) and are generally listed immediately following suggested programs of instruction. In recognition that all student goals are not met with a single academic plan, the student, with his/her advisor's sign-off approval, may include substitute courses for those indicated by an asterisk. Students will be responsible to confer with their advisors in planning their schedules.

The suggested courses to fulfill the general education requirements are incorporated into each program of study. While some substitution of general education courses may be possible, students should consult with their advisors to ensure that all general education requirements are satisfied.

Programs of Instruction

ACCOUNTING

DEGREE: ASSOCIATE OF SCIENCE
CREDITS: 64

The suggested accounting/business administrative program allows the student to earn an Associate of Science Degree while completing the first two years of college work toward a bachelor's degree. Those majoring in accounting, marketing, management, finance or other specific areas of business generally take the same courses during the first two years.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
ACCT 1010	Principles of Accounting I	3
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
or HMDV 1025	Orientation to Distance Learning	
	Constitutional Requirement	3
PEAC	Approved Activity/ Fitness Course	1
MATH 1400	Pre-Calculus Algebra	4
Total		15

Spring Semester		Credit
ACCT 1020	Principles of Accounting II	3
ENGL 1020	English II	3
STAT 2050	Fundamentals of Statistics	4
PEAC	Approved Activity/ Fitness Course	1
Lab Science		4
Total		15

SOPHOMORE YEAR

Fall Semester		Credit
ECON 1010	Macroeconomics	3
MATH 2350	Business Calculus	4
CO/M 1010	Public Speaking	3
ACCT 2450	Cost Accounting	3
MKT 2100	Principles of Marketing	3
	*Approved Elective	2
Total		18

Spring Semester		Credit
ECON 1020	Microeconomics	3
BADM 2010	Business Law I	3
MATH 2355	Mathematical Applications for Business	4
IMGT 2400	Introduction to Information Management	3
	*Approved Elective	3
	Outcomes Assessment: Departmental Exam and Core Competency Evaluation	
Total		16

*Approved Electives: Any course at the 1000 or above level.

AGRI-BUSINESS: FARM AND RANCH MANAGEMENT

DEGREE: ASSOCIATE OF APPLIED SCIENCE
CREDITS: 61-64
 CERTIFICATE-BEEF PRODUCTION 33

ASSOCIATE OF APPLIED SCIENCE- FARM AND RANCH MANAGEMENT

The Associate of Applied Science Degree in Farm and Ranch Management provides the basic subject matter and training for successful students to compete for employment.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
AGRI 1010	Computers: Agriculture	3-4
or CMAP 1765	Spreadsheet Application II: Microsoft Excel	
and CMAP 1800	Database Applications I: Access	
ANSC 1010	Livestock Production I	4
BIOL 1000	Principles of Biology	4
or BIOL 1010	General Biology	
or AECL 1000	Agroecology	
HMDV 1000	College Studies	1
MATH 1000	Problem Solving	3
or MATH 1515	Applied Technical Math	
Total		15-16

Programs of Instruction

Spring Semester		Credit
AGEC 2010	Farm-Ranch Business Records	3
AGTK 1910	Equipment Maintenance and Repair	2
REWM 2000	Principles of Range Mgmt	3
TECH 1005 or ENGL 1010	Applied Technical Writing English I: Composition Constitutional Requirement	3
AGEC 1970	Agriculture Internship	2
Total		16

SOPHOMORE YEAR

Fall Semester		Credit
AGEC 1010	Agricultural Economics	3
AGEC 2020	Farm & Ranch Business Management	3
AGEC 2350	Agricultural Commodities in Marketing	2
ANSC 2030	Principles of Livestock Feeding	4-3
or CROP 2200	Forage Crops *Approved Electives	4
Total		15-16

Spring Semester		Credit
AGEC 2150	Agri-Business Finance	3
AGTK 1550 or SOIL 2200	Veterinary Elements Applied Soils	4-3
AGEC 2395	AG Capstone Project *Approved Electives	2 7
Total		15-16

*Approved Agricultural Electives:		
AGEC 1200	Economics & Management of Agricultural Equipment	2
AGEC 2300	Agricultural Marketing	2
AGRI 2000	Agriculture Chemicals	2
AGTK 1550	Veterinary Elements	4
AGTK 1810	Beginning Hydraulics	3
AGTK 1910	Equipment Maintenance and Repair	2
ANSC 1035	Horse Production	3
ANSC 1100	Management of Reproduction	4
ANSC 1210	Beginning Livestock Judging I	2
ANSC 2110	Beef Production and Management	3
CROP 2200	Forage Crop Science	3
ELTR 1515	Electrical Concepts	2
EQST 1570	Horseshoeing I	1
EQST 1580	Horseshoeing II	1
EQST 1725	Rodeo Rough Stock I	2
or EQST 1740	Rodeo Timed Events I	2
MCHT 1500	General Machine Shop	2
or MCHT 1610	Machine Tool Technology I	2
REWM 1300	Introduction to Water Resources	3
REWM 2500	Rangeland Plant Identification	2
SOIL 2200	Applied Soils	3
SOIL 2300	Soil Science & Fertilizer Technology	2
WELD 1700	General Welding	3

Programs of Instruction

CERTIFICATE-BEEF PRODUCTION

The Beef Production Certificate program is an intensive curriculum designed to train the student for an entry level management position in the Production Livestock Industry. The program emphasizes hands-on learning through labs and practicum experience. New technologies used include: computer assisted ration formulation and record keeping, ultrasound equipment, software for cowherd management and farm management, and GPS.

Students must complete all program requirements with a "C" grade or better.

FRESHMAN YEAR

Fall Semester		Credit
AGEC 2010	Farm-Ranch Business Records	3
ANSC 2030	Principles of Livestock Feeding	4
AECL 1000 or BIOL 1000 or BIOL 1010	Agroecology Principles of Biology General Biology	4
HMDV 1000	College Studies	1
ANSC 2110	Beef Production and Management	3
ANSC 1210	Beg. Livestock Judging	2
Total 17		

Spring Semester		Credit
AGEC 2150	Agri-Business Finance	3
REWM 2000	Princ. of Range Mgmt	3
ANSC 1100	Mgmt of Reproduction	4
AGTK 1550	Veterinary Elements	4
AGEC 1970	Ag Internship Written Exam (Outcomes Assessment)	2
Total 16		

*Approved Agricultural Electives:

AGEC 2150	Agri-Business Finance	3
ANSC 1010	Livestock Production I	4
REWM 2000	Principles of Range Management	3
CROP 2200	Forage Crop Science	3
AGEC 2350	Agricultural Commodities in Marketing	2
AGEC 2300	Agricultural Marketing	2
AGEC 2020	Farm-Ranch Business Management	3

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

AGRI BUSINESS AND SCIENCES

DEGREE	CREDITS
ASSOCIATE OF SCIENCE	63

This degree will prepare students who plan to transfer to a four-year college or university. The courses have been designed to transfer to the University of Wyoming College of Agriculture. Other colleges or universities may have other requirements and students should work with their EWC advisors to plan for other college requirements. This degree presents the student with four options: a General Agriculture option for those that are not sure in what specific area in agriculture they would like to major, an Agricultural Business option, an Agroecology/ Agronomy option, and an Animal Science option.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
MATH 1400	Pre-Calculus Algebra	4
HMDV 1000	College Studies	1
AECL 1000	Agroecology	4
AGRI 1010	Computers in Agriculture	3
PEAC	Approved Activity/Fitness Course	1
Total 16		

Spring Semester		Credit
BIOL 1010	General Biology I	4
ENGL 1020	English II	3
PEAC	Approved Activity/Fitness Course	1
	*Approved Electives	8
Total 16		

SOPHOMORE YEAR

Fall Semester		Credit
AGEC 1010	Agricultural Economics I	3
CO/M 1010	Public Speaking	3
	Constitutional Requirement	3
	*Approved Electives	7
Total 16		

Programs of Instruction

Spring Semester		Credit
AGEC 2395	Ag Capstone Project	2
STAT 2050	Fundamentals of Statistics	4
	Humanities	3
	*Approved Electives	6
Total 15		

GENERAL AGRICULTURE OPTION

Students pursuing the General Ag option must take an additional **25 credit hours** of approved Ag electives. Encouraged are electives with the following prefixes: AGECE, AGRI, AGTK, ANSC, CROP, ELTR, EQST, MCHT, REWM, and WELD. This option is for students who are not sure what area they would like to specialize in and would like basic training in a number of agricultural subjects. It is recommended for training for professions which involve a broad knowledge of agriculture—operators and managers of general farms, county agricultural agents, agricultural writers, and many other types of commercial agricultural positions.

AGRICULTURAL BUSINESS OPTION

Students pursuing the Ag Business option must take the following courses as electives:

ACCT 1010	Principles of Accounting I	3
ACCT 1020	Principles of Accounting II	3
ECON 1020	Microeconomics	3
MATH 2350	Business Calculus	4

Total 13

Students must take an additional **10 credit hours** of approved Ag electives. Encouraged are electives with the following prefixes: AGECE, ANSC, CROP, and REWM. This option is designed to provide advanced training for individuals with a desire to broaden their scope of career opportunities with marketing firms, agricultural supply installations, equipment and fertilizer companies, and other businesses serving agriculture.

AGROECOLOGY/AGRONOMY OPTION

Students pursuing the Agroecology/Agronomy option must take the following courses as electives:

SOIL 2200	Applied Soils	4
CHEM 1000	Introductory Chemistry	4
CHEM 2300	Introductory Organic Chemistry	4

Total 11

Students must take an additional **11 credit hours** of approved Ag electives. Encouraged are electives with the following prefixes: AGECE, AGRI, AGTK, ANSC, CROP, ELTR, MCHT, REWM, and WELD. This option is designed for students that are interested in further study dealing with crops and agronomy.

Career opportunities include equipment and fertilizer companies, seed and chemical companies, and other companies dealing with the crop areas of agriculture.

ANIMAL SCIENCE OPTION

Students pursuing the Animal Science option must take the following courses as electives:

ANSC 1010	Livestock Production I	4
CHEM 1000	Introductory Chemistry	4
CHEM 2300	Introductory Organic Chemistry	4

Total 12

Students must take an additional **11 credit hours** of approved Ag electives. Encouraged are electives with the following prefixes: AGECE, AGRI, AGTK, ANSC, CROP, ELTR, EQST, MCHT, REWM, and WELD. This option is designed for students interested in career opportunities in agriculture that involve livestock, such as feed and supplement dealers, veterinarians, livestock feeding operations, and ranches.

*Approved Agriculture Electives

AGEC 1200	Economics & Management of Agricultural Equipment
AGEC 1510	Farm/Ranch Application & Review of Management
AGEC 1970	Ag Internship
AGEC 2010	Farm-Ranch Business Records
AGEC 2150	Agri-Business Finance
AGEC 2300	Agricultural Marketing
AGEC 2350	Agricultural Commodities in Marketing
AGRI 2000	Agricultural Chemicals
AGTK 1550	Veterinary Elements
AGTK 1810	Beginning Hydraulics
AGTK 1910	Equipment Maintenance and Repair
ANSC 1010	Livestock Production I
ANSC 1035	Horse Production
ANSC 1100	Management of Reproduction
ANSC 1210	Beginning Livestock Judging I
ANSC 1220	Techniques of Livestock Judging II
ANSC 1610	Anatomy & Physiology of Domestic Animals
ANSC 1620	Anatomy & Physiology of Domestic Animals II
ANSC 2110	Beef Production and Management
ANSC 2230	Advanced Techniques of Livestock Judging III
ANSC 2240	Advanced Techniques of Livestock Judging IV
CROP 2200	Forage Crop Science
ELTR 1515	Electrical Concepts

Programs of Instruction

EQST 1570	Horseshoeing I
EQST 1580	Horseshoeing II
EQST 1725	Rodeo Rough Stock I
EQST 1740	Rodeo Timed Events I
MCHT 1500	General Machine Shop
MCHT 1610	Machine Tool Technology I
REWM 2500	Rangeland Plant Identification
SOIL 2300	Soil Science and Fertilizer Technology
WELD 1700	General Welding

AGRICULTURE

DEGREE	CREDITS
ASSOCIATE OF SCIENCE RANGELAND ECOLOGY AND WATERSHED MANAGEMENT	67

RANGELAND ECOLOGY AND WATERSHED MANAGEMENT

Rangeland is a fundamental, renewable natural resource. Throughout the western U.S., it offers a wide-range of opportunities for the multiple uses of livestock and wildlife grazing, recreation, water production and natural beauty. The rangeland ecology and watershed management curriculum is designed for students wishing to study ecology, utilization and management of rangelands and wildland watersheds, and related resources including forestry, recreation, wildlife management, soil science, botany and zoology. The curriculum is designed so that students can transfer to four-year institutions and prepare for careers in natural resource management as Range Conservationists, Soil Conservationists, and Range or Forest Hydrologists.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
BIOL 1010	General Biology I	4
CHEM 1000	Introductory Chemistry	4
ENGL 1010	English I: Composition	3
MATH 1400	Pre-Calculus Algebra	4
HMDV 1000	College Studies	1
PEAC	Approved Activity/ Fitness Course	1
Total		17

Spring Semester		Credit
	Constitutional Requirement	3
CO/M 1010	Public Speaking	3
BIOL 2020	General Biology II	4
ENGL 1020	English II	3
	Global Studies	3
PEAC	Approved Activity/ Fitness Course	1
Total		17

SOPHOMORE YEAR

Fall Semester		Credit
AGEC 1010	Agricultural Economics I	3
REWM 2500	Rangeland Plant Identification	2
ZOO 2450	Principles of Fish and Wildlife Management	3
	Humanities	3
	Cultural Awareness	3
AGRI 1010	Computers: Agriculture	3
Total		17

Spring Semester		Credit
STAT 2050	Fundamentals of Statistics	4
RNEW 2100	Forest Management	3
REWM 2000	Principles of Range Management	3
AECL 1000	Agroecology	4
AGEC 2395	AG Capstone Project (Outcomes Assessment)	2
Total		16

AQUACULTURE TECHNICIAN

DEGREE:	CREDITS
CERTIFICATE	12

This program will enable a student to meet entry level requirements for employment as an aquaculture technician. Students completing the program will have a basic understanding of aquaculture production methods and fish management techniques. This program is offered only at the Wyoming Women's Center in Lusk.

Students must complete all program requirements including approved electives with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
AQTK 1500	Introduction to Aquaculture	3
AQTK 1520	Aquaculture Systems	3
AQTK 1550	Fish Health Management	3
AQTK 1600	Hatchery Management	3
Total		12

Federal Financial Aid is not available for this certificate program.

Programs of Instruction

ART

DEGREE: **CREDITS**
 ASSOCIATE OF ARTS 64-65

Students must complete all program requirements, including approved electives, with a grade of “C” or better.

FRESHMAN YEAR

Fall Semester		Credit
ART 1005	Beginning Drawing	3
ART 1110	Foundation: Two-Dimensional	3
ART 1120	Foundation: Three-Dimensional	3
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
HIST 1110	Western Civilization I or Approved Elective	3
Total		16

Spring Semester		Credit
ART 1130	Foundation: Color Theory	3
ART 1310	Sculpture I	3
ENGL 1020	English II	3
PEAC	Approved Activity/ Fitness Course	1
	Lab Science	4
	Constitutional Requirement	3
Total		17

SOPHOMORE YEAR

Fall Semester		Credit
ART 2410	Ceramics I	3
ART 2010	Art History I	3
CO/M 1010	Public Speaking	3
MATH 1000 or MATH 1400	Problem Solving Pre-Calculus Algebra	3-4
PEAC	Approved Activity/ Fitness Course	1
HIST 1120	Western Civilization II or **Approved Elective	3
Total		16-17

Spring Semester		Credit
ART 2210	Painting I	3
ART 2020	Art History II	3
PSYC 1000	General Psychology	3
	Art Elective	3
	Humanities	3
	Outcomes Assessment: Exhibition and/or Portfolio Review	3
Total		15

*Art Electives:

ART 2005	Drawing II	3
ART 2220	Painting II	3
ART 2420	Ceramics II	3
ART 1250	Water Based Media I	3
ART 1179	Adobe Photoshop I	3
ART 2145	Digital Photography	3

**Approved Electives:

MUSC 1000	Introduction to Music	3
SOC 1000	Sociological Principles	3
WELD 1700	General Welding	3
ENGL 2210	English Literature I	3
ENGL 2220	English Literature II	3
ENGL 2310	American Literature I	3
ENGL 2320	American Literature II	3
RELI 1000	Introduction to Religion	3
ANTH 1100	Intro to Physical Anth	3
ANTH 1200	Intro to Cultural Anth	3
GEOG 1000	Introduction to World Regional Geography	3
GEOG 1010	Introduction to Physical Geography	3
PHIL 1000	Introduction to Philosophy	3
MUSC 2050	Music History Survey I	3
MUSC 2055	Music History Survey II	3

BIOLOGY

DEGREE: **CREDITS**
 ASSOCIATE OF SCIENCE
 BIOLOGY 63-64
 ENVIRONMENTAL SCIENCE 65

BIOLOGY

The Biology major is a transfer program designed for students interested in training in the biological sciences. It enables students to combine courses in biology, botany, zoology, and molecular biology to meet specific interests.

Students must complete all program requirements including approved electives with a “C” or better.

FRESHMAN YEAR

Fall Semester		Credit
BIOL 1010	General Biology I	4
CHEM 1000	Introductory Chemistry	
or CHEM 1020	General Chemistry I	4
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 1400	Pre-Calculus Algebra	4

Total 16

Programs of Instruction

Spring Semester		Credit
BIOL 2020	General Biology II	4
CHEM 2300	Introductory Organic Chemistry	4
ENGL 1020	English II	3
MATH 1405	Pre-Calculus Trigonometry	3
	Social Science Elective	3
Total		17

SOPHOMORE YEAR

Fall Semester		Credit
GEOL 1470	Environmental Geology	4-5
or MATH 2200	Calculus I	4
PHYS 1110	General Physics I	4
COSC 1200	Computer Information Systems	3
PEAC	Approved Activity/ Fitness Course	1
	Constitutional Requirement	3
Total		15-16

Spring Semester		Credit
MOLB 2220	Pathogenic Microbiology	4
PEAC	Approved Activity/ Fitness Course	1
STAT 2050	Fundamentals of Statistics	4
	Cultural Awareness	3
	Humanities or Visual	3
	Performing Fine Arts	3
	Outcomes Assessment: Portfolio/ Rubrics Based Assessment	3
Total		15

ENVIRONMENTAL SCIENCE

The Environmental Science option provides students with a strong foundation to pursue academic transfer programs in Environmental Engineering, Environmental Quality, or Environmental Protection. The program will help prepare students for careers with state and federal agencies or the private sector.

Students must complete all program requirements including approved electives with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
BIOL 1010	General Biology I	4
CHEM 1000	Introductory Chemistry	4
or CHEM 1020	General Chemistry I	4
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 1400	Pre-Calculus Algebra	4
PEAC	Approved Activity/ Fitness Course	1
Total		17

Spring Semester		Credit
BIOL 2020	General Biology II	4
CHEM 2300	Introductory Organic Chemistry	4
ENGL 1020	English II	3
MATH 1405	Pre-Calculus Trigonometry	3
PEAC	Approved Activity/ Fitness Course	1
Total		15

SOPHOMORE YEAR

Fall Semester		Credit
GEOL 1470	Environmental Geology	4
PHYS 1110	General Physics I	4
COSC 1200	Computer Information Systems	3
SOIL 2200	Applied Soils	3
ZOO 2450	Principles of Fish and Wildlife Management	3
Total		17

Spring Semester		Credit
RNEW 2100	Forest Management	3
STAT 2050	Fundamentals of Statistics	4
GEOG 1000	World Regional Geography	3
or GEOG 1010	Introduction to Physical Geography	3
	Constitutional Requirement	3
	Humanities or Visual	3
	Performing Fine Arts	3
	Outcomes Assessment: Portfolio/ Rubrics Based Assessment	3
Total		16

Programs of Instruction

BUSINESS ADMINISTRATION

DEGREES:	CREDITS
ASSOCIATE OF SCIENCE	64
ASSOCIATE OF APPLIED SCIENCE	64

ASSOCIATE OF SCIENCE

The suggested program in accounting/business administration allows the student to earn an Associate of Science Degree while completing the first two years of college work toward a bachelor's degree. Those majoring in accounting, marketing, management, finance or other specific areas of business generally take the same courses during the first two years.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
ACCT 1010	Principles of Accounting I	3
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
or HMDV 1025	Orientation to Distance Learning	
	Constitutional Requirement	3
PEAC	Approved Activity/ Fitness Course	1
MATH 1400	Pre-Calculus Algebra	4
Total		15

Spring Semester		Credit
ACCT 1020	Principles of Accounting II	3
ENGL 1020	English II	3
STAT 2050	Fundamentals of Statistics	4
PEAC	Approved Activity/ Fitness Course	1
	Lab Science	4
Total		15

SOPHOMORE YEAR

Fall Semester		Credit
ECON 1010	Macroeconomics	3
MATH 2350	Business Calculus	4
CO/M 1010	Public Speaking	3
ACCT 2450	Cost Accounting	3
MKT 2100	Principles of Marketing	3
	*Approved Electives	2
Total		18

Spring Semester		Credit
ECON 1020	Microeconomics	3
BADM 2010	Business Law I	3
MATH 2355	Mathematical Applications for Business	4
IMGT 2400	Introduction to Information Management	3
	*Approved Electives	3
	Outcomes Assessment: Departmental Exam and Core Competency Evaluation	
Total		16

***Approved Electives:** Any course at the 1000 or above level.

ASSOCIATE OF APPLIED SCIENCE

The purpose of this flexible program is to provide an individual with entry level business skills. It emphasizes the accounting, office management, and computer areas. It is designed for the student who does not intend to transfer to another college to earn a bachelor's degree. In addition to fulfilling the requirements for the Associate of Applied Science Degree, a grade of "C" or better must be received in each of the required courses, including electives.

FRESHMAN YEAR

Fall Semester		Credit
**ACCT 1050	Practical Accounting I	2
BADM 1000	Introduction to Business	3
CMAP 1610	Windows	1
HMDV 1000	College Studies	1
ENGL 1010	English I: Composition	3
	*Approved Electives	6
Total		16

Spring Semester		Credit
**ACCT 1060	Practical Accounting II	2
BADM 1005	Business Mathematics I	3
CMAP 1715	Word Processing: MS Word	2
	Constitutional Requirement	3
	*Approved Electives	6
Total		16

Programs of Instruction

SOPHOMOREYEAR

Fall Semester		Credit
BADM 1020	Business Communications	3
BOTK 2750	Records & Information Management	3
CMAP 1900	Integrated Applications: MS Office	2
ECON 1010	Macroeconomics	3
BADM 1030	Personal Finance	3
	*Approved Electives	2
Total 16		

Spring Semester		Credit
ACCT 2110	Microcomputer Accounting I 2	
BOTK 1970	Occupational Internship I	3
BADM 2395	Business Office Capstone	3
CMAP 1765	Spreadsheet Applications II: Excel	2
	*Approved Electives	6
	Outcomes Assessment: Electronic Portfolio	
Total 16		

***Approved Electives:** Any course at the 1000 or above level.
**** ACCT 1010** may be taken in place of ACCT 1050 and ACCT 1060.

ASSOCIATE OF APPLIED SCIENCE (Distance)

The purpose of this flexible program is to provide an individual with entry level business skills. It emphasizes the accounting, office management, and computer areas. It is designed for the student who does not intend to transfer to another college to earn a bachelor's degree. In addition to fulfilling the requirements for the Associate of Applied Science Degree, a grade of "C" or better must be received in each of the required courses, including electives.

FRESHMAN YEAR

Fall Semester		Credit
BADM 1000	Introduction to Business	3
BADM 1005	Business Mathematics I	3
BOTK 2750	Records & Information Management	3
HMDV 1000	College Studies	1
ENGL 1010	English I: Composition	3
	*Approved Electives	3
Total 16		

Spring Semester		Credit
**ACCT 1010	Principles of Accounting I	3
BADM 1020	Business Communications	3
CMAP 1610	Windows:	1
POLS 1000	American & Wyoming Government	3
	*Approved Electives	6
Total 16		

SOPHOMOREYEAR

Fall Semester		Credit
CMAP 1715	Word Processing: MS Word	2
COSC 1200	Computer Information Systems	3
ECON 1010	Macroeconomics	3
INET 1580	Web Page Authoring	2
	*Approved Electives	6
Total 16		

Spring Semester		Credit
ACCT 2110	Microcomputer Accounting I 2	
BOTK 1970	Occupational Internship I	3
BADM 2395	Business Office Capstone	3
CMAP 1765	Spreadsheet Applications II: Excel	2
	*Approved Electives	6
	Outcomes Assessment: Electronic Portfolio	
Total 16		

***Approved Electives:** Any course at the 1000 or above level.
**** ACCT 1050** and **ACCT 1060** may be taken in place of ACCT 1010.

BUSINESS EDUCATION

DEGREE	CREDITS
ASSOCIATE OF SCIENCE	64-65

This program offers many of the education courses required for business education majors as well as office and computer skills necessary for employment in a business office. The program is designed for the student wishing to transfer after two years to complete a teaching degree in business education at a four-year institution. Education programs vary greatly at four-year institutions, so students should consult the catalog of the college or university of their choice for information on the specific requirements of that institution.

Students must complete all program requirements, including approved electives, with a "C" or better.

Programs of Instruction

FRESHMAN YEAR

Fall Semester		Credit
ECON 1010	Macroeconomics	3
EDFD 2020	Foundations of Education	3
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 1400	Pre-Calculus Algebra	4
PSYC 1000	General Psychology	3
Total		17

Spring Semester		Credit
EDFD 2100	Educational Psychology	3
ITEC 2360	Teaching with Technology	3
EDUC 2100	Practicum in Teaching	2-3
PEAC	Approved Activity/ Fitness Course	1
	Cultural Awareness	3
	Visual Performing Fine Arts	3
Total		15-16

SOPHOMORE YEAR

Fall Semester		Credit
ACCT 1010	Principles of Accounting I	3
	Constitutional Requirement	3
MKT 2100	Principles of Marketing	3
PEAC	Approved Activity/ Fitness Course	1
	Lab Science	4
	*Approved Electives	4
Total		18

Spring Semester		Credit
ACCT 1020	Principles of Accounting II	3
HLED 1221	Standard First Aid & Safety	2
BADM 2010	Business Law I	3
ENGL 1020	English II	3
	Humanities	3
	Outcomes Assessment: Portfolio	3
Total		14

*Approved Electives: Any course at the 1000 or above level.

BUSINESS OFFICE TECHNOLOGY

DEGREE	CREDITS
ASSOCIATE OF APPLIED SCIENCE	64
CERTIFICATE	32
COMPUTER APPLICATIONS CERTIFICATE	12
BUSINESS RECORDS CERTIFICATE	14

ASSOCIATE OF APPLIED SCIENCE- BUSINESS OFFICE TECHNOLOGY

This program is an expanded coverage of the certificate program to allow students the opportunity to learn skills in the fields of accounting, and written and oral communications necessary for success in the business field. Students who complete one of the options for the Business Office Technology program will be able to transfer all of the coursework towards this A.A.S. degree.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
BOTK 1645	Keyboarding Office Documents	3
TECH 1005 or or ENGL 1010	Applied Technical Writing English I: Composition	3
CMAP 1715	Word Processing: MS Word	2
HMDV 1000	College Studies	1
BOTK 2750	Records and Information Management	3
BADM 1030	Personal Finance	3
	*Approved Electives	1
Total		16

Spring Semester		Credit
CMAP 1765	Spreadsheet Applications II: MS Excel	2
BOTK 1510	Office Skills and Services	3
BADM 1005	Business Mathematics I	3
CMAP 2630	Presentation Graphics: PowerPoint	1
BOTK 1970	Occupational Internship I	2
INET 1590	Web Page Design:	3
	*Approved Electives	2
Total		16

Programs of Instruction

SOPHOMORE YEAR

Fall Semester		Credit
ACCT 1050	Practical Accounting I	2
BADM 1020	Business Communications	3
CO/M 1010	Public Speaking	3
	Constitutional Requirement	3
	*Approved Electives	5
Total 16		

Spring Semester		Credit
ACCT 1060	Practical Accounting II	2
BOTK 2970	Occupational Internship II	3
BADM 2395	Business Office Capstone	3
CMAP 1800	Database Applications I: Access	2
	*Approved Electives	6
Total 16		

*For Associate of Applied Science—Business Office Technology approved electives: Nine (9) must be from approved business electives and five (5) can be general electives. Approved business electives may be from Computer Applications (CMAP), Business Office Technology (BOTK), Accounting (ACCT), Business Administration (BADM), Management (MGT), Economics (ECON), Computer Science (COSC), Internet (INET), or Marketing (MKT).

CERTIFICATE- BUSINESS OFFICE TECHNOLOGY

This program provides basic training in computer applications, business communication skills, and general office procedures. It is designed to compliment the Business Office Technology program because graduates may continue their studies to receive an Associate of Applied Science degree in Business Office Technology.

Students must complete all program requirements, including approved electives, with a “C” or better.

FRESHMAN YEAR

Fall Semester		Credit
HMDV 1000	College Studies	1
TECH 1005	Applied Technical Writing	3
BOTK 1645	Keyboarding Office Documents	3
CMAP 1715	Word Processing: MS Word	2
ACCT 1050	Practical Accounting I	2
BADM 1005	Business Mathematics I	3
	*Approved Electives	2
Total 16		

Spring Semester		Credit
CMAP 1765	Spreadsheet Applications II: MS Excel	2
BOTK 2750	Records and Information Management	3
BOTK 1510	Office Skills and Services	3
BOTK 1970	Occupational Internship I:	2
BADM 2395	Business Office Capstone	3
	*Approved Electives	3
Total 16		

*Suggested Approved Electives:

CMAP 2630	Presentation Graphics: PowerPoint	1
BADM 1020	Business Communications	3
ENGL 1210	English Composition for International Students	3
CMAP 1800	Database Applications I: Access	2
INET 1590	Web Page Design	3
BADM 1030	Personal Finance	3
HMDV 1510	Success in the Workplace	1

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

CERTIFICATE - BUSINESS RECORDS

This program will enable a student to meet entry level requirements for employment as a business records worker and build a basis for further study and lifelong learning in other business areas.

Students must complete all program requirements, including approved electives, with a “C” or better.

Fall Semester		Credit
ACCT 1050	Practical Accounting I	2
ACCT 2110	Microcomputer Accounting I 2	
CMAP 1900	Integrated Applications I: Microsoft Office	2
HMDV 1000	College Studies	1
TECH 1005	Applied Technical Writing	3
BADM 1005	Business Mathematics I	3
BADM 1500	Basic Business Principles	1
Total 14		

Federal Financial Aid is not available for this certificate program.

Programs of Instruction

CERTIFICATE - COMPUTER APPLICATIONS

This program will enable a student to meet the entry level requirements for jobs that require computer software uses. It will provide a solid background in current software uses and a foundation to learn new software programs. It will provide a solid foundation for beginning employment skills in computer software related employment.

Students must complete all program requirements, including approved electives, with a "C" or better.

HMDV 1000	College Studies	1
CMAP 1500	Computer Keyboarding	1
CMAP 1610	Windows:	1
CMAP 1715	Word Processing: MSWord	2
CMAP 1765	Spreadsheet Applications I: MS Excel	2
CMAP 1900	Integrated Applications I: MS Office	2
CMAP 1915	MS Office-Advanced Concepts & Techniques	2
CMAP 2630	Presentation Graphics: PowerPoint	1
	Outcome Assessment: Portfolio	
Total		12

Federal Financial Aid is not available for this certificate program.

COMMUNICATION

DEGREE:	CREDITS
ASSOCIATE OF ARTS	64-68

Because there are so many possible majors within the field of communication, individual programs of study should be tailored to the student's specific interest and to the requirements of the college or university to which the student plans to transfer. General programs that are available for concentration include Interpersonal Communication, Public Address, and Speech Pathology. Students who plan to become teachers should also consult the program for Secondary Education. While this is not a degree in journalism, students wishing to major in journalism should consult transfer programs and advisors for appropriate additional courses. The

program shown below is particularly appropriate for liberal arts students planning to transfer to the University of Wyoming.

Students must complete all program requirements, including electives, with a grade of "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
FREN 1010	1st Year French I	4
or SPAN 1010	1st Year Spanish I	
HMDV 1000	College Studies	1
MATH 1000	Problem Solving	3-4
or MATH 1400	Pre-Calculus Algebra	
SOC 1000	Sociological Principles	3
	*Approved Elective	3
Total		17-18

Spring Semester		Credit
CO/M 1040	Intro to Human Communication	3
ENGL 1020	English II	3
FREN 1020	1st Year French II	4
or SPAN 1020	1st Year Spanish II	
	Constitutional Requirement	3
	Lab Science	4
Total		17

SOPHOMORE YEAR

Fall Semester		Credit
CO/M 1030	Interpersonal Communication	3
COSC or CMAP	Computer Elective	1-3
PEAC	Approved Activity/ Fitness Course	1
PSYC 1000	General Psychology	3
	*Approved Electives	6
Total		14-17

Spring Semester		Credit
CO/M 1010	Public Speaking	3
PEAC	Approved Activity/ Fitness Course	1
	*Approved Electives	6
	Cultural Awareness	3
	Humanities	3
CO/M 2395	Social Science Capstone Experience	
Total		16

Programs of Instruction

*Approved CO/M Electives:		
ANTH 1100	Introduction to Physical Anthropology	3
ANTH 1200	Introduction to Cultural Anthropology	3
ART 2010	Art History I	3
ART 2020	Art History II	3
CO/M 2100	Reporting and Newswriting I	3
ENGL 2210	English Literature I	3
ENGL 2220	English Literature II	3
ENGL 2310	American Literature I	3
ENGL 2320	American Literature II	3
HIST 1110	Western Civilization I	3
HIST 1120	Western Civilization II	3
JOUR 1010	Publication Production I	3
MUSC 1000	Introduction to Music	3
MUSC 2015	Introduction to the Music of the World's Peoples	3
PHIL 1000	Introduction to Philosophy	3
PSYC 2330	Psychology of Adjustment	3
RELI 1000	Introduction to Religion	3

COSMETOLOGY

DEGREE	CREDITS
ASSOCIATE OF APPLIED SCIENCE	81+
Other Options:	
HAIR TECHNICIAN CERTIFICATE	30
NAIL TECHNICIAN CERTIFICATE	17
SKIN TECHNICIAN CERTIFICATE	22

ASSOCIATE OF APPLIED SCIENCE- COSMETOLOGY

The cosmetology program includes not only the 2000 hours of cosmetology course work as required by Wyoming law, but additional studies to broaden the scope of opportunities in the field. Graduates of this program should possess a salable skill and be prepared to take the national examination for entry into the field of cosmetology. In addition to fulfilling the requirements for the Associate of Applied Science Degree, a grade of C or better must be received in all courses taken in cosmetology.

Students must complete all program requirements, including approved electives, with a "C" or better.

Freshman Year		
Fall Semester		Credit
CSMO 1000	Intro to Nail Technology	3
CSMO 1005	Nail Technology Lab	4
CSMO 1550	General Cosmetology Science	3
CSMO 1025	Hair Fundamentals	4
CMAF 1900	Integrated Applications I: Microsoft Office	2
HMDV 1000	College Studies	1
ENTR 1500	Successful Entrepreneurship	2
or ENTR 1520	Creating a Business Plan	
or ENTR 2500	Small Business Operation Mgmt	
Total		19

Spring Semester		Credit
CSMO 1020	Intro to Hair Technology	3
CSMO 1035	Hair Fundamentals II	2
CSMO 1010	Intro to Skin Technology	3
CSMO 1015	Skin Technology Lab	1
CSMO 1030	Intro to Hair Technology II	2
CSMO 1505	Clinical Applications II	3
CSMO 1210	Esthetic Concepts I	2
BADM 1005	Business Mathematics I	3
or MATH 1515	Applied Technical Math	
Total		19

Sophomore Year		
Fall Semester		Credit
CSMO 1400	Cosmetology Lab I	3
CSMO 1405	Cosmetology Lab II	3
CSMO 1510	Clinical Applications III	6
CSMO 1515	Clinical Applications IV	6
Total		18

Spring Semester		Credit
CSMO 1420	Cosmetology Lab V	3 or 6
CSMO 1520	Clinical Applications V	6
CSMO 1525	Clinical Applications VI	1-6
CSMO 1575	Post Cosmetology Assessment	1
ENGL 1010	English I: Composition	3
or TECH 1005	Applied Technical Writing	
	Constitutional Requirement	2-3
Total		16+

Summer Semester		
Fall Semester		Credit
CSMO 1425	Techniques in Cosmetology	3
CSMO 1535	Clinical Applications VIII	1-6
Total		9

Federal Financial Aid is awarded and disbursed according to clock hour regulations.

Programs of Instruction

HAIR TECHNICIAN CERTIFICATE

The Hair Technology Certificate is designed for the student who only desires education/training in the area of hair design. This program begins in the SECOND HALF of the fall semester, and ends in the summer semester. Completion of this program prepares the student for national testing in the area of hair technology. Students must complete all program requirements with a grade of "C" or better.

Fall Semester		Credit
CSMO 1550	General Cosmetology Science	3
CSMO 1025	Hair Fundamentals	4
		Total 7

Spring Semester		Credit
CSMO 1020	Intro to Hair Technology	3
CSMO 1035	Hair Fundamentals II	2
CSMO 1500	Clinical Applications I	3
CSMO 1030	Intro to Hair Technology II	2
CSMO 1505	Clinical Applications II	3
		Total 13

Summer Semester		Credit
CSMO 1425	Techniques in Cosmetology	3
CSMO 1535	Clinical Applications VIII	1-6
CSMO 1375	Hair Technician Assessment	1
		Total 10

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

Federal Financial Aid is awarded and disbursed according to clock hour regulations.

NAIL TECHNICIAN CERTIFICATE

The Nail Technician Certificate is designed to train the student for an entry-level job in a high demand area of Cosmetology. It will also prepare the student for national testing in the area of nail technology. Students must complete all program requirements with a grade of "C" or better.

Fall Semester		Credit
CSMO 1000	Intro to Nail Technology	3
CSMO 1005	Nail Technology Lab	4
CSMO 1550	General Cosmetology Science	3
CSMO 1515	Clinical Applications IV	6
CSMO 1175	Nail Technician Assessment	1
		Total 17

Federal Financial Aid is not available for this certificate program.

SKIN TECHNICIAN CERTIFICATE

This course will prepare the student for a career in the diversified area of skin care. This program begins in the spring semester **only** and is completed during the summer semester. The extensive training will also prepare the student for national testing in the area of skin care.

Students must complete all program requirements with a grade of "C" or better.

Spring Semester		Credit
CSMO 1010	Intro to Skin Technology	3
CSMO 1015	Skin Technology Lab	1
CSMO 1515	Clinical Applications IV	6
CSMO 1210	Esthetic Concepts I	2
		Total 12

Summer Semester		Credit
CSMO 1555	General Cosmetology Science II	3
CSMO 1535	Clinical Applications VIII	1-6
CSMO 1275	Esthetics Assessment	1
		Total 10

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

Federal Financial Aid is awarded and disbursed according to clock hour regulations.

Programs of Instruction

CRIMINAL JUSTICE

DEGREE	CREDITS
ASSOCIATE OF ARTS- LAW ENFORCEMENT EMPHASIS	65
ASSOCIATE OF ARTS- CORRECTIONS EMPHASIS	65
ASSOCIATE OF APPLIED SCIENCE CORRECTIONS CERTIFICATE	65-67 31-33

- Those considering a career in a criminal justice field should be aware of strict admissions criteria employed by state standards and criminal justice agencies. Factors that may disqualify candidates for employment in the profession include conviction of a crime, history of drug abuse, psychological problems, and various physical conditions. Certain classes in the Eastern Wyoming College criminal justice program may also be restricted to individuals for the same reasons. Please consult with a department faculty advisor if you have any concerns in this area.

ASSOCIATE OF ARTS- CRIMINAL JUSTICE LAW ENFORCEMENT EMPHASIS

This program option is designed for the criminal justice student who is seeking a career in law enforcement. It may be used as a terminal degree or taken as preparation for transfer to a four-year program. Employment may be found in local, county, state, and federal law enforcement agencies.

Students must complete all program requirements, including approved electives, with a grade of "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
CRMJ 2120	Intro to Criminal Justice	3
CRMJ 2350	Introduction to Corrections II/I	3
SOC 1000	Sociological Principles	3
	Lab Science	4
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
Total		17

Spring Semester		Credit
CRMJ 2550	Criminal Investigation I	3
CRMJ 2420	Juvenile Justice	3
CRMJ 2210	Criminal Law I	3
ENGL 1020	English II	3
MATH 1000	Problem Solving	3
PEAC	Approved Activity/ Fitness Course	1
Total		16

SOPHOMORE YEAR

Fall Semester		Credit
CRMJ	*Criminal Justice Electives	3
CRMJ 1510	Law Enforcement Procedures	3
PSYC 1000	General Psychology	3
	Constitutional Requirement	3
	Cultural Awareness Elective	3
PEAC	Approved Activity/ Fitness Course	1
Total		16

Spring Semester		Credit
CO/M 1010	Public Speaking	3
CRMJ 2690	Supervised Lab Experience	3
CRMJ 2895	Criminal Justice Capstone Project	1
	*Criminal Justice Elective	3
	Humanities	3
	**Approved Elective	3
Total		16

*Approved Criminal Justice Electives:		
CRMJ 2125	Forensic Psychology	3
CRMJ 2280	Criminal Procedures	3
CRMJ 2560	Criminal Investigation II	3
CRMJ 2570	Criminalistics (Forensics)	3
CRMJ 2590	Drugs & Criminal Justice	3
CRMJ/SOC 2400	Criminology	3
**Approved Elective: Any course at the 1000 or above level.		

ASSOCIATE OF ARTS- CRIMINAL JUSTICE CORRECTIONS EMPHASIS

This program option is designed for the criminal justice student who is seeking a career in corrections. It may be used as a terminal degree or taken as preparation for transfer to a four-year program. Employment may be found in correctional institutions, probation and parole, juvenile probation, detention facilities, and community programs.

Student must complete all program requirements, including approved electives, with a "C" or better.

Programs of Instruction

FRESHMAN YEAR		
Fall Semester		Credit
CRMJ 2120	Intro to Criminal Justice	3
CRMJ 2350	Intro to Corrections II/I	3
SOC 1000	Sociological Principles	3
	Lab Science	4
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
Total 17		

Spring Semester		Credit
PSYC 1000	General Psychology	3
CRMJ 2420	Juvenile Justice	3
CRMJ 2210	Criminal Law I	3
MATH 1000	Problem Solving	3
ENGL 1020	English II	3
PEAC	Approved Activity/ Fitness Course	1
Total 16		

SOPHOMORE YEAR		
Fall Semester		Credit
CRMJ 2590	Drugs & Criminal Justice	3
CRMJ 2400	Criminology	3
	Constitutional Requirement	3
	Elective	3
	Cultural Awareness Elective	3
PEAC	Approved Activity/ Fitness Course	1
Total 16		

Spring Semester		Credit
CO/M 1010	Public Speaking	3
CRMJ 2690	Supervised Lab Experience	3
CRMJ 2895	Criminal Justice Capstone Project	1
CRMJ 2370	Institutional Corrections	3
CRMJ/PSYC 2125	Forensic Psychology	3
	Humanities	3
Total 16		

ASSOCIATE OF APPLIED SCIENCE- CRIMINAL JUSTICE

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
CRMJ 1510	Law Enforcement Procedures	3
CRMJ 2120	Intro to Criminal Justice	3
CRMJ 2350	Introduction to Corrections II/I	3
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
PEAC	Approved Activity/ Fitness Course	1
	Constitutional Requirement	2-3
Total 16-17		

Spring Semester		Credit
CRMJ 1520	Law Enforcement Operations	3
CRMJ 2420	Juvenile Justice	3
CRMJ 2550	Criminal Investigation I	3
MATH 1515	Applied Technical Mathematics or higher level math	3
	Electives	3
PEAC	Approved Activity/ Fitness Course	1
Total 16		

SOPHOMORE YEAR		
Fall Semester		Credit
CRMJ 2781	Use of Force I	3
CRMJ 2560	Criminal Investigation II	3
PSYC 1000	General Psychology	3
CRMJ 2280	Criminal Procedures	3
CRMJ 2590	Drugs & Criminal Justice	3
Total 15		

Spring Semester		Credit
CRMJ 2791	Use of Force II	3
HLED 1221	Standard First Aid & Safety	2
CRMJ 2125	Forensic Psychology	3
CRMJ 2570	Criminalistics (Forensics)	3
CRMJ 2690	Supervised Lab Experience	3
CO/M 1010	Public Speaking	3
or CO/M 1030	Interpersonal Communication	
CRMJ 2895	Criminal Justice Capstone Project	1
Total 18		

Programs of Instruction

CERTIFICATE-CORRECTIONS

The Corrections Certificate program is designed for both the pre-service student and current correctional employee. The program provides the academic background for an understanding of the criminal justice system and the role of corrections within it. It also provides the necessary foundation courses towards the pursuit of the Associate of Arts Degree in Criminal Justice.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
PSYC 1000	General Psychology	3
CRMJ 2120	Intro to Criminal Justice	3
CRMJ 2350	Intro to Corrections II/I	3
HMDV 1000	College Studies	1
MATH 1515	Applied Technical Math or higher level math course	3
	Constitutional Requirement	3
Total		15-17

Spring Semester		Credit
ENGL 1010	English Composition I	3
CRMJ 2210	Criminal Law I	3
CRMJ 2370	Institutional Corrections	3
CO/M 1030	Interpersonal Communications	3
CRMJ 2125	Forensic Psychology	3
PEAC	Approved Activity/ Fitness Course	1
	Outcomes Assessment: Departmental Paper	
Total		16

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

ECONOMICS

DEGREE	CREDITS
ASSOCIATE OF SCIENCE	65

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
CO/M 1010	Public Speaking	3
ECON 1010	Macroeconomics	3
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
	Constitutional Requirement	3
PEAC	Approved Activity/ Fitness Course	1
	*Approved Elective	3
Total		17

Spring Semester		Credit
ECON 1020	Microeconomics	3
ENGL 1020	English II	3
MATH 1400	Pre-Calculus Algebra	4
PSYC 1000	General Psychology	3
	Lab Science	4
Total		17

SOPHOMORE YEAR		
Fall Semester		Credit
ACCT 1010	Principles of Accounting I	3
STAT 2050	Fundamentals of Statistics	4
MATH 2350	Business Calculus	4
PEAC	Approved Activity/ Fitness Course	1
	Humanities	3
Total		15

Spring Semester		Credit
ACCT 1020	Principles of Accounting II	3
BADM 2010	Business Law I	3
MATH 2355	Mathematical Applications for Business	4
IMGT 2400	Introduction to Information Management	3
	Cultural Awareness	3
	Outcomes Assessment: Departmental Paper	
Total		16

*Approved Electives: Any course at the 1000 or above level.

Programs of Instruction

EDUCATION

DEGREE	CREDITS
ASSOCIATE OF ARTS—	
EARLY CHILDHOOD EDUCATION	60-61
ELEMENTARY EDUCATION	60
ELEMENTARY EDUCATION	
ONLINE	60
SECONDARY EDUCATION	60
CERTIFICATE-	
CHILD DEVELOPMENT	18

Criminal background checks are required for certain courses in this area. The background check will cover sexual offender information, general criminal history, and adult and child neglect information. Student financial aid may be used to cover the cost.

The Associate of Arts Degree in Education provides freshman and sophomore level courses required for most students majoring in education. Education programs vary greatly at four-year institutions, so the student should consult the catalog of the college or university of his/her choice for information on specific program requirements.

The following courses are required for students majoring in elementary education and planning to transfer to the University of Wyoming: Educational Foundations 2451, Life Span: Adulthood (in addition to Psychology 2300, Developmental Psychology). Elementary Education majors must complete 3 specific science courses and seminars; please consult your advisor for more information.

Education majors planning to transfer to Chadron State College are well-advised to complete an Associate of Arts Degree at Eastern Wyoming College. Our articulation agreement with Chadron specifies that students with an A.A. Degree will have met all of their General Studies requirements except the 6 hours at the upper division level.

Middle school education requirements vary from state to state. In some states, students may add a middle school endorsement to an elementary or a secondary education program. Specific courses for this endorsement are not currently available at this community college.

Students must complete all program requirements, including approved electives, with a grade of “C” or better.

ELEMENTARY EDUCATION

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
EDFD 2020	Foundations of Education	3
MATH 1100	Numbers and Operations for Elementary School Teachers	3
EDEL 1410	Elementary School Math Seminar I	1
PEAC	Approved Activity/ Fitness Course	1
HMDV 1000	College Studies Constitutional Requirement	3
		Total 15

Spring Semester		Credit
ENGL 1020	English II	3
EDUC 2100	Practicum in Teaching	2
MATH 2120	Geometry & Measurement for Elementary School Teachers	3
EDEL 2410	Elementary School Math Seminar II	1
PSYC 1000	General Psychology	3
LIBS 2280	Literature for Children	3
		Total 15

SOPHOMORE YEAR

Fall Semester		Credit
ITEC 2360	Teaching with Technology	3
EDFD 2100	Educational Psychology	3
	Visual Performing Fine Arts Lab Science	4
PEAC	Approved Activity/ Fitness Course	1
		Total 14

Spring Semester		Credit
EDEX 2484	Introduction to Special Education	3
EDFD 2450	Lifespan Human Development	3
	Approved Electives	9
EDUC 2800	Education Capstone	1
		Total 16

Programs of Instruction

*Suggested electives for elementary education majors planning to attend Chadron:

CO/M 1040	Introduction to Human Communication	3
or CO/M 1010	Public Speaking	3
MUSC 2018	Music for Elementary Classroom Teachers	3
ART 2074	Art for the Elementary/Middle School Teacher	3

*Suggested electives for elementary education majors planning to attend the University of Wyoming:

**MATH 1105 (or MATH 1400)
One course in each of the following areas:

Art, Music, Speech, and American Diversity	12
Three science courses	12
Science Seminars: EDEL 1430, EDEL 1440, EDEL 1450	3

Note: most coaching endorsements require HLED 1221.

**One of these courses must be taken if you are planning to transfer to the University of Wyoming.

ELEMENTARY EDUCATION - ONLINE

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
EDFD 2020	Foundations of Education	3
MATH 1100	Numbers and Operations for Elementary School Teachers	3
EDEL 1410	Elementary School Math Seminar I	1
	Constitutional Requirement	3
HMDV 1000	College Studies	1
PEAC 2000	Wellness: Physical Education Concepts/Fitness Course	1
Total 15		

Spring Semester		Credit
PSYC 1000	General Psychology	3
EDUC 2100	Practicum in Teaching	2
MATH 2120	Geometry & Measurement for Elementary School Teachers	3
EDEL 2410	Elementary School Math Seminar II	1
ENGL 1020	English II	3
CO/M 1010	Public Speaking	3
Total 15		

SOPHOMORE YEAR

Fall Semester		Credit
LIBS 2280	Literature for Children	3
EDFD 2450	Lifespan Human Development	3
EDEX 2484	Introduction to Special Education	3
	Lab Science	4
EDUC	Practicum	2
Total 15		

Spring Semester		Credit
EDFD 2100	Educational Psychology	3
ITEC 2360	Teaching with Technology	3
ART 2010	Art History I	3
or ART 2020	Art History II	
PEAC	Approved Activity/Fitness Course	1
	Approved Electives	4
EDUC 2800	Education Capstone	1
Total 15		

*Suggested electives for elementary education majors planning to attend the University of Wyoming:

**MATH 1105 (or MATH 1400)
One course in each of the following areas:

Art, Music, Speech, and American Diversity	12
Three science courses	12
Science Seminars: EDEL 1430, EDEL 1440, EDEL 1450	3

**One of these courses must be taken if you are planning to transfer to the University of Wyoming.

EARLY CHILDHOOD EDUCATION

The Early Childhood Education Associate of Arts degree is a four-semester program designed to prepare students for employment as teachers or aides in early childhood programs, preschools, and Head Start Programs. Students will gain background in child development as well as planning and administering early childhood educational programs. The courses will combine lecture activities with observation and participation activities in early childhood settings. The associate's degree will allow students to enter the workforce or further their education as early childhood professionals.

Programs of Instruction

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
EDEC 1020	Intro to Early Childhood Education	3
PSYC 1000	General Psychology	3
PEAC	Approved Activity/ Fitness Course	1
HMDV 1000	College Studies	1
	Constitutional Requirement	3
Total 14		

Spring Semester		Credit
ENGL 1020	English II	3
ITEC 2360	Teaching with Technology	3
MATH 1000 or MATH 1400	Problem Solving College Algebra	3-4
PEAC	Approved Activity/ Fitness Course	1
	Cultural Awareness	3
EDEC	Electives	2
Total 15-16		

SOPHOMORE YEAR

Fall Semester		Credit
EDEC 2000	Engaging Families in Early Childhood Settings	3
HLED 1221	Standard First Aid & Safety	2
EDEC 1100	Observation & Guidance of Young Children	2
EDEC 1105	Observation & Guidance of Young Children Lab	1
EDFD 2020	Foundations of Education Lab Science	3 4
Total 15		

Spring Semester		Credit
EDEC 1300	Curriculum Planning and Development for Young Children	2
EDEC 1305	Curriculum Planning Lab	1
EDEC 1200	Administration in Early Childhood Programs	3
LIBS 2280	Literature for Children	3
	Visual Performing Fine Arts	3
EDUC 2800	Capstone: Education*	1
EDEC	Electives	3
Total 16		

* For Early Childhood it will include portfolio creation.

CHILD DEVELOPMENT CERTIFICATE

This program will enable students to meet the entry level requirements for employment in an early childhood care and education setting. Students will gain basic knowledge of child development and acquire the fundamental skills necessary to effectively educate and care for young children. The program provides professional training through a combination of coursework and applied experiences working with children.

Fall Semester		Credit
EDEC 1020	Intro to Early Childhood Education	3
EDEC 1100	Observation and Guidance of Young Children	2
EDEC 1105	Observation and Guidance of Young Children Lab	1
	Early Childhood Electives	3-4
Total 9-10		

Spring Semester		Credit
EDEC 1300	Curriculum Planning and Development for Young Children (30)**	2
EDEC 1305	Curriculum Planning and Development for Young Children – Lab	1
EDEC 1200	Administration in Early Childhood Programs	3
HLED 1221	Standard First Aid & Safety (Infant/Child CPR)	2
EDUC 2800	Capstone: Education*	1
Total 9		

*For Child Development it will include portfolio creation.

**Three courses provide 90 hours of classroom experience as partial fulfillment to meet the CDA. (Child Development Associate credential is recognized nationwide for entry-level employment into the childcare profession.)

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

Programs of Instruction

SECONDARY EDUCATION

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
EDFD 2020	Foundations of Education	3
PSYC 1000	General Psychology	3
HMDV 1000	College Studies	1
MATH 1000	Problem Solving or higher level math	3
PEAC	Approved Activity /Fitness Course	1
Total		14

Spring Semester		Credit
ENGL 1020	English II Constitutional Requirement	3
EDUC 2100	Practicum in Teaching	2
PEAC	Approved Activity/ Fitness Course Area of Concentration	1 6
Total		15

SOPHOMORE YEAR

Fall Semester		Credit
ITEC 2360	Teaching With Technology	3
EDFD 2100	Educational Psychology Humanities Lab Science Area of Concentration	3 3 4 3
Total		16

Spring Semester		Credit
EDEX 2484	Introduction to Special	
EDUC 2800	Capstone: Education Cultural Awareness Visual Performing Fine Arts Area of Concentration	1 3 3 5
Total		15

*Suggested electives for secondary education majors:

CO/M 1040	Introduction to Human Communication	3
or CO/M 1010	Public Speaking	3
**EDFD 2450	Lifespan Human Development	3

Note: Most coaching endorsements require HLED 1221.

**EDFD 2450 Lifespan Human Development must be taken if you are planning to transfer to the University of Wyoming.

ENGLISH

DEGREE	CREDITS
ASSOCIATE OF ARTS	64-68

The program in English is designed to provide freshman- and sophomore-level courses required of most students majoring in English or English education. The student should consult the catalog of the college or university of his/her choice for information on the specific requirements of that institution. Students planning to major in English can benefit from any additional study in writing, language, and other areas of the humanities and fine arts.

Students must complete all program requirements, including approved electives, with a grade of "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I:Composition	3
FREN 1010 or SPAN 1010	1st Year French I 1st Year Spanish I	4
HMDV 1000	College Studies	1
MATH 1000 or MATH 1400	Problem Solving Pre-Calculus Algebra	3-4
	Constitutional Requirement	3
	Social Science Elective	3
Total		17-18

Spring Semester		Credit
CO/M 1030	Interpersonal Communication	3
ENGL 1020	English II	3
FREN 1020 or SPAN 1020	1st Year French II 1st Year Spanish II	4
PEAC	Approved Activity/ Fitness Course	1
Elective:	COSC or CMAP Lab Science	1-3 4
Total		16-18

SOPHOMORE YEAR

Fall Semester		Credit
ENGL 2210 or ENGL 2310	English Literature I American Literature I	3
	Visual Performing Fine Arts Cultural Awareness	3 3
PEAC	Approved Activity/ Fitness Course *Approved Electives	1 6
Total		16

Programs of Instruction

Spring Semester	Credit
ENGL 2220 English Literature II	3
or ENGL 2320 American Literature II	
PSYC 1000 General Psychology	3
*Approved Electives	9
Outcomes Assessment: Choice of Research Project, Journal, or Essay	
Total 15	

*Approved sophomore electives:		
ART 2010	Art History I	3
ART 2020	Art History II	3
CO/M 1040	Human Communication	3
ENGL 2140	World Literature	3
ENGL 2370	Western American Literature	3
ENGL 2440	Literary Genres: Short Story	3
ENGL 2480	Literary Genres: Drama	3
HIST 1110	Western Civilization I	3
HIST 1120	Western Civilization II	3
PHIL 1000	Introduction to Philosophy	3
PHIL 2300	Ethics in Practice	3

ENGLISH AS A SECOND/FOREIGN LANGUAGE TEACHING CERTIFICATE PROGRAM

DEGREE CERTIFICATE	CREDITS
	16

The ESL/EFL Teaching Certificate program is intended for individuals wanting to teach English as a Second Language and/or English as a Foreign Language. The program is designed to provide students with a brief overview of the major concepts involved in teaching in these fields as well as practical experience in the development of lessons in the four major content areas of listening, speaking, reading, and writing.

The program is designed as a skill certificate program for those seeking certification to teach English as a Foreign Language and/or for Adult Basic Education instructors qualified to teach in other content areas with and ESL certification.

Students must complete all program requirements, including approved electives, with a grade of "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
EDUC 2225	Introduction to Teaching English as a Foreign/Second Language	3
EDUC 2220	Multicultural Education	1
Total		4

Spring Semester		Credit
EDUC 2230	Second Language Acquisition	3
ITEC 2360	Teaching with Technology	3
Total		6

SOPHOMORE YEAR		
Fall Semester		Credit
EDUC 2235	Teaching ESL/EFL Reading & Writing	3
EDUC 2240	Teaching ESL/EFL Listening & Speaking	3
Total		6

Federal Financial Aid is not available for this certificate program.

ENTREPRENEURSHIP

DEGREE CERTIFICATE	CREDITS
	18

The Entrepreneurship Certificate program provides students who have the desire to start a business with an understanding of the concepts to chart a successful course toward business ownership. Emphasis is placed on identifying and evaluating entrepreneurial potential to successfully start a business.

Students must complete all program requirements, including approved electives, with a grade of "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
ENTR 1500	Successful Entrepreneurship	2
ENTR 1520	Creating a Business Plan	2
ENTR 2500	Small Business Operations Management	2
ENTR 2520	Legal Issues for Entrepreneurs	2
ACCT 1050	Practical Accounting I	2
CMAP 1685	Computer Applications: Quick Books	1
MKT 1000	Sales	3
MKT 2100	Principles of Marketing	3
	Electives	1
Total 18		

For more information about this certificate program, links to occupational information, estimated program

Programs of Instruction

cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

INTERDISCIPLINARY STUDIES

DEGREE	CREDITS
ASSOCIATE OF ARTS	60-62
ASSOCIATE OF SCIENCE	60-63

The purpose of this program is to offer a student an opportunity for a broad-based degree rather than focusing on any one major area. Specific courses listed meet the general education requirements for EWC. It is suggested that you work with your advisor to select other electives. Degree requirements vary greatly at four-year institutions, so the student should consult the catalog of the college or university of his/her choice for information on specific program requirements. Also, the student should be aware that the Associate of Arts degree is considered the traditional "transfer" degree, so it may be a better choice for students.

Students must complete all program requirements, including approved electives, with a "C" or better.

ASSOCIATE OF ARTS INTERDISCIPLINARY STUDIES

FRESHMAN YEAR		
Fall Semester		Credit
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 1000	Problem Solving	3-4
or MATH 1400	Pre-Calculus Algebra	
PEAC	Approved Activity/ Fitness Course	1
	*Approved Electives	7
	Total	15-16
Spring Semester		Credit
	Computer Electives (COSC/CMAP/ITEC/ INET courses)	2-3
	Cultural Awareness	3
	Social Science	3
PEAC	Approved Activity/ Fitness Course	1
	*Approved Electives	6
	Total	15-16

SOPHOMORE YEAR

Fall Semester		Credit
	Constitutional Requirement	3
	Lab Science	4
	Visual Performing Fine Arts	3
	*Approved Electives	5
	Total	15
Spring Semester		Credit
	Humanities	3
	*Approved Electives	9
**HMDV 2000	Sophomore Project (Outcomes Assessment)	3
	Total	15

*Approved Elective: Any course at the 1000 or above level.

****Note:** If a student has completed 24-28 credit hours of program requirements in Business Administration, AA Degree; Pre-professional, AS Degrees; or Education, AA & AS Degrees; he/she may be eligible to take those program Outcomes Assessment activities instead of HMDV 2000. This requires the permission of one of the Division Chairs.

ASSOCIATE OF SCIENCE INTERDISCIPLINARY STUDIES

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 1000	Problem Solving	3-4
or MATH 1400	Pre-Calculus Algebra	
PEAC	Approved Activity/ Fitness Course	1
	*Approved Electives	7
	Total	15-16
Spring Semester		Credit
	Computer Electives (COSC/CMAP/ITEC/ INET courses)	2-3
	Cultural Awareness	3
	Social Science	3
PEAC	Approved Activity/ Fitness Course	1
	*Approved Electives	6
	Total	15-16

SOPHOMORE YEAR

Fall Semester		Credit
	Constitutional Requirement	3
	Lab Science	4
	Science or Mathematics	3-4
	*Approved Electives	5
	Total	15-16

Programs of Instruction

Spring Semester	Credit
Humanities or Visual Performing Fine Arts	3
*Approved Electives	9
**HMDV 2000 Sophomore Project (Outcomes Assessment)	3
Total	15

*Approved Electives: Any course at the 1000 or above level.

***Note:** If a student has completed 24-28 credit hours of program requirements in Business Administration, AA Degree; Pre-professional, AS Degrees; or Education, AA & AS Degrees; he/she may be eligible to take those program Outcomes Assessment activities instead of HMDV 2000. This requires the permission of one of the Division Chairs.

LANGUAGES (FOREIGN)

DEGREE	CREDITS
ASSOCIATE OF ARTS	65-67

Eastern Wyoming College students desiring a major in French or in Spanish should concentrate on fulfilling the general requirements for a transfer program. Those students interested in earning a teaching credential should add courses in education and in psychology.

Language courses offered are 1010, 1020, 2030, and 2475 in French and Spanish. College credit may be obtained by means of an examination. (For regulations governing credit by examination, check that section in the catalog.)

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
ENGL 1010	English I:Composition	3
FREN 1010	1st Year French I	4
or SPAN 1010	1st Year Spanish I	
HMDV 1000	College Studies	1
PEAC	Approved Activity/ Fitness Course	1
	Constitutional Requirement	3
	Lab Science	4
	Total	16

Spring Semester		Credit
ENGL 1020	English II	3
FREN 1020	1st Year French II	4
or SPAN 1020	1st Year Spanish II	
MATH 1000	Problem Solving	3-4
or MATH 1400	Pre-Calculus Algebra	
	Elective: Visual Performing Fine Arts	3
	Elective: Cultural Awareness	3
	Total	16-17

SOPHOMORE YEAR

Fall Semester		Credit
COSC 1010	Intro to Computer Science I	4
SPAN 2030	2nd Year Spanish I	4
PSYC 1000	General Psychology	3
	Elective: Humanities	3
	*Approved Elective	3
	Total	17

Spring Semester		Credit
PEAC	Approved Activity/ Fitness Course	1
	Elective: Social Science	3
	General Electives	6
	*Approved Electives	6
	Outcomes Assessment: Choice of Research Project, Journal, or Essay	
	Total	16

*Approved electives:		
ART 2010	Art History I	3
ENGL 2210	English Literature I	3
ENGL 2220	English Literature II	3
ENGL 2310	American Literature I	3
ENGL 2320	American Literature II	3
MUSC 2050	Music History Survey I	3
PSYC 2330	Psychology of Adjustment	3

Programs of Instruction

MATHEMATICS

DEGREE	CREDITS
ASSOCIATE OF SCIENCE	64
ASSOCIATE OF ARTS— SECONDARY EDUCATION	63-65

It is impossible to overemphasize the value of mathematics as a tool in other fields, notably engineering, physical science, and statistics. Recent developments in the biological, behavioral, and social sciences have drawn attention to the power of mathematics in these fields also. Along with the teaching of mathematics and research into pure mathematics, students majoring in mathematics also have many other options open to them. The courses listed below provide a strong background for specialization during the student's junior and senior years.

Students must complete all program requirements, including approved electives, with a grade of "C" or better.

ASSOCIATE OF SCIENCE- MATHEMATICS

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
PEAC	Approved Activity/ Fitness Course	1
MATH 2200	Calculus I	5
	*Approved Electives	3
	Lab Science	4
Total 17		

Spring Semester		Credit
ENGL 1020	English II	3
MATH 2205	Calculus II	5
PEAC	Approved Activity/ Fitness Course	1
STAT 2050	Fundamentals of Statistics	4
	Lab Science	4
Total 17		

SOPHOMORE YEAR

Fall Semester		Credit
MATH 2210	Calculus III	5
	Lab Science	4
	Social Science	3
	Cultural Awareness	3
Total 15		

Spring Semester		Credit
MATH 2250	Elementary Linear Algebra	3
	*Approved Electives	7
	Constitutional Requirement	3
	Humanities & Visual	
Performing Fine Arts		3
	Outcomes Assessment: Departmental Exam	
Total 16		

*Approved Electives: Any course at the 1000 level or above.

ASSOCIATE OF ARTS-SECONDARY EDUCATION, MATHEMATICS

FRESHMAN YEAR

Fall Semester		Credit
EDFD 2020	Foundations of Education	3
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 2200	Calculus I	5
PEAC	Approved Activity/ Fitness Course	1
PSYC 1000	General Psychology	3
Total 16		

Spring Semester		Credit
ENGL 1020	English II	3
MATH 2205	Calculus II	5
STAT 2050	Fundamentals of Statistics	4
EDEX 2484	Intro to Special Education	3
	Visual, Performing, Fine Arts 3	
Total 18		

SOPHOMORE YEAR

Fall Semester		Credit
MATH 2210	Calculus III	5
	Lab Science	4
EDFD 2100	Educational Psychology	3
PEAC	Approved Activity/ Fitness Course	1
	Cultural Awareness	3
Total 16		

Spring Semester		Credit
MATH 2250	Elementary Linear Algebra	3
ITEC 2360	Teaching with Technology	3
	Constitutional Requirement	3
	Humanities & Visual Performing Fine Arts	3
EDUC 2100	Practicum in Teaching	2-3
	Outcomes Assessment: Departmental Exam	
Total: 14-15		

*Note: Students planning to transfer to the University of Wyoming should take EDFD 2450 Lifespan Human Development.

Programs of Instruction

MUSIC

DEGREE	CREDITS
ASSOCIATE OF ARTS—	
MUSIC (APPLIED)	67-69
MUSIC EDUCATION	66-67

MUSIC (APPLIED)

The Associate of Arts in Music (Applied) provides the freshman and sophomore level courses required by most colleges and universities for a Bachelor's of Music. Although many of the basic courses are the same, students planning on transferring to a four-year institution should contact their chosen school for degree and transfer requirements during the beginning of their first year of instruction.

There are three possible outcomes assessments available to those seeking a Music (Applied) degree. One of the three assessments must be chosen during the first semester of the sophomore year in preparation for the work during the final semester. The three possible assessment projects in music are

1. Performance recital of at least 1/2 hour of music approved by applied music instructor, with a written critique by faculty and a non-departmental individual.
2. A lengthy scholarly paper and classroom presentation on a music theory or music history topic, chosen by the advisor. The paper will receive a written critique by faculty and a non-departmental individual.
3. A written musical composition, for solo instrument or duet of at least 20 minutes in length or a 5-10 minute large ensemble work, to be presented at a student recital. The composition will receive a written critique by faculty and a non-departmental individual.

Students must complete all program requirements, including approved electives, with a grade of "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MUSC 1000	Introduction to Music	3
MUSC 1030	Written Theory I	3
MUSC 1035	Aural Theory I	1
MUSC	Applied Music Lessons	2
MUSC	Approved Music Ensemble	1
MUSC 2455	Convocation	0
PEAC	Approved Activity/ Fitness Course	1
		Total 17

Spring Semester		Credit
ENGL 1020	English II	3
MUSC 1040	Written Theory II	3
MUSC 1045	Aural Theory II	1
MUSC 2015	Introduction to the Music of the World's Peoples	3
MUSC	Applied Music Lessons	2
MUSC	Approved Music Ensemble	1
MUSC 2455	Convocation	0
PEAC	Approved Activity/ Fitness Course	1
	Constitutional Requirement	3
		Total 17

SOPHOMORE YEAR

Fall Semester		Credit
MATH	Approved Math Course (1000 or Higher)	3-5
MUSC	Approved Music Ensemble	1
MUSC 2030	Written Theory III	3
MUSC 2035	Aural Theory III	1
MUSC 2050	Music History Survey I	3
MUSC	Applied Music Lessons	2
MUSC 2455	Convocation	0
	Lab Science	4
		Total 17-19

Spring Semester		Credit
MUSC	Approved Music Ensemble	1
MUSC 2040	Written Theory IV	3
MUSC 2045	Aural Theory IV	1
MUSC 2055	Music History Survey II	3
MUSC	Applied Music Lessons	2
MUSC 2455	Convocation	0
	Humanities	3
	Social Science	3
	Outcomes Assessment: Recital Performance	
		Total 16

Programs of Instruction

MUSIC EDUCATION

The Associate of Arts in Music Education provides the freshman and sophomore level courses required by most colleges and universities for a Bachelor's of Music in Music Education. Although many of the basic courses are the same, students planning on transferring to a four-year institution should contact their chosen school for degree and transfer requirements.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
EDFD 2020	Foundations of Education	3
ENGL 1010	English I:Composition	3
MUSC 1030	Written Theory I	3
MUSC 1035	Aural Theory I	1
PSYC 1000	General Psychology	3
HMDV 1000	College Studies	1
MUSC	**Applied Music Lessons	1
MUSC	***Music Ensemble	1
MUSC 2455	Convocation	0
Total 16		

Spring Semester		Credit
ENGL 1020	English II	3
EDFD 2450	Lifespan Human Development	3
MUSC 1040	Written Theory II	3
MUSC 1045	Aural Theory II	1
MUSC	**Applied Music Lessons	1
MUSC	***Music Ensemble	1
PEAC	Approved Activity/ Fitness Course	1
MUSC 2455	Convocation	0
	Constitutional Requirement	3
Total 16		

SOPHOMORE YEAR

Fall Semester		Credit
MATH	Approved Math Course (1000 or Higher)	3
EDUC 2100	Practicum in Teaching	2
EDFD 2100	Educational Psychology	3
MUSC 2030	Written Theory III	3
MUSC 2035	Aural Theory III	1
MUSC	**Applied Music Lessons	1
MUSC 2455	Convocation	0
PEAC	Approved Activity/ Fitness Course	1
	Humanities	3
Total 17		

Spring Semester		Credit
EDEX 2484	Introduction to Special Education	3
MUSC 2040	Written Theory IV	3
MUSC 2045	Aural Theory IV	1
MUSC 2018	Music for Elementary School Teachers	3
MUSC	**Applied Music Lessons	1
MUSC	Approved Music Elective	2-3
	Lab Science	4
MUSC 2455	Convocation	0
	Outcomes Assessment: Recital Performance With Outside Critique	
Total 17-18		

*Students seeking K-12 endorsement should take LIBS-2280 Children's Literature. This course will fulfill both the Humanities and Cultural Awareness requirements.

**Music Education programs typically require students to engage in four to six semesters of applied individual lessons.

***Music Ensemble participation is required for most transferring institutions. While the number of required credits varies from institution to institution, it is strongly recommended to be involved in ensembles every semester you are enrolled.

Convocation requirement: Convocation is a four-semester requirement for music majors. Convocation is a weekly meeting with students and staff to provide an opportunity to perform, listen, and critique a variety of different music styles and repertoire. Students will work with their advisor to ensure they meet satisfactory convocation requirements.

EWC strongly suggest that students work closely with their faculty advisor to create a schedule that will meet our graduation obligations while fulfilling transfer requirements, and to ensure student success while at EWC and further academic endeavors.

Approved Music Electives:		
MUSC 1415	Introduction to Music Technology	3
MUSC 2015	Introduction to Music of the World's Peoples	3
MUSC 2050	Music History Survey I	3
MUSC 2055	Music History Survey II	3

Programs of Instruction

PHYSICAL EDUCATION, HEALTH AND RECREATION

DEGREE	CREDITS
ASSOCIATE OF ARTS	64-68

The physical education department has three principal functions: 1) provide general physical activity and recreation activity classes to fulfill degree requirements for graduation, 2) prepare teachers for professional physical education, and 3) conduct the college intramural program for all students. A minimum of 100 noncredit contact hours with youth age 16 and under in each of the freshman and sophomore years will be required prior to matriculation at most four-year institutions.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
BIOL 1010	General Biology I	4
or BIOL 1000	Principles of Biology	
EDFD 2020	Foundations of Education	3
ENGL 1010	English I:Composition	3
HMDV 1000	College Studies	1
PEAC 2000	Wellness:PE Concepts/ Fitness Course	1
PEPR 1005	Intro to Physical Education	2
	Elective	1-3
Total		15-18

Spring Semester		Credit
EDFD 2100	Educational Psychology	3
ENGL 1020	English II	3
PEAC	Approved Activity/ Fitness Course	1
PSYC 1000	General Psychology	3
	Constitutional Requirement	3
	Visual Performing Fine Arts	3
Total		16

SOPHOMORE YEAR		
Fall Semester		Credit
FCSC 1141	Principles of Nutrition	3
MATH 1000	Problem Solving	3-4
or MATH 1400	Pre-Calculus Algebra	
ZOO 2015	Human Anatomy	4
HLED 1006	Personal Health	3
	Cultural Awareness	3
Total		16-17

Spring Semester		Credit
HLED 1221	Standard First Aid & Safety	2
ZOO 2025	Human Physiology	4
COSC 1200	Computer Information System	3
CO/M 1030	Interpersonal Communication	3
	Humanities	3
PEPR 2395	Physical Education	2
	Capstone Experience (Outcomes Assessment)	
Total		17

Students planning to transfer to the University of Wyoming should take PSYC 2300 and EDFD 2451.

PREPROFESSIONAL PROGRAMS

DEGREE	CREDITS
ASSOCIATE OF SCIENCE— PRE-DENTISTRY OR PRE-MEDICINE	70
PRE-VETERINARY MEDICINE	64-72
PRE-ALLIED HEALTH	60-64
PRE-NURSING	60-62
PRE-PHARMACY	66-67

The pre-professional curricula are designed to meet the requirements of the major institutions offering professional programs in these fields and can be varied if necessary to meet special requirements of specific professional schools. It is recommended that students contact the college to which they plan to transfer and secure direct information concerning their particular degree requirements.

Students must complete all program requirements, including approved electives, with a "C" or better.

**The State of Wyoming has entered into a regional compact (Western Interstate Commission for Higher Education—WICHE) which provides education in disciplines not available in the state. Students who are residents of Wyoming desiring entrance to one of the colleges in the thirteen cooperating states should contact the WICHE certifying officer at the University of Wyoming for additional information.

Programs of Instruction

PRE-DENTISTRY OR PRE-MEDICINE

FRESHMAN YEAR

Fall Semester		Credit
BIOL 1010	General Biology I	4
CHEM 1020	General Chemistry I	4
ENGL 1010	English I: Composition	3
MATH 2200	Calculus I	5
HMDV 1000	College Studies	1
PEAC	Approved Activity/ Fitness Course	1
Total		18

Spring Semester		Credit
BIOL 2020	General Biology II	4
CHEM 1030	General Chemistry II	4
ENGL 1020	English II	3
	Constitutional Requirement	3
PSYC 1000	General Psychology	3
Total		17

SOPHOMORE YEAR

Fall Semester		Credit
ZOO 2015	Human Anatomy	4
CHEM 2320	Organic Chemistry I	4
	Cultural Awareness	3
PHYS 1110	General Physics I	4
	Humanities or Visual Performing Fine Arts	3
Total		18

Spring Semester		Credit
ZOO 2025	Human Physiology	4
CHEM 2340	Organic Chemistry II	4
MOLB 2220	Pathogenic Microbiology	4
PHYS 1120	General Physics II	4
PEAC	Approved Activity/ Fitness Course	1
	Outcomes Assessment: Portfolio/Rubrics Based Assessment	
Total		17

PRE-VETERINARY MEDICINE

FRESHMAN YEAR

Fall Semester		Credit
BIOL 1010	General Biology I	4
CHEM 1020	General Chemistry I	4
ENGL 1010	English I:Composition	3
HMDV 1000	College Studies	1
MATH 1400	Pre-Calculus Algebra	4
PEAC	Approved Activity/ Fitness Course	1
Total		17

Spring Semester		Credit
ENGL 1020	English II	3
	Humanities or Visual Performing Fine Arts	3
	*Science/Math Electives	10-12
Total		16-18

SOPHOMORE YEAR

Fall Semester		Credit
PEAC	Constitutional Requirement	3
	Approved Activity/ Fitness Course	1
	Arts/Humanities/ Social Sciences Electives	3
	*Science/Math Electives	8-12
Total		15-19

Spring Semester		Credit
	Social Science	3
	Cultural Awareness	3
	*Science/Math Electives	10-12
	Outcomes Assessment: Portfolio/Rubrics Based Asmnt	
Total		16-18

***Science/Math Electives must be selected from the following list:**

BIOL 2020	General Biology II	4
CHEM 1030	General Chemistry II	4
MATH 1405	Pre-Calculus Trigonometry	3
CHEM 2320	Organic Chemistry I	4
PHYS 1110	General Physics I	4
STAT 2050	Fundamentals of Statistics	4
CHEM 2340	Organic Chemistry II	4
PHYS 1120	General Physics II	4
MATH 2200	Calculus I	5

Programs of Instruction

PRE-ALLIED HEALTH

This program provides students with courses needed to meet the prerequisites for the areas of Dental Hygiene, Medical Lab Tech, and Radiology Tech Programs. Additional credit hours may be required to meet pre-requisite coursework requirements for a particular transfer institution's program.

Students must complete all program requirements including approved electives with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
BIOL 1000	Principles of Biology	4
or BIOL 1010	General Biology I	
CHEM 1000	Introductory Chemistry	4
or CHEM 1020	General Chemistry I	
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 1400	Pre-Calculus Algebra	3-4
or MATH 1000	Problem Solving	
Total		15-16

Spring Semester		Credit
ENGL 1020	English II	3
CO/M 1010	Public Speaking	3
PSYC 1000	General Psychology	3
PEAC	Approved Activity/ Fitness Course	1
	*Approved Electives	6
Total		16

SOPHOMORE YEAR

Fall Semester		Credit
	Constitutional Requirement	3
PEAC	Approved Activity/ Fitness Course	1
ZOO 2015	Human Anatomy	4
	*Approved Electives	7-8
Total		15-16

Spring Semester		Credit
	Cultural Awareness	3
BIOL 1050	Medical Terminology	3
ZOO 2025	Human Physiology	4
	*Approved Electives	4-6
	Outcomes Assessment: Portfolio/Rubrics Based Assessment	
Total		14-16

*Approved Electives:

CHEM 2300	Introductory Organic Chemistry	4
COSC 1200	Computer Information Systems	2-3
or CMAP		
FCSC 1141	Nutrition	3
HLED 1221	Standard First Aid & Safety	2
MATH 1405	Pre-Calculus Trigonometry	3
MOLB 2220	Pathogenic Microbiology	4
PHIL 2300	Ethics in Practice	3
PHYS 1110	General Physics I	4
SOC 1000	Sociological Principles	3
STAT 2050	Fundamentals of Statistics	4

PRE-NURSING

This program provides students with the courses that meet the prerequisites for four-year (BSN) nursing programs at UW and UNMC. Those students preparing for a 2 year (ADN) program should consult with a pre-nursing advisor concerning courses that meet requirements for the school to which they intend to transfer.

Students must complete all program requirements including approved electives with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
BIOL 1000	Principles of Biology	4
or BIOL 1010	General Biology I	
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 1000	Problem Solving	3-4
or MATH 1400	Pre-Calculus Algebra	
SOC 1000	Sociological Principles	3
PEAC	Approved Activity/ Fitness Course	1
Total		15-16

Spring Semester		Credit
ENGL 1020	English II	3
	Constitutional Requirement	3
CHEM 1000	Introductory Chemistry	4
PSYC 1000	General Psychology	3
	Cultural Awareness	3
Total		16

Programs of Instruction

SOPHOMORE YEAR

Fall Semester		Credit
ZOO 2015	Human Anatomy	4
FCSC 1140	Nutrition	3
or FCSC 1141	Principles of Nutrition	
	Humanities or Visual	
	Performing Fine Arts	3
PEAC	Approved Activity/ Fitness Course	1
	*Approved Electives	3-4
Total		14-15

Spring Semester		Credit
EDFD 2450	Lifetime Human Development	3
MOLB 2220	Pathogenic Microbiology	4
ZOO 2025	Human Physiology	4
STAT 2050	Fundamentals of Statistics	4
	Outcomes Assessment: Portfolio/Rubrics Based Assessment	
Total		15

*Approved Electives:

PHIL 2300	Ethics in Practice	3
FCSC 2121	Child Development	4
BIOL 1050	Medical Terminology	3
CO/M 1030	Interpersonal Communication	3
COSC/CMAP	(Computer Elective Courses)	
HLTK 1510	Nurse Assistant	4

PRE-PHARMACY

This recommended program fulfills the first two years of a pharmacy curriculum. Students interested in transferring to a specific school of pharmacy should plan their second pre-professional year using the transfer institution's catalog.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
BIOL 1010	General Biology I	4
CHEM 1020	General Chemistry I	4
ENGL 1010	English I: Composition	3
MATH 2200	Calculus I	5
HMDV 1000	College Studies	1
Total		17

Spring Semester		Credit
BIOL 2020	General Biology II	4
CHEM 1030	General Chemistry II	4
ENGL 1020	English II	3
	Constitutional Requirement	3
	Cultural Awareness	3
Total		17

SOPHOMORE YEAR

Fall Semester		Credit
ZOO 2015	Human Anatomy	4
CHEM 2320	Organic Chemistry I	4
	Social Science	3-4
	Humanities or Visual	
	Performing Fine Arts	3
PEAC	Approved Activity/ Fitness Course	1
Total		15-16

Spring Semester		Credit
ZOO 2025	Human Physiology	4
CHEM 2340	Organic Chemistry II	4
MOLB 2220	Pathogenic Microbiology	4
STAT 2050	Fundamentals of Statistics	4
PEAC	Approved Activity/ Fitness Course	1
	Outcomes Assessment: Portfolio/Rubrics Based Assessment	
Total		17

SOCIAL SCIENCE ASSOCIATE

DEGREE	CREDITS
ASSOCIATE OF ART	65-69

A major in Social Science offers a broad based degree that can lead to a variety of careers in government, law, education, business, social or counseling work, or international relations. The Social Science program at Eastern Wyoming College is designed to provide the student with core knowledge in such areas as History, Political Science, Psychology and Sociology.

Students must complete all program requirements, including approved electives, with a grade of "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
ENGL 1010	English I: Composition	3
PSYC 1000	General Psychology	3
MATH 1000	Problem Solving	3-4
or MATH 1400	College Algebra	
HMDV 1000	College Studies	1
	Visual Performing Fine Arts	3
	Program Electives	3
Total		16-17

Programs of Instruction

Spring Semester		Credit
ENGL 1020	English II	3
SOC 1000	Sociological Principles	3
PEAC	Approved Activity/ Fitness Course	1
	Program Electives	9
Total 16		

SOPHOMORE YEAR

Fall Semester		Credit
	Lab Science	4
POLS 1000	American & Wyoming Government	3
PEAC	Approved Activity/ Fitness Course	1
	Humanities	3
	Program Electives	6-7
Total 17-18		

Spring Semester		Credit
	Cultural Awareness	3
	Program Electives	12-14
SOSC 2395	Social Science Capstone Experience	1
Total 16-18		

Program Electives – Take any course with the following prefixes:
AMST, ANTH, CO/M, ECON, GEOG, HIST, INST, PHIL, POLS, PSYC, RELI, SOC, SOWK, SPAN, WMST

STAT 2050

Students interested in pursuing a degree in Psychology or Sociology at transfer institution are advised to take at least 12 hours of either Psychology or Sociology and the following:

CO/M 1010

2 Lab Science Electives

or 1 Lab Science and STAT 2050 or STAT 2070

Students interested in pursuing a degree in History at a transfer institution are advised to take at least 12 hours of History including some of the following electives: HIST 1110, HIST 1120, HIST 1211, HIST 1221, HIST 1290, HIST 2290, ECON 1010, ECON 1020, GEOG 1000 and STAT 2050 or STAT 2070.

Students interested in pursuing a degree in Political Science at a transfer institution are advised to take at least 12 hours of Political Science and History electives and STAT 2050.

STATISTICS

DEGREE	CREDITS
ASSOCIATE OF SCIENCE	66

Students must complete all program requirements, including approved electives, with a grade of “C” or better.

FRESHMAN YEAR

Fall Semester		Credit
ECON 1010	Macroeconomics	3
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 2200	Calculus I	5
PEAC	Approved Activity/ Fitness Course	1
	Constitutional Requirement	3
Total 16		

Spring Semester		Credit
ECON 1020	Microeconomics	3
ENGL 1020	English II	3
MATH 2205	Calculus II	5
STAT 2050	Fundamentals of Statistics	4
CO/M 1010	Public Speaking	3
Total 18		

SOPHOMORE YEAR

Fall Semester		Credit
ACCT 1010	Principles of Accounting I	3
MATH 2210	Calculus III	5
PEAC	Approved Activity/ Fitness Course	1
	Humanities	3
	Lab Science	4
Total 16		

Spring Semester		Credit
ACCT 1020	Principles of Accounting II	3
BADM 2010	Business Law I	3
MATH 2250	Elementary Linear Algebra	3
	Lab Science	4
	Cultural Awareness	3
	Outcomes Assessment: Departmental Exam	
Total 16		

Programs of Instruction

VETERINARY TECHNOLOGY

DEGREE	CREDITS
ASSOCIATE OF APPLIED SCIENCE	73-74
CERTIFICATE - VETERINARY AIDE	26

All Veterinary Technology students will be required to take the HOAE exam prior to enrollment into the program. Students with scores falling between the categories identified on page 15 will be considered on an individual basis by the veterinary technology staff, which may include an interview.

It is preferred that students take the HOAE exam at Eastern Wyoming College. However, arrangements may be made for off-site testing on an individual basis. For more information about the HOAE, contact the Veterinary Technology Animal Caretaker at (307)532.8333.

(HOAE -- Health Occupations Aptitude Exam)

Criminal background checks are required prior to entry into this program. The background check with cover sexual offender information, general criminal history, and adult and child neglect information. Student financial aid may be used to cover the cost.

Enrollment in Veterinary Technology courses is restricted to Veterinary Technology majors (unless approval is granted by the Division Chair for Sciences.)

Veterinary Technology comprises an aggregate of techniques and skills required in the practice of Veterinary Medicine. Professional veterinary technicians work under the direction of a licensed veterinarian. They do not diagnose, prescribe or perform surgical operations.

Technicians work at veterinary hospitals, colleges, and laboratories. They may work for private individuals and institutions or they may be employed by federal or state agencies that are responsible for protecting animal health and welfare. The work may include cleaning and sterilizing equipment, performing diagnostic tests, feeding and caring for animals, restraining animals for treatment, administering anesthetics, assisting in surgery, collecting of samples for diagnostic purposes, maintaining and repairing

equipment, obtaining and developing radiographs, and assisting in office procedures.

The veterinary technician may be employed to perform a single procedure in a specialized area or a broad spectrum of procedures in a generalized practice.

The primary objectives are to qualify students to perform those techniques required in the operation of a general veterinary practice exclusive of diagnosis, prescription, and surgery and to pass examinations that may be required for licensing in certain areas.

It is recommended that students in the Veterinary Technology Program spend four semesters of course work on campus followed by the Veterinary Technology 2950 preceptorship off campus. A plan is available to allow students to complete on campus course work in a five semester sequence if they so desire.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
VTTK 1001	Animal Care I	0
VTTK 1925	Introductory Chemistry for Life Sciences	2
VTTK 1950	Introductory Cellular Biology	2
HMDV 1000	College Studies	1
VTTK 1500	Orientation to Veterinary Technology	3
VTTK 1700	Medical Terminology	2
VTTK 1751	Pharmaceutical Calculations	3
ENGL 1010	English I: Composition	3
or TECH 1005	Applied Technical Writing	
VTTK 2810	Veterinary Office Procedures I	1
		Total 17

Spring Semester		
		Credit
VTTK 1002	Animal Care II	0
VTTK 1600	Clinical Procedures	3
VTTK 1630	Veterinary Hematology	3
VTTK 1750	Veterinary Pharmacology	4
VTTK 1610	Anatomy & Physiology of Domestic Animals I	4
VTTK 2700	Laboratory and Exotic Animals	3
		Total 17

Programs of Instruction

SOPHOMORE YEAR

Fall Semester		Credit
VTTK 2001	Animal Care III	0
VTTK 2500	Veterinary Anesthesia	3
VTTK 2600	Diagnostic Microbiology	2
VTTK 2610	Infectious Diseases	3
VTTK 1550	Practical Surgical & Medical Experience I	3
VTTK 1755	Veterinary Parasitology	2
VTTK 1620	Anatomy & Physiology of Domestic Animals II	4
Total		17

Spring Semester		Credit
	Constitutional Requirement	2-3
VTTK 2002	Animal Care IV	0
VTTK 1625	Laboratory Analysis	1
VTTK 2505	Diagnostic Imaging	2
VTTK 2550	Practical Surgical & Medical Experience II	3
VTTK 2620	Noninfectious Diseases	3
VTTK 2900	Nutrition in Veterinary Medicine	3
VTTK 2750	Clinical Problems (Outcomes Assessment)	3
Total		17-18

VTTK 2510 (Clinical Experience I, 1 credit), VTTK 2520 (Clinical Experience II, 1 credit), and VTTK 2950 (Clinical Experience III, 3 credits) to be scheduled during Fall, Spring, or Summer as determined appropriate by the advisor and the student.

CERTIFICATE-VETERINARY AIDE

This program prepares students to assist veterinarians, veterinary technicians, laboratory animal technicians, and/or research scientists in supportive roles. Veterinary aides work under the direction of a licensed veterinarian or research scientist; they do not diagnose, prognose, prescribe, or perform surgery. The primary job responsibilities of veterinary aides include feeding/watering animals; cleaning and disinfecting treatment areas, animal housing areas, and surgery areas; patient restraint; collecting and processing samples for laboratory diagnostics; sterilizing surgical equipment; patient preparation for surgery; routine office procedures; and inventory control. This certificate program prepares students for employment in veterinary clinics, hospitals, research institutions, or laboratories as veterinary aides or to continue their education in pursuit of an Associate of Applied Science degree in Veterinary Technology, as most credits from the certificate program will transfer directly into the Veterinary Technology

program. The certificate program includes a core of courses, 60 hours of observation and clinical experience at an approved clinic or clinics, and is designed to be completed in 2 semesters.

Students must complete all program requirements, including approved electives, with a “C” or better.

FRESHMAN YEAR

Fall Semester		Credit
TECH 1005	Applied Technical Writing	3
VTTK 1500	Orientation to Veterinary Technology	3
VTTK 1700	Medical Terminology	2
VTTK 2810	Veterinary Office Procedures I	1
HMDV 1000	College Studies	1
VTTK 1001	*Animal Care I	0
VTTK 1510	Clinical Techniques I	3
Total		13

Spring Semester		Credit
VTTK 1950	Introductory Cellular Biology	2
AGTK 1550	Veterinary Elements	4
VTTK 2700	Lab and Exotic Animals	3
VTTK 1002	*Animal Care II	0
VTTK 1520	Clinical Techniques II	4
Total		13

*Students are responsible for the animal care of housed animals. Documentation of such responsibility is contained in these non-credit classes as required by the AVMA accreditation.

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

Programs of Instruction

WELDING AND JOINING TECHNOLOGY

DEGREE	CREDITS
ASSOCIATE OF APPLIED SCIENCE	65
CERTIFICATE	30
CERTIFICATE - MACHINE TOOL	30-32
CERTIFICATE - PLATE WELDING	12

ASSOCIATE OF APPLIED SCIENCE

Welders are skilled people who like to work with their hands. A welder can find work almost anywhere from the smallest shop down the street to the largest industrial complex in our major cities. All hard goods manufactured make extensive use of welding in building cars, trucks, buses, trains, ships, aircraft, space vehicles, farm implements, and jewelry.

A graduate welder is capable of welding ferrous and nonferrous metals in all positions and can operate shears, drills, and power tools. A welder is competent in layout, cutting, and forming metals and determining electrodes and filler metal to be used. They must know how to work from blueprints and written procedures and know welding symbols. The welding program at Eastern Wyoming College is centered in the Mechanical Arts Building and is set up as close to industry as is possible. Each student is assigned a welding machine, table, and positioner. Discussion of safety rules, regulations, and safe use of equipment are included in the curriculum.

The objectives of the program are to enable the student to meet entry-level requirements for employment, build a basis for further study, and for lifelong learning in the metal working trades. Students will study both the theory and practice of shielded metal arc welding, oxyacetylene welding, gas tungsten arc welding, gas metal arc welding, and flux cored arc welding. Technical aspects of the above processes are taught with emphasis on plate and pipe welding of mild steel, stainless steel, and aluminum. Flat, horizontal, vertical, and overhead positions are covered in each area. The theory and practice of mechanical and manual cutting with oxyacetylene and air carbon arc cutting and gouging, joint design, preparation and layout of plate and pipe are also included in the program.

Students will be required to qualify in each of the processes listed above. Specimens completed will

be examined and tested in the testing lab using one or more of the following test methods: dye penetrant, macroetch, guided bend, and tensile test. All testing will be done in accordance with the American Welding Society Structural Welding Code D1.1; The American Society of Mechanical Engineers, Section IX of Boiler and Pressure Vessel Code; and The American Petroleum Institute Standard for Welding Pipelines. Eastern Wyoming College is an AWS Accredited Test Center.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
HMDV 1000	College Studies	1
SAFE 1510	OSHA General Industry Safety	1
WELD 1700	General Welding	3
WELD 1755	Shielded Metal Arc Welding	5
WELD 1773	GMAW	2
WELD 2670	Welding Inspection	3
Total		15

Spring Semester		Credit
MCHT 1500	General Machine Shop	2
WELD 1650	Print Reading: Welding Symbols	3
WELD 1760	Advanced Shielded Metal Arc Welding	4
WELD 1772	FCAW	2
WELD 2680	Welding Metallurgy	3
ENTK 1510 or ENTK 2501	Drafting I Intro to Computer Aided Drafting	1
Total		15

SOPHOMORE YEAR

Fall Semester		Credit
TECH 1005 or ENGL 1010	Applied Technical Writing English I: Composition	3
MATH 1515	Applied Technical Mathematics or higher level math	3
WELD 1780	Constitutional Requirement GTAW-Plate	3
WELD 2500	Structural Welding	5
Total		17

Programs of Instruction

Spring Semester	Credit
HLED 1221 Standard First Aid & Safety	2
MCHT 1610 Machine Tool Technology I	2
ELTR 1515 Electrical Concepts	2
WELD 2510 Pipe Welding I	4
WELD 2520 Pipe Welding II	5
Computer Elective	1
Electives	2
Outcomes Assessment: National Competency Test in Welding	
Total	18

CERTIFICATE-WELDING AND JOINING TECHNOLOGY

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
HMDV 1000 College Studies		1
SAFE 1510 OSHA General Industry Safety		1
WELD 1700 General Welding		3
WELD 1755 Shielded Metal Arc Welding		5
WELD 1773 GMAW		2
WELD 2670 Welding Inspection		3
Total		15

Spring Semester		Credit
MCHT 1500 General Machine Shop		2
WELD 1650 Print Reading: Welding Symbols		3
WELD 1760 Advanced Shielded Metal Arc Welding		4
WELD 1772 FCAW		2
WELD 2680 Welding Metallurgy		3
ENTK 1510 Drafting I or ENTK 2501 Intro to Computer Aided Drafting I		1
Outcomes Assessment: National Competency Test in Welding		
Total		15

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

CERTIFICATE - MACHINE TOOL TECHNOLOGY

Students must complete all program requirements including approved electives with a grade of "C" or better.

FRESHMAN YEAR		
Fall Semester		Credit
HMDV 1000 College Studies		1
ENTK 2501 Intro to Computer Aided Drafting I		1
MCHT 1500 General Machine Shop		2
MCHT 1610 Machine Tool Technology		2
TECH 1005 Applied Technical Writing		3
SAFE 1510 OSHA General Industry Safety		1
POLS 1050 Basics in US and WY Government or		2-3
or POLS 1000 American & Wyoming Government		
WELD 1700 General Welding		3
Total		15-16

Spring Semester		Credit
MCHT 1620 Machine Tool Technology II		3
ENTK 2506 Intro to Computer Aided Drafting II		1
WELD 1650 Print Reading		3
MATH 1515 Applied Technical Math		3
AGTK 1810 Hydraulics		3
Outcomes Assessment: Project Electives		2-3
Total		15-16

For more information about this certificate program, links to occupational information, estimated program cost, normal time for program completion, median debt at program completion (if available), please visit EWC's website at: <http://ewc.wy.edu/future-students/financial-aid/career/>.

CERTIFICATE - PLATE WELDING

This program will enable a student to meet entry level requirements for employment as a plate welder and build a basis for further study and lifelong learning in the metal working trades.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
WELD 1755	Shielded Metal Arc Welding	5
WELD 1773	Gas Metal Arc Welding	2
WELD 1772	Flux Core Arc Welding	2
WELD 1650	Print Reading & Welding Symbols	3
Total 12		

Federal Financial Aid is not available for this certificate program.

WILDLIFE AND FISHERIES BIOLOGY AND MANAGEMENT

DEGREE	CREDITS
ASSOCIATE OF SCIENCE	65

The basic curriculum will give students a liberal education and serve as a broad foundation upon which they can build for positions in various state and federal agencies which are concerned with the utilization, investigation, and administration of the nation's wildlife resources.

Students must complete all program requirements, including approved electives, with a "C" or better.

FRESHMAN YEAR

Fall Semester		Credit
BIOL 1010	General Biology I	4
CHEM 1000	Introductory Chemistry	
or CHEM 1020	General Chemistry I	4
ENGL 1010	English I: Composition	3
HMDV 1000	College Studies	1
MATH 1400	Pre-Calculus Algebra	4
PEAC	Approved Activity/ Fitness Course	1
Total 17		

Spring Semester		Credit
BIOL 2020	General Biology II	4
CHEM 2300	Introductory Organic Chemistry	4
ENGL 1020	English II	3
MATH 1405	Pre-Calculus Trigonometry	3
PEAC	Approved Activity/ Fitness Course	1
Total 15		

SOPHOMORE YEAR

Fall Semester		Credit
GEOL 1470	Environmental Geology	4
PHYS 1110	General Physics I	4
COSC 1200	Computer Information Systems	3
	Constitutional Requirement	3
ZOO 2450	Principles of Fish and Wildlife Management	3
Total 17		

Spring Semester		Credit
RNEW 2100	Forest Management	3
STAT 2050	Fundamentals of Statistics	4
REWM 2000	Principles of Range Management	3
GEOG 1000	World Regional Geography	3
or GEOG 1010	Introduction to Physical Geography	
	Humanities or Visual Performing Fine Arts	3
	Outcomes Assessment: Portfolio/ Rubrics Based Assessment	
Total 16		

Courses of Instruction



Courses of Instruction

Course Numbering System

All courses are distinguished by number and title.

Lecture, Laboratory and Credit Codes
Explanatory information appears in parentheses following each course title, for example: BIOL 1010, General Biology I (3L, 3LB, 4CR).

1. The number “3” preceding the letter “L” indicates three 55-minute lecture hours each week.
2. The number “3” preceding the letters “LB” indicates three 55-minute lab hours each week.
3. The number “4” preceding the letters “CR” denotes four semester hours credit for the course.

The following numbers are designated for special variable courses that allow credit for subjects which may not be covered by other courses. Due to the nature of these courses, students transferring to the University of Wyoming or other colleges may need to petition for acceptance of credits. Contact the registrar at the transfer institution if you have a concern.

Course Numbers for Variable Courses

1395, 1895, 2395, 2895 Capstone Courses
1460, 1960, 2460, 2960 Field Studies:
1465, 1965, 2465, 2965 Directed Studies/
Research Problems
1470, 1970, 2470, 2970 Internship/
Practicum
1475, 1975, 2475, 2975 Independent
Studies
1480, 1980, 2480, 2980 Cooperative
Work Experience
1485, 1985, 2485, 2985 Seminar:
1490, 1990, 2490, 2990 Topics:
1495, 1995, 2495, 2995 Workshop:
Special courses numbered 1490, 1990, 2490,
and 2990 and titled “Topics:” are limited to a
maximum of six (6) hours in any one department.
No more than six hours will apply toward the
Associate of Arts or the Associate of Science
Degree.

Titles of the individual courses will be entered in the transcript, and registrars of transfer institutions should write to the Vice President for Learning for specific course descriptions.

Course Prerequisites and Waivers

Many EWC courses have prerequisites that must be met before enrollment in those courses, and which can be found at the end of course descriptions. A course prerequisite is typically met by an appropriate COMPASS score or by completion of a prerequisite course. However, in unusual circumstances a student may have demonstrated comparable knowledge or background equivalent to but different from the listed prerequisite. In those unusual cases the full-time faculty member teaching the course may grant permission for the prerequisite waiver. Adjunct faculty may waive course prerequisites only after consultation with the appropriate division chair or Vice President for Learning.

Accounting-Business (ACCT)

1010 Principles of Accounting I (3L, 3CR):

A basic course for those preparing for a bachelor's degree in business administration or accounting. Fundamental accounting concepts and procedures employed by business entities are examined. Basic areas covered include the accounting cycle, income statement, balance sheet, merchandise, cash, systems and controls, receivables, inventories, plant and intangible assets, and current liabilities. Students who have successfully completed ACCT 1050 or ACCT 1060 cannot earn credit in ACCT 1010 and those who have successfully completed ACCT 1010 cannot earn credit in ACCT 1050 or ACCT 1060.

1020 Principles of Accounting II (3L, 3CR):

A basic course for those preparing for a bachelor's degree in business administration or accounting. This course is a continuation of ACCT 1010 with an emphasis on partnerships, corporations, bonds, foreign currency transactions, the statement of cash flows, financial statement analysis, cost accounting and variances, budgeting, and managerial profit analysis.
Prerequisites: ACCT 1050 and ACCT 1060, or ACCT 1010 with a grade of “C” or better.

1050 Practical Accounting I (2L, 2CR):

This is a basic course in accounting fundamentals focusing on the accounting cycle and financial statements. Double entry accrual accounting procedures are emphasized for a service business organized as a sole proprietorship. Specific areas covered include recording and posting

Courses of Instruction

transactions, end-of-the-period procedures, and payroll accounting. No previous knowledge of accounting is necessary. Students who have successfully completed Accounting 1050 or Accounting 1060 cannot earn additional credit in Accounting 1010. Students who have credit in Accounting 1010 cannot earn credit in Accounting 1050 or Accounting 1060.

1060 Practical Accounting II (2L, 2CR):

A continuation of Accounting 1050. This course emphasizes accounting procedures for purchase and sale of merchandise, end-of-period activities for a merchandising business, a voucher system, accounts and notes receivable, inventories and long-term assets. Students who have successfully completed Accounting 1050 or Accounting 1060 cannot earn additional credit in Accounting 1010. Students who have credit in Accounting 1010 cannot earn credit in Accounting 1050 or Accounting 1060.

Prerequisite: ACCT 1050 with a grade of “C” or better.

2110 Microcomputer Accounting I (1L, 2LB, 2CR):

A course which provides a hands-on approach to learning how computerized integrated accounting systems function. Topics include creating a chart of accounts, recording customer and vendor transactions, processing payroll, integrating banking functions, and printing/interpreting reports. In addition, setting up a new company is covered as well as advanced topics such as exporting to Excel software and using the audit trail. No prior knowledge of computers or automated accounting is necessary; however the student must have an understanding of double-entry bookkeeping as it is utilized in a manual accounting system.

Prerequisite: ACCT 1050 or ACCT 1010 with a grade of “C” or better or the achievement of a satisfactory score on an accounting fundamentals pretest.

2450 Cost Accounting (3L, 3CR):

A systems approach examining the functional and activity or strategic-based cost management systems whereby organizations use information to plan, make decisions, and evaluate performance. Specific topics include cost estimation, CVP analysis, budgeting, variance analysis, make or buy, special orders, joint products and variable costing.

Prerequisite: MATH 1400, ACCT 1010, ACCT 1020 with a grade of “C” or better.

Agricultural Economics (AGEC)

1010 Agricultural Economics I (3L, 3CR):

A description and analysis of national income, business cycles, income distribution, governmental economic policies, the banking system, and monetary and fiscal policy. Students cannot earn credit for both AGECEC 1010 and ECON 1010.

1200 Economics and Management of Agricultural Equipment (2L, 2CR):

A study of equipment management as it effects overall agricultural operation. Emphasis will be placed on comparative buying, analysis of comparable mechanical systems, and ownership versus rental and custom operator services.

1510 Farm/Ranch Applications & Review of Management (3L, 3CR):

This course is primarily offered for agricultural operators who would like to improve or update their management skills. The course will cover general principles of financial management and decision making as well as examples and cases where students make applications to their own specific situation. The students will culminate the course with a completed business plan detailing the changes and direction they will follow upon completing the class.

1970 Ag Internship (4LB, 2CR):

This class is designed to provide a work-related experience for students. It will emphasize concepts, skills and attitudes needed for employment in farm, ranch, or agri-business management and production. The student must consult the instructor before enrolling in this course. This course is offered for S/U grade only. This course requires 60 hours of work-time, completion of a resume, job application, learning objectives, mock interview, and letter

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of application. This course should be taken in the second semester of the Farm/Ranch Management program.

Prerequisites: Must have completed 12 hours of courses in the A.A.S. Farm and Ranch program with a grade of “C” or better.

2010 Farm-Ranch Business Records (3L, 3CR):

This is a basic course in farm/ranch bookkeeping and accounting.

2020 Farm-Ranch Business Management (3L, 3CR):

Economic principles, business methods, and science applied to organization and operation. Measurements of size of business, rates and efficiency of production.

2150 Agri-Business Finance (3L, 3CR):

A course dealing with loan applications, options, and determination of loan needs, repayability, and the function and operation of various lending agencies.

Prerequisite: AGEC 2010 with a grade of “C” or better.

2300 Agricultural Marketing (2L, 2CR):

A study of marketing and market planning as they deal with sales. Also covered will be the functions, theory, and practices of salesmanship as they relate to wholesale and retail sales.

2350 Agricultural Commodities in Marketing (2L, 2CR):

This course deals with the use of the commodities futures markets for risk management in the marketing of livestock and grain. The cash market will also be studied, including transportation, forward contracting types of markets, and price trends.

2395 AG Capstone Project (1L, 2LB, 2CR):

This course is required to successfully complete the AAS Farm/Ranch Management Degree and the AS degrees in General Agriculture, Agricultural Economics, Agricultural Business, and Animal Science. Sophomore students intending to graduate with the AAS degree will be completing a business plan. Sophomore students intending to graduate with the AS degree will complete a thesis paper consistent with their degree field.

Agriculture (AGRI)

1010 Computers: Agriculture (2L, 2LB, 3CR):

This course is designed as a beginning course for agricultural students interested in learning about microcomputers and software applications for agriculture. Main applications are word processing, spreadsheet, database, graphics, and Internet applications. The course is designed for students with little or no previous experience in computer science.

2000 Agriculture Chemicals I (2L, 2CR):

A study of agricultural chemicals as used in production agriculture. Particular attention will be focused on types and application procedures for insecticides, herbicides, fungicides, and soil sterilants. Safety and proper application will be stressed.

Agriculture Technology (AGTK)

1550 Veterinary Elements (3L, 2LB, 4CR):

Subjects covered in this course include basic animal anatomy and physiological processes, general principles of disease and disease resistance including classification of causes, diseases transmissible from animals to man (zoonosis), poisons and poisonous plants, chemotherapeutic agents and disinfectants, immunization principles and programs, specific infectious diseases and the effects of season, and parasitic diseases and the effects of season, and parasitic diseases. A lab compliments this course so students can get hands on experience.

1810 Beginning Hydraulics (3L, 3CR):

Study the use of hydraulic pumps and systems. Special emphasis is given to pumping, controlling, and measuring flows and to system design and analysis. Also emphasized is distinguishing the difference between types of valves, pumps, hoses, and connection arrangement and flow patterns.

1910 Equipment Maintenance and Repair (2L, 2CR):

A course stressing the fundamentals of preventive maintenance of farm equipment to reduce failures, save on operating costs, and keeping equipment safe. Establishes good habits in the continuous care of equipment through periodic adjustments and servicing as required.

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Agroecology (AECL)

1000 Agroecology (3L, 2LB, 4CR):

This course introduces ecological interactions that affect food producing (agricultural) systems. Lectures and laboratory exercises study the various biological components and the science of sustainable agricultural production. Features differences between developed and developing countries. Explores crises and challenges facing agriculture and global society. This course fulfills the General Education requirement for Lab Science.

American Studies (AMST)

2110 Cultural Diversity in America (3L, 3CR):

This course studies processes by which individuals and groups produce, maintain and express cultural identities in various U.S. issues. Race, gender and ethnicity will be addressed, emphasizing historical roots and social context of contemporary cultural variety.

Animal Science-Agriculture (ANSC)

1010 Livestock Production I (3L, 2LB, 4CR):

Introduction to basic production and management problems of meat animals. A well-rounded picture of the scope, importance, and operation of livestock farms and ranches is presented. Consideration is given to livestock judging, feedlot operation, and marketing and processing of meat animals.

1035 Horse Production (3L, 3CR):

A basic course covering the evolution and history of the equine species; classes, breeds, and colors; conformation and blemishes; aging by the teeth; nutrition and nutritional diseases; lacerations, fractures, and lameness; infectious diseases; parasitism; and reproduction.

1100 Management of Reproduction (3L, 3LB, 4CR):

Lecture-laboratory course. Introduces methods of manipulating reproduction within livestock management systems. Includes artificial insemination, diagnosis of pregnancy, induction and control of estrus and ovulation, induction of parturition, embryo transfer and control of reproductive diseases. A substantial lab fee is required. Most of the class deals with cattle and some horses.

Prerequisite: BIOL 1010 or VTTK 1610 with a grade of "C" or better, or with instructor approval.

1210 Beginning Livestock Judging I (2L, 2CR):

A basic course covering breeds of livestock, fundamentals of livestock selection, and proper methods of livestock judging. Designed for those with little or no previous livestock judging experience.

1220 Techniques of Livestock Judging II (2LB, 1CR):

Advanced study in the principles of livestock selection with emphasis on judging and giving oral reasons. This course is offered for S/U grade only.

Prerequisite: ANSC 1210 with a grade of "C" or better.

1610 Anatomy and Physiology of Domestic Animals (3L, 2LB, 4CR):

This course covers comparative anatomy and physiology of domestic animals. The first semester covers integument, skeletal, muscle, and circulatory systems. Students cannot earn credit for both ANSC 1610 and VTTK 1610.

Prerequisite: VTTK 1925 or CHEM 1000 with a grade of "C" or better and VTTK 1950 or BIOL 1010 with a grade of "C" or better. Placement score of ENGL 0640 or higher and no reading improvement required.

1620 Anatomy and Physiology of Domestic Animals II (3L, 2LB, 4CR):

This course is a continuation of VTTK 1610. Systems covered include: respiratory, digestive, nervous, endocrine, senses, urinary, and reproductive. Students cannot earn credit for both ANSC 1620 and VTTK 1620.

Prerequisite: VTTK 1610 with a grade of "C" or better.

2030 Principles of Livestock Feeding (3L, 2LB, 4CR):

This course will include the review of basic principles of chemistry; classification of nutrients and feeds; basic digestive anatomy and physiology in monogastric, ruminant, and monogastric herbivorous animals; basic nutritive processes including ingestion, digestion, absorption, circulation, metabolism, and excretion; and specific feeding programs for various classes of cattle, swine, horses, and companion animals.

2110 Beef Production and Management (2L, 2LB, 3CR):

This course emphasizes a profit-oriented approach to beef cattle production and

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management making decisions. Different management systems are discussed. Computer software programs are utilized in labs to show the benefit of a good record system as a management tool. Integrates information learned in other classes such as reproduction, nutrition, and range.

2230 Advanced Techniques of Livestock Judging III (2LB, 1CR):

A concentrated study of livestock selection with major emphasis on team competition and national livestock shows. This course is offered for S/U grade only.

Prerequisite: ANSC 1220 with a grade of "C" or better or with instructor approval.

2240 Advanced Techniques of Livestock Judging IV (2LB, 1CR):

This course is designed for the competitive livestock judging team to further advance their skills in terms of live animal evaluation, oral reasons, and performance data evaluation.

Extreme time and dedication will be involved with travel to competitive contests and practices. This course is offered for S/U grade only.

Prerequisite: ANSC 2230 with a grade of "C" or better or instructor approval.

Anthropology (ANTH)

1100 Introduction to Physical Anthropology (3L, 3CR):

Survey of basic concepts of archaeology and basic concepts relating to the origin, evolution, and biological nature of the human species.

1200 Introduction to Cultural Anthropology (3L, 3CR):

An introduction to the nature of culture and society with a survey of material culture, economic systems, social and political organization, language, magic and religion, and the arts.

Aquaculture (AQTK)

1500 Introduction to Aquaculture (3L, 3CR):

Students will be introduced to the basic science and economics of aquaculture as it occurs in the United States. This course is intended to familiarize students with a broad range of topics, including basic water chemistry and animal husbandry. Students will work in all areas of tilapia and marine shrimp production. Material will be presented through lecture and group discussion.

1520 Aquaculture Systems (3L, 3CR):

Students will be introduced to the basic components used in aquaculture systems with special emphasis on recirculating systems. Biotic and abiotic factors affecting aquaculture system performance and water treatment components will be covered. Biological considerations such as stocking density, feeding strategies and feed composition will be addressed. Material will be presented through lecture and group discussion. Performance will be based on demonstrated technical proficiency as well as comprehension of lecture material.

1550 Fish and Health Management (3L, 3CR):

This course presents an overview of fish pathology and fish health diagnostics. The material presented is designed for students interested in culturing and managing captive fish populations. Special emphasis will be placed on fish health issues and management strategies. Material will be presented through lecture and group discussion.

1600 Fish Hatchery Management (3L, 3CR):

This course presents an overview of fish hatchery practices to include commercial and privately operated facilities. Emphasis will be on developing animal husbandry and management skills. Material will be presented through lecture and group discussion.

Art (ART)

1000 General Art: Studio (1L, 4LB, 3CR):

Introduces art to give beginners practical appreciation through design activities applied to different media. Covers supplementary aspects by lectures and demonstrations concerning art history, drawing, crafts and others. For non-art majors only.

1005 Drawing I (1L, 4LB, 3CR):

A foundation level drawing course introducing fundamentals of observation, artistic invention, and basic principles of perspective and composition through problems in still life, landscape, and live model. Lectures, drawing sessions, and critiques develop formal, conceptual, and technical understanding of the drawing process.

1110 Foundation: Two-Dimensional (1L, 4LB, 3CR):

First in a sequence of three foundation courses that investigate the fundamentals of design.

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Basic aesthetic/formal concepts and conceptual approaches are covered through a variety of two-dimensional mediums. Structured critiques are employed to provide students the experience of assessing formal, conceptual, and technical aspects of art.

1120 Foundation: Three-Dimensional (1L, 4LB, 3CR):

Second in a sequence of three foundation courses that investigate the fundamentals of design. Basic aesthetic/formal concepts and conceptual approaches are covered through a variety of three-dimensional mediums. Structural form is emphasized in various contextual settings. Structured critiques are employed to provide students the experience of assessing formal, conceptual, and technical aspects of art. Prerequisite: Art 1110 or concurrent enrollment.

1130 Foundation: Color Theory (1L, 4LB, 3CR):

Third in a sequence of three foundation courses that investigate the fundamentals of design. Explores color theories based on the color wheel/light spectrum including hue, value, chroma, and aesthetic color relationships. Optical color, emotional/psychological color, and color symbolism are also covered. Structured critiques are employed to provide students the experience of assessing formal, conceptual, and technical aspects of art. Prerequisite: ART 1110 with a grade of "C" or better, or concurrent enrollment.

1179 Photoshop I (2L, 2LB, 3CR):

An introduction to Adobe Photoshop as a creative medium. We will explore a range of possibilities with various aspects of the program, including layers, filters, tools, and color modifications. Projects will use scanned and captured images such as photographs, sketches, and real textures in a range of possible fine art and commercial applications.

1250 Water Based Media I (1L, 4LB, 3CR):

Studies in watercolor using various techniques enabling the student to control the medium. Students are expected to have previous experience in color theory.

1310 Introduction to Sculpture (1L, 4LB, 3CR):

Introduces fundamentals of sculpture as a process of three-dimensional expression. Students

explore various media, techniques and concepts through a series of assigned and open projects. Emphasis on traditional methods and formal abstract elements of sculpture are encouraged, leading to an understanding of both classic and modern concepts of form.

2005 Drawing II (1L, 4LB, 3CR):

An intermediate level drawing course building upon fundamentals of observation, artistic invention, perspective and composition through problems in still life, landscape, explorations in wet and dry media, and color with pastels. Lectures, drawing sessions, and critiques develop formal, conceptual, expressive and technical understanding. Prerequisite: ART 1005 with a grade of "C" or better or consent of instructor.

2010 Art History I (3L, 3CR):

First semester of a one-year survey. Studies ancient, medieval, renaissance and modern art with special reference to various social, economic and historic factors which motivated and conditioned the aesthetic forms. Includes ancient, medieval and early renaissance periods. ART 2010 and 2020 are required of all art majors and should be taken in sequence.

2020 Art History II (3L, 3CR):

Second semester of a one-year survey. Studies European/American Art from the Renaissance through Contemporary with special emphasis and historical factors which motivated and conditioned the aesthetic forms. Covers Renaissance, Baroque, Rococo, 18th Century, 19th Century, Early Modernism and Contemporary Art. ART 2010 and 2020 are required of all art majors and should be taken in sequence.

2074 Art for the Elementary/Middle School Teacher (3L, 3CR):

Study of Discipline Based Art Education in the elementary/middle school classroom. Includes basic design, media experience, reference materials, art criticism, aesthetics, and history.

2145 Digital Photography (2L, 2LB, 3CR):

Students will learn photographic and computer techniques essential for creating computer based imagery. This course is designed to develop your skills in pixel based photographic design and imagery. It will cover digital camera operation,

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photo editing software, desktop scanners, and printing. Digital images will be edited with appropriate professional digital imaging software. Prerequisite: ART 1179 with a grade of “C” or better.

2210 Painting I (1L, 4LB, 3CR):

Introduces problems in painting, developing skill, techniques, and concepts.

Prerequisite: ART 1005 with a grade of “C” or better, or consent of instructor.

2220 Painting II (1L, 4LB, 3CR):

A development of techniques and concepts introduced in Painting I. An exploration of different historical modes of painting.

Prerequisite: ART 2210 with a grade of “C” or better.

2410 Ceramics I (1L, 4LB, 3CR):

Introduces ideas about ceramic form through various hand building construction techniques. Emphasizes design and conceptual development. Includes glaze application, surface decoration and kiln operation.

2420 Ceramics II (1L, 4LB, 3CR):

Introduces ideas about ceramic form through wheel-throwing techniques. Emphasizes design and conceptual development. Includes glaze testing, glaze application, surface decoration and kiln operation.

Prerequisite: ART 2410 with a grade of “C” or better or consent of instructor.

Biology (BIOL)

1000 Principles of Biology (3L, 3LB, 4CR):

Primarily for the non-major. Considers fundamental principles of ecology, evolution, cell biology and genetics, as well as their relevance to contemporary society. Emphasizes critical thinking and problem-solving abilities. Laboratory is required. (This course is not equivalent to BIOL 1010, and credit cannot be earned for both courses.)

1010 General Biology I (3L, 3LB, 4CR):

Presents major concepts of biology, cell structures and functions, energy relations, genetics, molecular biology, ecology, and evolutionary theory for students majoring in sciences.

Prerequisite: Placement score for MATH 0920 or better, and ENGL 0640 or better, and no

reading improvement required, or appropriate ACT score.

1050 Medical Terminology (3L, 3CR):

This course provides instruction in the structure of medical language, introducing commonly used word roots, prefixes, suffixes, and the terms formed from these word parts. Many additional terms not built from word parts will also be included. The course is recommended for students planning on entering medical fields as well as those in medical fields who wish to upgrade their present knowledge.

1390 Introduction to Scientific Research I (3LB, 1Cr):

This course provides the student with an introduction to concepts utilized in a biological research environment. Students will read scientific literature, perform computer-based literature searches, experimental design and data collection, statistical analyses, and write a scientific paper. In addition, if the quality of the research project is adequate, students may have the opportunity to present their work at a scientific conference.

Prerequisite: Instructor permission.

2020 General Biology II (3L, 3LB, 4CR):

A continuation of Biology 1010. Units are included on ecology, nutrition, reproduction and development, anatomy and physiology, animal behavior, and the life and diversity of plants and animals.

Prerequisite: BIOL 1010 with a grade of “C” or better.

Business Administration (BADM)

1000 Introduction to Business (3L, 3CR):

This course explores the nature of the American free enterprise system and its business organizations. It provides a broad overview of the business environment, management, organization, marketing, finance, and human resources. Other topics covered include international trade, securities markets, and risk management.

1005 Business Mathematics I (3L, 3CR):

A course providing instruction in solving practical business problems utilizing fundamental principles of mathematics. Topics include fractions, decimals, percents, bank records and reconciliation, payroll, the mathematics of buying and selling, depreciation, simple and compound

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interest, annuities, and financial statement analysis.

Prerequisite: MATH 0900 or MATH 1515 with a grade of “C” or better or appropriate score on placement exam.

1020 Business Communications (3L, 3CR):

This course will cover the topic of business communications—written, oral, nonverbal, and listening. Application will be made to business situations. The major focus of this course is on writing business messages and reports. Emphasis will be given to the study of effective writing principles, problem analysis, and the writing process. Prerequisites: ENGL 1010 or TECH 1005 with a grade of “C” or better.

1030 Personal Finance (3L, 3CR):

An introductory course in managing personal finances. Topics covered include financial planning, managing taxes, managing cash, use of credit, risk management and investments. Considerable emphasis is placed on insurance and the basics of investing.

1500 Basic Business Principles (1L, 1CR):

This course provides a simple overview of American business. The overview covers three main areas of business: foundations, functions, and contemporary issues. This course is designed to be taught through the use of current periodicals and other media sources. The course is designed as a lecture-based class with no textbook required.

2010 Business Law I (3L, 3CR):

An introductory course providing a broad overview of business-related legal topics. Students are familiarized with courts and alternative dispute resolution, constitutional law, torts, contracts, intellectual law, criminal law, and cyber law.

2395 Business Office Capstone (3L, 3CR):

This course covers office organization, systems, and functions. The class includes coverage on mail services, human relations, records management, communication systems, reprographics, basic accounting procedures, computer applications and equipment usage, ethics, globalization of business practices, cultural awareness and international business practices. It is designed as a capstone course and allows the student to

experience the wide variety of roles an office professional assumes in an information age.

Business Office Technology (BOTK)

1510 Office Skills and Services (2L, 2LB, 3CR):

This course is designed to provide the students with the ability to operate electronic calculators, transcription machines, and multi-line telephone systems in a business office setting. Customer service will be emphasized, addressing such topics as preventing and solving problems, listening and communication skills; professional appearance and attitude. Also included is a review of grammar and punctuation. The course will be a combination of lecture and application exercises.

1640 Keyboarding Applications I (1L, 4LB, 3CR):

The beginning typewriting student will learn touch-typing skills. This course includes instruction in the preparation of centered displays, simple tables, letters, manuscripts, and other standard business documents.

1645 Keyboarding Office Documents (1L, 4LB, 3CR):

This course designed to give appropriate preparation in document formatting for work in office employment. This course seeks to develop in the student a marketable skill in keyboarding as well as a knowledge of business forms, letters, tabulations, and manuscripts. Emphasis will be placed on detailed proofreading, document formats, and application of knowledge to office problems. Production speed and accuracy are emphasized.

1970 Occupational Internship I (1-3CR)(Max 6):

This course is designed to provide a work related experience for students. It will emphasize concepts, skills, attitudes, and develop an understanding of the function of citizenship needed for office professionals. The student must consult the coordinator/instructor before enrolling in this course. A maximum of six credit hours may be earned through a combination of BOTK 1970 and BOTK 2970. This course is offered for S/U grade only.

2750 Records & Information Management (3L, 3CR):

A course covering the background training in the basic filing principles and in the technique of records control with special emphasis given to the principles common in all systems of filing.

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2970 Occupational Internship II (1-3CR)(Max 6):

This course is designed to provide a work related experience for students. It will emphasize concepts, skills, attitudes, and develop an understanding of the function of citizenship needed for office professionals. The student must consult the coordinator/instructor before enrolling in this course. A maximum of six credit hours may be earned through a combination of BOTK 1970 and BOTK 2970. This course is offered for S/U grade only.

Chemistry (CHEM)

1000 Introductory Chemistry (3L, 3LB, 4CR):

A one-semester course dealing with principles of chemistry and some applications to inorganic chemistry. For students in home economics, nursing, and most agriculture curricula. Students who receive credit in this course cannot earn additional credit in Chemistry 1020.

Prerequisite: MATH 0930 with a grade of "C" or better or concurrent enrollment in MATH 0930 or a placement-test recommendation for MATH 1400 or a higher level course.

1020 General Chemistry I (3L, 3LB, 4CR):

A broad general coverage of the principles of chemistry and their application to chemical systems for majors in engineering, the physical sciences, and laboratory technology. Students who receive credit in this course cannot earn additional credit in Chemistry 1000.

Prerequisite: MATH 1400 with a grade of "C" or better or concurrent enrollment in MATH 1400 or a placement-test recommendation for MATH 1405 or a higher level course.

1030 General Chemistry II (3L, 3LB, 4CR):

A continuation of Chemistry 1020.

Prerequisite: CHEM 1020 with a grade of "C" or better.

2300 Introductory Organic Chemistry (4L, 4CR):

A one-semester non-lab course in organic chemistry and beginning biochemistry. Students cannot earn credit for both Chemistry 2300 and Chemistry 2320.

Prerequisite: CHEM 1000 or CHEM 1020 with a grade of "C" or better.

2320 Organic Chemistry I (3L, 3LB, 4CR):

First semester for a two semester sequence. Emphasis is placed on the structural differences of organic compounds and the mechanistic concepts of organic reactions. Students cannot earn credit for both Chemistry 2320 and Chemistry 2300. Prerequisites: CHEM 1030 with a grade of "C" or better.

2340 Organic Chemistry II (3L, 3LB, 4CR):

The second semester of a two-semester sequence. Emphasis is placed on the structural differences of organic compounds and the mechanistic concepts of organic reactions.

Prerequisites: CHEM 2320 with a grade of "C" or better.

Communication and Mass Media (CO/M)

1010 Public Speaking (3L, 3CR):

An introduction to the principles of public speaking, with emphasis on practical skills in communicating to audiences, classes, and groups. Course includes training in manuscript preparation and composition.

1030 Interpersonal Communication (3L, 3CR):

Introduction to oral communication in interpersonal group and audience situations. Brief survey of communication rhetoric, principles, and techniques.

1040 Introduction to Human Communication (3L, 3CR):

This course focuses on the role of communication in current affairs, business, and personal relations. Practical application of theory to communication problems in everyday life.

2060 Forensics (2LB, 1CR)(Max 4):

Develops basic skills in contest and public service speaking by refining the speaking and thinking competence of students. Requires attendance at two competitive tournaments per semester in debate and/or individual events. May be repeated three times for credit.

2100 Reporting & Newswriting I (2L, 2LB, 3CR):

This course begins with an overview of journalistic practice but concentrates on reporter techniques: the study and practice of the basic kinds of newswriting—such as interviews, features, speech and meeting reports, sports—

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with attention to the problems of gathering and evaluating the news for responsible, effective reporting. Students will be called upon to pursue news assignments outside of class.

2395 Social Science Capstone Experience (OCR):

The Social Science Capstone Experience is directed toward the application of broad principles in the social sciences with specific attention given to the student's discipline of study. The course seeks to enhance and enrich the student's academic background, and involve the student in activities/experiences that demonstrate an ability to continue study in the social sciences.

Prerequisite: Sophomore standing, major in relevant social science semester of graduation.

Computer Applications (CMAP)

1500 Computer Keyboarding (1/2L, 1LB, 1CR):

Students will develop basic touch keyboarding skills through computer instruction. Designed for non-office systems majors. This course is offered for S/U grade only.

1505 Information Processing Orientation (1/2L, 1LB, 1CR):

An introductory course in computer literacy, featuring a "hands-on" approach using microcomputers. Elementary concepts of computer organization, hardware, software, and peripheral devices will be introduced. Standard operations will be explained and routine care of equipment will be covered. This course is designed to be a "first course" in computer science. No previous exposure to computers is assumed.

1610 Windows (1/2L, 1LB, 1CR):

This course is intended to familiarize the student with basic concepts and skills necessary for using Microsoft Windows to become a productive user of computing technology. Windows is a consistent and integrated graphical user interface that is an efficient and popular way of interacting with IBM compatible computers.

1685 Using Computers In: (1/2-1CR):

A course in which students acquire knowledge about current computer concepts, terminology, and software. Word processing, spreadsheet, database, graphics, or other appropriate computer software will focus on a specified curriculum,

which may vary with each offering. This course is offered for S/U or letter grade.

1715 Word Processing: Microsoft Word (1L, 2LB, 2CR):

This course is designed to introduce basic, intermediate, and advanced word processing features using the Microsoft Word word processing program with PC-compatible microcomputers. Working hands-on with this software will insure transfer of learning from textbook and applications to business, personal, and home-based business using word processing.

1765 Spreadsheet Applications II: Microsoft Excel (1L, 2LB, 2CR):

A course designed to learn the operation of Microsoft Excel. Using practical business problems, students will learn the fundamentals of spreadsheet operations, database functions, and creating and enhancing all types of charts (graphs) using spreadsheet data. Other areas covered include macro commands, advanced analysis tools, creating templates and graphic objects, Internet and Web integration. Emphasis is placed on the use of MS-Excel in the workplace.

1800 Database Applications I: Access (1L, 2LB, 2CR):

This course provides instruction in a relational database management system. Areas covered include file organization, storage, retrieval, queries, file management, catalogs, linking files, and programming. Access is a windows-based database that lets you enter, update, and work with data in an easy-to-use format.

1850 Desktop Publishing I: (2L, 2LB, 3CR):

This course is designed to provide an understanding and practical application of computer desktop publishing emphasizing hands-on learning. Topics include but are not limited to single and multi-page publications, editing text, colors, and graphic design objects to create flyers, newsletters, brochures, and logos. Additional topics cover business forms.

1886 Outlook (1/2L, 1LB, 1CR):

This course is designed to provide an understanding of Microsoft's Outlook and is geared toward learning basic e-mail skills. The student will learn how to work with and manage the e-mail, calendar, appointment scheduling, meeting scheduling, contacts and to-do lists that

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are available in Outlook. It will cover every topic listed by the Microsoft Office Specialist Program, giving the student the opportunity to get Outlook certified at the Expert level.

Prerequisite: CMAP 1610 with a grade of “C” or better.

1900 Integrated Applications I: Microsoft Office (1L, 2LB, 2CR):

This course is designed to give students introductory skills in using the components of the Microsoft Office Suite, which include: Word, Excel, Access, Powerpoint, and the integration of the above components.

1915 MS Office-Advanced Concepts and Techniques (1L, 2LB, 2CR):

This course is designed for the student already familiar with the fundamentals of Microsoft Office-MS Word, MS Excel, MS Access, and MS PowerPoint. The course will extend basic knowledge of MS Office by the use of practical problems for personal computer applications. Students completing this course will have a firm knowledge of MS Office and will be able to solve a variety of personal computer-related problems. The two-course sequence of MS Office prepares students to pass the Proficient level of Microsoft Office Specialist Exam.

Prerequisite: CMAP 1900 with a grade of “C” or better.

2510 Multimedia Presentation (1L, 2LB, 2CR):

This course introduces the technical foundation and general principles that compose multimedia and making effective presentations. Students will be introduced to the requirements of making effective presentations and with special regard to effective multimedia productions. Different production techniques for making effective presentations will be covered. Students will trace project development from design to implementation and delivery.

2630 Presentation Graphics: PowerPoint (1/2L, 1LB, 1CR):

This course provides students with the skills needed to create and edit presentations. Coverage includes basics as well as adding enhancements, changing formats, creating different graph types, and linking to other programs. PowerPoint is a windows-based business presentations software package.

Computer Science (COSC)

1200 Computer Information Systems (2L, 2LB, 3CR):

An introduction to computers and information processing, computer systems, hardware, computer software, information processing systems, and management information systems. Spreadsheet, data base, and word processing software are used extensively by the student in applying program capabilities to practical business problems. Students who earn credit in COSC 1200 cannot earn credit in CMAP 1900.

Construction Technology (CNTK)

1510 Safety and Tools in Construction (2L, 2LB, 3CR):

This course is designed to familiarize students with OSHA safety rules and regulations related to residential construction. Topics include safety laws, proper identification of hand and power tools, safe use of hand and power tools, and maintenance of hand and power tools.

1520 Residential Blueprint Reading (2L, 2LB, 3CR):

This course is a study of basic principles of interpreting blueprints and plans along with reading of specifications basic to the building trades.

Prerequisite: CNTK 1510 with a grade of “C” or better, or concurrent enrollment in CNTK 1510.

1630 Basic Cabinetmaking (1L, 2LB, 2CR):

For anyone wishing to learn basic cabinet making skills. Cabinet design, construction techniques, finishing procedures, and safe tool and machine operation are included in classroom and laboratory instruction. Students will construct an appropriate cabinet of their choice.

1762 Mechanical Systems: Plumbing (1L, 2LB, 2CR):

This course is designed to provide students with the knowledge and skills necessary to identify, select, and estimate plumbing materials and to install a plumbing system in a residential house. The installation meets current industry standards, and manufacturers’ specifications.

1860 Woodworking Fundamentals I (2L, 4LB, 4CR):

A course for those wanting to learn or further their woodworking skills. An emphasis will be placed on SAFETY, problem solving, material selection, and practical approaches to

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woodworking. In the laboratory students will receive an introduction to the safe and correct use of hand tools and stationary power tools and equipment, to build a project of the student's choice.

1865 Woodworking Fundamentals II (2L, 4LB, 4CR):

This course provides an enhanced knowledge of techniques and materials used in the design and construction of wood furnishings. Emphasis on problem solving, multi-joining technology and custom finishing.

Prerequisite: CNTK 1860 with a grade of "C" or better or instructor approval.

Cosmetology (CSMO)

1000 Intro to Nail Technology (3CR):

This course will explore the structure, growth and diseases of the skin and nail, ingredient technology, its usage and safety.

Prerequisite: Placement score for MATH 0920 or better and ENGL 0640 or better and no reading improvement required, or instructor approval.

Enrollment in Cosmetology or Nail Technician program.

45 hours lecture.

1005 Nail Technology Lab (5CR):

This course provides a complete guide to basic nail technology as it applies to the hands and feet.

Prerequisite: Placement score for MATH 0920 or better and ENGL 0640 or better and no reading improvement required, or instructor approval. Enrollment in Cosmetology or Nail Technician program.

213 hours lab.

1010 Intro to Skin Technology (3CR):

This course is an introduction to skin structure, disorders, analysis, product technology and massage principles.

Prerequisite: Placement score for MATH 0920 or better and ENGL 0640 or better and no reading improvement required, or instructor approval. Enrollment in Cosmetology or Skin Technician program.

45 hours lecture.

1015 Skin Technology Lab (1CR):

This is an opportunity for the cosmetology and/or skin tech student to work through the applications taught in CSMO 1010.

Prerequisite: Placement score for MATH 0920 or better and ENGL 0640 or better and no reading improvement required, or instructor approval. Enrollment in Cosmetology or Skin Technician program.

45 hours lab.

1020 Intro to Hair Technology (3CR):

This course covers the sciences of hair and its practices.

Prerequisite: Placement score for MATH 0920 or better and ENGL 0640 or better and no reading improvement required. Completion of CSMO 1025 with a grade of "C" or better. Enrollment in Cosmetology or Hair Technician program.

45 hours lab.

1025 Hair Fundamentals (4CR):

This course covers the basic structure of hair, hair care practices, and an introduction to basic hair design principles.

Prerequisite: Placement score for MATH 0920 or better and ENGL 0640 or better and no reading improvement required. Enrollment in Cosmetology or Hair Technician program.

213 hours lab.

1030 Intro to Hair Technology II (2CR):

This course is part II of the science of hair and its practices.

Prerequisite: Placement score for MATH 0920 or better and ENGL 0640 or better and no reading improvement required. Completion of CSMO 1025 with a grade of "C" or better.

Enrollment in Cosmetology or Hair Technician program.

45 hours lab.

1035 Hair Fundamentals II (2CR):

This course will cover the applications of hair styling principles.

Prerequisite: Placement score for MATH 0920 or better and ENGL 0640 or better and no reading improvement required, or completion of CSMO 1025 with a grade of "C" or better.

Enrollment in Cosmetology or Hair Technician program.

48 hours lab.

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1175 Nail Technician Assessment (1CR):

This comprehensive exam is a three day procedure. It assesses the Nail Tech student's skill level for exiting the program and to make application to take the National Nail Technician exam.

Prerequisite: Enrollment in Nail Tech program.
35 hours lab.

1210 Esthetics Concepts I (2CR):

This course fulfills the requirements of infection control, general nutrition, and electricity within the skin care area.

Prerequisite: Enrollment in Cosmetology or Skin Technician program.
45 hours lab.

1220 Esthetics Concepts II (3CR):

This course begins to explore the areas of advanced clinical skin care, spa body treatments and color theory.

Prerequisite: Enrollment in Skin Technician program and completion of CSMO 1210 with a grade of "C" or better.
140 contact hours.

1275 Esthetics Assessment (1CR):

This is a comprehensive examination intended to evaluate the students' level of competency in the area of esthetics.

Prerequisite: Enrollment in the Skin Technician program.
35 hours lab.

1375 Hair Technician Assessment (1CR):

A comprehensive assessment intended to evaluate the students' level or competency in the area of hair technology.

Prerequisite: Enrollment in Hair Technician program.
35 hours lab.

1400 Cosmetology Lab I (3R):

This course fulfills 3 of the 9 lab credit hours required for the cosmetology student who will explore chemical properties and safety of services and practices on hair.

Prerequisite: CSMO 1020, CSMO 1025, CSMO 1030, and CSMO 1035 with a grade of "C" or better. Cosmetology majors must have completed a minimum of 8 credit hours of the general education requirements or instructor approval.
90 hours lab.

1405 Cosmetology Lab II (3CR):

This course fulfills 3 of the 9 credit hours required for the cosmetology student who will explore the physical properties and safety of services and practices on hair.

Prerequisite: CSMO 1020, CSMO 1025, CSMO 1030, and CSMO 1035 with a grade of "C" or better. Cosmetology majors must have completed a minimum of 8 credit hours of the general education requirements or instructor approval.
90 hours lab.

1420 Cosmetology Lab V (3CR or 6CR):

This course fulfills up to 6 of the 9 lab credit hours required for the cosmetology student who will explore the final stages of training for cosmetology services and also includes preparation for the final assessment in Cosmetology.

Prerequisite: CSMO 1400 and CSMO 1405 with a grade of "C" or better.
45 or 90 hours lecture.

1425 Techniques in Cosmetology (3CR):

This course fulfills 3 of the 9 lab credit hours required for the cosmetology student and is required for the Hair Technician student. It will explore new and innovative techniques as they relate to the areas of cosmetology.

Prerequisite: Enrollment in Cosmetology or Hair Technician program. The Cosmetology student must have completed up to 8 of the required general education courses or instructor approval.
100 hours lab.

1500 Clinical Applications I (3CR):

This is a required course for the Hair Technician student and focuses on the hands-on application techniques in all areas of cosmetology to the public.

Prerequisite: Enrollment in the Hair Technician program.
168 hours lab.

1505 Clinical Applications II (3CR):

This is one of the required clinical applications for a Cosmetology or Hair Technician student. It focuses on the hands-on application techniques in all areas of cosmetology to the public.

Prerequisite: Enrollment in Cosmetology or Hair Technician program.
168 hours lab.

Courses of Instruction

1510 Clinical Applications III (6CR):

This is one of the required clinical applications for a Cosmetology student. It focuses on the hands-on application techniques in all areas of cosmetology to the public.

Prerequisite: Enrollment in the Cosmetology program.

216 hours lab.

1515 Clinical Applications IV (6CR):

This is one of the required clinical applications for a Cosmetology, Nail, or Skin Technician student. It focuses on the hands-on application techniques in all areas of cosmetology to the public.

Prerequisite: Completion of CSMO 1000 and CSMO 1005 with a grade of "C" or better.

Enrollment in the Cosmetology, Nail Technician, or Skin Technician program.

216 hours lab.

1520 Clinical Applications V (6CR):

This is one of the required clinical applications for a Cosmetology student. It focuses on the hands-on application techniques in all areas of cosmetology to the public.

Prerequisite: Enrollment in the Cosmetology program.

216 hours lab.

1525 Clinical Applications VI (1-6CR):

This is one of the required clinical applications for a Cosmetology student. It focuses on the hands-on application techniques in all areas of cosmetology to the public.

Prerequisite: Enrollment in the Cosmetology program.

30-216 hours lab.

1535 Clinical Applications VIII (1-6CR):

This is a required course for the Skin and Hair Technician student and is an optional class for the Cosmetology student. It focuses on the hands-on application techniques in all areas of cosmetology to the public.

Prerequisite: Enrollment in the Cosmetology, Skin, or Hair Technician program.

30-300 hours lab.

1550 General Cosmetology Science (3) (Fa, Sp)

This course will explore the cosmetology sciences. This is a broad exploration into infection control, anatomy and physiology, electricity and basic cosmetology chemistry.

Prerequisite: Placement score for MATH 0920 or

better and ENGL 0640 or better and no reading improvement required, or instructor approval.
45 hours lecture.

1555 General Cosmetology Science II (3CR):

This course is an extended study for the Skin Technician student. Studies in basic ingredient technology, basic chemistry as it applies to the area, anatomy and physiology as applicable, and esthetic application.

Prerequisite: Enrollment in Skin Technician program; no reading improvement required.

45 hours lecture.

1575 Cosmetology Assessment (1CR):

A comprehensive assessment intended to evaluate the students' level of competency in the area of cosmetology.

Prerequisite: Enrollment in Cosmetology program.

35 hours lab.

Criminal Justice (CRMJ)

1510 Law Enforcement Procedures (3L, 3CR):

This course covers basic law enforcement operations including patrol procedures, traffic enforcement, police report writing, field interviews, problem solving, first responses to emergencies, and police ethics and discretion.

Prerequisite: CRMJ 2120 or concurrent enrollment.

1520 Law Enforcement Operations (3L, 3CR):

This course covers community policing practices, using an interdisciplinary problem solving approach to solving, police-community relations, crime prevention programs, and interagency operations.

Prerequisite: CRMJ 2120 or concurrent enrollment.

1950 General Instructor Development (2L, 2CR):

This comprehensive and up-to-date program will help you develop your individual training skills. Key training points in this step-by-step approach will help you create quality training programs for your agency. Included in this course will be hands-on exercises that will allow you to write your own instructional goals, construct a lesson plan, develop a teaching method, and conduct a presentation for your class. Your final presentation will be video taped for your confidential review.

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This course is offered for S/U grade only.
Prerequisite: P.O.S.T. certification.

2120 Introduction to Criminal Justice (3L, 3CR):

This course introduces the student to the study of criminal justice. It covers the philosophy and history of law enforcement, the judicial system, and corrections. Major issues facing these disciplines are also covered.

2125 Forensic Psychology (3L, 3CR):

This course introduces the criminal justice/social science major to the uses of psychology in the field. Topics covered include basic criminal profiling, suspect interviewing, psychological theories of crime/delinquency, victimology, legal applications of psychology in conducting assessments, and correctional psychology.
Prerequisite: PSYC 1000 (General Psychology) and CRMJ 2120 (Introduction to Criminal Justice) or permission of Instructor.

2210 Criminal Law I (3L, 3CR):

The course deals with the broad spectrum of criminal law and the procedures of criminal justice. Substantive criminal law, criminal procedures and roles of evidence that are of importance to the law enforcement officer are studied. The course builds a sound base for a more advanced study of criminal law. Also included may be other relevant subject matter the instructor feels is necessary.
Prerequisite: CRMJ 2120 with a grade of "C" or better.

2250 Criminal Justice Administration (3L, 3CR):

An introduction to the theories of organization and administration in law enforcement and corrections. Topics covered include police and corrections history, comparisons of various organizational systems, and the study of police/correctional operations.

2280 Criminal Procedures (3L, 3CR):

This course deals with procedural problems that occur in processing an individual through the criminal justice system with special emphasis on search and seizure.
Prerequisite: CRMJ 2120 with a grade of "C" or better.

2350 Introduction to Corrections II/I (3L, 3CR):

A general course describing the history and evolution of the corrections process. Covers all aspects of institutional and community based corrections.

2370 Institutional Corrections (3L, 3CR):

This course covers the history and current status of institutional correctional facilities including prisons, jails, and intermediate units. Programs, procedures, institutional culture and administration are covered.
Prerequisite: CRMJ 2120 (Introduction to Criminal Justice) and CRMJ 2350 (Introduction to Corrections) or permission of instructor.

2400 Criminology (3L, 3CR):

An introduction to the study of the nature and causes of criminal behavior. Biological, psychological, and sociological theories are examined. Types of criminal behavior, historical perspectives, crime statistics, and current trends are also covered. Students cannot earn credit for both CRMJ 2400 and SOC 2400.
Prerequisite: SOC 1000 with a grade of "C" or better.

2420 Juvenile Justice (3L, 3CR):

This course is designed as an introduction to the field of juvenile justice. It will cover all the aspects of the juvenile justice system, from early history reform schools to the progressive development centers of today, along with alternatives to incarceration. This course will follow the evolution of the courts and the laws pertaining to the juvenile.
Prerequisites: CRMJ 2120 with a grade of "C" or better.

2550 Criminal Investigation I (3L, 3CR):

A course relating to the fundamentals of investigation. Included are crime scene search, sketching and recording, collection and preservation of physical evidence, scientific aids, sources of information, interviewing and interrogation, modus operandi, and case preparation.

2560 Criminal Investigation II (3L, 3CR):

The study of various crimes and investigative techniques from the initial report through the final disposition of the case.
Prerequisite: CRMJ 2550 with a grade of "C" or better.

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2570 Criminalistics (Forensics) (2L, 2LB, 3CR):

Introduces the student to the collection, preservation and analysis of biological, chemical, physical and other forensic evidence from the crime scene. Also includes work with trace evidence including hair, fibers, etc. Instruction will encompass crime scene management and evidence collection as well as laboratory analysis procedures.

Prerequisite: BIOL 1000 or BIOL 1010, CRMJ 2120 and CRMJ 2550 with a grade of “C” or better.

2590 Drugs & Criminal Justice (3L, 3CR):

This course covers the physiology and chemistry of abused substances. Also addressed are the history and evolution of drug regulations including the current status of the Controlled Substance Act. Detection, identification, and drug enforcement are also covered.

Prerequisite: CRMJ 2120 (Introduction to Criminal Justice) or permission of instructor.

2690 Supervised Lab Experience (1L, 4LB, 3CR):

This course exposes the criminal justice major to the various work settings in the field. The student will rotate between placements with law enforcement, detention, corrections, and communications. The schedules will be variable and depend upon availability at each site. Approximately 8-10 hours per week at the assigned site will be required, as will weekly meetings with the instructor.

Prerequisite: Criminal Justice major, sophomore standing, approval of criminal justice agencies.

2781 Use of Force I (2L, 2LB, 3CR):

Introduces the criminal justice major to the use of force. Non-lethal force and the escalation of force is covered, as are legal and ethical concerns. Instruction is provided in the use and care of police sidearms including the service revolver and semiautomatic pistol.

Prerequisite: Criminal Justice major.

2791 Use of Force II (2L, 2LB, 3CR):

This is the second course in the use of force sequence. It includes continued use of the police sidearm with the goal of increasing proficiency. It also introduces the student to the use of the police rifle, shotgun, and special weapons and tactics such as the use of tear gas and explosive devices.

Prerequisite: CRMJ 2120 (Introduction to

Criminal Justice) and CRMJ 2781 (Use of Force I) with a grade of “C” or better.

2895 Criminal Justice Capstone Project (1L, 1CR):

This course is designed as a review for the Criminal Justice major. Syllabi from all CJ classes will be reviewed and all objectives will be discussed and tied together showing the interaction and interconnectiveness of the Criminal Justice System. This course is offered for S/U grade only.

Prerequisite: Sophomore status as Criminal Justice major set to graduate at the end of same semester.

Additional criminal justice courses will be offered at the Wyoming Law Enforcement Academy. Course descriptions are available from the office of the Vice President for Learning.

Crop Science-Agriculture (CROP)

1150 Pesticide Safety and Application (3L, 3CR):

In this course, basic chemical principles are reviewed and applied to an in-depth study of herbicides, insecticides, and fertilizers. Students become familiar with selection methods and rates. They also learn about laws governing purchase and use of insecticides and fertilizers. Particular attention is given to environmental concerns. The integrated pest management approach to total pest control is stressed.

2200 Forage Crop Science (3L, 3CR):

A general course dealing with forage and commercial crops including methods of seeding, cultivation, harvest, selection, grading, and variety improvement. History and importance of legumes, grasses, and cash crops when used as forages.

Prerequisites: AECL 1000, BIOL 1000, or BIOL 1010 with a grade of “C” or better.

Culinary Arts (CULA)

1100 Basic Culinary Skills (3L, 3CR):

This course gives the student an introductory overview of the fundamentals that are required to be a professional culinarian. Topics such as knife skills, stocks, sauces, and soups as well as recipe conversion, costing and product identification are all covered in this course. These are the basic building blocks that are required for future culinary success.

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1510 Sanitation (1L, 1CR):

Applied Food Service Sanitation covers the latest developments, procedures, current government standards and emerging issues in Food Services Sanitation. Students will get a head start in understanding Hazardous Analysis Critical Control Point (HACCP), a cutting-edge system that is the hospitality industry's system-of-choice.

Economics (ECON)

1010 Macroeconomics (3L, 3CR):

A description and analysis of national income, business cycles, income distribution, governmental economic policies, the banking system, and monetary and fiscal policy. Students cannot earn credit for both ECON 1010 and AGECE 1010.

1020 Microeconomics (3L, 3CR):

A description and analysis of price determination, resource allocation, market structures, international economics, and current economic issues.

Education (EDUC)

1500 Multicultural Awareness (3L, 3CR):

An introduction to the impact of family relationships and cultural diversity in American society for educators and child care providers. Family patterns and the diverse characteristics of ethnicity, race, exceptionality, class, and religion will be examined.

1501 Effective Substitute Teaching (3CR):

The objectives of this course are to understand professional ethics and responsibilities; expand awareness of classroom management techniques; increase knowledge of effective teaching behaviors; and develop a teaching resource file. Not applicable toward EWC graduation requirements. May be applied toward electives. This course is offered for S/U grade only. Prerequisite: Concurrent enrollment in EDUC 2005 or background check on file with participating school district. 3 credits = 25 hours lecture, 30 hours classroom observation including 10 hours completed at each level: elementary, junior high/middle, and high school.

1515 Effective Literary Strategies (1-2CR):

The Wyoming Writing Institute—Effective Reading/Writing Strategies is offered in the field to teachers, para-professionals, and other staff associated with a school district as requested by the district. All pertinent staff members take the course as a part of a staff development plan requiring training of all staff. This training focuses on standards-based literary structures—writers' workshop, literary circles, and guided reading—with the focus of growing students to attain success in reading, writing, listening, and speaking.

2005 Pre-Screen for Practicum in Teaching (0CR):

This course completes the process necessary for the background check required prior to participating in any K-12 field experience.

2100 Practicum in Teaching (2-3CR)(Max 6):

Students will participate in an extensive practicum experience for prospective educators in an accredited school under the supervision of a certified teacher.

Prerequisite: EDFD 2020 with a grade of "C" or better, or 400 hours employed in an educational setting and successful completion of EDUC 2005. Students who have not successfully completed EDUC 2005 will need to be concurrently enrolled and will not begin their practicum until their EWC background check is complete.

2105 Tutorial Instruction (2-3CR)(Max 4):

This course is designed to provide the student with practical experience and theoretical underpinnings of tutoring in specific academic disciplines in which the student has demonstrated both interest and effectiveness. A tutor must be selected based upon GPA and an interview with the Learning Skills Lab Coordinator. A tutor must complete a series of self-directed modules to receive 1 credit. These self-directed modules must be completed in the first semester of enrollment. In addition, the student must work 4 hours a week for 2 credits or 6 hours a week for 3 credits. Maximum of 3 credits per semester and 4 lifetime credits.

2220 Multi-Cultural Education (1L, 1CR):

This is an introductory class designed to give the student an overview of some of the many aspects of multicultural education. The course focuses on a multitude of multicultural activities which can be incorporated across the curriculum. These

Courses of Instruction

activities involve student research, observation, and participation. They will assist educators in laying a foundation for their students for national and internal citizenship in the 21st Century.

2225 Introduction to Teaching English as a Second or Foreign Language (3L, 3CR):

An introduction to the concepts and principles of teaching English as a second or foreign language. Concepts include such topics as developing an understanding of second language acquisition theories, the role of culture upon language acquisition, and how languages are learned. Principles include English as a Foreign Language (EFL) and English as a Second Language (ESL) teaching strategies for the content areas of reading, writing, listening and speaking.

2230 Second Language Acquisition (3L, 3CR):

This course is designed to provide the ESL/EFL teacher in training candidate with an understanding of the concepts, terms, and the practical applications of second language acquisition. Topics covered in this course will include linguistics and its subfields, literacy, the building blocks of language (phonetics and grammar), language variation, individual differences in second language acquisition, a comparison of first to second language acquisition, and language teaching in a cultural context.

Prerequisite: EDUC 2225: Introduction to Teaching English as a Second/Foreign Language with a grade of “C” or better.

2235 Teaching ESL/EFL Reading and Writing (3L, 3CR):

This course provides a practical framework for the instruction of reading and writing skills to non-native speakers of English. Course content is organized around four strands – teaching meaning-focused input, meaning-focused output, language-focused learning, and fluency development in conjunction with social and cultural expectations.

Prerequisite: EDUC 2230: Second Language Acquisition with a grade of “C” or better.

2240 Teaching ESL/EFL Listening and Speaking (3L, 3CR):

This course will provide the opportunity for students to explore the concepts involved in teaching listening and speaking to non-native speaking students. The focus of this course will be a hands-on approach to the instruction of

these skill sets featuring applied principles, a large number of useful teaching techniques, and guidelines for testing and monitoring. Course content will include: listening and speaking theories applicable to the instruction of these skill subsets, listening processes, types and models of listening, information transfer, language focused learning through dictation, pronunciation, negotiation in speaking, types of speaking, the instruction of teaching skills for teaching speaking, fluency and the ways to develop it, testing listening and speaking.

Prerequisite: EDUC 2230 Second Language Acquisition with a grade of “C” or better.

2800 Capstone: Education (1L, 1CR):

The Education Capstone Experience is directed toward the application of broad principles in the discipline of Education with special attention given to the national standards in the areas of Elementary, Secondary, and Early Childhood Education. This course seeks to enhance and enrich the student’s academic background by synthesizing programmatic learning and experiences so that students have the ability to continue a course of study in education. For terminal degree seeking students in Early Childhood Education, this course will meet the NAEYC Early Childhood Program Standards for portfolio creation.

Education-Early Childhood (EDEC)

1020 Introduction to Early Childhood Education (3L, 3CR):

This course is designed to introduce students to the study of early childhood education—preschool through the primary grades. The student will study the types, objectives and philosophies of various early childhood programs. The course addresses a wide range of issues related to young children and their education through lectures, discussion and observation.

1100 Observation and Guidance of Young Children (2L, 2CR):

This course provides effective methods of observation and guidance to meet children’s needs individually and in groups with an emphasis on promoting a positive and constructive climate in the early childhood setting. Topics include assessment, recording behaviors, planning environments, materials and equipment, scheduling, discipline and parent-teacher communication.

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Prerequisite: Successful completion of EDEC 1020 with a grade of “C” or better or concurrent enrollment in EDEC 1020.

1105 Observation and Guidance of Young Children Lab (2LB, 1CR):

This course provides supervised experience in the observation and guidance of young children at an early childhood center.

Prerequisite: EDEC 1100 (or concurrent enrollment). Enrollment in EDUC 2005 or documented DFS pre-screen or criminal background check within previous 24 months. 2 hours lab.

1200 Administration in Early Childhood Programs (3L, 3CR):

This course is designed to develop skills in both business and human relations components of administering child care for young children. Content includes procedures in establishing early childhood centers, administering paperwork, fiscal management, selection, development and motivation of staff, parent and community involvement strategies, and program regulations and evaluation.

Prerequisite: Successful completion of or concurrent enrollment in EDEC 1020-Introduction to Early Childhood Education.

1300 Curriculum Planning and Development for Young Children (2L, 2CR):

This course will focus on the development of skills in planning, implementing and evaluating developmentally appropriate experiences to encourage intellectual, physical, social, emotional, and creative growth in young children. The focus will be on the concept of optimum development of the whole child.

Prerequisite: EDEC 1020, FCSC 2121 with grades of “C” or better. 2 hours lecture.

1305 Curriculum Planning and Development for Young Children Lab (2LB, 1CR):

This course will provide the opportunity for students to engage in supervised experiences in planning, implementing, and evaluating curricular activities in an early childhood program.

Prerequisite: Successful completion of or concurrent enrollment in EDEC 1300. Enrollment in EDUC 2005 or documented DFS pre-screen or criminal background check within previous 24 months.

1480 CDA-Child Development Associate Seminar (3L, 3CR):

This course is designed to prepare candidates for the assessment process for the Child Development Associate credential. This course is intended to assist the student in preparing the Professional Resource File, The Parent Opinion Questionnaire and prepare for the national examination and Verification visit.

Prerequisite: Students must be 18 years of age, hold a high school diploma or GED, have 480 hours of experience working with children within the past five years and have 120 clock hours of formal child care education within the past five years. This course is offered for a S/U grade only.

2000 Engaging Families in Early Childhood Settings (3L, 3CR):

This course will focus on the philosophical, psychological, and sociocultural aspects of working with families in early childhood settings. 3 hours lecture.

Education-Elementary (EDEL)

1410 Elementary School Math Seminar I (1L, 1CR):

This course is designed to discuss strategies and instructional activities used in Numbers and Operations for Elementary School Teachers and to be a linkage between what the prospective teachers study and what they will teach. It provides the opportunity to discuss appropriate activities, strategies and programs in teaching areas related to problem solving and to the use of whole numbers, rational numbers, and real numbers.

Prerequisite: Concurrent enrollment in MATH 1100.

1430 Life Science in the Elementary School (1L, 1CR):

Covers selection of basic life science concepts, materials and curricula appropriate for elementary school. This course parallels the content of Biology 1000 or 1010 and previous or concurrent enrollment is ideal, but not required.

1440 Physical Science in the Elementary School (1L, 1CR):

Covers selection of basic physical science concepts, materials and curricula appropriate for elementary school. This course parallels the content in PHYS 1090 and previous or

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concurrent enrollment in a physics or chemistry course is ideal but not required.

1450 Earth Science in the Elementary School (1L, 1CR):

This course covers the selection of basic earth science concepts to the teaching of elementary students. The course includes topics in geography, meteorology, geology, and astronomy.

2410 Elementary School Math Seminar II (1L, 1CR):

This course is designed to discuss strategies and instructional activities used in Geometry and Measurement for Elementary School Teachers and to be a linkage between what the prospective teachers study and what they will teach. It provides the opportunity to discuss appropriate activities, strategies and programs in teaching areas related to probability, statistics, and geometric concepts.

Prerequisite: Concurrent enrollment in MATH 2120.

Education-Educational Foundations (EDFD)

2020 Foundations of Education (3L, 3CR):

A basic course for those preparing for a teaching career. This experience supplies a critical examination of educational thought and practice in the United States viewed as a phase of social progress. The study will include classroom observations as well.

Prerequisite: Concurrent enrollment in EDUC 2005 required.

2100 Educational Psychology (3L, 3CR):

Students will demonstrate knowledge and understanding of psychological concepts, principles, and research relevant to teaching and learning with an emphasis on the school setting. Prerequisite: EDFD 2020 and PSYC 1000 with a grade of "C" or better.

2450 Lifespan Human Development (3L, 3CR):

This course provides an overview of human growth and development from conception until the end of life. The course material combines theory, research and practical applications from developmental psychology. Lecture topics include prenatal and birth factors; genetic influences on development; physical, cognitive, social emotional, and cultural variables which influence development in infancy, childhood,

adolescence, early-, middle-, and late adulthood. Prerequisite: PSYC 1000 with a grade of "C" or better.

2451 Life Span: Adulthood (1L, 1CR):

This course provides a psychosocial overview of human development during the adult years. Issues of physical, psychological, social and emotional development will be explored.

Prerequisite: PSYC 2300 with a grade of "C" or better or concurrent enrollment.

Education-Exceptional Children (EDEX)

2484 Introduction to Special Education (3L, 3CR):

This course is designed to meet the needs of education majors for a required course in special education.

Prerequisite: Successful completion of EDFD 2020 with a grade of "C" or better AND successful completion of or concurrent enrollment in EDUC 2100 Practicum in Teaching.

Electrical Apprenticeship (ELAP)

1515 Electrical Apprenticeship I (2L, 2LB, 3CR):

This course is designed to provide an electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. This course is designed to develop the basic uses of mathematics for electricity, electrical code, and electrical motors and transformers. The course meets the Wyoming statutory requirement for electricity related classroom training.

This course is offered for S/U grade only.

1525 Electrical Apprenticeship II (2L, 2LB, 3CR):

This course is designed to provide an electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. This course is designed to develop the basic uses of mathematics for electricity, electrical code, and electrical motors and transformers. This course meets the Wyoming statutory requirement for electricity related classroom training.

This course is offered for S/U grade only.

Prerequisite: Successful completion of ELAP 1515 or instructor approval.

1535 Electrical Apprenticeship III (2L, 2LB, 3CR):

This course is designed to provide the second year electrical apprentice with the necessary skills

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and knowledge to ensure safe and efficient work practices on the job. Topics of study include but not limited to safety, AC electricity, inductance, capacitance, transformers, motors and application of the National Electrical Code.

This course is offered for S/U grade only.

Prerequisite: Successful completion of ELAP 1525 or instructor approval.

1545 Electrical Apprenticeship IV (2L, 2LB, 3CR):

This course is designed to provide the second year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include but not limited to safety, AC electricity, inductance, capacitance, transformers, motors and application of the National Electrical Code.

This course is offered for S/U grade only.

Prerequisite: Successful completion of ELAP 1535 or instructor approval.

1555 Electrical Apprenticeship V (2L, 2LB, 3CR):

This course is designed to provide the third year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include but not limited to safety, blueprint reading, construction procedures, grounding and ground fault calculations, and service calculations based on the National Electrical Code.

This course is offered for S/U grade only.

Prerequisite: Successful completion of ELAP 1545 or instructor approval.

1565 Electrical Apprenticeship VI (2L, 2LB, 3CR):

This course is designed to provide the third year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include but not limited to safety, blueprint reading, construction procedures, grounding and ground fault calculations, and service calculations based on the National Electrical Code.

This course is offered for S/U grade only.

Prerequisite: Successful completion of ELAP 1555 or instructor approval.

1575 Electrical Apprenticeship VII (2L, 2LB, 3CR):

This course is designed to provide the fourth year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include but not limited to safety, motor controls, power distribution, solid state controls and

programmable controllers based on the National Electrical Code.

This course is offered for S/U grade only.

Prerequisite: Successful completion of ELAP 1565 or instructor approval.

1585 Electrical Apprenticeship VIII (2L, 2LB, 3CR):

This course is designed to provide the fourth year electrical apprentice with the necessary skills and knowledge to ensure safe and efficient work practices on the job. Topics of study include but not limited to advanced motor controls, branch and feeder circuits, service entrance and grounding calculations based on the National Electrical Code and review for the State exam.

This course is offered for S/U grade only.

Prerequisite: Successful completion of ELAP 1575 or instructor approval.

Electrical Technology (ELTR)

1515 Electrical Concepts (2L, 2CR):

This course introduces students to AC and DC electricity. This will include the principles of voltage, current, resistance and power. Students will use electrical meters for measuring and reinforcing Ohm's law.

Engineering Technology (ENTK)

1510 Drafting I (1/2L, 1LB, 1CR):

This course is an introduction to the fundamental techniques of drafting with the use of drafting instruments and freehand sketching of pictorial and multiview drawings, including the skills of dimensioning and lettering.

2501 Intro to Computer Aided Drafting I (1/2L, 1LB, 1CR):

This course is an introduction to Computer Aided Drafting (CAD). The content of this course is designed to provide the student with a basic understanding of CAD program features and explore drafting and design essentials in a 2-dimensional format. Coursework is valuable for anyone needing to prepare, interpret, or use virtually any type of drawings, plans, schematics, or other technical graphic communication documents.

Prerequisite: Previous experience with computers is recommended.

2506 Intro to Computer Aided Drafting II (1/2L, 1LB, 1CR):

This course is a continuation of Computer Aided Drafting I. The content of this course is

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designed to provide the student with an advanced understanding of CAD program features and further explore drafting and design essentials in a 2-dimensional format. Coursework is valuable for anyone needing to prepare, interpret, or use virtually any type of drawings, plans, schematics, or other technical graphic communication documents.

Prerequisite: ENTK 2500 with a grade of “C” or better.

2510 Computer Aided Drafting III (1/2L, 1LB, 1CR):

This course is a continuation of CAD I and CAD II. The content of this course is designed to provide the student with a comprehensive understanding of CAD program features and drafting and design techniques in a 2-dimensional format. Focus will be on the creation of presentation quality drawings and prints. Students will be introduced to a 3-dimensional design using wire-frame and solid modeling techniques. Coursework is valuable for students transferring CAD credits to a four-year institution, or for anyone needing to prepare, interpret, or use virtually any type of drawings, plans, schematics, or other technical graphic communication documents.

Prerequisite: ENTK 2500 and ENTK 2505 with a grade of “C” or better.

English (ENGL)

0100 English as a Second Language (3CR):

This course is designed to develop the basic writing skills of the high-beginning level ESL learner through daily assignments, the development of the paragraph and essay, and the study of grammatical structures relevant to various writing genres. Learners will exam and practice writing three rhetorical forms: chronological process, spatial description and listing using specific descriptive details, reasons and examples.

Prerequisite: IBTTOEFL: 61 or Computer-based TOEFL: 173 or Paper-based TOEFL: 500
3 hours lecture.

0620 Foundations of Grammar (3L, 3CR):

Study of English grammar with emphasis on word formation. Grading in this course will be based on student progress. A final grade of “C” or better does not necessarily indicate readiness for the next course in the sequence.

Prerequisite: Appropriate score on the placement examination.

0630 Grammar and Writing Improvement (3L, 3CR):

The study of English grammar with emphasis on sentence formation.

Prerequisite: Appropriate score on the placement examination.

0640 Writing Skills (3L, 3CR):

Instruction, reading, and writing practice in the organization of short compositions. Review of sentence elements and of usage as necessary. This course may be used as a preparatory course for students who plan to enroll in English 1010.

Prerequisite: Appropriate score on the placement examination or ENGL 0630 with a grade of “C” or better.

1010 English I: Composition (3L, 3CR):

Instruction, reading, and writing practice in the fundamentals of composition, including essay assignments such as expository, argumentative, persuasive, comparison and contrast, analysis, and research papers.

Prerequisite: ENGL 0640 with a grade of “C” or better or appropriate score on placement exam.

1020 English II (3L, 3CR):

An introductory study of literature in its varied forms, such as poetry, drama, short fiction, novels, and literary nonfiction, and several composition assignments requiring students to write about literary works.

Prerequisite: ENGL 1010 with a grade of “C” or better.

1210 English Composition for International Students (3L, 3CR):

This is a composition course for non-native speakers of English. It includes instruction in the fundamentals of composition, including writing assignments in definition, summary, classification, narration, description, exposition, argumentation, and comparison and contrast. There will be frequent reading and writing assignments. A student may not receive credit for both English 1010 and English 1210.

Prerequisite: English 0640 with a grade of “C” or better or appropriate score on placement exam.

2050 Creative Writing—Introduction to Fiction (3L, 3CR):

This course deals with an analysis of the forms of fiction and the practice of creative writing at an introductory level.

Prerequisite: ENGL 1020 with a grade of “C” or better.

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2140 World Literature (3L, 3CR):

This course focuses on the major literary works representative of the significant periods in the history of Western civilization. Through reading, study and discussion, students explore literature from Homer through the medieval period of Chaucer.

Prerequisite: ENGL 1020 with a grade of “C” or better.

2210 English Literature I (3L, 3CR):

A survey of major British authors and literary movements. The first semester covers British literature from the Old English period through Neo-Classic period.

Prerequisite: ENGL 1020 with a grade of “C” or better.

2220 English Literature II (3L, 3CR):

A continuation of English 2210. The second semester covers writers and literary movements from the Romantic period to the present.

Prerequisite: ENGL 1020 with a grade of “C” or better.

2310 American Literature I (3L, 3CR):

A survey of major American authors and literary movements. The first semester covers American literature from the early 1600’s through the mid-19th Century.

Prerequisite: ENGL 1020 with a grade of “C” or better.

2320 American Literature II (3L, 3CR):

A continuation of English 2310. The second semester covers literature from the mid-19th Century to the present.

Prerequisite: ENGL 1020 with a grade of “C” or better.

2350 American Fiction Writers (3L, 3CR):

This course covers a sampling of short stories, novellas, and novels by significant American writers. The reading consists of complete works, with a balance of shorter and longer works as well as a balance of nineteenth- and twentieth-century writers. Writing assignments will consist of essays discussing primary works.

Prerequisite: ENGL 1010 with a grade of “C” or better.

2370 Western American Literature (3L, 3CR):

A survey of works by major writers of Western fiction and nonfiction, including short stories,

novels, and autobiographies. Includes works with both historical and modern settings.

Prerequisite: ENGL 1010 with a grade of “C” or better.

2440 Literary Genres: Short Story (3L, 3CR):

Examination of the short story as a literary genre. Includes reading of short stories by writers of international rank, emphasizing but not necessarily limited to British, American, and Canadian writers. Includes writing essays of analysis.

Prerequisite: ENGL 1010 with a grade of “C” or better.

2480 Literary Genres: Drama (3L, 3CR):

Reading of plays to acquaint students with problems and possibilities of drama as a genre.

Prerequisite: ENGL 1020 with a grade of “C” or better.

Entrepreneurship (ENTR)

1500 Successful Entrepreneurship (2L, 2CR):

An introductory course focusing on identification of the business skills, personal traits and characteristics necessary to succeed as an entrepreneur. Students analyze and determine how to obtain the skills needed to own, operate and manage a small business successfully.

Through guided self-analysis, students assess their own alignment with the passion, creativity and innovation that typifies entrepreneurial success. In addition, students explore the role of small business in both the U.S. and global economy, examine a variety of industries, businesses, entrepreneurial ventures and create a personal business preference profile.

Prerequisite: HMDV 0510 with a grade of “C” or better or appropriate score on placement exam.

1520 Creating a Business Plan (2L, 2CR):

Students evaluate a business opportunity, collect and organize research data into a marketing plan and prepare a financial plan for their small business idea. In addition, students gain skills to be able to continue developing their business plan as they learn new information and gain ability to make a “go” or “no-go” determination.

2 hours lecture.

Courses of Instruction

2500 Small Business Operations Management (2L, 2CR):

Students develop skills for introducing new products and services, quality management, process design, job design, technology management and related business design decisions. Students also develop operations decision making skills for inventory, materials, scheduling and planning specific to the needs of a small business as it progresses through the business life cycle.

2520 Legal Issues for Entrepreneurs (2L, 2CR):

A course focusing on the legal start-up, growth, management and exit strategies of small business. Students identify and analyze the legal and tax implications of the forms of business ownership. In addition, students examine the process of forming the various types of corporations. Student investigate human resource laws, contracts, reporting requirements, bankruptcy, collections and small claims court topics. Students also determine how to protect their business innovations with copyright, trademark, patents and intellectual property law.

2550 Principles of Marketing (3L, 3CR):

An overview of marketing including the strategies for product, distribution, promotion, and pricing decisions; the relationship of these decisions to the external environment; global perspectives for tactical and strategic planning related to marketing; and ethics in marketing considerations. Students cannot earn credit for both ENTR 2540 and MKT 2100.

Equine Studies (EQST)

1570 Horseshoeing I (1/2L, 1LB, 1CR):

This course will include a study of the hoof in general, shaping shoes, trimming, and placement.

1580 Horseshoeing II (1/2L, 1LB, 1CR):

This course deals with the detection of hoof problems, determination of causes for such problems, and the proper method of treatment to correct these problems. Students will be required to shoe a minimum of one horse without assistance before completion.

Prerequisite: EQST 1570 with a grade of "C" or better.

1725 Rodeo Rough Stock I (1L, 2LB, 2CR):

This is the first course in a series of rodeo rough stock events classes. Students will learn the rules of the different rough stock events, safety procedures for each of the events, proper equipment for each of the events, and the correct use for each piece of equipment. Lab sessions will deal with practical application of material that is presented in the lecture. A \$30 fee will be charged for this course. Verification of a NIRA card will be required. A student may enroll in only one rodeo event class or one rough stock class per semester.

1730 Rodeo Rough Stock II (1L, 2LB, 2CR):

This is the second course in a series of rodeo rough stock events classes. Students will learn about physical fitness for the rough stock competitor, development of a positive competitive attitude, communication skills as a rodeo competitor, humane treatment of bucking horses and bulls, application of support devices for the competitor, entering rodeos, and selection of proper attire. Lab sessions will deal with practical application of material that is presented in the lecture. A \$30 fee will be charged for this course. Verification of a NIRA card will be required. A student may enroll in only one rodeo event class or one rough stock class per semester.

1740 Rodeo Timed Events I (1L, 2LB, 2CR):

This is the first course in a series of rodeo timed events classes. Students will learn the rules of the different timed events, safety procedures for each of the events, proper tack for the events, and rules and regulations regarding brand inspections and health certificates. Lab sessions will deal with practical applications of material that is presented in the lecture. A \$30 fee will be charged for this course. Verification of a NIRA card will be required. Students may enroll in only one rodeo event class or one rough stock class per semester.

1750 Rodeo Timed Events II (1L, 2LB, 2CR):

This is the second course in a series of rodeo timed events classes. Students will learn about physical fitness for the time event competitor, correct application of equine bandages, development of a positive competitive attitude, communication skills as a rodeo competitor, humane treatment of timed event stock, entering rodeos, and selection of proper attire. Lab sessions will deal with practical applications of

Courses of Instruction

material that is presented in the lecture. A \$30 fee will be charged for this course. Verification of a NIRA card will be required. Students may enroll in only one rodeo event class or one rough stock class per semester.

2740 Rodeo Rough Stock III (1L, 2LB, 2CR):

This is the third course in a series of rodeo rough stock events classes. Students will learn about selection of bucking horses and bulls, nutrition, immunization and parasite control for rough stock, safety in loading and hauling broncs and bulls, health certificate and brand inspection regulations pertinent to bucking stock, and financial transactions involved with rodeo. Lab sessions will deal with practical application of material that is presented in the lecture. A \$30 fee will be charged for this course. Verification of a NIRA card will be required. A student may enroll in only one rodeo event class or one rough stock class per semester.

2750 Rodeo Rough Stock IV (1L, 2LB, 2CR):

This is the fourth course in a series of rodeo rough stock events classes. Students will learn techniques for judging each of the different rough stock events as well as public relations involving the rodeo competitor. Lab sessions will deal with practical application of material that is presented in the lecture. A \$30 fee will be charged for this course. Verification of a NIRA card will be required. A student may enroll in only one rodeo event class or one rough stock class per semester.

2760 Rodeo Timed Events III (1L, 2LB, 2CR):

This is the third course in a series of rodeo timed events classes. Students will learn about selection of stock, nutrition, immunization and parasite control for the performance horse and the cattle, hauling horses, and financial transactions involved with rodeo. Lab sessions will deal with practical applications of material that is presented in the lecture. A \$30 fee will be charged for this course. Verification of a NIRA card will be required. Students may enroll in only one rodeo event class or one rough stock class per semester.

2770 Rodeo Timed Events IV (1L, 2LB, 2CR):

This is the fourth course in a series of rodeo timed events classes. Students will learn techniques for judging each of the different timed events as well as public relations involving the rodeo competitor. Lab sessions will deal with practical applications of material that is presented

in the lecture. A \$30 fee will be charged for this course. Verification of a NIRA card will be required. Students may enroll in only one rodeo event class or one rough stock class per semester.

Family and Consumer Science (FCSC)

1010 Perspectives in Family and Consumer Science (2L, 2CR):

This course is designed to explore the history, core concepts, professional experience and career options in the field of Family and Consumer Science. Students will gain experience in online education as well as assessment and goal setting to achieve expectations for professional competencies in the field. Students will begin to develop a professional portfolio as part of this course.

1140 Nutrition (3L, 3CR):

This class will provide the students with a basic background in the six classes of nutrients and the role of each nutrient in food selection, weight loss, and weight maintenance. Basic diet planning principles will be discussed and students will analyze diets in accordance with such principles and propose dietary changes to improve nutritional status. Nutritional status and needs throughout the life span will be presented. Students will become better consumers as they are introduced to reading and interpreting food labels, understanding labeling regulations, and evaluating nutritional claims made by food products and fad diets.

Prerequisite: Placement score for English 1010 or better and Compass score indicating no reading improvement class is required or appropriate ACT scores for English and reading.

1141 Principles of Nutrition (3L, 3CR):

A study of the science of food as it relates to the attainment and the maintenance of health and/or contributes to specific pathologies. Course emphasis will include: principles of nutrition; scientific basis of nutrition; nutrients, their functions, requirements, and interactions; nutritional fads and fallacies; energy consumption; energy expenditure; and metabolism. Special topics will include national and world nutrition and laboratory situations.

Courses of Instruction

2121 Child Development (2L, 3LB, 4CR):

A course in the study of the various societal and cultural influences on the growth and development of children during the early childhood period. Emphasis will be placed on the period from conception to age eleven. Students will observe infants, toddlers, preschoolers, and primary grade children for a total of 30 hours during the semester in order to related theory to the actual behavior of children.

Prerequisite: Concurrent enrollment in EDUC 2005 or documented DFS Pre-Screen or criminal background check within previous 24 months and PSYC 1000 or consent of instructor.

2131 Family Relationships (3L, 3CR):

This course will help the student develop understanding about patterns of interactions at different stages of the family life cycle and transactions between families and other social system.

French-Language (FREN)

1010 1st Year French I (4L, 1LB, 4CR):

Fundamentals of grammar, composition, reading, and conversation.

1020 1st Year French II (4L, 1LB, 4CR):

Continuation of French 1010.

Prerequisite: FREN 1010 with a grade of "C" or better.

Geography (GEOG)

1000 World Regional Geography (3L, 3CR):

Covers the distributions, traits, and processes of the Earth's peoples and landscapes through the perspective of regional geography, which is the study of the spatial relationships of natural environments and human societies.

1020 Human Geography (3L, 3CR):

Analysis of spatial patterns of and interaction between the world's great cultural systems. Topics include settlement patterns, behavior patterns, agricultural land use and resource utilization.

Geology (GEOL)

1070 The Earth: Its Physical Environment (3L, 1LB, 4CR):

Discusses selected topics from geology, astronomy, and meteorology illustrating fundamental concepts, processes, products and the interrelationships among them. Emphasizes nature of science and relationship between selected topics and society.

1100 Physical Geology (3L, 2LB, 4CR):

The study of the earth's physical make-up including rocks and minerals, streams, glaciers, geologic structures, earthquakes and plate tectonics. Laboratory sessions will cover rocks, minerals and topographic maps.

1470 Environmental Geology (3L, 3LB, 4CR):

This course is an application of geologic principles to topical problems in environmental and resource geology. Topics include analysis of environmental issues such as earthquake disaster preparedness, landslides, land use, floods and human occupation, ground water withdrawal and contamination issues, volcanic and coastal hazards, and the response of landscapes and people to resource development (minerals/air/water/energy). Laboratories will be used to analyze and debate data relevant to environmental problems from a geological perspective. Prerequisite: Placement score for ENGL 0640 or better and no reading improvement required, or appropriate reading ACT score.

German-Language (GERM)

1010 1st year German I (4L, 1LB, 4CR):

Explores fundamentals of grammar, composition, conversation, and reading.

1020 1st year German II (4L, 1LB, 4CR):

This course examines fundamentals of grammar, composition, conversation, and reading. Prerequisite: GERM 1010 with a grade of "C" or better.

Courses of Instruction

Health Education-Physical & Health Education (HLED)

1006 Personal Health (3L, 3CR):

A study of health problems as they relate to the development of personal health values leading to an understanding of the responsibility of oneself, the family, community, and the world.

1140 Nutrition (3L, 3CR):

This class will provide the students with a basic background in the six classes of nutrients and the role of each nutrient in food selection, weight loss, and weight maintenance. Basic diet planning principles will be discussed and students will analyze diets in accordance with such principles and propose dietary changes to improve nutritional status. Nutritional status and needs throughout the life span. Students will become better consumers as they are introduced to reading and interpreting labels, understanding labeling regulations, and evaluating nutritional claims made by food products and fad diets. Prerequisite: No reading improvement required.

1221 Standard First Aid & Safety (2L, 2CR):

A study of accident prevention, assessment procedures and immediate first aid care for victims of accidents or sudden illness. The student has the option of receiving certification by the American Red Cross for Adult, Child, Infant CPR (\$5.00) and First Aid (\$5.00).

1280 Drug Use and Abuse (2L, 2CR):

A general study of licit and illicit drugs and their metabolic and central nervous system alterations with special emphasis on the consequent impact on an individual, family, subculture, and world society, both in the past and the present.

Health Technology (HLTK)

Criminal background checks are required for certain courses in this area. The background check with cover sexual offender information, general criminal history, and adult and child neglect information. Student financial aid may be used to cover the cost.

1220 Growth & Development (3L, 3CR):

This course introduces the theories, processes and enhancement of the development of infants, young children, adolescents, and adults. Through

research, discussion, and field observation/participation, the student will study life span growth and development.

1510 Nurse Assistant (3L, 2LB, 4CR):

This course is designed to provide concepts and skills of caring for residents of long-term care facilities under the supervision of licensed nursing personnel. The successful student will be eligible for certification and to function in the field of long term care. It also prepares the student to take the competency exam to become certified in the State of Wyoming. The CNA certificate may be transferred out of state. This course is offered for S/U grade only.

1511 Certified Nursing Assistant II (1CR)

This course is designed to provide additional education for a CNA who has completed fifteen hundred (1500) documented working hours in a healthcare setting. The classes will be offered to meet the needs of the community and are designed to provide additional concepts and skills needed for the care of clients in long term care facilities and for the care of persons with chronic, stable conditions. The student will successfully complete the 40 hour course with a minimum score of 80% to become a CNA II in the state of Wyoming. This course is offered for S/U grade only.

Prerequisite: Wyoming Certified Nursing Assistant Certification(HLTK 1510), fifteen hundred (1500) documented work hours.

1525 Medication Assistant - Certified (4CR):

This course is designed to prepare the student to assume the role and responsibilities of a medication aide after successfully completing the 40 hr CNA II course. The courses will be offered to meet the needs of the community and provide additional concepts and skills needed for the care of clients in long term care under the direction of a licensed nurse. The student will successfully complete the 100 hr course with a minimum score of 80% or better and will meet the requirements needed to take the competency exam give by the Board of Nursing to become certified in the State of Wyoming. This certification will permit the student to enter the healthcare settings with basic nursing care skills needed to become a Medication Aide-Certified. Prerequisite: Registered as a CNA with the Wyoming Board of Nursing
100 Contact Hours

Courses of Instruction

1560 Introduction to Health Careers (1L, 1CR):

This course is designed to introduce the student to the U.S. Health Care Delivery System as well as the health related professions involved in patient care. In addition, other health related professions will be explored. Through classroom content and field observations, the student will investigate the various health/health-related careers.

1650 Advanced First Aid and Basic Emergency Care (2L, 4LB, 3CR):

Provide training in fundamentals of emergency care. Follows State of Wyoming Guidelines to provide students with core knowledge, skills and attitudes to function in the capacity of a first responder.

1690 Emergency Medical Technology (2L, 4LB, 4CR):

This course is a basic EMT class. The structure is dealing with emergency care. This course is offered for S/U grade only.

Prerequisite: High school diploma or High School Equivalency.

1695 Emergency Medical Technology II (2L, 2LB, 3CR):

This course is a basic EMT class. The topics include advanced patient assessment, respiratory system, general pharmacology, and medical emergencies and medications.

Prerequisite: HLTK 1690, EMT I with a grade of "C" or better.

2005 Pre-Screen for Health Tech (OCR):

This course completes the process necessary for the background check required prior to participating in HLTK 1510.

Heavy Equipment Operator (HEQP)

1500 Heavy Equipment Operator (2L, 3LB, 5CR):

The Heavy Equipment Operator course will be a five week (200 hours) course using the National Center for Construction Education and Research (NCCER) curriculum and use PROV national assessments for students. Successful students will receive a level one certification with opportunities to obtain a higher level certification. The NCCER level one certification is a nationally recognized certification by the heavy equipment industry. Students will learn about and operate different pieces of heavy equipment. The course will cover Core

requirements, preventative maintenance, and safe operations of the equipment. Equipment used for this course include Scraper, Dozer, Backhoe/Trackhoe, Loader and Excavator. This course is offered for S/U grade only.

History (HIST)

1110 Western Civilization I (3L, 3CR):

An introductory course in the study of Western civilization with attention given to the political, social, and economic developments from the beginning of civilization to 1650.

1120 Western Civilization II (3L, 3CR):

A continuation of History 1110. From 1650 to the present.

1211 U.S. to 1865 (3L, 3CR):

A general survey course which reviews the United States' history from the colonial period to 1865. Emphasis is placed on the important events and personalities that shaped our nation's heritage. This course meets the requirements of the Wyoming statutes providing instruction in the provisions and principles of the United States and Wyoming constitutions.

Prerequisite: Placement score of ENGL 0640 or better and no reading improvement required, or appropriate ACT score.

1221 U.S. from 1865 (3L, 3CR):

A general survey course which reviews the United States' history from 1865 to the present. Emphasis is placed on the important events and personalities that shaped our nation's heritage. This course meets the requirements of the Wyoming statutes providing instruction in the provisions and principles of the United States and Wyoming constitutions.

Prerequisite: Placement score of ENGL 0640 or better and no reading improvement required, or appropriate ACT score.

1250 History of Wyoming (3L, 3CR):

A study of Wyoming history from the late 18th Century to the present.

1290 History of US West (3L, 3CR):

An introductory course designed to acquaint students with the history of the Trans-Mississippi West. Emphasis is placed on the 19th Century.

Courses of Instruction

1320 World Civilization to 1450 (3L, 3CR):

A history of the world's peoples and civilizations from human prehistory to 1450, with an emphasis on the diversity and interconnectedness of human life in the past, including political, religious cultural, economic and social movements.

Prerequisite: Placement score of ENGL 0640 or better and no reading improvement required, or appropriate ACT score.

1330 World Civilizations from 1450 (3L, 3CR):

A history of the world's peoples and civilizations from 1450 to present, with an emphasis on the diversity and interconnectedness of human life in the past, including political, religious cultural, economic and social movements.

Prerequisite: Placement score of ENGL 0640 or better and no reading improvement required, or appropriate ACT score.

2055 Introduction to Asian Civilization (3L, 3CR):

A survey course which emphasizes the cultural, economic, political, and social development of East Asia or monsoon Asia with special attention paid to India, China, Japan and Korea since the arrival of Europeans in East Asia. The impact of Western technology upon political ideas, cultural-religious values, and economics will be stressed.

2290 North American Indians (3L, 3CR):

This course studies American Indian history through 500 years and across the continent. Considers Indian political, social and economic continuity and change. Focuses on how Indian peoples experienced and responded to times of dramatic change.

Human Development (HMDV)

0510 Fundamentals of Reading I (2L, 2LB, 3CR):

This course is designed to develop reading comprehension and reading vocabulary, as well as general reading strategies. Students will spend 4 hours per week in the classroom. Special emphasis will be placed on reading content-related materials and developing a working vocabulary for general subject reading. Prerequisite: Appropriate score on the placement examination.

0520 Fundamentals of Reading II (2L, 2LB, 3CR):

This course is designed to develop reading comprehension and reading vocabulary, as well as general reading strategies. Students will spend 3 hours per week in the classroom and 1 hour per week in a reading lab. Special emphasis will be placed on reading content-related materials and developing a working vocabulary for general subject reading.

Prerequisite: Appropriate score on the placement examination.

1000 College Studies (1L, 1CR):

This course is designed as a general orientation and a transition to college for all new students and all transfer students who have less than thirty semester hours. This course will enable the student to explore and understand the whole college environment, to identify and utilize campus resources (programs and other courses) that will enhance his/her academic experience. The course will assist the student to begin to develop short and long term academic and career goals. The course will assist the student to identify community resources which will also enhance his/her academic experience.

1025 Orientation to Distance Learning (1L, 1CR):

This course provides an overview of the elements required for successful distance learning. Technological skills and learning strategies necessary for effective interaction with distance courses will be the focus of this interactive orientation. This course is highly recommended for anyone who enrolls in a distance education course. Distance learners may substitute for HMDV 1000 for EWC degree requirements. This course is offered for S/U or letter grade.

Courses of Instruction

1050 Study Strategies (2L, 2CR):

This course is designed to teach skills and attitudes which enable students to achieve their academic goals. Areas addressed will include note-taking, preparation for and taking tests, memory and concentration, effective listening, writing skills, time management, goal setting, and other related skills.

1250 Students by Design (1L, 2LB, 2CR):

This course is designed as a specific orientation and a transition to college life for new students and transfer students who have less than thirty semester hours. This course will combine EWC-specific information with tools to enable the student to explore and understand the impact of economic class on individuals and communities. Investigating society's rules and resources provides a way to understand individuals, institutions, and society. Problem identification, analysis, and a structured process for change offer pathways to solutions for personal and community issues. Students will examine and begin to address the realities of political and economic systems and analyze their situations to achieve change in their own lives. This course may substitute for HMDV 1000 for EWC degree requirement.

1500 Human Development: Empowerment (3L, 3CR):

This course defines the personal qualities and characteristics that contribute to student success as it teaches the attitudes and study skills that contribute to academic achievement. Students become more aware, discover self-motivation, accept personal responsibility, and master self-management techniques through in-class exercises, take-home assignments, and journal writing. The course provides instruction in listening, reading, writing, note-taking, and test-taking skills so that students acquire the disciplines that distinguish life-long learners. This course may be substituted for both HMDV 1000 and HMDV 1050 for EWC degree and elective requirements.

1510 Success in the Workplace (1L, 1CR):

A class designed to emphasize those concepts, skills, and attitudes needed by an individual to have a successful work-related experience. Topics include resumes, workplace ethics, customer relations, and other employment skills.

1550 Lifestyle Management (2L, 2CR):

This class covers basic lifestyle topics to help students become more successful in life and in school. It includes topics in nutrition, exercise, goal setting, resume building, interviewing skills, mental and emotional health topics and working with community resources.

2001 Sophomore Project: Interdisciplinary Writing (3L, 3CR):

This course is designed to be an interdisciplinary approach to research and essay writing, providing students with a variety of research skills and methods. It will stress the APA/MLA documentation style. Emphasis will be placed on critical thinking, analysis, and research. Passing the course with a grade of "C" or better satisfies the Outcomes Assessment activity for Interdisciplinary Studies majors.

Prerequisite: English 1010 with a grade of "C" or better.

Information Management (IMGT)

2400 Introduction to Information Management (3L, 3CR):

Concerned with the role of information systems in managing organizations to make them more competitive and efficient. Specific topics include organizational and technical foundations of information systems and building and managing systems.

Prerequisite: Sophomore standing.

Instructional Technology-Education (ITEC)

2360 Teaching With Technology (1 or 3CR):

This course provides an introduction to effective utilization and integration of information technology with classroom instruction. Topics will include: hardware, software, integrated applications, grade books, Internet, world wide web, e-mail, educational media and evaluation, and educational issues regarding information technology.

Contact hours vary depending on credit hours.

International Studies (INST)

2350 Introduction to Global Studies (3L, 3CR):

Turns an interdisciplinary eye on the contemporary world of consuming and global connections. Takes a broad overview of various approaches to the study of globalization while exploring the links between consumption, civil society, social justice, and ecological integrity.

Courses of Instruction

Internet (INET)

1580 Web Page Authoring (1L, 2LB, 2CR):

This course is intended for the beginning Web page designer. It will familiarize students with HTML (Hypertext Markup Language), XHTML (Extensible Hypertext Markup Language) and CSS (Cascading Style Sheets). Using these tools, students will learn to design their own simple web pages for personal or business use.

1590 Web Page Design (2L, 2LB, 3CR):

This is an introductory course on web page design using design techniques in Dreamweaver. Upon completion of this course, participants will have the necessary skills to design and publish basic custom web sites for viewing on the World Wide Web. Dreamweaver is a web design program used to create multimedia-rich web pages through interactive web pages containing text, images, animation, sounds, and video.

1610 Dynamic Web Graphics: Flash Web Design (2L, 2LB, 3CR):

Dynamic Web graphics allows the Web designer to create animations and Web interfaces. Web pages are used by most businesses today, and skills acquired in this course will help the designer enhance the published Web page.

Journalism (JOUR)

1010 Publications Production I (2LB, 1CR) (Max 4):

Practical experience dealing with campus or campus-related affairs and events. Students may work in writing, editing, advertising, photographic, and/or production areas, including on-line publication. Sustained professional-level performance is required.

Library Science-Education (LIBS)

2280 Literature for Children (3L, 3CR):

Wide reading and discussion of the literature for children is emphasized in this course. Books that have won recognition as distinguished contributions to American and multicultural literature for children are examined. The selection of books for school, home, and public library is considered. In addition to becoming acquainted with a wide sampling of children's literature, students also establish criteria for evaluation and classroom use.

Prerequisite: ENGL 1010 with a grade of "C" or better.

Machine Tool Technology (MCHT)

1500 General Machine Shop (1L, 2LB, 2CR):

This is a course in the theory and practice of hand tools and shop equipment. You will learn the concepts of flatness, squareness, and parallelism. Emphasis is given to good work habits and attitudes needed to perform layout, drilling tapping, filing, grinding, metal cutting, drill sharpening, and letter stamping. Safety and accuracy will be the focus.

1610 Machine Tool Technology I (1L, 2LB, 2CR):

A course providing instruction in turning fundamentals including safety, tooling, feeds, speeds, threading, boring, work holding, and machine maintenance on belt drive and geared head manual lathes. The student will also learn how to calibrate and read a micrometer and a dial caliper.

1620 Machine Tool Technology II (1L, 4LB, 3CR):

This course provides the student with the technical understanding and skill required to do more advanced turning, threading, and boring on the lathe. This is followed by learning to set up and use the vertical mill to cut key seats. Prerequisite: MCHT 1610 with a grade of "C" or better.

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Management-Business (MGT)

1000 Introduction to Supervision (3L, 3CR):

This course seeks to develop an understanding and appreciation of the basic concepts of supervision, to include planning, organizing, human resources management, directing, and controlling. Topics covered also include motivation, delegation, leadership, communications, team-building, total quality management, and discipline. The course should assist one to acquire the skills necessary for effective first-level management.

Marketing (MKT)

1000 Sales (3L, 3CR):

Students will acquire skills and knowledge necessary to achieve success in the sales profession. Students will develop knowledge and an understanding of how to prepare for a selling career, how to better understand their customers, selling techniques and procedures, and how to increase their sales effectiveness.

2100 Principles of Marketing (3L, 3CR):

An overview of marketing including the strategies for product, distribution, promotion, and pricing decisions; the relationship of these decisions to the external environment; global perspectives for tactical and strategic planning related to marketing; and ethics in marketing considerations.

Prerequisite: Sophomore standing.

Mathematics (MATH)

0900 Pre-algebra Arithmetic (3L, 3CR):

This course is designed for those who are weak in basic skills, those who require a review of the fundamentals, and those who desire a chance to develop their self-confidence in mathematics.

This course is a comprehensive study of arithmetic including such topics as operations on whole numbers, primes, fractions, decimals, ratio and proportion, and percents, as well as the use of formulas and introductory algebra skills including the use of a scientific calculator.

Prerequisite: Appropriate score on mathematics placement exam.

0906 Math Lab I (3LB, 1CR):

If the student is having difficulty in Mathematics 0900, or if the student wishes to have lab work time on a regular basis with tutorial assistance,

he/she may take the math lab. The lab would be on a to be arranged basis. The student will be able to register for the lab any time before midterm. This course is offered for S/U grade only.

Prerequisite: Concurrent enrollment in MATH 0900.

0915 Math 0920 Lab (3LB, 1CR):

If a student is having difficulty in Mathematics 0920, or if the student wishes to have lab work time on a regular basis with tutorial assistance, he/she may take the math lab. The lab will be on a to be arranged basis. The student will be able to register for the lab any time before midterm. This course is offered for S/U grade only.

Prerequisite: Concurrent enrollment in MATH 0920.

0920 Elementary Algebra (4L, 4CR):

This is a one-semester beginning course in algebra. Basic concepts of algebra will be studied, including real numbers, linear, quadratic, and rational equations, with emphasis placed on solving "word" or "story" problems.

Prerequisite: A grade of "C" or better in BADM 1005, MATH 0900, or MATH 1515 or appropriate score on math placement exam within one year prior to registering for the course.

0930 Intermediate Algebra (4L, 4CR):

Basic techniques and skills of algebra with applications. Topics include solving linear equations and inequalities, quadratic equations, rational expressions, factoring, exponents, graphing of linear equations and conic sections, and an introduction to functions and logarithms. Prerequisite: MATH 0920 with a grade of "C" or better, or appropriate score on mathematics placement exam within one year prior to registering for the course.

1000 Problem Solving (3L, 3CR):

This course is specifically designed to satisfy basic mathematics requirements at many colleges for students not planning to enroll in Mathematics 1400 or a calculus course. The course treats modern topics chosen for their applicability and accessibility; it provides students with the mathematical and logical skills needed to formulate, analyze, and interpret quantitative arguments in a variety of settings. Statistics is introduced and the use of a calculator is stressed

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in the course.

Prerequisite: MATH 0920 with a grade of “C” or better, or appropriate score on mathematics placement exam within one year prior to registering for the course or an ACT math score of 21.

1100 Numbers & Operations for Elementary School Teachers (3L, 3CR):

This course is for prospective elementary school teachers. The purpose of this course is to prepare students to be competent in teaching the major concepts and practical skills related to the real number system with the four arithmetic operations. Students enrolling in this course must also enroll concurrently in EDEL 1410, Elementary School Math Seminar I.

Prerequisite: MATH 0930 with a grade of “C” or better, or level 2 on the Math Placement Exam or an ACT math score of 21.

1400 Pre-Calculus Algebra (4L, 4CR):

Algebraic equations and inequalities are studied as well as the following functions: polynomial, rational, exponential, and logarithmic. Emphasis is placed on graphing relations and functions.

Prerequisite: MATH 0930 with a grade of “C” or better, or appropriate score on mathematics placement exam within one year prior to registering for the course.

1405 Pre-Calculus Trigonometry (3L, 3CR):

Topics include circular and trigonometric functions and their inverses, identities and equations, complex numbers, and vectors, and applications of these.

Prerequisite: MATH 1400 with a grade of “C” or better, or concurrent enrollment in MATH 1400 or an ACT math score of 25.

1450 Algebra and Trigonometry (5L, 5CR):

This course will cover the topics of Math 1400 and Math 1405 in a single course. Students who have received credit in either of the above courses may not receive credit for Math 1450. Topics to be covered include algebraic equations and inequalities; algebraic functions (polynomial, rational, exponential and logarithmic) with an emphasis on graphing these and other relations; complex numbers; circular and trigonometric functions and their inverses; trigonometric identities and equations; and applications of all of the above.

Prerequisite: MATH 0930 with a grade of “C”

or better, or appropriate score on mathematics placement exam within one year prior to registering for the course or an ACT math score of 23.

1515 Applied Technical Mathematics (3L, 3CR):

A mathematics course for students in the technical fields with applications which stress problem solving techniques, measurement systems (both English and Metric), ratio and proportions, percentages, scale drawings, basic geometry and the use of geometric formulas, the interpreting of graphs and tables, and basic trig functions. This course may not be used to meet the math requirements for AA or AS programs. Prerequisite: MATH 0900 with a grade of “C” or better, or an appropriate score on the placement exam within one year prior to registering for the course.

2120 Geometry & Measurement for Elementary School Teachers (3L, 3CR):

This course is a continuation of MATH 1100. The purpose of this course is to prepare students to be competent in teaching the major concepts and practical skills related to data analysis, probability, geometry and measurement. Students enrolling in this course must also enroll concurrently in EDEL 2410: Elementary School Math Seminar II. Prerequisite: MATH 1100 with a grade of “C” or better.

2200 Calculus I (5L, 5CR):

This course is designed for students in engineering, physics, chemistry, statistics, agriculture, mathematics, and others whose majors require a calculus sequence with emphasis on physical science applications. Mathematical topics included are: plane analytic geometry, differentiation, applications of the derivative, integration, and applications of integration. Students who have earned credit in Mathematics 2350 cannot earn additional credit in Mathematics 2200.

Prerequisites: MATH 1400 and MATH 1405 with grades of “C” or better, or appropriate score on mathematics placement exam within one year prior to registering for the course or an ACT math score of 27.

2205 Calculus II (5L, 5CR):

This is a continuation of Mathematics 2200. Topics covered are trigonometric, logarithmic, and exponential functions, techniques of

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integration, indeterminate forms, and polar coordinates.

Prerequisite: MATH 2200 with a grade of “C” or better.

2210 Calculus III (5L, 5CR):

A continuation of Mathematics 2205 including infinite series, partial differentiation, and multiple integrals. Strong emphasis on vectors in analytic geometry and calculus, with physical applications.

Prerequisite: MATH 2205 with a grade of “C” or better.

2250 Elementary Linear Algebra (3L, 3CR):

Topics include linear equations and matrices, vector spaces, linear transformations, determinants, orthogonality, and eigenvalues and eigenvectors.

Prerequisite: MATH 2205 with a grade of “C” or better.

2350 Business Calculus (4L, 4CR):

Review of functions, their graphs and their algebra; derivatives and their applications; techniques of differentiation; the calculus for the exponential and logarithmic functions with applications to business; integration and applications; differential equations and applications. Students who have earned credit in Mathematics 2200 cannot earn additional credit in Mathematics 2350.

Prerequisite: MATH 1400 with a grade of “C” or better, or appropriate score on mathematics placement exam within one year prior to registering for the course or an ACT math score of 26.

2355 Mathematical Applications for Business (4L, 4CR):

Continues business and economic applications of mathematics from Math 2350. Topics include finance, linear algebra and matrices, linear programming, least squares, probability and statistics. A mandatory computer lab using spreadsheet software will meet one day per week.

Prerequisites: MATH 2200 OR 2350 with a grade of “C” or better; or MATH 1400 with a grade of “C” or better.

Mining Technology (MINE)

1870 MSHA Underground New Miner (2CR):

This course provides 32 of the mandatory 40 hours of Mine Safety and Health Administration for the underground mine instruction. The remaining eight (8) hours of the onsite training is the student’s responsibility and must be completed at an actual mine site. This course is offered for a grade of S/U only.

1875 MSHA Underground Annual Refresher (1/2CR):

This refresher course is offered annually to any individual who has prior certification of completion of an Underground New Miner training program. This course provides eight (8) hours of mandatory MSHA (Mine Safety and Health Administration) training for underground mine workers. This course is offered for a grade of S/U only.

Prerequisite: Non-expired 5000-23, past proof of 5000-23, or signed agreement with employer as experienced miner.

Molecular Biology (MOLB)

2220 Pathogenic Microbiology (3L, 3LB, 4CR):

This course is a lecture and laboratory course which covers bacteria, parasites, viruses and fungi which cause human disease. Laboratory sessions emphasize the techniques used in the identification of disease-causing organisms. Students in biology, allied health, and preprofessional programs would benefit from this course.

Prerequisite: BIOL 1000 or BIOL 1010 with a grade of “C” or better, or approval of instructor.

Music (MUSC)

1000 Introduction to Music (3L, 3CR):

A basic appreciation course in which the student is introduced to the fundamental areas of music study and traditions.

1010 Music Fundamentals (2L, 2CR):

For the non-music major, Music Fundamentals emphasizes the basic skills of reading, writing, and playing music. By the end of the course, each student will be able to play basic melodies, chords, and rhythms on such instruments as the recorder, drums, bells, and piano. Additional instruments may be added. This course does not equal MUSC 1030.

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1030 Written Theory I (3L, 3CR):

The study of the fundamentals of music and of written harmony.

Prerequisite: Concurrent enrollment in MUSC 1035.

1035 Aural Theory I (2LB, 1CR):

Ear training, sight singing, and keyboard harmony.

Prerequisite: Concurrent enrollment in MUSC 1030.

1040 Written Theory II (3L, 3CR):

Continuation of Music 1030.

Prerequisites: MUSC 1030 with a grade of "C" or better and concurrent enrollment in MUSC 1045.

1045 Aural Theory II (2LB, 1CR):

Continuation of Music 1035.

Prerequisite: MUSC 1035 with a grade of "C" or better and concurrent enrollment in MUSC 1040.

1071 Applied Music-Instrument I (4LB, 2CR)(Max 8):

Individual lessons on woodwind, brass, or percussion instruments. One lesson weekly per semester. For beginners, no previous training required.

1073 Applied Music Piano (4LB, 2CR)(Max 4):

Individual lessons in piano for beginners, no previous training required. Twelve lessons per semester. Each lesson is approximately one hour. A computer lab accompanies each lesson. Instruction will concentrate on improving piano skills in technique, basic improvisation and harmonization.

1074 Applied Music Voice (4LB, 2CR)(Max 4):

Individual lessons in voice. One lesson weekly per semester. For beginners, no previous training required.

1150 Guitar I (4LB, 2CR)(Max 8):

Individual lessons in guitar. One lesson weekly per semester. For beginners, no previous training required.

1280 Accompanying (2LB, 1CR)(Max 4):

Supervised practice in the art of accompaniment with discussion of traditional usages as applicable to the various schools and periods of vocal and instrumental solo literature and group literature.

1378 College Band (2LB, 1CR)(Max 4):

Band is open to all college students having previous experience with brass, woodwind, or percussion instruments. A wide variety of styles and musical abilities will be represented. 1 two-hour class period.

1400 Collegiate Chorale (2LB, 1CR)(Max 4):

1404 Master Chorus (2LB, 1CR):

Master Chorus is open to all college students having little to no experience in voice. Although the music is challenging, emphasis is placed on learning and creating a choral repertoire for the group. Music ranges from classical to modern large choral works.

1415 Introduction to Music Technology (1L, 2LB, 2CR):

A beginning course in Music Technology. This course will cover setting up a music workstation, choosing software and equipment. It will also cover the basics of several popular music software programs. In addition to the weekly lecture, students will be able to spend time with a computer music workstation.

2015 Introduction to the Music of the World's Peoples (3L, 3CR):

This course introduces students to the music and cultures of the world's peoples. Students will study, hear, and research music from a wide variety of geographical areas of the world.

2018 Music for Elementary Classroom Teachers (3L, 3CR):

A course designed for prospective, pre-service, or certified elementary teachers, or for those classroom teachers seeking recertification. Students acquire knowledge about materials, instruction, and methods pertaining to the integration of music in the elementary classroom. Hands-on demonstration and class participation are emphasized.

2030 Written Theory III (3L, 3CR):

A continuation of Music 1030 and Music 1040 with added work in harmonic analysis and with some consideration of contrapuntal techniques. Prerequisites: MUSC 1040, MUSC 1045 with a grade of "C" or better, and concurrent enrollment in MUSC 2035.

Courses of Instruction

2035 Aural Theory III (2LB, 1CR):

A continuation of Music 1035 and Music 1045.
Prerequisites: MUSC 1040, MUSC 1045 with a grade of “C” or better, and concurrent enrollment in MUSC 2030.

2040 Written Theory IV (3L, 3CR):

Continuation of Music 2030.
Prerequisites: MUSC 2030, MUSC 2035 with a grade of “C” or better, and concurrent enrollment in MUSC 2045.

2045 Aural Theory IV (2LB, 1CR):

A continuation of Music 2035.
Prerequisites: MUSC 2030, MUSC 2035, and concurrent enrollment in MUSC 2040.

2050 Music History Survey I (3L, 3CR):

A historical survey of the history and literature of Western Music: Ancient Greece through the Baroque period (c.1750). The course examines the cultural context in which the music of a period was created, how music influenced that culture (or how culture influenced the music), and biographical studies of important musicians. May be taken out of sequence (See Music History Survey II).

2055 Music History Survey II (3L, 3CR):

Continuation of Music 2050. A historical survey of the history and literature of Western Music: The Classical period (c.1750) through the present. The course examines the cultural context in which the music of a period was created, how music influenced that culture (or how culture influenced the music), and biographical studies of important musicians.

2071 Applied Music—Instrument (2 or 4CR)(Max 8):

Individual lessons in advanced woodwind, brass, or percussion instrument, with a concentration on breath control, range, resonance, the study of appropriate literature for the student’s instrument and ability. For those students with previous training in woodwind, brass, or percussion. Two credits will equal one (1) one-half hour lesson per week, 4 credits equal one (1) one hour lesson per week. Students are required to practice two hours per week, per credit and complete a practice log of practice sessions.
Prerequisite: MUSC 1071 with a grade of “C” or better.

2073 Applied Music Piano (2 or 4CR)(Max 8):

Individual lessons in piano for intermediate to advanced students or those students with previous training in piano. Students will continue to improve piano skills in technique, sight-reading, harmonization, and improvisation. Two credits will equal one (1) one-half hour lesson per week, four credits equal one (1) one hour lesson per week. Students are required to practice 2 hours per week, per credit and complete a practice log of practice sessions.

Prerequisite: Applied Music-Piano MUSC 1073 with a grade of “C” or better.

2074 Applied Music Voice (2 or 4CR)(Max 8):

Individual instruction in advanced vocal technique with concentration on breath control, range, resonance, placement of the voice, diction, and the study of appropriate literature for each student’s voice and ability. For those students with previous training in voice. Two credits will equal one (1) one-half hour lesson per week, four credits equal one (1) one hour lesson per week. Students are required to practice 2 hours per week, per credit and complete a practice log of practice sessions.

Prerequisite: Applied Music-Voice MUSC 1074 with a grade of “C” of better.

2150 Guitar II (4LB, 2CR)(Max 8):

Individual lessons in guitar.
Prerequisite: MUSC 1150 with a grade of “C” or better.

2455 Convocation (0CR):

Monthly recital hour for student, faculty and guest performances. Required for all music majors and those non-music majors in second year Applied Music courses. This course is offered for S/U grade only. Meets monthly.
Prerequisite: Concurrent enrollment in an Applied Music course.

Courses of Instruction

Nursing Studies (NRST)

1640 Basic Intravenous Therapy Course (2CR):

This Basic Intravenous Therapy for Licensed Practical Nurses Course is directed toward establishing acceptable standards so the student is able to delineate the beginning skills and knowledge needed to administer and manage IV therapy. Basic Guidelines include: background information, legal aspects of IV systems, fluid and electrolyte balance, procedures for venipunctures, prevention and assessment of complications, principles of pharmacology as related to IV therapy, and demonstration and practice of required skills.

Prerequisite: Enrollment in HLTK 2005 or documented DFS pre-screen or criminal background check within previous 24 months.

1645 Advanced Intravenous Therapy Course (2CR):

This Advanced Intravenous Therapy for Licensed Practical Nurses Course is directed toward establishing acceptable standards so the student will be able to safely and competently follow functions and duties, in addition to those identified above, including discontinuing peripheral intravenous therapy for pediatric patients ages 5-12, obtain a blood specimen, medication administration, and management of central lines under the direct supervision of a registered professional nurse, physician, or dentist. This course is offered for S/U grade only.

Prerequisite: Current LPN License and successful completion of NRST 1640 with a grade of "C" or better.

Philosophy (PHIL)

1000 Introduction to Philosophy (3L, 3CR):

This course will introduce the student to the meaning and method of philosophy. Critical examination of life occurs through contact with some of the major philosophers in Western culture. Drawing upon key sources in Western thought, the student will be challenged to begin his/her own critical look at life.

Prerequisite: ENGL 1010 with a grade of "C" or better.

2300 Ethics in Practice (3L, 3CR):

An examination of contemporary ethical conflicts to provide students with a grounding in the language, concepts and traditions of ethics and with the tools necessary to analyze moral

dilemmas in a variety of areas.

Prerequisite: English 1010 with a grade of "C" or better.

PE Activity-Physical & Health Education (PEAC)

All students, except those medically exempted, desiring to receive an Associate of Arts Degree or an Associate of Science Degree from Eastern Wyoming College are required to take two different physical education activity courses which must be taken in separate semesters. Students must select a minimum of one physical education activity course from Area II. Medical exemptions will be allowed only on the receipt of a signed form from the certifying doctor. Note: For those students transferring to the University of Wyoming or Chadron State College, general education credit may not be given for more than one physical education activity class per semester.

Area I-Fitness

1020 Fitness and Conditioning (2LB, 1CR):

Students will evaluate their physical condition relative to cardiovascular endurance, strength, and flexibility. An individualized training program will be developed to improve and/or maintain these aspects of fitness based upon the student's desire.

Concurrent enrollment in PEAC 1032, 1033, 1034, 1035, 1036, 1271, 1273, 1291 is not allowed.

1032 Aerobic Conditioning I/Fitness Center (2LB, 1CR):

This course is designed for individuals interested in improving total fitness through an aerobic based conditioning program. Orientation for the course will include screening, individual fitness assessments, and individualized exercise prescriptions based upon the student's goals. Weight training equipment, bicycle ergometers, treadmills, a rowing machine, elliptical trainers, and other aerobic equipment will be used to improve cardiorespiratory fitness.

Prerequisite: **Students enrolling for a grade must attend an orientation. Students enrolling for an audit, must sign the course waiver upon registration, but need not attend an orientation.**

Concurrent enrollment in PEAC 1020, 1033, 1034, 1035, 1036, 1271, 1273, 1291, 1305 and 2000 is not allowed. These classes are allowed

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access to the Fitness Center as part of the class. Minimum 2 lab hours per week.

1033 Aerobic Conditioning II/Fitness Center (2LB, 1CR):

A continuation of Physical Education 1032, this course allows students the opportunity to attain a high level of total fitness. The course will include, but is not limited to: individual fitness evaluation, computerized analysis of test results, a prescribed exercise program, and an opportunity to attend fitness related seminars. Weight machines, bicycle ergometers, treadmills, ellipticals, a rowing machine, a stairmaster, a step mill, and other aerobic activities will be used to elicit improvements in total fitness. Students will be re-evaluated upon completion of 25 workouts in the Fitness Center.

Prerequisite: **Students enrolling for a grade must: 1) complete PEAC 1032 with a grade of “C” or better within the past calendar year; or 2) complete a re-evaluation if the student has satisfactorily completed PEAC 1032 outside of one calendar year. Student electing to audit the course must sign the course waiver upon registration and are not required to meet the prerequisites.**

Concurrent enrollment in PEAC 1020, 1032, 1034, 1035, 1036, 1271, 1273, 1291, 1305, 2000 is not allowed. These classes are allowed access to the Fitness Center as part of the class. Minimum of 2 lab hours per week.

1034 Aerobic Conditioning III/Fitness Center (2LB, 1CR):

An advanced course in aerobic conditioning designed for individuals interested in attaining a higher level of total body fitness. The course will include individual fitness assessments, computerized analysis of test results, a prescribed exercise program, and the opportunity to participate in a series of fitness related seminars. Bicycle ergometers, mini-tramps, aerobicycles, treadmills, a computerized rowing machine, ellipticals, step mill, stairmaster and other aerobic conditioning activities will be coupled with weight machines to give each student a maximal workout.

Prerequisite: **Students enrolling for a grade must: 1) complete PEAC 1033 with a grade of “C” or better within the past calendar year; or 2) complete a re-evaluation if the student has satisfactorily completed PEAC 1033 outside of one calendar year.**

Students electing to audit the course must sign the course waiver upon registration and are not required to meet the prerequisites. Concurrent enrollment in PEAC 1020, 1032, 1033, 1035, 1036, 1271, 1273, 1291, 1305, 2000 is not allowed. These classes are allowed access to the Fitness Center as a part of the class. Minimum of 2 lab hours per week.

1035 Aerobic Conditioning IV/Fitness Center (2LB, 1CR):

And advanced course in aerobic conditioning designed for individuals interested in attaining a higher level of total body fitness. The course will include individual fitness assessments, computerized analysis of test results, a prescribed exercise program, and the opportunity to participate in a series of fitness related seminars. Bicycle ergometers, mini-tramps, aerobicycles, treadmills, a computerized rowing machine, ellipticals, step mill, stairmaster and other aerobic conditioning activities will be coupled with weight machines to give each student a maximal workout.

Prerequisite: **Students enrolling for a grade must: 1) complete PEAC 1034 with a grade of “C” or better within the past calendar year; or 2) complete a re-evaluation if the student has satisfactorily completed PEAC 1034 outside of one calendar year.**

Students electing to audit the course must sign the course waiver upon registration and are not required to meet the prerequisites. Concurrent enrollment in PEAC 1020, 1032, 1033, 1034, 1036, 1271, 1273, 1291, 1305, 2000 is not allowed. These classes are allowed access to the Fitness Center as a part of the class. Minimum of 2 lab hours per week.

2000 Wellness: Physical Education Concepts/ Fitness Course (1L, 1LB, 1CR):

A course designed to illustrate the relationship between lifestyle (nutrition, exercise, fitness, etc.) and personal wellness. Emphasis is placed on the role of exercise in wellness. Course will include lecture and laboratory experiences. Concurrent enrollment in 1020, 1032, 1033, 1034, 1035, 1036, 1271, 1273, 1291 is not allowed.

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Area II-General Physical Activity

1008 Lifetime Sports (2LB, 1CR):

Students receive a brief introduction to individual and dual sports. Approximately two weeks (4 class periods) will be spent on each of the following: archery, badminton, bowling, golf, horseshoes, racquetball, table tennis, and tennis.

1012 Beginning Swimming (2LB, 1CR):

A course designed for the beginning swimmer. Skills will be taught and measured according to the American Red Cross level for the beginning swimmer.

1040 Trap Shooting I (1/2L, 1/2LB, 1CR):

PEAC 1040 is a course designed for students interested in the safe handling of firearms and beginning shotgun shooting skills and techniques. The course will include instruction concerning Wyoming Hunter Safety rules/regulations, with the discussion of the concept of 'fair chase' and the ethical hunter being emphasized. Approximately 1/2 class time will be spent in the classroom/lecture with the other 1/2 being spent on site at the Goshen County Sportsman Club Rifle Range. Students will pass a 50 point exam with 90% efficiency prior to being allowed to handle a weapon. All times spent at the shooting range will be supervised by a certified Hunter Safety Instructor. Students may provide his/her own shotgun or one will be provided for him/her.

1044 Trap, Skeet, and Sporting Clays (1/4L, 3/4LB, 1CR):

PEAC 1044 is a course designed for the advanced shotgun shooter. The course will include instruction concerning gun safety, hunting regulations, and ethical considerations of the shooter. Instruction will be provided in the skills required to shoot trap, skeet, and sporting clays. Selection of proper equipment, reloading shells, and rules and regulations for ATA will be discussed. Approximately 1/4 class time will be spent in the classroom/lecture with the other 3/4 being spent on site at the Goshen County Sportsman Club Rifle Range. All times spent at the shooting range will be supervised by a certified Hunter Safety Instructor. Students may provide his/her own shotgun or one will be provided for him/her.

Prerequisite: Trap Shooting I or Hunter's Safety Education Certification.

1050 Beginning Tennis (2LB, 1CR):

A course designed to acquaint the student with the equipment, rules, etiquette, scoring, and skills of tennis. Instruction will cover grips, ground strokes, service, volley, and overhead strokes. Singles and doubles strategies will be discussed.

1252 Beginning Badminton (2LB, 1CR):

A course designed to teach the student the following badminton skills: grips, footwork, serve, forehand strokes, backhand strokes, and overhead strokes. Singles and doubles strategies will also be discussed.

1253 Beginning Bowling (2LB, 1CR):

A course designed to acquaint the student with equipment selection, rules and courtesies of bowling as well as the skills and scoring of bowling. Instruction will cover approach, timing, release (delivery), and aiming.

1255 Beginning Golf (2LB, 1CR):

A course designed to acquaint the student with the selection and care of equipment, rules and etiquette of the game, and game skills. Instruction will cover swing, grip, putting, chipping, and driving.

1257 Beginning Racquetball (2LB, 1CR):

A course designed to acquaint the student with rules, etiquette, safety measures, and skills of racquetball. Instruction will cover grip, forehand stroke, backhand stroke, overhand stroke, underhand stroke, and various serves. Singles and doubles strategies will be discussed.

1271 Weight Loss Conditioning (1L, 2LB, 1CR):

Exercise and dietary modifications will be combined in the weight loss course. One classroom session will be held per week and will include information on nutrition, diet analysis, and eating behavior modification, as they relate to weight control and weight loss. Individual weight loss goals will be established for each student. In addition, an individualized exercise program utilizing the Eastern Wyoming Fitness Center will be developed for each student. Students are expected to follow the exercise program in the Fitness Center by working out a minimum of 2 days per week and/or a maximum of 6 days per week.

Concurrent enrollment in PEAC 1020, 1032, 1033, 1034, 1035, 1036, 1273, 1291 is not allowed.

Courses of Instruction

1273 Heavy Resistance Conditioning (2LB, 1CR) (Max 2):

A basic strength training program designed for students interested in developing muscular strength and size. An individualized weight program will be developed for each student in accordance with his/her goal. Students will meet in the Fitness Center, and under the supervision and direction of an instructor, proceed through their individualized programs.

Concurrent enrollment in PEAC 1020, 1032, 1033, 1034, 1035, 1036, 1271, 1273, 1291 is not allowed.

1281 Beginning Casting and Angling (2LB, 1CR):

A course designed to develop basic casting techniques for spin, bait, and fly fishing. Selection, care and repair of equipment will be discussed. Field trip experience will be required.

1305 Heavy Resistance Conditioning II (2LB, 1CR) (Max 2):

An advanced course in basic strength training designed for students interested in developing muscular strength and size. An individualized weight program will be developed for each student in accordance with his/her goal. Students will meet in the Fitness Center, and under the supervision and direction of an instructor, proceed through their individualized programs.

2011 Intermediate Swimming (1CR):

A course designed for the intermediate swimmer. Skills will be taught and measured according to the American Red Cross level for the intermediate swimmer.

Area III-Physical Activity

Courses in Area III, listed below, do not apply toward the physical education activity requirement for any degree or certificate program.

1036 Fitness & Aerobic Conditioning (2LB, 1CR)(Max, Unlimited):

This course provides students the opportunity to pursue individual fitness goals. Emphasis is placed on fitness as a lifelong pursuit with wellness being the ultimate goal. This course will not apply toward any degree or certificate program offered through Eastern Wyoming College. This course is offered for S/U grade only.

Prerequisites: Students enrolling for a grade must: 1) complete PEAC 1035 with a grade of "C" or better within the past calendar year; or 2) complete a re-evaluation if the student has satisfactorily completed PEAC 1035 outside of one calendar year. Students electing to audit the course must sign the course waiver upon registration and are not required to meet the prerequisites.

Concurrent enrollment in PEAC 1020, 1032, 1033, 1034, 1035, 1271, 1273, 1291, 1305, 2000 is not allowed. These classes are allowed access to the Fitness Center as a part of the class. Minimum of 2 lab hours per week.

1291 Individual Adapted Physical Education (2LB, 1CR):

This course is designed to assist students and community members in rehabilitation of either surgeries or physical weaknesses. In order to enroll in this class, the student must be referred by his/her doctor and the doctor must prescribe the exercise program the student will perform. Students thus enrolled will be allowed access to the Fitness Center and must sign an "Assumption of Risk" form prior to his/her first workout. This course is offered for S/U grade only.

Prerequisites: Must have doctor's authorization/prescription of program, and sign release (assumption of risk) form.

Concurrent enrollment in PEAC 1020, 1032, 1033, 1034, 1035, 1036, 1271, 1273 is not allowed.

Physical Education-Athletics (PEAT)

Courses listed below do not apply toward the physical education activity requirement for any degree or certificate program.

2025 Rodeo Activities (1/2L, 1LB, 1CR)(Max 2):

2051 Varsity Golf (1/2L, 1LB, 1CR):

This course may be taken only one time for a grade.

2061 Varsity Golf (1/2L, 1LB, 1CR):

This course is a continuation of PEAT 2051. Prerequisites: PEAT 2051

2062 Varsity Basketball (1/2L, 1LB, 1CR):

This course may be taken only one time for a grade.

Courses of Instruction

2072 Varsity Basketball (1/2L, 1LB, 1CR):

This course is a continuation of PEAT 2062.
Prerequisites: PEAT 2062

2064 Varsity Volleyball (1/2L, 1LB, 1CR):

This course may be taken only one time for a grade.

2074 Varsity Volleyball (1/2L, 1LB, 1CR):

This course is a continuation of PEAT 2064.
Prerequisites: PEAT 2064.

Physical Education Professional-Physical & Health Education (PEPR)

1005 Introduction to Physical Education (2L, 2CR):

An introductory course designed to introduce and orient future teachers of health, physical education, and recreation to the purposes, objectives, obligations, concepts, and opportunities within these fields.

1052 Prevention of Athletic Injuries/Illness (3L, 3CR):

Teaches prospective athletic trainer basic concepts of prevention of injury and illness by use of conditioning, taping, padding, physicals, nutrition and other means.

1061 Majors Basketball (1L, 1LB, 1CR):

Designed for physical education majors and minors, or those wishing a course in coaching basketball methodology. Course focuses on advanced skill development with emphasis on teaching progressions in basketball.

1062 Majors Volleyball (1L, 1LB, 1CR):

Designed for physical education majors and minors. For those wishing coaching volleyball methodology. Course focuses on advanced skill development with emphasis on teaching progressions in volleyball.

2012 Physical Education for Elementary Schools (3L, 3CR):

This course prepares the instructor to plan and instruct a physical education program that will benefit the children of different age and grade levels. Emphasis is placed on learning skill development and human movement of the elementary school child. Class includes a minimum of sixteen hours of field experience under the supervision of an elementary physical education specialist. Students enrolling in this

course must also enroll concurrently in EDUC 2005 or have a documented DFS Pre-screen or criminal background check within previous 24 months.

2017 Water Safety Instructor (1/2L, 1LB, 1CR):

Procedures and standards as required by the American Red Cross in performance and teaching techniques of swimming. Learn to conduct the community water safety class and seven levels of learning to swim.

Prerequisite: Red Cross Instructor Candidate Training.

2395 Physical Education Capstone Experience (1L, 2LB, 2CR):

This course is designed as a capstone class in the area of physical education. As a capstone class, it is designed to be taken in the final semester that a transfer physical education major is in residence at Eastern Wyoming College. The intent of the class is to determine whether or not a graduating student can perform skills and has knowledge competencies of acceptable levels in physical education to merit advancement to junior status at a transfer institution. In each case, a student seeking an A.A. degree in physical education will work with the faculty member assigned to this class to complete skill competency testing, knowledge based competency testing, physical fitness testing, and theory testing. This course is offered for S/U grading only.

Prerequisite: Physical Education, Health and Recreation Major.

Physics (PHYS)

1110 General Physics I (3L, 3LB, 4CR):

A course in elementary college physics designed for premedical, pre dental, pharmacy students, and others not having a calculus background. Students who have earned credit in Physics 1050 cannot earn additional credit in either Physics 1110 or Physics 1120.

Prerequisites: MATH 1400 and MATH 1405 or equivalent with a grade of "C" or better.

1120 General Physics II (3L, 3LB, 4CR):

A continuation of Physics 1110. Students who have earned credit in Physics 1050 cannot earn additional credit in either Physics 1110 or Physics 1120.

Prerequisite: PHYS 1110 with a grade of "C" or better.

Courses of Instruction

Political Science (POLS)

1000 American & Wyoming Government (3L, 3CR):

Fundamental introductory course which meets the requirements of the Wyoming statutes providing instruction in the provisions and principles of the constitutions of the United States and Wyoming. Students cannot earn credit for both Political Science 1000 and Political Science 1050.

Prerequisite: Placement score of ENGL 0640 or better and no reading improvement required, or appropriate ACT score.

1050 Basics in United States and Wyoming Government (2L, 2CR):

An introductory course emphasizing the basic structure and practices of United States and Wyoming government. The course is designed to serve the community college student seeking a two-year terminal degree and satisfies the state requirement. Students cannot earn credit for both Political Science 1050 and Political Science 1000.

1070 Election Campaign Politics (1-2CR)(Max 2):

A course directed to an analysis of the election campaign in the election year. While emphasis will be directed to local and state campaigns, attention will also be devoted to the national campaign. Students will become acquainted with candidates, issues and political behavior associated with election campaigns.

Students taking the class for one hour will be required to meet basic course requirements while students taking class for two hours will be assigned a candidate to assist in the campaign.

1075 Current Issues in Political Science (1L, 1CR) (Max 2):

A course designed to promote an interest and awareness of current issues in our political system and offer a forum for the expression and exchange of political opinion.

1100 Wyoming Government (1L, 1CR):

This course provides an introduction to the Constitution and governmental process of Wyoming. Intended for students who have earned credit for American Government at an out-of-state college or by Advance Placement but have not fulfilled the Wyoming Constitution requirement of University Studies. This course is offered for S/U grade only.

1200 Non-Western Political Cultures (3L, 3CR):

This course will provide the student an opportunity to appreciate the basic aspects of non-western political cultures and philosophies that shape political institutions and practices in Africa, Asia, and the Middle East.

2000 Current Issues in American Government (3L, 3CR):

The purpose of this course is to introduce the student to public analysis and the process of decision making. Attention will be devoted to current issues and topics in American government.

Prerequisite: POLS 1000 with a grade of "C" or better or approval of instructor.

2310 Introduction to International Relations (3L, 3CR):

This course analyzes the nature of international relations, emphasizing various methods of explaining and interpreting international behavior of nation-states. This course illustrates contemporary problems of world politics.

2470 Internship I (6CR):

This course will permit a student to become an intern to a Wyoming legislator during a general or budget session of the Wyoming legislature. The student will assist the legislator on a full-time basis and meet with other interns in a state-wide program under the direction of a state coordinator. 40 hours per week during session. Prerequisite: POLS 1000 with a grade of "C" or better.

Courses of Instruction

Psychology (PSYC)

1000 General Psychology (3L, 3CR):

A general survey of psychology through lecture, discussion, and assigned readings. Major topics will include a brief history of the science of psychology, the scientific method as applied to psychology, and the physiological and psychological bases of behavior. Subtopics will include sensation and perception, motivation, emotion, learning, individuality and personality, mental health, and the life span development of the individual.

2000 Research Psychological Methods (3L, 2LB, 4CR):

An introduction to some of the methods of investigating psychological questions. Students are exposed to the various research strategies ranging from observational to experimental designs. Topics include identifying research questions, designing topic proposals, conducting basic research, gathering data, performing statistical analyses, interpreting results, critiquing published research, writing in scientific style, and developing familiarity with the APA format. Prerequisite: Completion of PSYC 1000 and ENGL 1010 with grades of "C" or better.

2080 Biological Psychology (3L, 3CR):

Introduces biological bases of behavior. Includes ethology and comparative behavior, psychobiological development, physiological and sensory mechanisms of behavior, and evolution and behavioral genetics. Presents basic structural and functional properties of the nervous system. Prerequisite: PSYC 1000 General Psychology and BIOL 1000 Principles of Biology or BIOL 1010 General Biology I with grades of "C" or better.

2125 Forensic Psychology (3L, 3CR):

This course introduces the criminal justice/social science major to the uses of psychology in the field. Topics covered include basic criminal profiling, suspect interviewing, psychological theories of crime/delinquency, victimology, legal applications of psychology in conducting assessments, and correctional psychology. Prerequisite: PSYC 1000 General Psychology and CRMJ 2120 Introduction to Criminal Justice or permission of Instructor.

2210 Drugs and Behavior (3L, 3CR):

A survey of the effects of various drugs on behavior. This course focuses on the behavioral, social, historical, and medical aspects of each major class of psychoactive drugs. Prerequisite: A grade of "C" or better in PSYC 1000.

2300 Developmental Psychology (3L, 3CR):

The development and behavior of children from conception through adolescence is stressed. Emphasis is placed on the major roles played by maturation and learning in the growth of a child. Prerequisite: A grade of "C" or better in PSYC 1000.

2330 Psychology of Adjustment (3L, 3CR):

A study of the individual's adjustments to the problems of everyday life. Emphasis is given to the discovery of self and the identification of integrative and non-integrative adjustments as they affect self-fulfillment. Prerequisite: A grade of "C" or better in PSYC 1000.

2340 Abnormal Psychology (3L, 3CR):

A survey of major mental and behavioral disorders which explores the identification of types of disorders, their etiology, and potential treatment methods. Prerequisite: A grade of "C" or better in PSYC 1000.

2380 Social Psychology (3L, 3CR):

An exploration of social behavior through the viewpoint of psychological theories and research. Topics include, but are not limited to, the science and methods for exploring social behavior, social cognition, culture and socialization, the "self," interpersonal perception and attraction, conformity, leadership, aggression, and persuasion and propaganda. Prerequisite: A grade of "C" or better in PSYC 1000.

Courses of Instruction

Range Ecology and Watershed Management (REWM)

2000 Principles of Range Management (3L, 3CR):

An introductory course that presents systems of grazing, livestock management on the range, measurement of grazing capacity and forage use, and range improvements including revegetation, weed control, and fertilization.

Prerequisite: BIOL 1010 or BIOL 1000 with a grade of “C” or better or instructor approval.

2500. Rangeland Plant Identification. (1L, 2LB, 2CR):

Sight identification and distribution of western U.S. rangeland plants.

Prerequisite: BIOL 1010 or BIOL 1000 with a grade of “C” or better.

Religion (RELI)

1000 Introduction to Religion (3L, 3CR):

An introduction to world religions. A multi-disciplinary approach is utilized to investigate the similarities and differences that exist between a variety of religions.

Prerequisite: ENGL 1010 with a grade of “C” or better.

Renewable Resources (RNEW)

2100 Forest Management (3L, 3CR):

A discussion of the objectives and the general principles of forestry, including identification of trees, forest production, methods of cutting and measuring forest, forest conservation, range management, wildlife management, and forest recreation.

Prerequisite: BIOL 1000 or 1010 with a grade of “C” or better.

Safety Education (SAFE)

1510 OSHA General Industry Safety (1L, 1CR):

This course is designed to familiarize students with OSHA rules and regulations pertaining to general industry. Students will be introduced to policies, procedures, and standards that relate to all aspects of general industry safety, and awareness on the job site.

1535 OSHA Construction Safety Refresher (1/2L, 1/2CR):

This course is designed for anyone in the construction industry. The course reorients how one can prevent oneself and others from being injured in their work environments. A variety of topics come from the Occupational, Safety, and Health Act of 1970. This course is offered for S/U grade only.

1536 OSHA Industry Safety Refresher (1/2L, 1/2CR):

This course is designed for industrial workers and supervisors with safety and health responsibilities. Students will be introduced to OSHA policies, procedures and standards as well as general industry safety and health principles covered in OSHA Act Part 1910. This course is offered for S/U grade only.

1705 OSHA Construction Safety (2L, 2CR):

This course is designed to raise awareness within construction and industry working environments. The course illustrates how one can prevent oneself and others from being injured in their work environments. A variety of topics come from the Occupational, Safety, and Health Act of 1970. This course is offered for S/U grade only.

Courses of Instruction

Social Science (SOSC)

2395 Social Science Capstone Experience (1L, 1CR):

The Social Science Capstone Experience is directed toward the application of broad principles in the social sciences with specific attention given to the student's discipline of study. The course seeks to enhance and enrich the student's academic background, and involve the student in activities/experiences that demonstrate an ability to continue to study in the social science. This course is offered for S/U grade only.

Prerequisite: Sophomore standing, major in social science, semester of graduation.

Social Work (SOWK)

2000 Introduction to Social Work (3L, 3CR):

A foundation course designed to explore the institution and profession of social work and the field of Social Welfare.

Sociology (SOC)

1000 Sociological Principles (3L, 3CR):

An introductory course providing both a survey of the discipline and a foundation for other sociology courses. Major areas of interest being explored range from small groups and families to bureaucracies and social movements. Significant concepts and theories are introduced along with the tools of social research. Though much attention is given to contemporary American society, comparative and historical material is included.

1100 Social Problems (3L, 3CR):

This course explores various approaches to defining and identifying social problems and applies basic sociological concepts and methods to the analysis of selected social problems and issues. Emphasis is placed on the contemporary society of the United States. Cross-cultural and historical comparisons are presented where relevant.

2200 Sociology of Human Sexuality (3L, 3CR):

An investigation of human sexuality as a social and cultural phenomenon. Theoretical issues of human sexuality are related to empirical evidence in discussing social attitudes and actual behavior with American society.

Prerequisite: PSYC 1000 or SOC 1000 with a grade of "C" or better.

2350 Race and Ethnic Relations (3L, 3CR):

Examines relations among minority and dominant groups with an emphasis on the society and culture of the United States. Relevant cross-cultural analysis will also be included.

Prerequisite: SOC 1000 or ANTH 1200 with a grade of "C" or better.

2400 Criminology (3L, 3CR):

An introduction to the study of the nature and causes of criminal behavior. Biological, psychological, and sociological theories are examined. Types of criminal behavior, historical perspectives, crime statistics, and current trends are also covered. Students cannot earn credit for both SOC 2400 and CRMJ 2400.

Prerequisite: SOC 1000 with a grade of "C" or better.

Soil Science-Agriculture (SOIL)

2200 Applied Soils (2L, 2LB, 3CR):

An applied study of the composition and general properties of soils. Emphasis is given to the practical management of those properties and a study of those factors which must be considered in the proper management of those soils.

2300 Soil Science and Fertilizer Technology (2L, 2CR):

A study of soil fertility and plant nutrition in crop production. Soil-plant relations, diagnostic techniques and methods of evaluating soil fertility are emphasized.

Prerequisite: CHEM 1010 with a grade of "C" or better.

Spanish-Language (SPAN)

1010 1st Year Spanish I (4L, 1LB, 4CR):

Fundamentals of grammar, composition, reading, and conversation.

1020 1st Year Spanish II (4L, 1LB, 4CR):

A continuation of Spanish 1010.

Prerequisite: SPAN 1010 with a grade of "C" or better.

2030 2nd Year Spanish I (4L, 1LB, 4CR):

Progressive reading of Spanish prose with additional review in verbs, idioms, and conversation.

Prerequisites: SPAN 1010 and SPAN 1020 each with a grade of "C" or better.

Courses of Instruction

Speech Pathology & Audiology (SPPA)

1050 Beginning Sign Language (2-3CR):

This introductory course teaches the use of sign language to familiarize students with communication for the teaching of hearing impaired children. This course is offered for S/U grade only.

Statistics (STAT)

2050 Fundamentals of Statistics (4L, 4CR):

A presentation of the central ideas and applications of statistical inference. Topics include the collection and tabulation of data, statistical description of frequency distributions, elements of probability, applications of statistical distributions, confidence interval estimation, tests of hypotheses, analysis of variance for the one-way classification, and simple linear regression and correlation. Credit cannot be earned for both STAT 2050 and STAT 2070.

Prerequisite: MATH 1000 or MATH 1400 or equivalent with a grade of "C" or better.

2070 Introductory Statistics for the Social Sciences (4L, 4CR):

This course presents central ideas of descriptive statistics and statistical inference, as applied to questions in social sciences. Includes graphs, averages, sampling, estimation, hypothesis-testing and relationships between variables. Introduces associated computer skills. Credit cannot be earned for both STAT 2050 and STAT 2070.

Prerequisite: MATH 1000 Problem Solving with a grade of "C" or better.

Technology (TECH)

1005 Applied Technical Writing (3L, 3CR):

This course focuses on developing the skills needed to write clearly and concisely on the job. Topics include: technical definitions, summary preparation, technical reports, memos, and business letters. The course also includes oral presentations, job search preparation, and word processing and e-mail correspondence in business. This course is intended for students in technical programs.

Prerequisite: Compass Placement Test Score of 31 or higher.

1750 Professional Development & Leadership (1/2L, 1/2 LB, 1/2CR)(Max 2):

In today's demanding marketplace, students need to be prepared to sell themselves and their skills. This course is an employability skill-building program designed to help students develop an extra edge and help employers gain valuable workers. By reinforcing school-to-work competencies of students, it is designed to develop the student in four areas: as an individual, as a team member, as a leader and as an employee.

1980 Cooperative Work Experience (1-8CR):

An enhancement to the student's curriculum that can become a valuable part of the student's college education. It provides students the opportunity to apply their classroom learning in the work environment. A minimum of 100 hours of on-the-job training represents one semester hour.

Theatre & Dance (THEA)

1000 Introduction to Theatre (3L, 3CR):

A brief history of world theatre and the study of modern American theatre, movies, and television.

2050 Theatre Practice (1-3CR)(Max 5):

A practical course in the application of scenic construction, set design, lighting design, make-up, costuming, publicity or performance. Students will work in the theatre shop, on crews, or in performance. This course is offered for S/U grade only.

A minimum of 30 lab hours per credit hour.

Truck Driving Training (TTD)

1500 Novice CDL Training (5CR):

This course prepares the student to take the state required CDL test. It is designed primarily for the energy service industry. On and off highway terrains are utilized as well as late model tractors and loaded trailers, tankers, and high center point of gravity loads may be used in training. Simulation may also be used to replicate dangerous, expensive, or hard-to-duplicate scenarios. Upon completion of this course, students must make arrangements to take the DOT test to be issued their commercial driver's license.

Prerequisite: Students attending this course must have completed written exams for the Department of Motor Vehicles and obtained a Commercial Driving Permit for class A or

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class B vehicles with an Air Brake endorsement. Students must present a valid Federal Department of Transportation (DOT) medical examination certificate and valid Social Security card on the first day of class. This course is offered for S/U grade only.

80 hours lecture, 20 hours drive time.

Veterinary Technology (VTTK)

Criminal background checks are required prior to entry into this program. The background check with cover sexual offender information, general criminal history, and adult and child neglect information. Student financial aid may be used to cover the cost.

Enrollment in Veterinary Technology courses is restricted to Veterinary Technology majors (unless approval is granted by the Division Chair for Sciences.)

1001 Animal Care I (1LB, 0CR):

Students in the Veterinary Technology program are required to work a minimum of 1 hour per week caring for program and shelter animals and a minimum of 1/2 hour per month attending meetings on the Veterinary Technology program while they are enrolled in this course. The course is designed to enrich the material students are learning in the classroom as well as to promote high quality animal care. This course is offered for S/U grade only.

1002 Animal Care II (1LB, 0CR):

This course is a continuation of Animal Care I. This course is offered for S/U grade only. Prerequisite: VTTK 1001 Animal Care I.

1500 Orientation to Veterinary Technology (2L, 2LB, 3CR):

This course is an introductory course in veterinary technology. Lectures will include metric conversions, clinical sanitation, the profession of veterinary technology, veterinary technology ethics, communications in the veterinary hospital, patient history and physical examinations and breed identifications of cattle, horses, sheep, pigs and goats. Laboratory sessions will cover restraint and physical examination of domestic species and veterinary instrument identification. Students will be assigned dates to be responsible for the care of dogs, cats and large animals kept by the Veterinary Technology Department. Prerequisite: Placement score for

ENGL 0640 or higher and MATH 0900 or higher and no reading improvement required or consent of instructor. A substantial fee is required for this course in order to offset the cost of pre-exposure rabies vaccination for students.

1510 Clinical Techniques I (1L, 2LB, 3CR):

This course is intended for students seeking a veterinary aide certificate. Lectures will include general office procedures, client communication in the veterinary hospital, inventory management, basic medical record keeping, clinical sanitation, basic understanding of common diseases and medical conditions seen in animals.

Prerequisite: Placement score for TECH 1005/ENGL 0640 or higher, MATH 0900 or higher and no reading improvement required.

1520 Clinical Techniques II (1L, 4LB, 4CR):

This course is designed for those students interested in learning elementary veterinary techniques associated with pharmaceutical calculations, pharmacology, urinalysis, hematology, parasitology and diagnostic imaging. This course is required for the Veterinary Aide Certificate Program.

Prerequisite: Placement score for TECH 1005/ENGL 0640 or higher/MATH 0900 or higher and no reading improvement required.

1550 Practical Surgical & Medical Experience I (2L, 2LB, 3CR):

Instruction and experience are provided in practical aspects of veterinary surgical and medical nursing. All diagnosing and surgery will be performed by a staff veterinarian. Both large and small animals are used for laboratory sessions. Prerequisite: VTTK 1600 and VTTK 1630 with a grade of "C" or better, VTTK 2500 with a grade of "C" or better or concurrent enrollment in VTTK 2500.

1600 Clinical Procedures (2L, 3LB, 3CR):

This course continues with the professional activities of a Veterinary Technician. Lectures will cover veterinary medical records, patient histories, OSHA and safety in the veterinary hospital, general animal nursing, euthanasia of animals, grief counseling of clients, first aid care of animals and breed identification of cats and dogs. Laboratory sessions include practical application of clinical techniques commonly done by veterinary technicians in the treatment of animals. Students will be assigned dates to be responsible for the care of dogs, cats and

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large animals kept by the Veterinary Technology Department. Prerequisite: VTTK 1500 with a grade of “C” or better.

1610 Anatomy and Physiology of Domestic

Animals (3L, 2LB, 4CR):

This course covers comparative anatomy and physiology of domestic animals. The first semester covers integument, skeletal, muscle, and circulatory systems. Students cannot earn credit for both VTTK 1610 and ANSC 1610.

Prerequisite: VTTK 1925 or CHEM 1000 with a grade of “C” or better and VTTK 1950 or BIOL 1010 with a grade of “C” or better. Placement score of ENGL 0640 or higher and no reading improvement required.

1620 Anatomy and Physiology of Domestic

Animals II (3L, 2LB, 4CR):

This course is a continuation of VTTK 1610. Systems covered include: respiratory, digestive, nervous, endocrine, senses, urinary, and reproductive. Students cannot earn credit for both VTTK 1620 and ANSC 1620.

Prerequisite: VTTK 1610 or ANSC 1610 with a grade of “C” or better.

1625 Laboratory Analysis (1/2L, 1LB, 1CR):

Urinalysis is a lecture/laboratory course which provides instruction in the evaluation of physical and chemical properties of urine, as well as in the microscopic examination of urine sediment. Also included in this course is the instruction in the measurement of the chemical constituents of various body fluids, particularly serum and plasma. The relationship of the test results with organ function in health and disease are stressed.

Prerequisite: Successful completion of VTTK 1620 with a grade of “C” or better.

1630 Veterinary Hematology (2L, 2LB, 3CR):

This course provides instruction in the principles of obtaining and examining blood samples from different species of animals commonly seen in veterinary practice today. The laboratory sessions include a practical approach to staining and evaluating the blood of animals in both healthy and disease conditions. Emphasis is placed on the recognition of the types and development stages of erythrocytes and leukocytes. Blood coagulation mechanisms, the immune system, preparation and handling of cytology samples and training in the use of automated cell counters are also included.

1700 Medical Terminology (2L, 2CR):

This course will introduce students to terminology that they will use in succeeding veterinary technology courses, report writing, professional practice, and professional reading. Emphasis will be placed on word usage, word meanings, and word pronunciations.

Prerequisite: Placement score for ENGL 0640 or higher and no reading improvement required.

1750 Veterinary Pharmacology (3L, 2LB, 4CR):

This class introduces the basic principles of the uses of therapeutic agents in veterinary medicine and the classification of therapeutic agents in common use. Specific subject matter includes definitions and terminology; routes of administration and dosage forms; history of pharmacology; measurements used in pharmacology; actions and effects of drugs; assimilation and elimination of drugs in animals; regulation of the manufacture, sale, and use of drugs; factors that modify drug action; and study of classes and examples of specific drugs. Laboratory exercises allow the student to actually practice filling prescriptions, writing prescription labels, making entries into medical records and into both written and computerized drug logs. Compounding of medications is demonstrated and students are required to formulate percent solutions and mixed solutions (medical cocktails) under direct veterinary supervision.

Prerequisite: Placement score for ENGL 0640 or higher and MATH 0900 or higher and no reading improvement required and VTTK 1925 with a grade of “C” or better.

1751 Pharmaceutical Calculations (3L, 3CR):

A course designed to introduce students to basic mathematical calculations used in the field of pharmacology. Major topics to be covered include: guidelines for writing prescriptions, abbreviations used in prescription writing, drug dose calculations using both the ratio and the factor label method, metric conversions, and medication dispensing.

Prerequisite: MATH 0900 with a grade of “C” or better or appropriate score on placement exam or MATH ACT of 21 or better.

1755 Veterinary Parasitology (2L, 1LB, 2CR):

This course will introduce students to the macro-parasites that commonly infect veterinary species. Students will learn how to collect samples, perform diagnostic tests on these

Courses of Instruction

samples, identify parasites, and will gain hands-on experience in these areas. In addition, material covering prevention, treatment, life cycles, and clinical disease will be presented.

Prerequisite: BIOL 1000, or BIOL 1010, or CHEM 1000, or CHEM 1020, or AECL 1000 or VTTK 1925, or VTTK 1950 with a grade of “C” or better.

1925 Introductory Chemistry for Life Sciences (2L, 2CR):

This is an eight week course in which students learn the basic facts, concepts, and terminology of Chemistry. An effort is made to relate content to students’ daily lives and provide a foundation for the study of biology and other science courses. Topics include matter and its physical states, atomic structure, the periodic table, simple nomenclature, chemical reactions and rates, equilibriums, solution chemistry and concentrations, chemical bonding, gas laws, and acids, and buffers.

Prerequisite: MATH 0900 with a grade of “C” or better or concurrent enrollment in MATH 0900 or a placement test recommendation for MATH 0920 or a higher level course; no reading improvement required.

1950 Introductory Cellular Biology (2L, 2CR):

This course is a half-semester, lecture-only course designed specifically for veterinary technology students to provide a basic understanding of cellular biology that will aid them in future vet tech classes. It is designed to follow the half-semester chemistry course (Introductory Chemistry for Life Sciences) for veterinary technology students. Topics to be discussed include biomolecules (proteins, carbohydrates, lipids, and nucleic acids), basic cell structure and function, energy and enzymes, cellular respiration, DNA structure and function, cellular division through both mitosis and meiosis, protein synthesis through transcription and translation, and basic genetics/patterns of inheritance.

Prerequisite: No reading improvement required.

2001 Animal Care III (1LB, 0CR):

This course is a continuation of Animal Care II.

This course is offered for S/U grade only.

Prerequisite: VTTK 1002 Animal Care II.

2002 Animal Care IV (1LB, 0CR):

This course is a continuation of Animal Care III.

This course is offered for S/U grade only.

Prerequisite: VTTK 2001 Animal Care III.

2500 Veterinary Anesthesia and Analgesia (2L, 2LB, 3CR):

This course covers fundamental skills and knowledge necessary to administer anesthesia and provide pain relief to common domestic species. The laboratory portions are small groups of approximately 6 students and consist of hands on experience to safely manage small and large animals in all stages of anesthesia.

Prerequisite: VTTK 1600 and VTTK 1750 and VTTK 1751 and VTTK 2510 with a grade of “C” or better.

2505 Diagnostic Imaging (1L, 2LB, 2CR):

This course provides instruction to safely produce diagnostic radiographic and ultrasound images. Topics will also include basic principles of advanced imaging. Laboratories introduce students to techniques to position and prepare dogs, cats and horses for radiographic and ultrasound studies.

Prerequisite: VTTK 1600, VTTK 1750, VTTK 1751 and VTTK 2510 with a grade of “C” or better.

2510 Clinical Experience I (1CR):

First-year students spend a minimum of 40 hours at a veterinary clinic of their choice, approved by the instructor. The emphasis of this course will be on observation of the normal workings of a veterinary practice. Course requirements can be fulfilled at any time or times that do not conflict with regular semester courses, such as winter interim session, spring break, summer, or weekends during the regular semester. This course must be completed before the beginning of the third semester in veterinary technology. The instructor must have information identifying the site for the completion of VTTK 2510 five working days prior to the start date for Clinical Experience I.

Prerequisite: VTTK 1500 with a grade of “C” or better or concurrent enrollment in VTTK 1500.

2520 Clinical Experience II (1CR):

This course is a continuation of Clinical Experience I, but emphasizes hands-on experience by the student. A minimum of 40 hours must be spent at a veterinary clinic of the student’s choice, approved by the instructor.

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Course requirements can be fulfilled at any time or times that do not conflict with regular semester courses, such as summer, winter interim session, spring break, or weekends during the regular semester. This course can be taken at the same clinic as Clinical Experience I. The requirements cannot be completed concurrently with Clinical Experience I, and must be completed before Clinical Experience III. The instructor must have information identifying the site for the completion of VTTK 2520 five working days prior to the start date for Clinical Experience II.

Prerequisite: VTTK 1500, VTTK 1550, VTTK 1600, VTTK 1625, VTTK 1630, VTTK 1755, and VTTK 2510 with a grade of "C" or better.

2550 Practical Surgical & Medical Experience II (2L, 2LB, 3CR):

This course is a continuation and expansion of Veterinary Technology 1550. Instruction and experience will continue in practical aspects of veterinary surgical and medical nursing. All diagnosing and surgery will be performed by a staff veterinarian. Both large and small animals are used for laboratory sessions.

Prerequisite: VTTK 1550 with a grade of "C" or better and VTTK 2500 with a grade of "C" or better.

2600 Diagnostic Microbiology (2CR):

This is a lecture and laboratory course which provides instruction in the fundamentals of microorganisms and their role in disease production. Laboratory exercises introduce the student to the techniques utilized in the identification of bacterial, fungal, and viral veterinary pathogens.

3 hours a week for 8 weeks lecture, 2 hours a week for 16 weeks lab.

2610 Infectious Diseases (3L, 3CR):

Instruction is provided in the basic principles of infection, including etiologic agents, pathogenicity, and host's immune response. Much of the course consists of descriptions of infectious diseases of veterinary and zoonotic importance. Topics covering the use and prevention of infectious agents which may be employed as weapons in bio-terrorism are also included.

2620 Noninfectious Diseases (3L, 3CR):

An introductory course on the causes, appearance, and handling of noninfectious diseases in companion and economic animals. Instruction covers traumatic, metabolic, nutritional, immune-mediated, neoplastic, congenital, toxicologic, and physical causes of disease.

2700 Laboratory and Exotic Animals (2L, 2LB, 3CR):

An introduction to the uses, care, housing, and diseases of laboratory and exotic animal species is provided, both in commercial usage and in the home/pet environment. Emphasis is on the mammalian species, with information also provided concerning reptiles and birds. The course includes hands-on laboratory training in animal handling and restraint along with training in blood collection, drug dosing and administration, anesthesia, and related techniques. Students will be assigned dates to be responsible for the care of all vivarian animals kept by the Veterinary Technology Department.

2750 Clinical Problems (2L, 2LB, 3CR):

This course consists of one lecture hour per week of preparation for the job market, the comprehensive examination and the Veterinary Technician National Examination. One hour of lecture and two hours of lab per week will involve actual or developed veterinary clinical activities that faculty present for students to work through. The final examination for this course will be the Veterinary Technology Program Comprehensive Examination that students must pass with a 70% or better to successfully complete this course. Prerequisites: All veterinary technology courses with a grade of "C" or better except VTTK 2950 (concurrent enrollment in veterinary technology courses is acceptable).

2810 Veterinary Office Procedures (1/2L, 1LB, 1CR):

The course covers office procedures that a veterinary technician would be expected to participate in when working in a veterinary situation. Topics covered include medical records, computerized recordkeeping, veterinary ethics, telephone communications, and working relationships in the veterinary hospital.

2815 Large Animal Techniques (2LB, 1/2CR):

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The work in this lab course will be done by the students under supervision. Techniques to be studied include: physical restraint in various species, breeding soundness evaluation for bulls, castration of various species, dehorning of cattle and goats, reduction of genital prolapse in cattle and sheep, fluid therapy techniques in various species, venipuncture for blood collection and/or IV therapy in various species, paracentesis of the abdominal cavity in cattle, local and general anesthesia techniques in various species, and some obstetrical techniques. This course is offered for S/U grade only.

2816 Large Animal Techniques II (2LB, 1/2CR):

This lab course is similar to Large Animal Techniques I; however, different procedures will be practiced. This course is offered for S/U grade only.

2900 Nutrition in Veterinary Medicine (3L, 3CR):

(3 hours of UW Transferable Elective)

Topics in this course include a brief review of chemical principles relevant to nutrition; classification of nutrients and feeds; basic anatomy and physiology of the digestive systems of domestic animals; basic nutritive processes including ingestion, digestion, absorption, circulation, metabolism, and excretion; specific feeding programs for various classes of cattle, swine, horses, and companion animals. Basic ration formulations for beef cattle and small animals are stressed as are other species on a comparative basis.

Prerequisite: VTTK 1925 with a grade of "C" or better.

2950 Clinical Experience III (3CR):

This course consists of 320 hours of work experience during which the student works in veterinary or veterinary-related institution that has been approved by the instructor. Evaluation forms are completed by the cooperating establishment. This course is offered for S/U grade only. The instructor must have information identifying the site for the completion of VTTK 2950 five working days prior to the start date for Clinical Experience III.

Prerequisites: VTTK 2520 with a grade of "C" or better or concurrent enrollment in VTTK 2520.

Welding Technology (WELD)

0500 Intro to Shielded and Metal Arc Welding (2LB, 1CR):

A 30 hour welding course using the shielded metal arc welding process. The course provides the training to weld light and medium thickness sheet and plate in all positions using E6010 and E7018 electrodes.

This course is offered for S/U only.

0600 Flux Cored Arc Welding (2LB, 1CR):

A 30 hour welding course using the flux cored arc welding process. The course provides the training to weld medium and thick (3/4") in all positions using .045" electrode wire.

This course is offered for S/U only.

0700 Virtual Reality ARC Welding (1/2L, 1LB, 1CR):

Instruction, study, and welding practice using a virtual reality welding simulator to supplement and enhance welding training.

0800 Maintenance and Repair Welding (2LB, 1CR):

A 30 hour welding course using shielded metal arc welding (stick) and gas metal arc welding (wire) processes. The course provides the training to weld light and medium thickness sheet and plate in all positions.

This course is offered for S/U only.

1520 Welding for Fun (1L, 2LB, 2CR):

This course will feature safety and basic welding procedures for those individuals who are interested in the more artistic aspects of welding. This course is not intended for those pursuing certification standards or job-entry level skills. 1 hour lecture, 2 hours lab.

1650 Print Reading: Welding Symbols (3L, 3CR):

This course teaches the fundamentals of shop print interpretation as applied in the welding trade, including the standard American Welding Society (AWS) symbols used in design, fabrication, and construction.

1700 General Welding (1L, 5LB, 3CR):

The study of shielded metal arc welding, oxyacetylene welding, cutting and brazing processes. The student will develop the skills necessary to produce good quality welds on mild steel joints using filler materials commonly used in industry. Manual oxyacetylene cutting of straight and bevel cuts. Safety practices will be included.

Courses of Instruction

1755 Shielded Metal Arc Welding (1L, 9LB, 5CR):

Training to develop the manual skill necessary to make high quality shielded metal arc welds in the flat and horizontal positions on mild steel plate, single and multiple pass. To weld using mild steel electrodes, low hydrogen electrodes and iron power electrodes using DC welding power sources.

1760 Advanced Shielded Metal Arc Welding (8LB, 4CR):

This course provides the training in shielded metal arc welding (SMAW) to develop the manual skills necessary to produce high quality multipass fillet and groove welds on medium thickness mild steel plates with backing in all positions.

Prerequisite: WELD 1755.

1772 FCAW (4LB, 2CR):

The study of flux cored arc welding (FCAW) fundamentals and safety. It provides training to develop the manual skills necessary to make high quality welds in all positions on mild steel plates.

1773 GMAW (4LB, 2CR):

The study of gas metal arc welding (GMAW) fundamentals and safety. It provides training to develop the manual skills necessary to make high quality welds in all positions on mild steel plates.

1780 GTAW - Plate (6LB, 3CR):

The study of gas tungsten arc welding (GTAW) fundamentals and safety. It provides training to develop the manual skills necessary to make high quality GTAW welds in all positions on mild steel, stainless steel and aluminum, using both direct and alternating current.

1850 Fundamentals of Fabrication (1L, 2LB, 2CR):

This course will provide the fundamentals of layout and fabrication for general shop weldments. The course will teach the basic tools and techniques for common shop layout and fabrication. A minor project is required along with a complete set of plans.

Prerequisite: WELD 1755 or WELD 1772 or WELD 1773 and WELD 1650 with a grade of "C" or better.

2500 Structural Welding (1L, 9LB, 5CR):

This course provides training to develop the welding skills necessary to produce high quality groove welds with backing on 1" thick mild steel plates in all positions using the shielded metal arc welding and flux cored arc welding processes.

Weld testing will be based on the American Welding Society Structural Welding Code D1.1.

2510 Pipe Welding I (1L, 7LB, 4CR):

This course provides training to develop the welding skills necessary to produce high quality groove welds on open root steel pipe in the 2G, 5G, and 6G (45 degree fixed) positions using E6010 and E7010 electrodes with downhill travel. Weld testing will be based on the American Petroleum Institute (API 1104) pipeline welding practices.

2520 Pipe Welding II (1L, 8LB, 5CR):

Shielded metal arc welding pipe (uphill)—the student will gain technical knowledge of pipe welding procedures and develop welding skills necessary to make high quality welds on open root mild steel pipe in the 2G, 5G, and 6G positions using E6010 and E7018 electrodes. Weld testing will be based on the American Society of Mechanical Engineers (ASME 1X) Boiler and Pressure Vessel Code.

2540 Pipe Layout and Fabrication (1L, 2LB, 2CR):

This course will provide the fundamentals of Layout and Fabrication of a weldment consisting of plate and typical pipe connections.

Prerequisite: MATH 1515 with a grade of "C" or better.

2645 SMAW and GTAW (4LB, 2CR):

This course provides the student with a thorough technical understanding of Shielded Metal Arc Welding and Gas Tungsten Arc Welding preparation for pipe welding. It develops the skills necessary to produce quality groove welds on 2" and 4" schedule 80 carbon steel pipe in all positions using GTAW for the Root Pass and E7018 for fill and Cover Passes.

This course is offered for S/U only.

2670 Welding Inspection Technology (3L, 3CR):

Students will study the theory of shielded metal arc welding (SMAW), oxyacetylene welding (OAW), cutting (OC), brazing (TB), and destructive and nondestructive testing methods. Attention will be given to the types of welds, joints, filler rods, and electrodes used with metals commonly joined by welding. Safety practices will be included.

Courses of Instruction

2680 Welding Metallurgy (3L, 3CR):

The study of gas metal arc welding (GMAW), gas tungsten arc welding (GTAW), flux cored arc welding (FCAW), submerged arc welding (SAW), air carbon arc cutting (AAC), and plasma arc cutting (PAC) processes. Also the study of procedure and welder qualifications, basic welding metallurgy, metal identification, test positions, destructive and nondestructive testing methods, filler rods and electrodes, and various welding codes commonly used for welding of carbon and alloy steels, cast irons, and hardfacing applications.

Women's Studies (WMST)

1080 Introduction to Women's Studies (3L, 3CR):

Introduction to key issues in women's studies. Topical examination of women's participation in, and relationship to, institutions of society such as family and school, as well as processes and activities such as work, art, literature and politics in historical and cross-cultural analysis.

Zoology (ZOO)

1500 Introduction to Human Anatomy and Physiology (3L, 3LB, 4CR):

This lecture and laboratory course is an introductory study of the structure and function of the human body designed to meet the needs of students preparing for some LPN programs, medical office assistant programs, and some Health and Physical Education majors. Credit may NOT be earned for both ZOO 1500 and ZOO 2015/2025, nor does this course prepare a student to take ZOO 2025.

2015 Human Anatomy (3L, 3LB, 4CR):

This lecture/laboratory course provides instruction concerning the structure of the human body with regard to its composition and arrangement. Students in biology, nursing, allied health, and pre-professional programs are encouraged to take this course.

Prerequisite: BIOL 1000 or 1010 with a grade of "C" or better or approval of instructor.

2025 Human Physiology (3L, 3LB, 4CR):

This lecture/laboratory course provides instruction concerning the function of the human body with regard to the manner in which the component parts interact with each other to ensure the survival of the organism. Students in biology, nursing, allied health, and pre-

professional programs are encouraged to take this course.

Prerequisite: ZOO 2015 with a grade of "C" or better or approval of instructor.

2450 Principles of Fish and Wildlife Management (3L, 3CR):

An introductory course for the following majors: wildlife conservation, biology, agriculture, range management, extension agents, ecology, environmental science, recreation management, and education. The topics include wildlife values, habitat, ecology and management, population structure, natural history, and contemporary issues.

Prerequisite: BIOL 1000 or 1010 with a grade of "C" or better.

Financial Aid



Financial Aid

The following information is subject to change at anytime, without notice, due to changes in Federal, State, Veterans Administration regulations or institutional policies. Please visit ewc.wy.edu for the most up-to-date information.

All student financial aid at Eastern Wyoming College is administered by the Financial Aid Office. To be considered for the maximum amount of aid possible, all students should:

1. Complete an EWC Application for Admission.
2. Submit an official high school transcript or high school equivalency certificate (GED, HiSET or TASC), and college transcripts. If you are a high school senior, a sixth, seventh, or final official transcript is required to meet the March 15 priority deadline for EWC scholarships and federal financial aid consideration. Final official transcripts are required after high school graduation to receive aid disbursements.

Available aid includes:

FEDERAL (Title IV)

1. Grant Programs

- a. **Federal Pell Grant** - This is the foundation of the federal aid programs, to which aid from other federal and non-federal sources might be added. The Federal Pell Grant is a need-based program for qualified undergraduates. The federal government establishes the dollar limit for the Federal Pell Grant program each year.
- b. **Federal Supplemental Educational Opportunity Grant (FSEOG)** – FSEOG is a limited fund program awarded to Pell-eligible undergraduates with specific financial need requirements.
- c. **Iraq and Afghanistan Service Grant (IASG)** – IASG provides money to college or career school students whose parent or guardian died as a result of military service in Iraq or Afghanistan after September 11, 2001.

2. Federal Work-Study (FWS)

This is a limited-fund, need-based program. Students may work up to 15 hours per week. Most positions are on-campus.

3. Federal Direct Subsidized and Unsubsidized Loan

Low-interest loans are available to students. Repayment of the principal is deferred until

the borrower either completes the education program or ceases to be enrolled at least half time. There is a four-step process for students to accept Direct loans. See EWC's website for details.

4. Federal Direct Parent Loan for Undergraduate Students (PLUS)

Parents may be able to borrow for a dependent student. Repayment begins within 60 days for a parent borrower. Parents apply for the PLUS online at StudentLoans.gov.

For more information about Title IV Financial Aid programs visit StudentAid.gov.

STATE

1. Wyoming Hathaway Scholarship Program
2. Tuition and fees waiver for survivors or dependents of emergency responders

INSTITUTIONAL

1. Scholarships
2. Activity and Part-Time Grants
3. Institutional Employment

MILITARY

1. Under Title 38, U.S. Code
 - a. Chapter 30 (Montgomery G.I. Bill)
 - b. Chapter 31 (Vocational Rehabilitation)
 - c. Chapter 32 (Post-Viet Nam Era)
 - d. Chapter 33 (Post-9/11 G.I. Bill)
 - e. Chapter 35 (Dependents Educational Assistance)
 - f. VRAP (Veterans Retraining Assistance Program) (Set to end March 2014)
2. Under Title 10, U.S. Code
 - a. Chapter 1606 (Selected Reserve/ National Guard Members)
 - b. Chapter 1607 (Reserve Education Assistance Program)
3. Federal Tuition Assistance
4. Wyoming National Guard Educational Assistance Plan
5. Wyoming Overseas Combat Veteran and Surviving Spouse or Orphan Tuition Reimbursement Program

The College is approved for attendance by those who are eligible for educational benefits provided by the Veterans Administration. Veterans wishing to use their education benefits must contact the VA Certifying Official in the EWC Records Office. Information is also available on the EWC website.

Financial Aid

Veteran students and families are also encouraged to apply for scholarships and federal financial aid.

General Eligibility Requirements for Federal Aid

To be eligible to receive federal student aid, a student must:

- Be a U.S. citizen or eligible non-citizen;
- Have a valid Social Security Number (unless from the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau);
- Register for Selective Service, if required (see sss.gov for more information);
- Have a high school diploma or a high school equivalency certificate (GED, HiSET or TASC);
- Be enrolled as a regular student working toward a degree or certificate in an eligible program;
- Not owe a refund on a federal grant or be in default on a federal student loan;
- Have financial need (except for Federal Direct Unsubsidized and Federal Direct PLUS Loans);
- Not have a drug conviction for an offense that occurred while receiving federal student aid; and
- Be making Satisfactory Academic Progress.

Please note: Only classes that count toward your degree (or as an allowable elective) can be funded by federal financial aid.

Applying for Federal Aid

For complete information on federal aid programs, visit StudentAid.gov. Individuals who plan to apply for federal aid must complete the Free Application for Federal Student Aid (FAFSA) every year. The application is available in English or Spanish. Students are encouraged to apply via the web at fafsa.gov for faster processing. The paper FAFSA may be obtained from EWC, from a high school counselor, or by calling 1.800.4FEDAID (800.433.3242). EWC's Federal School Code **003929** must be listed on the FAFSA in order for the results to be sent to EWC's Financial Aid Office.

Students should submit the FAFSA as soon as possible after January 1 of each year and before EWC's priority deadline, March 15. Income information may be estimated on the FAFSA in order to meet the priority deadline, but once the student's (and parent's or spouse's if applicable) tax returns are complete, a correction must be made to update filing status and estimated amounts. Applicants are encouraged to use the IRS Data Retrieval Tool to import tax information directly into the FAFSA.

The Financial Aid Office will review the FAFSA results received directly from the federal processor and follow federal regulations in determining eligibility and awarding federal aid. Submitting all information requested by the Financial Aid Office in a timely manner ensures priority consideration for limited-fund programs. Students will receive notification of aid eligibility. Students whose family's financial situation has recently changed because of death, separation or divorce, or loss of job or benefits, should contact the Financial Aid Office. Processing time may take up to 30 days or more, depending on when application and any required documentation is received.

Eastern Wyoming College does not participate in the Federal Perkins Loan Program, or the Teacher Education Assistance for College and Higher Education Grant (TEACH Grant).

Applying for Institutional Aid

Individuals who wish to apply for institutional aid (specifically scholarships and activity grants) must meet all deadlines and requirements, including Satisfactory Academic Progress as defined in the EWC Satisfactory Academic Progress Policies for Financial Aid.

Institutional grants and scholarships have a priority deadline of March 15 for first-time freshman. Applications received after the deadline will be considered on a "first-come, first-served" basis.

Continuing and transfer students may apply for scholarships online at ewc.wy.edu and by completing the Continuing Student Scholarship Application (available from the Financial Aid Office or online). Priority application deadline for continuing students is June 1 for the full academic year; February 1 for spring semester.

Financial Aid

Note: *As some scholarships are need-based, students are encouraged to complete the FAFSA.*

Institutional scholarships and activity grants are determined by selected individuals, departments and committees at Eastern Wyoming College. Students are notified only if awarded a scholarship or activity grant. Scholarships must be accepted by deadlines given; some also require the student to send a thank you note to the donor.

STUDENT EMPLOYMENT

Students are limited to working a maximum of 15 hours per week under the Institutional Employment or Federal Work-Study programs. A variety of positions are available. Information is available in the Financial Aid Office and online at ewc.wy.edu. Students must meet the EWC Satisfactory Academic Progress Policies for Financial Aid to receive and maintain eligibility.

Federal Work Study will be awarded on a “first-come, first-served” basis to eligible students.

METHOD OF PAYMENT OF AID

To ensure proper payment, all financial aid resources are reviewed either (1) after the first week of classes or (2) at the time of disbursement if aid is processed later in the semester. At the time of payment, financial aid will be based on the number of credit hours for which a student is enrolled, housing status, and residency classification. Awards are normally made in two disbursements, half in the Fall Semester, and half in the Spring Semester. Second disbursements of one-semester-only loans occur at mid-point in the semester.

Most initial awards are based on full-time attendance (12+ credits). Award amounts may be reduced, or awards cancelled for less than full-time enrollment. If a student’s attendance level drops below full time after an award notice is sent, the financial aid office will adjust the award to the correct enrollment level. If a student drops courses during the 100 percent refund period, financial aid payments may be adjusted. Other situations that could affect payment include: withdrawing before the end of the term; stopping attendance (unofficial withdrawal); not starting a class; dropping a late-starting class before the

start date; a cancellation of a late-starting class before the start date.

Awards are usually credited directly to the student’s account. If anticipated awards exceed direct costs (tuition, fees, and on-campus housing), a student is allowed to charge books in the EWC Bookstore until the end of late registration. If aid is processed by the end of the late registration period and a student is due a refund, the refund check will be available approximately one week after the last day of late registration. Funds received after that date will be processed, posted, and disbursed once a week throughout each semester. Torrington Campus students may obtain their financial aid checks from the Information Center on Fridays. For EWC Outreach Students, refund checks are mailed weekly.

Federal Work-Study/Institutional Employment paychecks are available to students the last day of each month worked.

Financial Aid Eligibility

The Education Amendments of 1987 require that a student must be making “satisfactory progress” in his/her course of study to be eligible for federal financial aid. In order to satisfy this requirement and prevent abuse of the intentions of the federal aid programs, students receiving any type of Title IV aid (Pell, FSEOG, FWS, Direct Loans, PLUS) must adhere to Satisfactory Academic Progress guidelines. (See Satisfactory Academic Progress Policies for Financial Aid in this section).

ENROLLMENT STATUS

With the exception of Pell Grants, a student must enroll for six (6) or more credit hours per semester to receive federal financial assistance.

Length of Eligibility

Federal financial aid funds are limited by quantitative regulations. (See Satisfactory Academic Progress Policies for Financial Aid in this section.)

A student who has attended EWC for more than six semesters will no longer be eligible for institutional aid, with the exception of jobs on campus; however, Satisfactory Academic Progress Policies for Financial Aid apply.

Financial Aid

CHANGE OF MAJORS

Credit hours accumulated under a previous major(s) at EWC or other postsecondary institution(s) are counted in the maximum number of hours allowed for aid eligibility (see Maximum Time Frame in this section). Extension of financial aid eligibility may be approved by the EWC Financial Aid Appeal Committee if the student petitions the committee and receives approval for a continuation of aid.

ACTIVITY GRANTS

Activity grants are available to high school graduates with special ability in men's and women's basketball, women's volleyball, rodeo, golf, livestock judging, music and debate.

First-time students who do not have a high school diploma but who have special ability as determined by the activity sponsor may also qualify for activity grants.

DIVISION SCHOLARSHIPS

Division Scholarships are available to first-time students who meet the requirements as determined by the EWC Scholarship Committee. EWC students or transferring students must meet the Satisfactory Academic Progress Policies for Financial Aid to be eligible for Division Scholarships. Students receiving Division Scholarships must be seeking a degree in one of the majors within the respective Division.

INSTITUTIONAL and FOUNDATION SCHOLARSHIPS

Eastern Wyoming College provides a large number of scholarships for students. Students are encouraged to visit ewc.wy.edu to view the list of scholarships, requirements, and application process.

Miscellaneous

TRANSFER STUDENTS

Students who transfer to EWC from other postsecondary institutions may be eligible for federal aid in accordance with established U.S. Department of Education and EWC guidelines. Hours transferred from any prior institution(s) will be counted toward the maximum number of hours permissible for receiving federal aid at EWC. Prior student loan and Pell Grant accumulation may affect a student's federal financial aid eligibility at EWC. A student's Satisfactory Academic Progress status from

other institutions attended may be reviewed to determine financial aid eligibility as well.

SPECIAL NOTE:

If you are transferring to EWC between the Fall and Spring semesters, please be aware that financial aid does not "automatically" transfer from one school to another. The amount and type of aid offered may differ due to variations in the schools' costs of attendance, funding available and academic requirements. Annual aid limits will apply if you received federal aid at your previous institution. Official transcripts from all previous institutions must be submitted to EWC to determine credits for maximum time frame calculations. Contact the EWC Financial Aid Office for assistance with the transfer process.

EWC Satisfactory Academic Progress Policies for Financial Aid

To be eligible for federally funded financial aid programs, all student financial aid recipients must initially and continually meet Satisfactory Academic Progress (SAP). The Eastern Wyoming College standards of SAP measure a student's academic performance both qualitatively and quantitatively by reviewing the following three areas of performance: cumulative completion rate for coursework enrolled, cumulative grade point average earned, and the maximum time frame to complete a degree. The Financial Aid Office is responsible for ensuring that all students receiving financial aid are meeting these standards. SAP standards apply for all federal financial assistance programs including Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study and the Federal Direct loan programs.

Academic progress requirements for EWC institutional awards and/or Foundation scholarships are defined by the respective donors and maintained in the EWC Financial Aid Office. Institutional awards include scholarships, activity grants, and institutional employment.

Frequency and Interval of Review

Satisfactory Academic Progress will be reviewed prior to the awarding of any federal financial aid, institutional awards and/or Foundation scholarships. It will also be reviewed and monitored at the end of Fall, Spring and Summer semesters, and prior to the disbursement of aid

Financial Aid

for the following semester.

Establishing Initial Eligibility

In order to establish initial eligibility for federal financial aid, a student's past academic transcripts will be reviewed according to the following guidelines:

- a. Students who have never previously attended EWC will be considered in good standing with regard to minimum credits completed and minimum GPA requirements.
- b. Students who have previously attended EWC, including concurrent enrollment, dual enrollment, and Jump Start courses, will have their past academic transcripts reviewed regardless of whether financial aid was received for any previous attendance.
- c. Transfer credits from other institutions will be considered in determining eligibility under the maximum time frame criteria.
- d. Students must be admitted/enrolled in a degree or certificate program.

Maintaining Qualitative and Quantitative Eligibility

Students are considered to be making Satisfactory Academic Progress and will be eligible for federal financial aid at EWC as long as all three of the following requirements are met at the end of each semester.

a. Completion Rate (67% Pace Rule)

Students must, at a minimum, receive a satisfactory grade in the courses attempted by completing 67% of all the credits for which they enrolled. This calculation is performed by dividing the number of cumulative credits earned by the cumulative credits attempted.

Withdrawals, audits, and grades of F, IP, X, IW or U are not considered successful completions for federal financial aid purposes.

b. Minimum Cumulative Grade Point Average

Students must maintain at least a 2.0 cumulative GPA.

c. Maximum Time Frame

Students who have completed a degree or certificate will be considered to have reached

maximum time frame.

Students must complete a degree or certificate program in no more than 150% of the average length of their program. Time frame limitations include all credits pursued, earned, dropped, repeated and failed. All applicable transfer hours accepted by EWC count as hours attempted as well as hours earned. All credit hours are counted regardless of whether the student received aid.

Students pursuing additional degrees are likely to reach maximum time frame. The maximum time frame may be adjusted upon approval of an appeal.

Degree-seeking students will be recommended to submit a program evaluation signed by an academic advisor when the student accumulates 48 attempted credit hours. Students will also be required to submit an appeal for maximum time frame when they accumulate 70 or more attempted credit hours in order to continue to receive federal funding.

Students seeking a certificate will be required to submit an appeal for maximum time frame when they accumulate 24 or more attempted credit hours.

Other Factors

a. Audits

Classes taken for audit will not be considered when determining semester award amounts and will not be considered as attempted credits toward the maximum time frame for completion. Audited classes are not eligible for federal student aid.

b. Remedial/Development Courses

Students may receive federal aid for a maximum of 30 remedial/developmental credit hours. More than 30 remedial/developmental credit hours will count towards his/her attempted hours but not in enrollment status or cost of attendance for financial aid purposes.

c. Academic Amnesty

EWC allows Academic Amnesty as part of its institutional academic policy. Please note that Academic Amnesty does not affect a student's financial aid SAP status. Federal aid program regulations make no provisions for amnesty or

Financial Aid

academic renewal policies. Therefore, a school must always include all attempted courses in evaluating a student's Satisfactory Academic Progress for financial aid.

d. Repeated Coursework

To count toward enrollment status for financial aid purposes, a previously passed course may only be repeated once. A failed course may be repeated until passed.

Warning, Probation and Loss of Eligibility Status

Financial aid Probation and Loss of Eligibility apply only to a student's status for purposes of financial aid eligibility at EWC. This does not become part of the student's permanent record and is not transferable to other institutions. Please be aware, financial aid status may differ from academic status.

a. Warning

Students who do not complete the minimum number of credits or who do not possess a satisfactory Grade Point Average will be placed on Warning status for their next semester of enrollment. A student remains eligible to receive financial aid while on Warning status. If both the completion rate and cumulative GPA requirement are met at the end of the warning term, the student will be removed from Warning status.

b. Probation

If a student does not meet SAP requirements because of extenuating circumstances beyond the student's control, an appeal for reinstatement of aid may be completed. Students who have an appeal approved will have financial aid reinstated on a probationary status.

c. Loss of Eligibility

A student will lose federal financial aid eligibility if the requirements for maintaining eligibility are not met during a warning or probationary semester.

Students who have reached or exceeded the maximum time frame for completion will be placed on immediate loss of eligibility status.

Reinstatement of Eligibility Completion Rate and Cumulative GPA

Students may appeal loss of financial aid eligibility for any of the following reasons: personal injury, illness, death of a family member, or other

extenuating circumstances.

To appeal for any of the above situations, students must submit a complete appeal packet. The packet includes:

- 1) a written statement indicating what circumstance prevented the student from meeting the standards and what steps the student plans to take to ensure future success;
- 2) a program evaluation signed by the student and student's current academic advisor;
- 3) an EWC Satisfactory Academic Progress Appeal form.

If the appeal is approved, the student will be reinstated on probationary status. Financial aid awards will be based on funds available at the time of reinstatement. Reinstatement will be effective for the current term or next term of enrollment as determined by the Financial Aid Appeal Committee. Reinstatement of aid will not be effective retroactively for an already-completed term.

Maximum Time Frame

Students are typically allowed only one appeal for Maximum Time Frame. To appeal, a student must submit a complete appeal packet. The packet includes:

- 1) a written statement indicating why the student should be allowed to exceed the maximum time and what caused the excess credits;
- 2) a program evaluation signed by the student and student's current academic advisor;
- 3) an EWC Petition for Maximum Time Frame signed by the student's current academic advisor.

If the appeal is approved, the student will be reinstated on a probationary status. Students must also meet the completion rate and cumulative GPA requirements to maintain eligibility. Financial aid awards will be based on funds available at the time of reinstatement.

Appeal forms are available in the EWC Financial Aid Office or in the financial aid section on the EWC website: ewc.wy.edu.

Financial Aid

Additional Key Items

Federal Pell Grant Duration of Eligibility

Receipt of Federal Pell Grant has a lifetime limit of 12 full-time semesters or its equivalent. *Students may not appeal the duration of Federal Pell Grant eligibility.*

Federal Direct Loan Limits

Federal Direct Loans have set annual and aggregate limits. *Students may not appeal the limit set for Federal Direct Loans.*

Verification of Federal Student Aid

An applicant may be required to verify or validate, by documentation, FAFSA application information. This process may be required if the application is selected for verification in the federal processing and edit systems; if the Financial Aid Office has reason to believe that any application information critical to the calculation of the student's expected family contribution (EFC) is inaccurate; or if application information is in conflict with other information. If an application is selected for verification, the Financial Aid Office will give notice to the applicant. The notice will specify what items of information must be verified and will detail what documents and procedures are required for verification. It will also specify the time period within which the applicant shall provide the required documentation and will advise the applicant of the consequences of the applicant's failure to comply within the specified period. The time period granted to the applicant for completion of required documentation may vary with the complexity of the requirements and with the time remaining in the school term for which funding is sought.

If the verification documents reveal inaccuracies in the application, the Student Aid Report/ Institutional Student Information Record (SAR/ISIR) will be corrected and submitted electronically for reprocessing. If incomplete or inadequate verification documents are submitted, the applicant is notified of deficiencies and instructed on how to correct them. Should review of an application for Title IV student aid indicate that the applicant may have engaged in fraud or other criminal misconduct in connection with his/her application, the Financial Aid Office must refer the student for investigation on all relevant information to the Office of the Inspector General of the United States

Department of Education. Examples of such information include (but, are not limited to): false claims of independent student status; false claims of citizenship; use of false identities; forgery of signatures or certificates; and false statements of income.

To review EWC's Verification Process please visit the Financial Aid pages online at ewc.wy.edu.

Withdrawals and Return of Title IV Aid

According to federal regulations, colleges must determine the amount of federal student financial aid a student earns if he or she completely withdraws, either officially or unofficially, from all classes. The date of a student's withdrawal from EWC will generally be the last documented date of attendance at an academically-related activity during the semester. When a student fails to officially withdraw from EWC, the withdrawal date will be assumed to be the last date of documented activity.

The amount of assistance that the student earned is determined on a prorated basis. That is, if the student completed 30 percent of the payment period, the student earned 30 percent of the assistance he/she was originally scheduled to receive. Since aid is typically disbursed near the beginning of a semester, the student may be responsible for repaying unearned aid he/she has already received to the appropriate federal program. Once the student has completed more than 60 percent of the payment period, he/she is considered to have earned 100% of his/her federal assistance.

If a student owes a repayment, it will be applied to the following programs in this order:

1. Federal Direct Unsubsidized Stafford Loan
2. Federal Direct Subsidized Stafford Loan
3. Federal Direct PLUS Loan
4. Federal Pell Grant
5. Federal Supplemental Educational Opportunity Grant (FSEOG)
6. Other federal aid programs

If EWC is required to repay any portion of a federal education loan, the student or parent borrower is responsible for repaying the funds to EWC. The student or parent borrower is responsible for the remainder of the loan in accordance with the terms of the Master

Financial Aid

Promissory Note. If the student is responsible for returning grant funds, the student must make arrangements with EWC or the Department of Education to return the funds. Any amount that the student has to return is considered a grant overpayment.

If a student officially or unofficially withdraws, receives all “F”s (or otherwise does not successfully complete classes during the term), or a combination of both in any semester, the Financial Aid Office is required to determine a last date of attendance and a refund calculation may apply. A student who completes one module course but does not successfully complete any full semester course may also be subject to Return of Title IV. The last date of attendance for the unsuccessful semester will be reported to the Department of Education, servicers and/or lenders, and subsequent disbursements may be cancelled.

Written examples of return of funds calculations and additional information are available in the Financial Aid Office upon request.

Clock-Hour Programs

A program is considered to be a “clock hour” program if 1) The program must measure student progress in clock hours to receive state or federal approval or licensure and/or 2) The completion of clock hours is required for graduates to apply for licensure or the authorization to practice the occupation the student is intending to pursue. EWC’s Hair Technician and Skin Technician certificates and Associate of Applied Science in Cosmetology are all clock hour programs. For these programs, Federal financial aid is awarded and disbursed according to completion of clock hours and weeks rather than credit hours.

Students in clock-hour programs may qualify for the Federal Pell Grant, Federal Direct Loans, and employment as well as EWC institutional and Foundation scholarships. Eligible Wyoming High School graduates may also apply for the Hathaway Scholarship.

For complete information on applying, receiving, and maintaining financial aid eligibility for clock-hour programs, visit EWC’s web site. A packet may also be requested by contacting the Financial Aid Office.

Gainful Employment

For more information about EWC graduation rates, the median debt of students who completed selected certificate programs, and other important information, please visit ewc.wy.edu/future-students/financial-aid/career and select the desired program for specific information.

Veterans Benefits

Eastern Wyoming College is approved for attendance by those who are eligible for educational benefits provided by the Veterans Administration. Veterans wishing to use their education benefits should contact the Records Secretary, who is the VA Certifying Official, at 307.532.8334, for additional information.

To apply, students must complete the appropriate Application for VA Education Benefits. This form is available online at gibill.va.gov. For benefits other than those listed above, contact the Veterans Administration at 1-888-442-4551 or online at gibill.va.gov. Current rates are available at the gibill.va.gov website.

Veteran students and their dependents are also encouraged to apply for scholarships and federal financial aid.

Wyoming National Guard Educational Assistance Plan

Subject to available state funds, all current members of the Wyoming Army or Air National Guard are eligible to have full in-state tuition and fees paid. Contact the Records Secretary, who is the VA Certifying Official.

Students MUST complete an application each semester in order to receive funds.

Wyoming Educational Assistance for Veterans and Survivors

The State of Wyoming passed legislation to assist veterans and dependents of deceased veterans with tuition and fees at any eligible Wyoming College. (Wyoming Statute 19-14-106). This program is designed to help Vietnam Veterans, Overseas Combat Veterans, and their surviving dependents with tuition and fee assistance. The application is available on the EWC website.

Academic Procedures & Regulations



Academic Procedures and Regulations

Registration Procedures

Individual students select and develop programs of study for a given semester under the direction of an assigned faculty academic advisor.

The registration procedure observes the College's rules while providing efficient service to students. Procedures are constantly under review and changes are made as necessitated by enrollment increases and as permitted by developments in the processing of records.

Instructions are issued at each enrollment which consist of the following steps: (1) planning a program of study with an assigned advisor; (2) completing registration materials; (3) having enrollment materials checked and approved by academic advisor; and (4) assessment and payment of fees.

All information requested during enrollment is vital and important to the student and the College. Students must supply all information requested, accurately and completely, according to instructions. If address, legal name, field of study, advisor, telephone number, car registration, or other such information changes after enrollment, the student should inform the Records Office immediately. Falsification of records may result in suspension from classes.

EWC will accept no "Application for Admission" forms after the Friday before the start of the Fall or Spring semester. The College offers 8 week Block Classes during the second half of each semester for which admission may be granted once the Application for Admission has been completed, assessment testing has taken place, and application for appropriate financial aid has been completed.

Change of Registration

Students desiring to drop or add courses (after registering) should obtain the necessary form from the Records Office. After the student completes the form, "Student's Request for Change of Registration," and secures the proper signatures, the form is returned to the Records Office.

The following schedule applies to students adding and/or dropping classes:

1. No entry is made on the student's permanent academic record for classes dropped prior to the last day for late registration.
2. No classes may be added or dropped after the last day for late registration without the approval of the Financial Aid Office, the academic advisor, and the class instructor.

Advisors

When students enroll at Eastern Wyoming College, they are assigned to an academic advisor who aids them in planning their program of study in selecting educational and vocational objectives, and in making personal adjustment to college life.

All degree-seeking students are required to take placement exams in English, math, and reading prior to the first day of classes to aid in proper class placement and to maximize academic success. Non degree-seeking students may be required to take the placement exams prior to enrolling in certain English and math courses. It is important for all college students to possess or acquire the math, reading, and English skills necessary for their program of study.

Academic advisors are usually assigned at the time placement exams are taken. The student and advisor then receive copies of the placement exam results to use in making decisions about program selection and course enrollment. Advisors are to be consulted whenever the student registers for classes, drops or adds classes, receives a deficiency notice, or when the student begins to make graduation/transfer plans. Advisors are important and students are urged to confer regularly with them.

Change of Major or Advisor

Students who wish to change their major and/or advisor should contact the Records Office at 307.532.8207.

Credits

EWC's **definition of one (1) credit hour** (55 minutes) is as follows:

- 1 hour of lecture for 15 weeks
- 2 hours of lab for 15 weeks

Academic Procedures and Regulations

- Equivalent amount of work over a different amount of time or
- Other activities established by EWC including internships, practicums, field experiences, self-directed studies, and online or distance education

A credit hour comprises work through one semester and normally requires an average of three hours of effort per week for each credit hour. (Classes with laboratory components require more contact time.) These three hours may be occupied with lectures, recitations, laboratory work, reports, or assignments outside of the classroom.

The amount of credit for any course is governed by the catalog statement. Allowance for more or less credit than is listed in the current catalog will not be allowed.

Credit Hour Load

An average of 15 or 16 hours of credit each semester is considered a normal load. The maximum semester credit load is 18 hours. Students must have approval of the Vice President for Learning to exceed this maximum.

Only students of marked ability, whose grades average “B” or above, should enroll for more than the average number of hours. Students registering after the end of late registration may be restricted in the number of hours for which they can enroll. Restrictions in this case will be determined by the student’s advisor and the Vice President for Learning.

Certain programs outlined under the “Programs of Instruction” section of this catalog will identify a semester totaling 19 hours or more. Students should work with their advisors to determine the best way to accomplish the completion of all the program requirements. For some students it may be best to extend their academic planning to include an additional Summer session or semester in order to successfully complete a particular program.

Institutional Challenge Exams

Institutional Challenge examinations are available for some courses. Students showing proficiency

by passing challenge examinations can be given credit up through the level of demonstrated proficiency. For details about challenge exam availability, the student should contact the appropriate division chair. Grades of S and U are given in all institutional challenge exams. Such credit is not included in a student’s grade point average (GPA). The grade of S would be equivalent to “C” or better. Entries will be made on the student’s transcript only if the grade of S is obtained and only if the student enrolls at EWC in a degree program. Students should be aware that while credit may be awarded through such exams by Eastern Wyoming College, not all institutions will accept transfer credit earned through these methods. A fee of \$10 will be assessed for each examination.

Advanced Placement Examination

Students showing proficiency by passing examinations such as College Entrance Examination Board Advanced Placement Program (CEEB-APP) or American College Testing—Proficiency Examination Program (ACT-PEP) may earn EWC college credit for demonstrated proficiency to a maximum of 16 semester credit hours. Grades of S and U are given in all examinations. Credit by advanced placement examination is not included in the student’s grade point average but counts in hours earned toward graduation. The grade of S is the equivalent of “C” or better (APP score of 4 or 5). Entry on the student’s transcript for credit by examination is made only if a grade of S is obtained and is noted as a grade obtained by examination. Students should be aware that while credit may be awarded through exams for Eastern Wyoming College requirements, not all institutions will accept transfer credit earned through these methods.

DANTES Subject Standardized Tests

Students showing proficiency in content areas as demonstrated by the DANTES (Defense Activity for Non-Traditional Education Support) Subject Standardized Tests (DSST) may receive EWC college credit. Students may earn credit through these exams by scoring at or above the minimum scores established by Eastern Wyoming College. A maximum of 15 semester hours of credit by examination may be earned toward EWC graduation requirements. DSST examinations are administered by appointment only in the

Academic Procedures and Regulations

Academic Testing Center. For copies of the DANTES policy and information about scheduling an appointment, call 307.532.8288. A fee is assessed for each DSST examination plus an administration fee of \$15.

College Level Examination Program

Eastern Wyoming College administers subject examinations of the College Level Examination Program (CLEP). CLEP examinations may not be repeated within six months from the time the examinations were administered. Students may earn credit through the subject examinations by scoring at or above the score recommended by the Council on College-Level Examinations. Entries on the student's records will state that the credits earned were by CLEP examinations along with the title of the examination. A maximum of 15 semester hours of credit by examination may be earned toward EWC graduation requirements.

Students may designate the institution they wish to receive their scores and should be aware that not all colleges have the same policies regarding acceptance of credit by examination. Therefore, students should confirm with the college or university to which they are transferring that the credit by examination will transfer. The transfer of CLEP scores to EWC from other accredited institutions will be determined by the Vice President for Student Services.

CLEP examinations are administered by appointment only in the Academic Testing Center. For an appointment, call 307.532.8288. A fee is assessed for each CLEP examination plus an administration fee of \$15.

Eastern Wyoming College courses for which CLEP credit may be earned:

<u>EWC Courses</u>	<u>Semester Hours</u>	<u>Required CLEP Examination</u>	(Minimum Computer-Based Testing Score) <u>Required</u>
BIOL 1010	4	Biology	50
CHEM 1020	4	Chemistry	50
COSC 1200	3	Information Systems & Computer Apps	50
ECON 1010	3	Principles of Macroeconomics	50
ECON 1020	3	Principles of Microeconomics	50
EDFD 2100	3	Intro to Educational Psychology	50
EDFD 2450	3	Lifespan Human Development	50
ENGL 1010	3	College Composition	50
ENGL 1020	3	Analyzing & Interpreting Literature	50
GERM 1010 & 1020	8	German Language	50
HIST 1110	3	Western Civilization I	50
HIST 1120	3	Western Civilization II	50
HIST 1211	3	Hist of the US I: Early Colonization to 1877	50
HIST 1221	3	History of the US II: 1865 to Present	50
MATH 1000	3	Problem Solving	50
MATH 1400	4	College Algebra	50
MATH 1450	5	Precalculus	50
MATH 2200	5	Calculus	50
MKT 2100	3	Principles of Marketing	50
POLS 1000	3	American Government	50
PSYC 1000	3	Introductory Psychology	50
PSYC 2300	3	Human Growth & Development	50
SPAN 1010 & 1020	8	Spanish Language	50

Academic Procedures and Regulations

Independent Study

Independent study is available to those students who have demonstrated the self-discipline to study successfully with a minimum of structure and formal direction from an instructor. It is designed for use in exceptional circumstances and is not used routinely.

A student must work out a plan for independent study with his/her advisor and the faculty member who will supervise the work. The plan will be submitted to the appropriate Division Chair for approval. Independent study is subject to the same academic calendar as regularly scheduled coursework and is to be completed during the term.

Grade Reports

Midterm deficiency notices are found on LancerNet and are alerts to those students whose work in any course is less than satisfactory. The purpose of midterm deficiencies are to call attention to the progress of each student at a point in the term which permits enough time for improvement. Students who receive deficiency notices (grade(s) below a "C") should confer with the instructor(s) and their advisor for recommendations and suggestions as to how their work can be improved.

Final grade reports are prepared immediately following the close of each semester. Grades will be available on LancerNet which can be accessed on the Internet at ewc.wy.edu after the close of the semester. A transcript may be obtained through a written request if access to LancerNet is not available to the student.

Final Examinations

The last week of the semester is set aside for study and final examinations. Where possible, college-sponsored activities will not be scheduled during the final examination period. **No final exams will be rescheduled to accommodate travel arrangements.**

Grades

It is the policy of the College that the value of the student's work is not determined entirely by

what he/she may know upon examination. His/her grade is determined by daily application and results, as well as by periodic examination.

The student's performance is evaluated according to the following system of grades:

Grade	Value	Definition
A	4	Exceptional
B	3	Very Good
C	2	Average or Acceptable
D	1	Poor
*F	0	Failure (Assigned as a grade for inadequate performance, nonattendance, or abandonment of class)
*X	0	Incomplete. A student who is unable to complete the coursework required in any designated course may receive an incomplete grade of X with an agreement between the student and instructor of the course. Such agreement(s) must be in the form of a "contract" between said instructor and student outlining the work and time designated for such coursework to be finished. These contract forms must be submitted to the appropriate Division Chair. The completion date designated by an instructor may not exceed one academic semester. If the coursework is not completed or graded within one year, the grade of X will revert to a grade of "F" or "W" at the discretion of the instructor.

Grade	Value	Definition
W	0	Withdrawal
IW	0	Institutional Withdrawal
*IP	0	In Progress. The IP grade notation is used for those courses which are still in progress beyond the scheduled end of the term. It is not considered a grade as such, but rather an indicator of a course in progress and is <u>not</u> included in the semester summary of grade points or hours completed. The temporary notation of IP is assigned for each student enrolled in the course until a permanent grade is issued by the instructor. If the course is not completed or graded within one year, the grade of IP will revert to a grade of IW.

Grade	Value	Definition
S,*U	0	Satisfactory and Unsatisfactory. The grade of S is interpreted as a grade of "C" or above and the grade of U is interpreted as a grade below "C".

Academic Procedures and Regulations

S/U grades are intended primarily for on-the-job training courses and credit through institutional challenge examinations, credit through the College Level Examination Program (CLEP), credit by Advanced Placement Examinations, DANTES, and courses which are offered for S/U grade only. Students should be aware that while credit may be awarded through such exams for Eastern Wyoming College requirements, not all institutions will transfer credit earned through these methods.

Neither the S nor U grade carry grade points and neither will be included in the calculation of a student's grade point average. Both S and U grades will count as hours attempted and S grades will count as hours earned. Once issued, an S grade cannot be converted to a letter grade.

Grade Value Definition

***AU 0** Audit. Students must signify at the time of registration whether or not they are taking courses for audit. There will be no opportunity to change this decision after enrollment.

*For financial aid purposes, grades of F, X, W, IW, IP, U, and Audit do not count toward successful completion of classes.

Grade Point Average

A grade point average (GPA) represents a weighing of all applicable credit hours and grades. For purposes of calculating the grade point average, grades are assigned the following point values: A=4, B=3, C=2, D=1, F=0. Courses in which a grade of IW, IP, X, W, S, U, or AU is assigned are not used in calculating the grade point average.

A student's GPA is derived by the following process:

First the point value of the grades the student earned in each course is multiplied by the number of credit hours for that course. The products (credit hours multiplied by point value) for all the student's applicable courses are added together, and the total is divided by the number of applicable credit hours attempted. The result is the student's GPA.

For example, a student carrying 16 credit hours earned the following grades:

3 hour course A (4)
3 hour course C (2)
4 hour course B (3)
4 hour course A (4)
2 hour course B (3)

The computation for the grade point average is as follows:

3 hours X 4 = 12
3 hours X 2 = 6
4 hours X 3 = 12
4 hours X 4 = 16
2 hours X 3 = 6
16 hours 52 points
52 points divided by 16 hours = 3.25 GPA

- 1. Semester Grade Point Average:** The sum of all grade points earned in a semester divided by all applicable credits attempted.
- 2. Cumulative Grade Point Average:** The sum of all grade points earned at EWC divided by all applicable credits attempted at EWC. Only the credit and grade points earned in the course or last attempt of a repeated course are used in calculating the grade point average.

Challenges to the Record

See EWC Notification of Rights Under FERPA for Postsecondary Institutions on page 143.

Academic Procedures and Regulations

Exit Assessment

All candidates for Associate of Arts or Associate of Science degrees are required to participate in exit assessments prior to graduation. The first assessment, known as an outcomes assessment, targets the student's specific program of study (major) and may include portfolios, exit interviews, papers, comprehensive exams, etc. The second assessment is the Collegiate Assessment of Academic Proficiency (CAAP). Administered in the Spring semester, the CAAP exams are a set of standardized tests developed to test core educational skills. This assessment targets selected general education skills typically attained in college such as reading, writing, mathematics, science reasoning, and critical thinking. Students graduating in the Fall term with their Associate of Arts or Associate of Science degrees are encouraged to take the CAAP exams in the Spring term before graduation.

All candidates for the Associate of Applied Science degrees and Certificates are also required to participate in an outcomes assessment prior to graduation. While the specific assessment method varies depending on degree and program, one portion will target the general education skills of reading, math, and writing. This exit assessment process will help students validate academic proficiency, identify broad academic strengths and weaknesses, and plan future educational choices more effectively. The results of the assessment process will also serve to evaluate Eastern Wyoming College's effectiveness in specific program training and overall general education preparation, and provide information that can be used for improvement. A summary of the results from past EWC outcomes assessment activities is available on the college's website (ewc.wy.edu) under Data and Planning, Institutional Research.

Honor Roll

Students who achieve high scholastic grades are honored by being placed either on the President's Honor Roll or the Dean's Honor Roll. To be considered for the honor rolls, the student must carry a minimum credit load of 12 semester hours and must receive letter grades of A, B, C, D, F, or S/U. The student can receive no semester grades of X (Incomplete) or IP (In Progress) for honor roll purposes. In addition to the above criteria, the student must achieve a

4.00 GPA for the President's Honor Roll and at least a 3.50 GPA for the Dean's Honor Roll. The Dean's Part-time Student Honor Roll recognizes students who are enrolled in at least six credit hours, but less than twelve, and who have a GPA of at least a 3.50.

Graduation

The College holds one annual commencement in May. Although attendance is optional, all December, May, and Summer candidates are encouraged to participate in the ceremony.

Intent to Graduate cards and degree evaluations must be requested and turned in by mid-November for Spring and Summer graduation, and by March for December graduation. If students are taking classes from other colleges, they need to submit transcripts at the end of each semester to the Records Office at EWC in Torrington if they are using those classes to meet graduation requirements.

Students who have an incomplete (X) and plan to graduate have one semester or the Summer session (whichever comes first) in which to finish the incomplete. If they do not finish the incomplete, the graduation date moves to the semester in which they finish the incomplete.

A student who graduates "With Distinction" has met, and exceeded, most measures of academic success. With a cumulative grade point average at or above 3.5 on a 4.0 point scale, this student is considered a model of dedication and perseverance.

A student who graduates "With High Distinction" has met, and exemplifies, the highest standards of academic rigor and scholarship. With a cumulative grade point average at or above 3.75 on a 4.0 point scale, this student sets the standard of academic excellence.

Students who have received Federal Direct Subsidized or Unsubsidized student loans while attending EWC must complete Exit Counseling online at StudentLoans.gov prior to graduation.

Academic Procedures and Regulations

Student Classification

Student classification is based on the number of semester credit hours earned.

1. Freshman

a) less than 30 semester hours

2. Sophomore

a) 30 semester hours or more, or students with degrees

Transcripts

Official transcripts and records of college work may be obtained from the Records Office upon a signed, written request by the student. Request forms may be obtained in the Records Office or on the EWC website under "Current Students". **Oral requests are not accepted.** No transcripts or records will be released for students who have unpaid financial obligations with Eastern Wyoming College.

Official transcripts of credit earned at other institutions and other records which have been presented for admission or evaluation of credit become the official educational record. Actual acceptance of transfer credit is dependent on the curriculum pursued by the student. No transfer hours will be recorded until the student has enrolled and completed at least one credit course through Eastern Wyoming College.

Students are asked to anticipate transcript needs at least 5 days in advance. A minimum of 5 days is usually needed at the close of a semester to record grades and issue transcripts. There is not a charge to receive a transcript.

Limitations of Courses Offered

Eastern Wyoming College reserves the right to cancel any course for which there is insufficient enrollment. Certain courses are offered irregularly and based on demand. The listing of available courses in this catalog does not imply a contractual obligation to offer these courses.

Repeating Courses

With approval of the academic advisor, a student may repeat courses to better a previous grade. In such cases, both credit entries and both grades

appear on the student's record. The credit from any given course (or equivalent course on another campus) is applicable to degree requirements only once. The credit and the grade earned in the last attempt are used in calculating the cumulative grade point average. Variable credit courses are not considered as repeat courses unless the instructor provides written certification that the course content was, in fact, repeated. A student is not to repeat a course in which a grade of X (Incomplete) has been assigned. The proper procedure is to arrange with the instructor to complete the coursework.

Repeating courses may affect Veteran Educational benefits.

Auditing Courses

The privilege of auditing a credit class is available with approval of the student's advisor and the class instructor. Though this auditing privilege carries full rights of class participation, it does not carry academic credit or a grade, and subsequent credit by special examination is not available. The auditing privilege is subject to the same fee schedule as credit courses. Students must signify at the time of registration whether or not they are taking courses for audit.

Attendance

A student at Eastern Wyoming College is expected to attend all sessions of each course in which he/she is enrolled. Active participation in all scheduled learning activities is essential for the student to satisfactorily achieve the educational objectives of any course. An instructor is authorized to withdraw a student from a course whenever:

- a) the student's absences in the course exceed 20% (twenty percent) of the scheduled sessions for the semester, or
- b) the student has been absent 6 (six) consecutive class hours in the course, or
- c) the student has not completed 20% (twenty percent) of the assigned learning activities.

Where a special program attendance policy varies from the above, that program policy will prevail.

A student who is withdrawn from a course on or before the school's official last day to drop classes will receive a grade of W (Withdrawal)

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for the course. A student who is withdrawn after the official last day to drop classes will receive a grade of F (Failure), a grade of IW (Institutional Withdrawal), or a grade of W (Withdrawal) for the course.

It is the responsibility of the instructor to notify, in writing, the Vice President for Student Services that the student is being withdrawn. The instructor also must indicate what grade the student is to receive. The Vice President for Student Services will then notify the student of the action taken.

Due to the variation of course content and in types of classroom activity, make-up policies will vary from instructor to instructor and will be outlined in the course syllabus given to each student.

Leave of Absence

A student who must be absent for an extended period of time because of health or other unavoidable circumstances may petition the Vice President for Learning for a leave of absence. A leave accounts for absences from classes, but does not relieve the student from making up all work missed, nor does it excuse the student from going through the regular withdrawal procedure (outlined below) if the student discontinues attendance for the remainder of the semester.

Withdrawals

A. WITHDRAWAL FROM INDIVIDUAL CLASSES

A student wishing to withdraw from an individual class must obtain a change of registration card from the Records Office before withdrawal is official (withdrawal cards are valid only for 72 hours after issuance). Students may withdraw from any or all classes before the last 15 calendar days of the semester and receive a grade of W (Withdrawal). For classes with a duration of less than 15 weeks, student withdrawal must be completed on a prorated basis to the 15 week semester. After this time, withdrawal will be allowed only upon approval by the Vice President for Student Services if there are exceptional circumstances necessitating withdrawal. The student or an individual instructor will have the right to appeal this decision to the Curriculum and Learning

Council. A Withdrawal (W) grade is not computed in the student's grade point average. Withdrawal from a class does not release a student from any unmet financial obligation.

B. WITHDRAWAL FROM COLLEGE

Withdrawal from Eastern Wyoming College is the official discontinuance of attendance. Students wishing to withdraw are requested to obtain a withdrawal form from the Records Office, complete the form, and return the form to that office. A student who follows this procedure will receive a grade of W (Withdrawal) on his/her transcript for each of the classes in which the student is enrolled, and the grade of W is not computed in the student's grade point average. Discontinuance of attendance without completion of the withdrawal procedure may result in a grade of F (Failure) for each course in which the student is enrolled.

C. INSTITUTIONAL WITHDRAWAL

The Vice President for Student Services may institutionally withdraw an individual from all classes in the event of a student's total abandonment of classes, a delinquent financial account, death, or other extenuating circumstances. The grade of IW (Institutional Withdrawal) is assigned to the student's classes and is not computed in the student's grade point average. The student will have the right to appeal this decision to the Curriculum and Learning Council.

Academic Standing

A. Coding

A student either currently or formerly enrolled shall have on his/her record one of the following academic status codes:

- 0 – Student not subject to probation or dismissal regulations; or a student who has attempted fewer than twelve cumulative credit hours.
- 1 – Good Standing - A student who has attempted twelve or more cumulative credit hours and has a Cumulative Grade Point Average of 2.00 or higher is making satisfactory academic progress and is in good

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standing.

- 2 – Academic Probation
- 3 – Academic Suspension
- 4 – Academic Dismissal

B. Academic Probation & Academic Suspension

Academic Probation

Academic Probation is a warning that the student's grades are below the academic standards of Eastern Wyoming College. **A student whose Cumulative Grade Point Average (GPA) falls below 2.00 will be placed on academic probation during the next semester in which he/she is enrolled.** A student on Academic Probation will be allowed to re-enroll only after meeting with his/her assigned Academic Advisor. The student will be strongly advised to consider repeating classes in which he/she previously received either a "D" or "F".

If at the end of the probationary period, the student:

- a) Achieves a 2.00 Cumulative GPA or higher, he/she will be placed on Good Standing.
- b) Achieves a 2.00 Semester GPA or higher, but the Cumulative GPA is below 2.00, he/she will remain on Academic Probation.
- c) Fails to achieve a minimum Semester GPA of 2.00, he/she will be placed on Academic Suspension.

Academic Suspension

A student who is subject to Academic Suspension is not permitted to re-enroll until he/she has:

- 1) Filed a Petition for Academic Reinstatement (obtained from the EWC Records Office) with the Vice President for Student Services (the student may be requested to appear for a personal interview with the Academic Reinstatement Committee), and;
- 2) The petition approved by the Academic Reinstatement Committee. The Academic Reinstatement Committee may elect to reinstate the student or to suspend the student for the period of one semester. After being suspended for one semester, the student may return under the conditions outlined in "Academic Suspension".

Academically Suspended Student Who is Reinstated

If the student, at the end of the reinstatement period:

- a) Achieves a 2.00 Cumulative GPA or higher, he/she will be placed on good standing.
- b) Achieves a 2.00 Semester GPA or higher, but the Cumulative GPA is below 2.00, he/she will be placed on probation.
- c) Fails to achieve a minimum Semester GPA of 2.00, he/she will be subject to academic dismissal.

Academic Dismissal

A student who has been academically dismissed is not permitted to re-enroll until he/she:

- 1) Meets with the Vice President for Student Services to agree on a plan for how the student will achieve academic Good Standing.
- 2) Once the plan is approved, the student may take no more than nine hours each semester from EWC all of which must be repeats of classes in which the student received either a "D" or "F" in previously.
- 3) If, after two semesters under the agreed upon plan, the student has not achieved academic Good Standing, he/she will be dismissed for one academic year.
- 4) After one year, the academically dismissed student may return to EWC but may take no more than nine hours each semester all of which must be repeats of classes in which the student received either a "D" or "F" in previously. This will continue until the student has achieved academic Good Standing.

Academic Amnesty

Academic Amnesty permits students to eliminate one semester's credits and grades from their record. The courses and grades will appear on the transcript with a notation that the student was granted Academic Amnesty and that appropriately marked grades are no longer part of the cumulative grade point average, and will not help satisfy EWC graduation requirements. All credits and grades taken during the semester will be subject to Amnesty including those courses which were successfully completed.

Only returning EWC students may petition for Academic Amnesty. Application must be made after the posting of grades for which Amnesty is sought but no later than the 90th calendar day of the subsequent Fall or Spring semester of

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enrollment. The petition shall be submitted to the office of the Vice President for Student Services. Academic Amnesty may be applied only once and is irrevocable.

Since Academic Amnesty may affect financial aid awards, students receiving financial aid should contact the Financial Aid Office prior to applying for Amnesty.

The Petition for Academic Amnesty form can be found on the EWC website under Outreach Forms. Further information can be obtained in the EWC Records Office.

Student Conduct

Colleges recognize the student as an adult pursuing an education. Just as a student does not lose citizenship rights upon enrolling at a college, the student also does not become immune to society's obligations and laws or to the responsibilities of daily living in a broader society. In general, the behavioral norms expected of the college student are those of common decency and decorum, recognition of and non-infringement upon the rights and property of others and of the College, honesty in academic work and all other activities, and observance of local, state, and federal laws.

When students enter Eastern Wyoming College, they take upon themselves certain responsibilities and obligations including satisfactory academic performance and social behavior consistent with the lawful purposes of the College. Student conduct, therefore, is not considered in isolation within the college community but as an integral part of the education process. All students are expected to know and abide by the Student Code of Conduct. A copy of the Student Code of Conduct is available upon request from the Office of the Vice President for Student Services and also contains the student grievance process.

Academic Dishonesty

Eastern Wyoming College regards all forms of academic dishonesty as serious offenses that cannot be condoned. These forms include inappropriate dependence upon the aid of other persons in carrying out class or laboratory assignments; plagiarism; and cheating on quizzes, tests, or examinations. For a first offense, a student will be subject to the instructor's

disciplinary action which may include a grade of zero on the affected coursework, lowering of the final grade in the course, receiving a grade of "F" in the course or withdrawal from the course. The student who commits such an offense a subsequent time will be assigned the grade of "F" and may be subject to dismissal from the College with the reason for dismissal specifically stated and retained in college records. A student who has been the subject of disciplinary action for academic dishonesty may follow the EWC Grievance Policy included in the Student Code of Conduct.

Turnitin is a cloud-based text review service utilized by EWC for originality checking, including improper citations or potential plagiarism. Student work in this course may be submitted to and retained by this service, though the student retains copyright of their written work. Students can view information regarding Turnitin's privacy and copyright policy at <http://www.turnitin.com/en-us/privacy-center/overview>.

Student Copyright Guideline

Definition of Copyright

Copyright is the right of an author, artist, composer or other creator of a work of authorship to control the use of his or her work by others. Protection extends to literary works, musical works, dramatic works, pantomimes and choreographic works, pictorial and graphic works, sculpture, motion pictures and other audiovisual works, sound recordings and architectural works. Generally speaking, a copyrighted work may not be reproduced by others without the copyright owner's permission. The public display or performance of copyrighted works is similarly restricted.

Eastern Wyoming College (EWC) encourages all faculty, staff, and students to respect the intellectual property of others through adherence to copyright laws.

Copyright Laws and Technology

Copyright laws also extend to Peer-to-Peer (P2P) file sharing networks. P2P networks allow files (including, but not limited to music and video files) to be shared among, and stored on, the

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computers and devices that have access to that network. Though a P2P network itself is not illegal, the content that is shared may include copyrighted material. While using a P2P file sharing (or any file sharing) network - if you share, download, and/or otherwise obtain and use copyrighted material without permission, you can be subject to the civil and criminal penalties stipulated for violating copyright laws (see below). If you perform these actions while using an EWC computer, or while connected to a wired or wireless network affiliated with EWC, you may be subject to additional College penalties and disciplinary action.

Applicable college, civil, and criminal penalties can apply even if the file's copyright was unbeknownst to you. You are still responsible for your interactions and engagement on all P2P and file sharing networks.

Additionally, EWC complies with all laws and cooperates with law enforcement agencies concerning the investigation of copyright infringement that may have allegedly occurred from a campus-based computer or device, or one connected to a wired or wireless computer network affiliated with EWC.

EWC does not actively "police" its wired and wireless networks to discover acts of copyright infringement. The College does reserve the right, however, to monitor the data traffic that passes through its wired and wireless computer networks, and may investigate anomalies from expected levels and patterns of data usage. When anomalous activity is observed, measures will be taken to limit or suspend that activity at that time, and investigative measures may be employed to identify the user involved.

Violations of the Copyright Law can have serious consequences:

1. Eastern Wyoming College Disciplinary Action: Copyright infringement can subject a student to disciplinary action under the Student Code of Conduct, since violation of law or College policy is grounds for discipline. First offenses will result in a notice from Computer Services to cease illegal activity. Failure to comply or further incidents of infringement may result in loss of network access for the infringing user or

device. Sanctions may include suspension of network access and formal college disciplinary action, including academic suspension or dismissal. These outcomes might prove harmful to your future job prospects or academic pursuits, since many employers and graduate and professional schools require you to disclose College disciplinary action.

2. Civil Liability: Persons found to have infringed may be held liable for substantial damages and attorney(s) fees. The law entitles a plaintiff to seek statutory damages of \$150,000 for each act of willful infringement. In the cases filed by the RIAA against students at Princeton, RPI, and Michigan Tech, the recording industry sued for damages of \$150,000 for each recording infringed.
3. Criminal Liability: Copyright infringement also carries criminal penalties under the federal No Electronic Theft Act. Depending on the number and value of the products exchanged, penalties for a first offense may be as high as three years in prison and a fine of \$250,000.

Safety

Correct safety instruction and practices are a vital concern within the instructional programs and it is the responsibility of all persons to practice correct safety measures.

If an injury occurs, either during instruction or at any other time while on campus, the injured party must report the injury to the appropriate office (instructor or advisor) so that an "Accident and Injury Report" may be completed.

Eastern Wyoming College Notification of Rights under FERPA for Postsecondary Institutions

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

- (1) The right to inspect and review their education records within 45 days of the day EWC receives a request for access.

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Students should submit to the Vice President for Student Services, or other appropriate official, written requests that identify the record(s) they wish to inspect. The EWC official will make arrangements for access and notify the student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask EWC to amend a record that they believe is inaccurate or misleading. They should write the EWC official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If EWC decides not to amend the record as requested by the student, the College will notify the student of that decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by EWC in an administrative, supervisory, academic or research, or support staff position; a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, EWC discloses education records with consent to officials of another school in which a student seeks or intends to enroll.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Eastern Wyoming College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

Directory Information

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that Eastern Wyoming College, with certain exceptions, obtain a student's written consent prior to the disclosure of personally identifiable information from his or her educational records. However, EWC may disclose appropriately designated "directory information" without written consent unless the student has advised the College to the contrary in accordance with EWC procedures. The primary purpose of directory information is to allow EWC to include this type of information from student educational records in certain publications such as honor roll or other recognition lists, graduation programs, and sports activity sheets.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without prior written consent. Students must submit written notification to the Record's Office within ten (10) days of the beginning of the semester if they wish the personal directory information about them be withheld.

Eastern Wyoming College has designated the following information as directory information:

- Student's name
- Date and place of birth
- Dates of enrollment
- Affirmation of whether currently enrolled
- Full or part-time status
- Grade level
- Major field of study
- Address (local and permanent)

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- Telephone listing (local and permanent)
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Most recent educational agency or institution attended
- Photograph
- Electronic mail address
- Degrees, honors, and awards received

The student is hereby notified of these rights and that a copy of the “Privacy Rights of Parents and Students” pertaining to Eastern Wyoming College may be obtained in the office of the Vice President for Student Services.

Sexual Harassment Policy

Definition

Eastern Wyoming College endorses the definition of sexual harassment provided under Title VII of the Civil Rights Act of 1964. Accordingly,

Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile, or offensive working environment.

Policy Statement on Sexual Harassment

Eastern Wyoming College strives to create a work environment that is desirable for all employees and students.

Sexual harassment of employees or students is reprehensible, illegal, and will not be tolerated at Eastern Wyoming College. Such activity which influences employment decisions or the academic success of students is contradictory and antithetical to the environment provided by this institution, and prompt and remedial action will be taken by Eastern Wyoming College upon any finding of sexual harassment.

All complaints of sexual harassment will be investigated. Employee complaints should be filed with the complainant’s immediate supervisor or the Affirmative Action Officer. Student complaints should be registered with the relevant Division Chair or the Affirmative Action Officer. If the complaint cannot be resolved at this level, the College Grievance Procedure under EWC/ Board of Trustees Grievance Policy No. 1.7 should be followed. Victims of sexual harassment are strongly encouraged to disclose any episode(s) of sexual harassment. Such disclosure will assist EWC in its attempts to prevent future episodes of sexual harassment.

Any Eastern Wyoming College agent or employee who is found to have engaged in sexual harassment of another employee or student will be subject to disciplinary sanctions which may include, but not limited to, written reprimand, demotion, transfer, required professional counseling, and/or termination of employment. Any student who violates this policy will be subject to prompt and appropriate discipline. Such discipline may result in the student being expelled from Eastern Wyoming College.

No employee or student shall suffer reprisal from Eastern Wyoming College as a consequence of filing a “good faith” complaint.

Complaint Log

Eastern Wyoming College maintains a record of all formal student complaints received in the office of the President, Vice President for Learning, or the Vice President for Student Services. Student complaints are defined as those which are nontrivial in nature, either academic or nonacademic, made formally in writing, signed by a student, and addressed to and submitted to an organizational officer with the responsibility to handle the complaint. The formal Complaint Log is maintained in the office of the Vice President for Student Services and contains the following information:

- A. Date the complaint was first formally submitted to an appropriate officer;
- B. Nature of the complaint (e.g. dispute about a grade, allegation of sexual harassment etc.);
- C. Steps taken by EWC to resolve the complaint;
- D. EWC’s final decision regarding the complaint including referral to outside agencies; and

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- E. Any other external actions initiated by the student to resolve the complaint, if known to the institution (e.g. lawsuit, EEOC investigation, etc.).

EWC will maintain, at a minimum, records of complaints for a two year period. The log is available for review by college staff, representatives of accrediting agencies, and by other, appropriate outside agencies. The names of any individuals involved in the complaint (including the names of any student(s) or EWC staff directly involved) are not part of the log.

Complaints, at EWC, are first addressed through the Informal Grievance procedure as outlined in the EWC Student Handbook. Those complaints that are not resolved using the Informal Grievance procedure, are resolved using the Formal Grievance Procedure also outlined in the EWC Student Handbook. The Handbook contains the EWC Student Code of Conduct (Board of Trustee Policy 5.13) that addresses how behavioral and other issues, including student complaints, are addressed by the College.

INFORMAL GRIEVANCE PROCEDURE (As it pertains to students)

In order to ensure the most complete processing of complaints or concerns within the environs of Eastern Wyoming College, the College adopts the following procedures: The first procedure, the informal grievance procedure, is designed to permit an expedited and orderly processing of all complaints or concerns of students in an informal manner, while at the same time ensuring that the complaints are fully explored and that a reasonable effort has been made to resolve the difficulties without the necessity of formal grievance proceedings.

The informal complaint procedure may be utilized to resolve any student or personnel problems arising at the College. If the grievance cannot be resolved through this informal procedure, the person or persons involved may avail themselves of the formal grievance procedure.

The informal complaint process is limited to fifty (50) calendar days from the alleged event. Complaints of events exceeding 50 days prior to statement of the complaint shall be handled through the formal complaint procedure. Any

student who has a complaint may utilize this informal complaint procedure. In implementing this procedure, the complaining party should proceed as follows:

1. A complaint should be discussed initially between the persons involved; many problems may be resolved on this one-to-one basis.
2. If the persons(s) concerned are unable to resolve the problem on a one-to-one basis, the following procedures should be followed:
 - (a) In the event that the grievance concerns the College President, the complaint will be submitted to a mediation committee of three individuals. One individual shall be selected the complainant, one by the College President, and the two selected individuals shall jointly select a third individual. This committee shall then make recommendations in an effort to resolve the matter.
 - (b) A student should define the complaint to the appropriate Division Chairperson regarding instructional personnel or matters; and to the appropriate student activities director regarding non-instructional personnel or matters.

This informal procedure does not rule out discussions among the complainant, his/her supervisors, or any other person who may assist in resolving the situation, including the Vice President in charge of the particular department or activity involved. The Board of Trustees should not be involved in any informal discussion of the grievance with any party involved.

In the event the above procedure does not result in a mutually agreeable solution, the student may file a formal grievance which will then be processed in accordance with the procedures set forth within the College's Formal Grievance Procedure.

FORMAL GRIEVANCE PROCEDURE (As it pertains to students)

If the complaining party or parties have been unable or unwilling to resolve the complaint utilizing the procedures available under the "Informal Grievance Procedure," the complaining party or parties may proceed to file a formal grievance.

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1. The formal grievance procedure begins with the filing of a written complaint. The written complaint must be filed within ten (10) working days following the alleged event, or ten (10) working days after unsuccessfully resolving the complaint informally.

The format of the written formal grievance shall contain the following:

- a. A concise statement of the grievance;
 - b. A complete description of the action(s) of all parties involved;
 - c. A detailed description of the alleged events;
 - d. The date of the alleged occurrence;
 - e. The place of occurrence of the alleged events;
 - f. The relief or remedy sought by the complainant.
2. If the grievant is a student, the grievant shall submit the written complaint to the appropriate Division Chairperson, if the grievance involves instruction matters, and to the Vice President for Student Services if the grievance involves noninstructional matters. All formal student complaints are kept on file in the Vice President for Student Services' office. The Division Chairperson, or Vice President for Student Services, 1) shall notify the relevant parties in the dispute of the receipt of the formal grievance within five (5) working days; and 2) shall investigate, facilitate and answer the grievance in writing.
 3. If either party is dissatisfied with the written decision from the Division Chairperson or Vice President for Student Services, either party may request a review by the Grievance Review Committee. Such request must occur within five (5) working days after receiving the written decision from the Division Chairperson or Vice President for Student Services. The Grievance Review Committee shall conduct an investigation of the matter within ten (10) working days after the request is submitted. A written decision shall be submitted to the respective parties within five (5) working days after the investigation is completed.
 4. If either party is dissatisfied with the written decision of the Grievance Review Committee, either party may request a review of the decision by the College President. The request

must occur within five (5) working days after receiving the written decision from the Grievance Review Committee. The President shall conduct an investigation of the matter within ten (10) working days after the request is submitted. A written decision shall be submitted to the respective parties within five (5) working days after the investigation is completed.

5. If either party is dissatisfied with the written decision of the College President, either party may request a hearing before the Board of Trustees. Such a request for hearing must occur within five (5) working days after receiving the written decision from the College President. The Board shall then conduct a formal hearing in accordance with its Rules of Practice For Contested Cases.
6. COLLEGE PRESIDENT. If the grievance or complaint concerns the College President, the formal Complaint shall be submitted directly to the Grievance Review Committee within ten (10) working days following the alleged event, or ten (10) working days after unsuccessfully resolving the complaint informally. The Grievance Review Committee shall conduct an investigation of the matter within fifteen (15) working days after the Complaint has been submitted. A written decision shall be submitted to the respective parties within five (5) working days after the investigation is completed. If either party is dissatisfied with the written decision of the Grievance Review Committee, either party may request a hearing before the Board of Trustees. Such a request for hearing must occur within five (5) working days after receiving the written decision from the Grievance Review Committee. The Board shall then conduct a formal hearing in accordance with its Rules of Practice For Contested Cases.
7. Student Grievance Review Committee:
 - Administrator (Chairperson) appointed by the College President
 - Professional Staff Member appointed by the Chairperson
 - Faculty Member appointed by the Chairperson
 - Classified Staff Member appointed by the Chairperson

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- Student Senate Member recommended by Student Senate President

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

Eastern Wyoming College is dedicated to providing opportunities and recognizing the talent of all people at our institution. The College is committed to a policy of equal employment opportunity for all persons on the basis of merit without regard to race, color, national origin, marital status, sexual orientation, sex, religion, political belief, veteran status, age, or disability. In accordance with the policy, Eastern Wyoming College affirms its commitment to non-discrimination in its employment practices as they relate to recruitment, hiring, selection, screening, testing, compensation, promotion, employment benefits, educational opportunities, access to programs, work assignments, application of discipline, access to grievance procedures, and any and all other conditions of employment which are provided by Eastern Wyoming College policy, regulation, rule or practice.

All administrators, faculty and staff committees and others involved in employment decisions are directed to comply with this policy. The Director of Human Resources is responsible for administering and coordinating the College's Affirmative Action/Equal Employment Opportunity Program.

Name, office location and telephone number are:
Director of Human Resources
Affirmative Action Officer
Tebbet Building, 234
Eastern Wyoming College
3200 West "C" Street
Torrington, WY 82240
(307) 532-8330

The Crime Awareness and Campus Security Act of 1990

Prepared for EWC students, faculty, staff and prospective students in accordance with the Crime Awareness and Campus Security Act of 1990.

Introduction

Many students and parents are concerned about

the issue of personal safety on college campuses. Eastern Wyoming College (EWC) employs security measures that help ensure students enjoy their time at the College as free as possible from any threats to safety and well-being.

Crime is a national problem that affects all communities and college campuses. To minimize the occurrence of crime incidents, college administrators, residence life and physical plant staff members, the city and county law enforcement authorities, and the students themselves must work together to ensure that students and their possessions are protected as much as possible.

The Crime Awareness and Campus Security Act of 1990

The Campus Security Act (1990, 1994) and the Jeanne Clery Act (1998) are federal laws that require colleges and universities to disclose information about crime on and around their campuses to students, employees and prospective students. The Eastern Wyoming College (EWC) crime statistics may be found on the EWC website by clicking on "Security" located at the bottom of the home page. The EWC Crime Awareness and Campus Security policies, procedures and statistics are available upon request in the EWC Vice President for Student Services' Office.

Every prospective and admitted student is provided with a mailed notification that provides the website to access the information available in this report.

Student Demographic Information

Eastern Wyoming College district operations include campuses in Torrington and Douglas, Wyoming. Torrington is the administrative center and main campus of the district and Douglas functions as a branch campus. Enrollment is approximately 1700 credit students each semester with additional offerings in the community services and continuing education areas. Total headcount credit enrollment includes course offerings in ten other rural communities. The Torrington campus enrolls more traditional full-time students than the other areas, which serves primarily non-traditional, part-time students.

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Lighting/Physical Plant Concerns

The Physical Plant Department maintains all college buildings and grounds with a concern for safety and security. Staff inspect campus facilities regularly; promptly making repairs affecting safety and security, and responding immediately to reports of potential safety and security hazards, such as broken windows and locks. The campus is well-lighted. Lighting checks are conducted on a regular basis to ensure that lights are in proper working order.

Local Police Provide Campus Security

Eastern Wyoming College (EWC) maintains a close working relationship with both the Torrington Police Department and the Goshen County Sheriff's Department. The Torrington police routinely patrol the streets and parking lots on campus as well as the residence hall areas. They respond to both routine and emergency calls, and provide the College with timely information relating to criminal activity in the community so that college employees and students may act to protect themselves and assist in crime prevention efforts. The EWC Board of Trustees and the Torrington Police Department cooperatively instituted a Campus Resource Officer program to enhance the quality of life on campus by providing safety and security, maintain a high level of visibility around the campus, maintain order, and provide a range of general and emergency services.

Reporting of Crimes

Crimes in progress and other emergency situations in on-campus buildings can be reported directly to the Torrington Police Department by picking up any campus phone and dialing 9-9-1-1, and then following up by contacting the Vice President for Student Services. Upon receipt of the call, police dispatch will initiate the appropriate emergency response. Telephones are accessible in all buildings during normal hours of operation. Four 911 Emergency-Only telephones are located strategically along campus walkways and dial directly to the police dispatch office.

Non-emergency situations should be reported to the Vice President for Student Services located in the Student Services Office, 307.532.8257, between 7:30 am and 4:30 pm Monday through Friday. The Student Services Office serves as

the student assistance and information center for the campus. The Vice President for Student Services and the staff are available to initiate crime reports and to respond to questions or concerns regarding personal safety on campus. The Director of Residence Life may be contacted at 307.532.8336 in Lancer Hall after regular working hours.

Victims of a crime who do not want to pursue action within EWC or the criminal justice system may still want to consider making a confidential report. With the victim's permission, the Vice President for Student Services can file a report on the details of the incident without revealing the victim's identity. The purpose of a confidential report is to comply with the victim's wish to keep the matter confidential while taking steps to ensure the future safety of the victim and others. With such information, EWC can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution. An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his/her license or certification are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. They are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Timely Warnings

In the event that a situation arises, either on- or off-campus, that, in the judgment of the Vice President for Student Services or Campus Resource Officer, constitutes an ongoing or continuing threat, a campus-wide "timely warning" will be issued. The warning will be issued through the LancerNet e-mail system to faculty, staff and students, and through the LancerAlert cell phone text messaging for those who have opted into that program. Warnings will also be issued on the EWC website at ewc.wy.edu and on the electronic bulletin boards at the Information Center and Student Services.

Academic Procedures and Regulations

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, a copy of the notice will be posted in each residence hall, and at the front door of each on-campus classroom building. Anyone with information warranting a timely warning should report the circumstances to the Vice President for Student Services by phone at 307.532.8257, in person at the EWC Student Services Office; or to the Campus Resource Officer at 307.532.7001 (Torrington Police Department).

Through a cooperative program of the Wyoming Department of Education, EWC is a participant in the anonymous WeTip hotline at www.wetip.com or 1.800.78.CRIME, where students and community members are urged, if they have information about vandalism, theft, drugs, threats, weapons or any other illegal activities to call this 24 hour hotline to report concerns. Callers will not be asked for their name and will remain anonymous. There is up to a \$1,000 reward for calls leading to a conviction. Signs, posters and business cards regarding the WeTip hotline have been disseminated throughout the campus.

Crime Awareness and Prevention Activities

Programs sponsored by community/campus organizations, residence life, college staff and local law enforcement personnel provide sessions each academic year on topics including personal safety awareness and security, domestic violence/sexual assault, the prevention of theft and vandalism, and alcohol and drug abuse. Information on safety and security issues is provided to students and employees regularly through bulletins, crime alerts, posters, brochures and college/community newspapers.

College Access

During business hours, EWC (excluding residence halls) is open to students, parents, employees, contractors, guests and invitees. During non-business hours access to all EWC facilities is by key, if issued, or by admittance via the Physical Plant staff. Over extended breaks, the doors of all halls will be secured around the clock. Some facilities have individual hours which may vary at different times of the year. Examples

are the Student Center, the Library and the Learning Skills Lab. In these cases, the facilities will be secured according to schedules developed by the department responsible.

Security Personnel

EWC does not employ a police staff. However, the Physical Plant staff who work past regular business hours have the authority to ask persons for identification and to determine whether individuals have lawful business at EWC. Criminal incidents are referred to the Campus Resource Officer or the local police department who have jurisdiction on the campus. Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to local law enforcement, the Vice President for Student Services and/or the Physical Plant staff in a timely manner.

Crime Prevention Programs

Crime prevention programs and sexual assault prevention programs are offered on a continual basis. Specific programs designed to inform students and employees about campus security procedures and practices, and to encourage students and employees to be responsible for their own security and the security of others include:

- Summer Pre-Registration programs for parents (2-3 times annually)
- Orientation activities (1 time annually)
- Residence Hall educational programming (2 times during academic year)
- Student Services educational programming (3 - 4 times each academic year)
- College Studies classes (every semester)

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibilities for their own security and the security of others. In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets, security alert posters, electronic displays, videos and articles in the college newspaper. When time is of the

Academic Procedures and Regulations

essence, information is released to the College through security alerts posted prominently throughout campus, through e-mail messages to employees and through website notifications.

Sexual Assault Prevention and Response

Eastern Wyoming College educates the student community about sexual assaults and date rape through freshman orientations each Fall. The Goshen County Task Force on Family Violence and Sexual Assault offers sexual assault, education and information programs to college students and employees upon request. Educational programming and literature on date rape education, risk reduction and EWC response is available through Residence Life and other Student Services offices.

Victims of a sexual assault at Eastern Wyoming College should first get to a place of safety and then obtain necessary medical treatment. Student Services strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Residence Life staff member, the Vice President for Student Services or another college administrator. Filing a report will not obligate the victim to prosecute nor will it subject the victim to scrutiny or judgmental opinions from EWC employees. Filing a sexual assault report will:

1. Ensure that the victim receives the necessary medical treatment and tests.
2. Provide the opportunity for collection of evidence helpful in prosecution which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet or change clothing prior to a medical/legal exam).
3. Assure that the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts Eastern Wyoming College, the Torrington Police Department or Goshen County Sheriff's Office will be notified as well. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and

Eastern Wyoming College, or only the latter. A college employee will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available from the EWC Counseling Office. Counseling and support services outside EWC can be obtained through the Goshen County Task Force on Family Violence and Sexual Assault, and Peak Wellness.

Eastern Wyoming College's Student Code of Conduct prohibits "Participating in any actual or threatened non-consensual sexual act", and outlines disciplinary proceedings and guidelines for cases involving sexual misconduct. The accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the formal grievance procedure. Both the victim and accused will be informed of the outcome of the grievance procedure. A student found guilty of violating the EWC Student Code of Conduct could be criminally prosecuted in the state courts and may be suspended or expelled from the College for the first offense. Student victims have the option to change their academic and/or on-campus living situations after an alleged sexual assault, if such changes are reasonably available.

The Eastern Wyoming College (EWC) crime statistics, policies, and procedures may be found on the website by clicking on "Security" at located at the bottom of the EWC home page.

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, EWC is providing a link to the information regarding registered sex offenders in Goshen County available through <http://goshensheriff.org/SexOffenders/Default.asp> and in Wyoming available through the <http://wysors.dci.wyo.gov/sor/SOR>.

Alcohol & Drug Enforcement Policies at EWC

The Eastern Wyoming College Board of Trustees has enacted a drug and alcohol policy that states that drugs and alcoholic beverages may not be present on campus or at college-sponsored activities. The policy states that the College may take disciplinary action for the following

Academic Procedures and Regulations

violations:

- The possession, use, sale, or distribution of narcotics, illegal drugs, or prescription drugs for which the person does not have a prescription, on college premises or at college-sponsored activities.
- The possession, use, sale, or distribution of alcoholic beverages on college premises or at college-sponsored activities.

Please refer to the alcohol/drug sections in the Student Code of Conduct and the “Alcohol & Drug Enforcement” policy for more detailed information on disciplinary measures related to illicit alcohol and drug use.

Prevention Programs

EWC has a variety of methods to prevent the illicit use of drugs and abuse of alcohol by students and employees. The programs provide services related to drug use and abuse including dissemination of informational materials, educational programs, College Studies classes, counseling services, referrals and college disciplinary actions. The EWC registration statement provided to every student includes the alcohol and drug enforcement policies at EWC.

Wyoming Laws

Illegal Possession: Any person under the age of 21 who has any alcoholic beverage in his or her possession or who is under the influence of alcohol is guilty of a misdemeanor.

Falsification of Identity: Any person under the age of 21 who attempts in any manner to purchase alcoholic or malt beverages or who falsifies any identification or uses any false identification in order to obtain alcoholic or malt beverages is guilty of a misdemeanor.

Driving While Under the Influence (DUI) – Under 21: The legal blood alcohol concentration (BAC) for person under 21 is .02% as opposed to a BAC of .08% for those of legal age. A .02% BAC would result from consuming any alcohol.

Consequences of a Misdemeanor: The consequences upon conviction for violating any of the misdemeanors listed above shall be

imprisonment for up to six months, a fine of up to \$750, or both. Minors convicted of DUI may have additional consequences.

Student and Employee Responsibilities

The cooperation and involvement of students and employees in a campus safety program is absolutely essential. Individuals must assume responsibility for their own personal safety and the security of their belongings. The following is a list of some precautions:

Avoid Being a Victim

Walk with others when possible; be especially cautious during evening hours; keep keys ready, use sidewalks and well-lit pathways; be careful about whom you let approach you when alone. Call 9-911 in an on-campus building or utilize the Emergency-Only telephones outside on-campus if you notice something suspicious or believe yourself to be in danger.

Lock It Up

Use the locks on exterior building doors, individual rooms and offices, and vehicles; keep windows secured; and store valuables out of sight. Weapons are not allowed in on-campus facilities and residence halls.

Record All Serial Numbers

Maintain a list of serial numbers and descriptions for valuable property (cameras, bicycles, etc.) Items such as coats, books, CDs, and cell phones without identifying numbers should be labeled. An engraver suitable for metal, plastic or wooden objects is available through Residence Life.

Be A Crime Stopper

Report all accidents, thefts or other criminal activities to the Torrington Police Department or the Vice President for Student Services as soon as possible. Help the Torrington Police do their job by cooperating when asked to provide a statement, sign a complaint, or testify in court. Stay calm and give accurate details when making calls for assistance. Be concerned for the safety and property of everyone.

On-campus Housing Security

The following represents a summary of the ways on-campus housing security is addressed:

Staffing

The Residence Halls have staff members living

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in the buildings. Student Housing Staff (Resident Assistants and Residence Life work-study students) also reside in the building. Housing staff responsibilities include securing doors, observing activity in the facility and responding appropriately, reporting incidents and potential problems, reporting maintenance and safety concerns.

Procedures

The Residence Halls each have four exits. All doors are locked 24 hours a day for the safety of the students. Keys are assigned to students to allow them access to the main entrance of the residence hall in which they reside.

The residence halls have a duty station near the front door which enables housing staff to keep track of which residents and visitors are in the building. This station is manned by Housing staff from 4 pm – 2 am, Sunday-Thursday, and from 6 pm – 6 am, Friday and Saturday. Housing staff are trained to enforce quiet hours and visitation hours. They make rounds of the building and respond to student requests. Visitors are required to sign-in and visitation hours end at 12 midnight Sunday-Thursday nights and at 2 am on Friday and Saturday nights. Residents are responsible for the conduct of their visitors.

During Fall and Spring orientation meetings all residence students are warned about the dangers of leaving their room doors unlocked and exterior door security measures. Fire safety, fire alarm and tornado procedures, theft prevention, and domestic violence/sexual assault issues are also addressed.

Key Control

Student room door keys are not marked to indicate building or room number.

Crime Statistics

Individuals can access the Eastern Wyoming College crime statistics report directly from the Office of Postsecondary Education.

The Crime Awareness and Disclosure of College Information

Federal disclosure reports such as EWC's Graduation/Completion and Transfer-Out rates, Athletic Graduation/Completion and Transfer-

Out rates are available on the EWC website at <http://ewc.wy.edu/> (click on "Consumer Information" at the bottom on the home page. Other Student Right-To-Know information, such as Athletic Participation and Financial Support, is also available on the website at ewc.wy.edu, or upon request in the office of the Vice President for Student Services at Eastern Wyoming College.

All Eastern Wyoming College students are held individually responsible for the information and policies in this catalog and failure to read and comply with all stated regulations will not exempt a student from such personal responsibility.

Reporting Concerns Regarding Animal Treatment

"Whistleblower Statement"

All animals used at Eastern Wyoming College (EWC) must be handled, housed, treated, cared for, and transported in a humane and ethical manner in accordance with federal law and college rules. Any person having reason to question the treatment of animals at EWC is encouraged to report incidents involving perceived non-compliance without fear of retaliation.

- Any person having reason to question the humane or ethical treatment of animals at the College should contact the Institutional Animal Care and Use Committee at the anonymous number 855.392.2273 (855-EWCCARE). No threat or retaliation will be made against anyone reporting perceived mistreatment or non-compliance. In addition, reports can be made to any standing member of EWC's Institutional Animal Care and Use Committee.
- All complaints and documentation will be brought to the attention of the Institutional Animal Care and Use Committee (IACUC).
- Anonymous concerns are acceptable and all reports will be investigated. Federal laws and college rules prohibit discrimination or reprisal for reporting violations of standards and regulations promulgated under the Animal Welfare Act. All concerns will be discussed by the IACUC and, if warranted,

Academic Procedures and Regulations

appropriate measures will be taken.

- All complaints, violations and recommendations for subsequent action will be forwarded to the Institutional Official.

*The Institutional Animal Care and Use Committee (IACUC) is a self-regulating entity that, according to U.S. federal law, must be established by institutions that use laboratory animals for research or instructional purposes to oversee and evaluate all aspects of the institution's animal care and use program. <http://www.iacuc.org/>

Support Services



Support Services

Instructional Support Services

Instructional Support Services is composed of the Academic Testing Center, the Library, the Center for Tutoring and Learning, the Instructional Technology Center, Adult Learning Skills Lab, and Computer Services. These six areas have retained their autonomy but work cooperatively with each other.

Instructional Support Services provide diverse assistance to the college faculty, students, staff, and community. Learning is both a product and process. Within these areas are a consortium of specialists working toward the improvement of learning on campus.

Academic Testing and Career Services Center

Academic Testing - The Center offers proctoring of the following exams: Make-up exams for instructors, as well as correspondence and online tests for EWC and other colleges; Collegiate Assessment of Academic Proficiency (CAAP) tests; College Level Examination Program (CLEP) and DANTES Subject Standardized Test (DSST) credit by examination testing; High School Equivalency Certificate exams (High School Equivalency Test – HiSET, or General Educational Development – GED); ACT College Entrance exams; COMPASS Placement Exams; ACT WorkKeys; Health Occupational Aptitude Exam (HOAE); and certification exams through Castle Worldwide.com. The Testing Center also provides American Disabilities Act accommodations for qualifying students.

All testing is by appointment only. For more information or to make appointments, contact the coordinator in the Tebbet Building Room 133 or by phone at 307.532.8288.

Career Services - The Center offers assistance in writing resumes, developing interview skills, and information on employer expectations and success on the job. The Center also offers the Kuder Journey interest survey and career guidance tool to assist in indentifying appropriate career paths. For more information or to make appointments, contact the coordinator in the Tebbet Building room 133 or by phone at 307.532.8288.

Library

Located in the Tebbet Classroom Building, the Library is an attractive, central facility for research and study. The Library plays a vital role in the educational mission of Eastern Wyoming College. Resources are selected to support the instructional and recreational needs of the College and community. The Library also has access to online databases, on and off campus, through the Internet, all of which make the EWC Library part of the world-wide library community. It is open during the day, 4 evenings a week and on Sundays. When classes are not in session, library hours will be posted. Library personnel are available to assist patrons with their informational needs and to offer bibliographic instruction. For materials not available at the EWC Library, access is provided through interlibrary loan. For the convenience of library patrons, a coin operated photocopier is available as well as a microform reader/printer and a fax machine. The Library operates under the Library Bill of Rights which guarantees the unbiased provision of materials and protects patron privacy.

Center for Tutoring and Learning

The Center for Tutoring and Learning is where all Eastern Wyoming College students can get help from a trained student-tutor in most areas of study. Check the schedule posted every spring and fall to find a tutor that's right for you. No appointment necessary – just drop by. The Center is located in Tebbet 140, directly below the Library.

The Center for Tutoring and Learning can:

- provide tutors for most EWC courses
- set up study groups
- host review sessions
- advise students on study skills

Students can also call the Center for Tutoring and Learning toll-free. Just dial 866.392.3478 to talk to a tutor.

All EWC students have **free access 24/7** to the online tutoring service SmarThinking. SmarThinking can be reached via LancerNet.

All services are free to EWC students.

Support Services

Instructional Technology

The purpose of this department is to support faculty as they develop distance learning courses and expand distance learning offerings. This department works closely with the Distance Learning committee and faculty members. With training in instructional design (curriculum planning) and delivery, primary support is for the technology of distance learning. Services include: consultation for course planning and delivery, support for distance delivery via online Internet systems and interactive television, consultation and support for adding web components to traditional and non-Internet distance education courses, technical training for the interactive television classroom, training in distance delivery strategies and technologies, and training to use campus classroom technology. The department also provides faculty access to graphic, audio and video production, and editing.

Adult Learning Skills Lab

Adult Education classes are free to the public and are held in Torrington in Tebbet Room 140 on a regular basis. Classes are held at each outreach site in the Eastern Wyoming College service area. Programs of study include basic literacy, high school equivalency, workforce literacy, English as a Second Language, and EL Civics. Enrolled participants are encouraged to acquire computer, work, and life skills through various activities and assignments, regardless of the area of concentration. The large study area and adjacent computer lab provide learners with the opportunity to access technology to enhance the learning experience. The program offers managed enrolled classes and individualized study plans for people from the age of 16 and beyond. Distance learning opportunities are also available through Blackboard Collaborate and the Aztec software technologies. Enrollment in the program begins with an initial assessment battery using either TABE and/or BEST tests. Services are coordinated with the NOWCAP Family Literacy program, EWC Workforce Development, Wyoming Workforce Services, and a multitude of local agencies. The web address is ewc.wy.edu click the link to Academics and then to Adult Learning Center.

Computer Services

The Computer Services Department provides a wide range of services to the students and staff of Eastern Wyoming College. All classrooms

are equipped with multimedia systems for enhanced learning opportunities. Classroom labs are provided with current hardware and software to support academic instruction in accounting, business studies, word processing and curriculum-specific training. Student labs are available in the residence halls and classroom buildings, with extended hours of operation evenings and weekends in the Student Center and Library.

High speed internet access is provided to users on the main campus in both wired and wireless formats. Residence halls provide both wired and wireless internet access in the student rooms.

Students have free access to a host of online search engines and over 75 research databases through the Eastern Wyoming College computer network.

Eastern Wyoming College provides similar, but more limited, computer access and internet services to students enrolled at the Douglas, Guernsey, Glenrock, Hulett, LaGrange, Lusk, Moorcroft, Newcastle, Sundance, Wheatland and Upton campuses, in partnership with host agencies.

The guidelines for ethical and proper use of computer resources by students are outlined in the Student Handbook. Improper use of these resources may result in suspension of access privileges, student probation, suspension or dismissal.

GEAR UP

GEAR UP and Eastern Wyoming College work to help middle school and high school students prepare for college each step of the way. Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) focus time and effort in working closely with these students and helping them be successful in all aspects of education so that pursuing postsecondary education becomes a reality. This is an on-going service that helps students plan for college, explore career choices, provides tutoring and information on how to pay for college, campus tours, Summer activities, ACT prep, and scholarships.

Support Services

Counseling Services

Personal Counseling

A student's success in college is to a large degree dependent on his/her ability to adjust to the total college environment – academically, socially, personally, and emotionally. The Counselor at Eastern Wyoming College, through individual counseling and/or group counseling, is available to assist in these areas. The primary goal of Counseling Services is to help EWC students mature toward independence, health, and stability.

Parents, faculty, students, and staff are encouraged to utilize EWC Counseling Services by referring students in need of assistance. In some cases, students will be referred to other agencies or service providers best qualified to assist with the defined issue.

Career Counseling

The EWC Counseling Center provides the Kuder Career Development system free of charge to students wanting to explore college majors, career choices, and educational opportunities. This is a comprehensive online based system that provides three inventories aimed at identifying skills, interests, and values. It offers extensive information regarding careers, occupational goals, salary and employment trends, vocational school, technical school, college and university information as well as required training/education for specific occupations. This powerful system includes access to job banks in all fifty states. Interested students can make appointments for career counseling with the EWC Counselor.

Disability Services

EWC is committed to providing information, accommodation services, and agency referral to students with any type of documented physical, cognitive, or psychological disability.

Goal:

To promote the independence and self-sufficiency of students with disabilities, and encourage the provision of equal opportunities and access in education for students with disabilities at Eastern Wyoming College as mandated by Section 504 of the Rehabilitation Act of 1973, the Americans

with Disabilities Act of 1990 (ADA), and the ADA Amendments Act of 2008.

Services Available:

- Interpreter, Reader, and Recording Services
- Classroom Technology, and Services Available
- Advocacy with Faculty and Staff
- Test-Taking Accommodations
- Assistance with Study Skills, Note-Taking, and Test Preparation
- Career, Academic, and Personal Counseling
- Tutoring Services
- Academic Technology Equipment Loan Assistance

Eligible:

Any student enrolled at Eastern Wyoming College who has a documented physical disability or learning disability is eligible for assistance.

Contact:

Debbie Ochsner
Director of Counseling & Disability Services
Eastern Wyoming College
3200 West C Street
Torrington, WY 82240
307.532.8238

or

ADA Coordinator/Director of Human Resources
Eastern Wyoming College
3200 West C Street
Torrington, WY 82240
307.532.8330

TTY: via WY Relay 1.800.877.9965

Campus Life



Campus Life

On-Campus Housing

On-campus housing provides students with an opportunity to easily meet individuals from a variety of backgrounds, to establish lifetime friendships, and participate in a variety of social and educational activities. This experience in community living can be both enjoyable and rewarding for students, as well as being convenient and economical.

Eastern Wyoming College has two residence halls on campus: Eastern Hall and Lancer Hall. Eastern Hall has double occupancy rooms with shared bathrooms for men and women on separate floors, as well as 2 bedroom (four-student) suites which share a bathroom. Lancer Hall has 2 bedroom (four-student) suites which share a bathroom. Basic cable television and Internet service is provided in each living space as is local telephone service. (Telephone instruments are NOT provided.) Free use of washers and dryers is available in each building. Eastern Hall has a lounge with a television, DVD, Wii, refrigerator and microwave on each floor, and a game room in the basement. Lancer Hall has lounges and study rooms in each wing and a kitchen in the Atkins Commons area.

Housing staff resides in each residence hall. Professional and student staff members are trained to assist students with concerns relating to their total college experience.

To enable the College to offer students the best food service possible at reasonable costs, EWC requires all students who reside on campus to participate in a meal plan. Food Services offers a full meal plan of 17 meals per week along with two other plans that offer 14 meals per week or 10 meals per week; the last two have Munch Money that can be used in the Cafeteria or Student Center. The housing and food service charges are included under a single contract. Exceptions to the meal plan such as work conflict, religious reasons, class conflicts, vegetarian, weight loss, or health-related diets are not made. For further information concerning student housing, contact the Director of Residence Life at 307.532.8336.

Campus Activities and Organizations

There are several student organizations on campus and, as interest increases, new organizations may be formed. Student extra-curricular involvement develops leadership, cooperative and service skills, rounds out one's education, and provides a much needed constructive diversion from academic stresses. Every student is urged to become an active member of the student body. Faculty and staff advisors are assigned to each college-sponsored club or activity.

ART CLUB: The EWC Art Club is an organization for students who love the visual arts, whether they have professional or amateur interests. The club works together to engage in and organize more extensive and intensive experiences in the visual arts. This group organizes enriching activities including field trips to museums and art communities, workshops, visiting artists, and collaboration with other creative disciplines. There will be no priority established based on style, content, media, or individual interests in art; all interested students are welcome.

BLOCK AND BRIDLE CLUB: Block and Bridle Club is a nationally recognized organization offered at numerous junior colleges and universities. Many of the members are involved in animal science studies, but all students involved with agriculture are encouraged to join. The club participates in events with other Block and Bridle Chapters, sponsors social activities, plans and participates in community service projects, and travels to educational seminars such as The Range Beef Cow Symposium. One advantage of joining Block and Bridle is that your membership transfers to any other school that you attend that participates in Block and Bridle.

CAMPUS ACTIVITIES BOARD: This is a formal group of interested students who assist the Coordinator of Intramurals and Student Activities in the selection, promotion, and follow-through of activities for all Torrington-based students. Interested students are invited to join this board by contacting the Coordinator.

Campus Life

COSMETOLOGY CLUB: The Cosmetology Club is designed for the student who is outgoing and creative. The club encourages leadership, unity, and advanced education. All Cosmetology Club members must maintain a minimum GPA of 2.0. As a club, students attend regional hair shows and educational field trips. The club is active in community services such as sponsoring food drives for the local food pantry.

CRIMINAL JUSTICE CLUB: The EWC Criminal Justice Club is open to criminal justice majors who are in good academic standing. Former students who have graduated or transferred to other colleges, continuing their criminal justice education can also participate as associate members. The club engages in a number of fund-raising, college/community service, social, and academic activities throughout the year. These include tours of regional corrections, law enforcement, and criminal justice facilities and institutions.

CULTURAL DIVERSITY CLUB: The Eastern Wyoming College Diversity Club's purpose is to provide opportunities for the EWC community to learn and experience aspects of various cultures of the United States of America and of other countries worldwide. Appreciation and acceptance of worldwide cultures is encouraged through a number of social activities, community service projects, and educational trips. Membership is open to all students.

GAY STRAIGHT ALLIANCE: The Gay Straight Alliance brings together LGBTIQQA students (Lesbian, Gay, Bisexual, Transgendered, Intersexual, Queer, Questioning, and Allies) to have a voice on the EWC campus. This organization is established to raise awareness of LGBTQ individuals, their positions, issues and concerns; provide social and educational resources and connections; increase the visibility of LGBT persons and their allies; and increase tolerance and eliminate discrimination, prejudice and oppression. LGBT friendly social and educational activities are planned for all students. Membership is open to all students.

GEAR-UP CLUB: The GEAR-UP Club is open to students who were previously involved in their former high school's GEAR-UP program. Club goals include enriching the academic and

social experience of college students, mentoring incoming GEAR-UP students, and conducting community service projects.

HOUSING COUNCIL: The Housing Council is an informal group of on-campus residents who are interested in improving the quality of on-campus living. The basic functions of the Housing Council are to:

1. Advise and implement, with approval of the Director of Residence Life, Vice President for Student Services, and the College Board of Trustees, policies, regulations, and procedures for the improvement of residence hall living.
2. Coordinate housing activities.
3. Maintain close two-way communication between the student residents and the College.
4. Provide opportunities for the residents to participate in residence hall government.
5. Evaluate environmental factors which influence the general welfare of residents.

INTERCOLLEGIATE ATHLETICS: Eastern Wyoming College belongs to the Wyoming Community College Athletic Conference and team championships are declared in women's volleyball, and men's and women's basketball. The College belongs to the National Junior College Athletic Association and is a member of Region IX. EWC is also a member of the National Intercollegiate Rodeo Association - Central Rocky Mountain Region. The intercollegiate athletic program for men consists of basketball, and rodeo. The intercollegiate athletic program for women consists of volleyball, basketball, and rodeo. Activity grants are available in all of these sports.

INTRAMURALS: The intramural program is available to enrolled EWC students and all students are encouraged to participate. Intramurals at Eastern Wyoming College are set up on team, dual, and individual basis. Activities include basketball, racquetball, softball, volleyball, and wallyball.

JOURNALISM CLUB: The Journalism Club (along with the Publications Production class) produces *The Lancer Post*, a newspaper for Eastern Wyoming College students. The purpose of *The Lancer Post* is to inform and entertain readers while also offering a forum for readers via letters to

Campus Life

the editor and guest editorials. Students may participate in any or all of the following areas: writing, taking photographs, working on layout, production and/or distribution, and advertising sales.

LIVESTOCK JUDGING CLUB: The mission of the club is to provide educational activities to interested EWC students through livestock judging. Objectives include development of the following skills: leadership skills as Club officers, communication skills through oral reasons and fundraising activities, social skills as club members, and decision-making skills through judging practices and contests. Club members must be or have enrolled in ANSC 1210. In order to participate in trips, club members must actively participate in club fundraising activities. National contests like the American Royal and National Western preset the number of participating team members. Team members must be full-time students with a minimum 2.0 GPA and be currently passing all classes. Team selection will be based upon ability and participation.

MUSIC CLUB: The EWC Music Club is a group for music majors and non-majors to assist in building and supporting the music community at Eastern Wyoming College. In the past the club has done this by hosting jam sessions, music technology seminars, assisting with EWC Music events, assisting with Eastern Wyoming Arts Council events, and organizing trips to see concerts in the Denver metropolitan area. The club is open to all who have an interest in music of any type.

PHI THETA KAPPA: Phi Theta Kappa is an academic honor society that recognizes and promotes scholarship, leadership, and service. Students who have attained a minimum 3.5 cumulative GPA in twelve or more credit hours in a degree program are eligible for membership. Phi Theta Kappa is the recognized academic honor society for community colleges in the United States and has approximately 800 chapters. The EWC chapter began in 1989 and initiates new members in the Fall and Spring semesters.

RANGE AND WILDLIFE CLUB: The Range and Wildlife Club was established in January, 2003 with the intent of fostering a sense of comradery with other students in biological fields, and to assist local biologists with data collection and other duties. Students seeking degrees in Biology, Environmental Sciences, Wildlife and Fisheries

Biology and Management, and pre-professional areas are eligible for membership. Activities include guest speakers, a wild game feast, and trips to the National Bighorn Sheep Center in Dubois and the National Elk Refuge in Jackson.

RODEO CLUB: The Rodeo Club is designed to promote intercollegiate rodeo at Eastern Wyoming College. It supports an increased interest in rodeos and other Western activities, and helps establish a closer relationship among students interested in this activity. The rodeo team is a member of the National Intercollegiate Rodeo Association.

SHOOTING SPORTS CLUB: The purpose of this organization is to create an environment that teaches and capitalizes on the joys of the shooting sports, specifically trapshooting, to develop intercollegiate competition, and to promote and uphold gun safety in the shooting sports. Club members will successfully complete a Hunter's Safety Course or must prove the successful completion of such a course at a previous site.

SkillsUSA: The SkillsUSA professional chapter is an organization for students in technical, skilled, and service occupations including health occupations. It focuses on leadership, citizenship, and character development. The club offers Eastern Wyoming College students special opportunities to further enhance their schooling and skill development through activities, trips, community service, and competitions at the local, state, and national level.

SkillsUSA / WELDING & MACHINE TOOL DIVISION: EWC SkillsUSA / Welding and Machine Tool Division provides students who are welding and machine tooling majors the opportunity to participate in an "industrial-oriented" student organization. Students may participate in industry related field trips, develop leadership skills, attend club sponsored forums, compete at state competitions/leadership activities, community service, and social events. Activities are planned to enhance knowledge and awareness for all students involved.

SkillsUSA / BUSINESS DIVISION: EWC SkillsUSA/Business Division provides students who are business, computer science, and non-business majors the opportunity to participate in a "business-oriented" student organization.

Campus Life

Students may participate in business/industry related field trips, develop leadership skills, community service, attend club sponsored forums, compete at state competitions/leadership activities, and social events. Activities are planned to enhance knowledge and awareness for all students involved.

STUDENT AMBASSADORS: The Student Ambassadors are a select group of students chosen for their positive attitudes, varying geographical residences, majors, and extra-curricular involvement. They must maintain a minimum 2.5 cumulative GPA. These students are ambassadors of the College and represent it at many social and recruitment/retention functions. Students interested should contact the Director for Enrollment Management.

STUDENT SENATE: The Student Senate is the governing agency of the EWC student body. Membership includes every segment of the student body as defined by the Senate Constitution. Student Senators are provided opportunities for leadership, service, enhanced education, and involvement. Officers for the succeeding academic year are elected each Spring semester with other representation selected early in the Fall. The mission of the Senate is to provide an active, equitable, and welcoming atmosphere for Eastern Wyoming College students. The Senate membership is involved in disbursement of student activity funds. All students are welcome to attend weekly Senate meetings.

VETERINARY TECHNOLOGY CLUB: The Veterinary Technology Club is designed to promote interest in the vocation of Veterinary Technology. Fundraising activities include operating the concession facility at EWC athletic events and sponsoring pet washes, and raffles. Recreational and academic activities include community service, picnics, and field trips. Field trips have included the National Western Stock Show and Rodeo, the Denver Zoo, the Denver Museum of Natural History, and veterinary technician seminars. Membership is open to all students who have an interest in Veterinary Technology.

Motor Vehicle Information

Registration: At the beginning of each semester all students must register motor vehicles which

they own or operate. Students are allowed one week after a change in the registration to report the information—such as different car, change of license number, etc. to the Student Services Office.

Traffic/Parking: Students are subject to all Torrington traffic rules and regulations. Violations within the College area will be reported to the Torrington Police Department for whatever penalties may be imposed. Please remember that pedestrians have the right of way.

Residence hall students are required to leave their vehicles in the residence hall parking lots and not in the main campus parking lots. No parking is allowed in front of the main building along the drive. Parking spaces are marked and students may be ticketed if they park across the lines. Large vehicles and trailers must be parked behind the welding shop or in marked parking lanes on West C Street.

The Torrington Police Department (TPD) will ticket violators who illegally park in spots reserved on campus for those individuals with proper handicapped permits on their vehicles. The TPD will also issue tickets to those individuals who park in the fire lanes on campus. If necessary, the TPD may also have the illegally parked vehicles towed in addition to ticketing.

Community Education, Outreach & Workforce Development



Community Education, Outreach & Workforce Development

Evening and Weekend Courses

Eastern Wyoming College is committed to offering a large variety of courses at times which meet the needs of busy adults. Outreach Coordinators will disseminate schedules to their community members. Schedules are available on the web at ewc.wy.edu. Phone-in registration is available.

Distance Learning Options

There has never been a better time to get your degree through online and distance learning. Let EWC show you how!

Eastern Wyoming College wants to bring quality education to every part of our service area and through distance education, everyone can have an opportunity to take college credit courses and earn a degree. EWC is approved by The Higher Learning Commission to offer the following complete degree programs via distance.

- Interdisciplinary Studies AA degree and AS degree—This program offers a broad-based degree which includes all general education courses and lets the student choose among electives. Both of these degrees transfer well to four-year colleges and universities.
- Criminal Justice AA degree—Many career opportunities are offered with a criminal justice background. This program will help prepare you for this fast growing occupational field.
- Business Administration AAS degree—This flexible program provides an individual with entry level business skills with emphasis in accounting, office management, and computer areas. It will prepare the student to go to work in a variety of office and business occupations.
- Child Development Certificate—This certificate is designed to prepare students for employment in home-based or center-based early child care settings. This program provides professional training through a combination of coursework and

applied experiences working with children.

- Early Childhood Education AA degree –This program is designed to prepare students for employment as teachers or aides in early childhood programs, preschools, and Head Start Programs.
- Elementary Education AA degree –This degree is designed to provide students with the required coursework and skills necessary for continuing to pursue their goal of teacher certification at the university level.

Classes are offered via Internet, interactive video, and web conferencing modes. A three year rotation schedule of distance classes ensures that all program requirements are met for the above degrees by one of these three modes. Eastern Wyoming College offers courses in many core areas including general education, business, computer, criminal justice, education, social sciences, and human development.

Support services available to help students include technology support, student advising, registration, library, bookstore, counseling, financial aid, online registration, and online grade reports.

Consider the following:

- How comfortable are you with using technology such as computers, e-mail, and the Internet?
- Are you a self-directed, self-motivated, and self-disciplined student? It is important to stick to a schedule with distance courses.
- Are you comfortable with forms of interaction such as chat rooms, e-mail, or telephone calls?
- Do you have the time commitment to devote to a distance course? Distance courses require as much or more of your time than traditional classes.
- Are you willing to be an active participant and an advocate for your own education? Then distance learning may be for you!

For questions, please call the Instructional Technology Office at (307)532.8284, or check the web at ewc.wy.edu/programs/distance.

Community Education, Outreach & Workforce Development

Veteran education benefits may be adjusted when student enrolls in all distance education courses.

Summer Session

One six-week summer session is offered each summer. Classes scheduled vary based upon student interest and demand. Short-term courses are frequently scheduled. Contact Registration and Records to request a summer schedule, or check on the web at ewc.wy.edu.

Adult Education

The Adult Basic Education (ABE) program at Eastern Wyoming College is located in the Learning Skills Lab. The ABE offers instruction in General Education Development (GED), adult literacy, English as a second Language (ESL) and civics. The program is a student-centered, individualized, goal-oriented educational program and is free to the general public. For additional information please visit the EWC website.

ABE Hours

M-Th 8am - 4pm or by arrangement

Laboratorio de Habilidades de Aprendizaje Educación Básica para Adultos

Educación Básica para Adultos

El programa Educación Básica para Adultos (ABE) en Eastern Wyoming College está situado en el Laboratorio de Habilidades de Aprendizaje. El ABE ofrece instrucción en el Desarrollo General de la Educación (GED), capacidad adulta de leer y escribir, inglés como una segunda lengua (ESL) y civilismo. El programa es un programa educacional centralizado en los estudiantes, individualizado, objetivo-orientado, y gratis al público en general. Para información adicional, favor de visitar el sitio de Internet de EWC.

Horario de del ABE

M-Th 8am - 4pm o por el arreglo

Community Education

In addition to the regular academic and vocational programs offered during the day or evening, EWC has a comprehensive community education program.

Community Education's mission is to provide life-long learning opportunities for residents of eastern Wyoming. Community Education develops, offers and coordinates classes and services for the recreational, cultural, vocational, social and personal enrichment needs and wants of the people in the EWC service area. Community Education brings Eastern Wyoming residents of all ages together in a manner that helps improve and enrich the quality of their lives.

For more information call 307.532.8323 or 307.532.8213.

Workforce Training and Continuing Education

In addition to the regular academic and vocational programs offered, EWC has a comprehensive workforce training and continuing education program. Our training includes, but is not limited to business development, health care, certifications and industry training, safety, computer technology and welding. Continuing education has been provided to real estate agents, insurance agents, education personnel, medical personnel, law enforcement, businesses, and others.

The college works with community groups, agencies, and businesses to enhance economic development efforts in our service area. Classes which cater to the business community will be offered in a short term, flexible format and delivery will be as quickly as possible. Tell us what your needs are and we will customize a class for you. Serving the needs of our workforce is vitally important to us. These classes may be done anywhere in our service area.

The State of Wyoming Department of Workforce Services has grant money for some of the trainings. ETSS and TANF grant money is available for parents who meet income and other eligibility guidelines for specific workforce trainings.

Contact the EWC Community Education/ Workforce Office at 307.532.8323 or 1.888. WORKWYO or 1.888.967.5996 workforce@ewc.wy.edu or grant coordinator at 307.532.8365.

Community Education, Outreach & Workforce Development

Outreach Program

The college works cooperatively with all public schools in the six-county service area in Eastern Wyoming to provide a wide variety of classes, programs, activities, and services. Many of the high schools offer concurrent enrollment classes. Concurrent enrollment is an option whereby high school students may earn college credit while taking classes in their high schools from instructors who have been approved by EWC. Students may also take dual enrollment classes whereby they enroll in distance learning classes that are taught by EWC faculty. To be dually enrolled, the high school must approve the credit for the high school curriculum. In addition, the college has outreach coordinators in most communities in the six-county service area. These coordinators offer credit and non-credit classes in their communities. The college has a branch campus in Douglas which offers day and evening courses emphasizing general education, business, health technology, education, social sciences and computer applications, and workforce development classes. For more information check out our web site at ewc.wy.edu.

Eastern Wyoming College offers quality education to every part of our service area and through Distance Education, everyone can have an opportunity to take college credits classes and earn a degree. We offer courses in many core areas, including general education, health technology, business, computer applications, criminal justice, education, social sciences and human development.

The Associate of Arts Degree, the Associate of Science Degree, the Associate of Applied Science Degree, or certificates may be earned entirely off campus providing the student earns a minimum of twelve hours from Eastern Wyoming College and completes the curriculum requirements of a selected major.

For questions about outreach please contact:
Associate Vice President for Outreach and Learning

Transferring



Transferring

University of Wyoming

The University of Wyoming maintains an outreach center on EWC's Torrington campus. Students who plan to transfer to the University of Wyoming should be aware of a number of things that make the process a simple matter.

1. Common Course Numbering – the University of Wyoming and all seven Wyoming Community Colleges have adopted a common course numbering system for equivalent courses. A student can count on English 1010 having the same number and title at all schools.
2. Transfer Guide – students may refer to the transfer guide to identify transfer course equivalents and how they fit into UW University Studies Program requirements.
3. Classes identified as fulfilling University Studies coursework – the University of Wyoming has University Studies requirements for students in any major or college. EWC offers classes that meet the lower level requirements of the University Studies program.
4. Articulation Agreement – students transferring to UW from any Wyoming community college with an Associate of Arts or Science Degree will have met the lower division USP requirements, except for the second math course. Students transferring to UW from any Wyoming community college without an AA or AS degree will have their transcripts reviewed with the Transfer Guide on a course by course basis.
5. It is beneficial for a student to complete an Associate Degree from EWC or other community college prior to transferring to the UW Outreach School. See the Academic Coordinator for details.
6. Community college graduates with an associate's degree (AAS, AS or AA) and work experience will be able to earn a degree from the University of Wyoming under a Bachelor's of Applied Science (BAS) Degree track.

UW provides access to the following degree, endorsement, and certificate programs in Torrington and at numerous outreach sites in the region.

Bachelor's Degrees

- Agroecology (3 + 1 Program)
- Applied Science (BAS)
- Business Administration
- Criminal Justice
- Family and Consumer Sciences
(Professional Child Development Option) - online
- Nursing (Accelerated Program)
- Psychology
- RN/BSN Completion - online
- Social Science

Master's Degrees

- Business Administration - online
- Education: Curriculum and Instruction
- Education: Educational Leadership
- Education: Adult and Post-Secondary Education - Online
- Education: Instructional Technology – Online
- Education: Special Education
- English
- Executive MBA – Online
- Kinesiology and Health
- Nurse Educator Option – Online
- Public Administration
- Speech-Language Pathology
- Social Work

Doctoral Degrees

- Ed.D. in Educational Leadership
- DNP in Nursing Practice

Certificate & Endorsement Programs

- Early Childhood Mental Health Certificate
- Early Childhood Program Director – Online
- Early Childhood Special Education Endorsement
- Early Childhood Three to Five Endorsement
- Early Childhood Three to Eight Endorsement
- English as a Second Language Certificate/Endorsement
- Land Surveying Certificate
- Literacy Certificate/Endorsement
- Online Instruction Certificate
- Principal Certificate/Endorsement
- Social Work – School Social Work Graduate Preparatory - Certificate

Transferring

- Special Education Endorsement/
Certificate
- Special Education Director Endorsement
- Superintendent Certificate/Endorsement
- Teachers of American Indian Children

For additional information contact:

Linda Day, Academic Coordinator
University of Wyoming Outreach School
Eastern Regional Center
3200 West C Street
Torrington, WY 82240
307.532.8371, Fax: 307.532.8308
Email: lday3@uwyo.edu
Website: uwyo.edu/outreach

Other colleges that Eastern Wyoming College has articulation agreements with include the following. Students are encouraged to contact these colleges for further information to complete Bachelor's Degrees.

Ashford University

Mark Young
Director of Academic Partnerships
(800) 798-0584 x3426
mark.young@ashford.edu
Website: <http://www.ashford.edu>

Black Hills State University

Joe Rainboth
(800) 255-BHSU
(605) 642-6742
becky.haak@BHSU.edu
Website: <http://www.bhsu.edu>

Chadron State College

Staff
(800) CHADRON
dandrews@csc.edu
Website: <http://www.csc.edu>

National American University

Tim Schnabel
Director of Admissions
(605) 394-4939
tschnabel@national.edu
Website: <http://www.national.edu>

Regis University

Jill Garber
Director of Community College Partnerships
(303) 458-4326
jgarber@regis.edu
Website: <http://regis.edu>

South Dakota School of Mines

Carol Racanelli
Transfer Coordinator
(605) 394-1608
carol.racanelli@sdsmt.edu
Website: www.sdsmt.edu

University of Phoenix

Potential Student Office
(866) 766-0766
Website: www.phoenix.edu

University of Great Falls

Nicole Brandt
Admissions Counselor
(406) 791-5234
nbrandt01@ugf.edu
Website: <http://ugf.edu>

Upper Iowa University

Transfers to Fayette Campus
Wendy Munger
(563) 425-5330
mungerw@uii.edu

Distance Education Program

Dawn Novak
(563) 425-5400
novakd@uii.edu
Website: <http://www.uii.edu>

Valley City State University

Gary Thompson, Dean
School of Education and Graduate Studies
(800) 532-8641 x7197
gary.thompson@vcsu.edu
or
Enrollment Services
(800) 532-8641 x7101
Website: <http://www.vcsu.edu>

Wyoming Law Enforcement Academy

Brian Brooks
307-358-3665
Website: <http://www.wleacademy.com>

Olds College

Morgan Ross
Chair, School of Business
(800) 661-6537
Website: www.oldcollege.ca

Administration, Faculty and Staff



Administration, Faculty and Staff

TAMI AFDAHL, Director of College Relations
A.S. Sheridan College, 1993
B.S. Black Hills State University, 1995
Work: (307) 532.8206
Email: tami.afdahl@ewc.wy.edu

TOM ANDERSEN, Women's Basketball Coach
B.S. Valley City State University, 1978
M.S. Bemidji State University, 1987
Work: (307) 532.8321
Email: tom.andersen@ewc.wy.edu

TIM ANDERSON, Welding/Portable Lab
A.A.S. Eastern Wyoming College, 2005
CWI/CWE American Welding Society
Work: (307) 532.8380
Email: tim.anderson@ewc.wy.edu

TOM ARMSTRONG President
B.A. Colorado State University, 1972
M.A. Adams State College, 1982
Ph.D. Colorado State University, 1996
Work: (307) 532.8202
Email: tom.armstrong@ewc.wy.edu

AARON BAHMER, Instructional Technologist
B.A. University of Wyoming, 1991
B.S. University of Wyoming, 1991
B.S. University of Wyoming, 1991
M.S. University of Wyoming, 2002
Work: (307) 532.8284
Email: aaron.bahmer@ewc.wy.edu

DAVID BANVILLE, Instructional Technology Specialist
B.S. American University, 1999
M.S. American University, 2001
Ph.D. American University, 2007
Work: (307) 532.8379
Email: david.banville@ewc.wy.edu

LYNN BEDIENT, Welding
Certificate, Eastern Wyoming College, 1982
AAS Eastern Wyoming College, 2011
CWI/CWE American Welding Society
Work: (307) 532.8274
Email: lynn.bedient@ewc.wy.edu

EDWIN C. BITTNER, Veterinary Technology
B.S. University of Wyoming, 1971
V.M.D. University of Pennsylvania, 1975
Work: (307) 532.8267
Email: ed.bittner@ewc.wy.edu

JAMIE BLACK, Residence Life Coordinator
A.A. Eastern Wyoming College, 2010
B.S. Chadron State College, 2012
Work: (307) 532.8341
Email: jamie.black@ewc.wy.edu

HOLLY BRANHAM, Executive Assistant to the President
A.A. Chadron State College, 1978
Work: (307) 532.8303
holly.branham@ewc.wy.edu

JUDY BROWN, Gear-Up Director
B.A. University of Wyoming, 1991
Work: (307) 532.8269
Email: judy.brown@ewc.wy.edu

PAMELA CAPRON, Cosmetology
Certificate, Je Boutique College of Beauty
Cosmetology School, 1982
Certificate, Universal College of Cosmetology, 1998
Work: (307) 532.8362
Email: pam.capron@ewc.wy.edu

DONNA K. CHARRON, Cosmetology
Certificate - Beauty School of Fashion, 1979
A.A.S. Eastern Wyoming College, 2000
Work: (307) 532.8363
Email: donna.charron@ewc.wy.edu

JAKE CLARK, Instructor/Rodeo Coach
B.S. Chadron State College, 1994
Work: (307) 532.8337
Email: jake.clark@ewc.wy.edu

JOHN CLINE, Art
B.F.A., Frostburg State University, 2002
M.F.A., East Tennessee State University, 2005
Work: (307) 532.8291
Email: john.cline@ewc.wy.edu

REX COGDILL, Vice President for Student Services
B.S. Chadron State College, 1976
M.A. University of Arizona, 1982
Ph.D. University of Nebraska, 1995
Work: (307) 532.8257
Email: rex.cogdill@ewc.wy.edu

ELLEN CREAGAR, Social Science/Business
B.A. Wellesley College, 1986
J.D. University of Colorado, 1990
M.A.T. University of Wyoming, 2010
Work: (307) 532.8345
Email: ellen.creagar@ewc.wy.edu

ROBERT D. CREAGAR, Mathematics
B.S. Colorado School of Mines, 1991
M.S. University of CO-Denver, 1995
Work: (307) 532.8298
Email: bob.creagar@ewc.wy.edu

Administration, Faculty and Staff

LAWRENCE CURTIS, Criminal Justice
Division Chair Arts, Humanities, Social & Behavioral
Sciences
Wyoming Law Enforcement Academy, 1984
B.A. Chadron State College, 1991
FBI National Academy, 1999
Work: (307) 532.8297
Email: lawrence.curtis@ewc.wy.edu

RICHARD DARNELL, Mathematics
B.S. Kansas State University, 1988
B.S. Regis University, 2006
M.A. Chadron State College, 2012
Work: (307) 532.8256
Email: richard.darnell@ewc.wy.edu

PAUL DEBOCK, Webmaster
Work: (307) 532.8231
Email: paul.debock@ewc.wy.edu

CASEY DEBUS, Library Co-Director
A.S. Eastern Wyoming College, 2004
B.S. University of Wyoming, 2006
M.L.S. Southern Connecticut State University, 2009
Work: (307) 532.8375
Email: casey.debus@ewc.wy.edu

MURIEL deGANNAHL, Education
B.A. University of Colorado, 1977
M.A. University of Northern Colorado, 1990
Ed.D Texas Tech University, 2013
Work: (307) 532.8377
Email: muriel.deganahl@ewc.wy.edu

MICHAEL DeMERS, Music
B.A. University of Minnesota, 2007
M.M. University of Arizona, 2011
Work: (307) 532.8368
Email: michael.demers@ewc.wy.edu

RAY DEWITT, Mathematics
B.S. Montana State University, 2000
M.S. Montana State University, 2004
Work: (307) 532.8281
Email: ray.dewitt@ewc.wy.edu

COVENTRY DOUGHERTY-WOODIN, Science
B.S. California State University, 2005
M.S. California State University, 2008
Work: (307) 358.5622
Email: coventry.dougherty@ewc.wy.edu

MIKE DURFEE, Associate Vice President for Outreach
and Learning
B.S. Chadron State College, 1970
M.S. Kearney State College, 1997
Ed.S. University of Wyoming, 1985
Work: (307) 532.8323
Email: mike.durfee@ewc.wy.edu

HEIDI EDMUNDS, Psychology
A.A. Eastern Wyoming College, 2001
B.A. University of Wyoming, 2003
M.A.E. Chadron State College, 2005
LPC State of Wyoming
Work: (307) 532.8296
Email: heidi.edmunds@ewc.wy.edu

ANDY ESPINOZA, Workforce Computer Instructor
B.A. University of Southern Colorado, 1979
Work: (307) 532.8262
Email: andy.espinoza@ewc.wy.edu

VIQI GARCIA, Veterinary Technology
A.A.S. Eastern Wyoming College, 1996
B.S. Colorado State University, 1993
Certification of Veterinary Technology, 1996
A.I. Certification, 2001
Work: (307) 532.8331
Email: viqi.garcia@ewc.wy.edu

KELLEE GOODER, Director of Residence Life
B.A. Chadron State College, 2001
Work: (307) 532.8336
Email: kellee.gooder@ewc.wy.edu

TERI GRIFFIN, Adult Learning Center
Coordinator, Douglas
B.S. University of Wyoming, 1989
Work: (307) 358.5622
Email: teri.griffin@ewc.wy.edu

JOHN HANSEN, Communication Instructor
B.A. Eastern New Mexico University, 2001
M.A. Eastern New Mexico University, 2010
Work: (307) 532.8367
Email: john.hansen@ewc.wy.edu

JENNIFER HART, Social Science Instructor
B.A. Western Washington University, 2001
M.S. Western Washington University, 2003
Work: (307) 532.8322
Email: jennifer.hart@ewc.wy.edu

KEITH JARVIS, Director of Physical Plant
A.S. Eastern Wyoming College, 2012
Work: (307) 532.8255
Email: keith.jarvis@ewc.wy.edu

CASEY JONES, Men's Basketball/Golf Coach
A.A. Eastern Wyoming College, 1998
B.S. Evergreen State College, 2000
Work: (307) 532.8246
Email: casey.jones@ewc.wy.edu

Administration, Faculty and Staff

JO ELLEN KEIGLEY, Testing/Career Center
Coordinator
A.A. Eastern Wyoming College, 2006
B.S. Chadron State College, 2009
Work: (307) 532.8288
Email: joellen.keigley@ewc.wy.edu

CHUCK KENYON, Information Technology
Coordinator
A.A.S. Eastern Wyoming College, 1985
B.S. Colorado State University, 2008
Work: (307) 532.8302
Email: chuck.kenyon@ewc.wy.edu

PEGGY KNITTEL, Microbiology, Zoology,
Veterinary Technology, Biology
B.S. Creighton University, 1974
M.D. University of Nebraska College of
Medicine, 1981
Work: (307) 532.8266
Email: peggy.knittel@ewc.wy.edu

RON LAHER, Vice President for Finance &
Administrative Services
B.S. University of Wyoming, 1984
Work: (307) 532.8218
Email: ron.laher@ewc.wy.edu

MICHELLE LETT, Veterinary Technology
B.S. Washburn University, 1998
M.S. Kansas State University, 2003
D.V.M. Kansas State University, 2007
Work: (307) 532.8376
Email: michelle.lett@ewc.wy.edu

JANICE LILLETVEDT, Physical Education
B.S. Montana State University, 1972
M.S. Montana State University, 1976
M.Ed. Chadron State College, 1984
Work: (307) 532.8244
Email: jan.lilletvedt@ewc.wy.edu

BECKY LORENZ, Library Co-Director
B.A. University of Wyoming, 1978
Work: (307) 532.8210
Email: becky.lorenz@ewc.wy.edu

VALERIE DEE LUDWIG, Vice President for Learning
B.S. University of Wyoming, 1976
M.S. University of Wyoming, 1990
Ed.S. University of Wyoming, 1994
Ph.D. University of Wyoming, 2002
Work: (307) 532.8221
Email: dee.ludwig@ewc.wy.edu

SUSAN MCBRIDE, Director of the Douglas Campus
B.A. University of Wyoming, 1974
M.A. University of Wyoming, 1979
Work: (307) 358.5622
Email: sue.mcbride@ewc.wy.edu

DIANE MCQUEEN, ABE/GED/ESL Director
B.A. Coe College, 1982
M.A. Macquarie University, Sydney, Australia, 1997
Work: (307) 532.8399
Email: diane.mcqueen@ewc.wy.edu

COURT MERRIGAN, Learning Skills Coordinator
B.A. Creighton University, 1998
M.A. University Sheffield, 2002
Work: (307) 532.8378
Email: court.merrigan@ewc.wy.edu

JENNIFER MINKS, Business
A.A. Eastern Wyoming College, 2003
B.S. University of Wyoming, 2006
M.S. University of Wyoming, 2007
CPA, State of Wyoming, 2008
Work: (307) 532.8285
Email: jennifer.minks@ewc.wy.edu

STUART NELSON, Director of Human Resources
B.S. University of Wyoming, 1981
M.B.M. Lesley College, 1988
Ed.S. University of Wyoming, 2007
Work: (307) 532.8330
Email: stuart.nelson@ewc.wy.edu

JOHN D. NESBITT, English, Spanish
B.A. University of California
at Los Angeles, 1971
M.A. University of California at Davis, 1974
Ph.D. University of California at Davis, 1980
Diploma in Spanish Philology, Instituto de
Filologia Hispánica, Saltillo,
Coahuila (Mexico), 1994
Work: (307) 532.8292
Email: john.nesbitt@ewc.wy.edu

STAN NICOLLS, Welding Lab Coordinator
A.A.S. Eastern Wyoming College, 2003
AWS Certified Structural Welder
AWS Certified Welding Educator
Work: (307) 532.8370
Email: stan.nicolls@ewc.wy.edu

DEBBIE OCHSNER, Director of Counseling
A.A. Eastern Wyoming College, 1983
B.S. University of Wyoming, 1999
M.S. University of Wyoming, 2003
Work: (307) 532.8238
Email: debbie.ochsner@ewc.wy.edu

Administration, Faculty and Staff

MAI LEE OLSEN, Admission Coordinator

B.S. Texas Tech University, 2012
Work: (307) 532.8237
Email: mailee.olsen@ewc.wy.edu

KAREN PARRIOTT, Business Office Director

B.A. Chadron State College, 1992
Work: (307) 532.8264
Email: karen.parrriott@ewc.wy.edu

PATRICIA PULLIAM, Business & Computer

Applications Instructor
B.B.A. St. Edwards University, 1985
M.B.A. St. Edwards University, 1988
Work: (307) 532.8372
Email: patricia.pulliam@ewc.wy.edu

RICHARD PATTERSON, Criminal Justice

Wyoming Law Enforcement Academy, 1979
A.A. Eastern Wyoming College, 1982
B.A. Chadron State College, 1984
M.A. Chadron State College, 1986
Ed.S. Chadron State College, 1989
Ph.D. University of Wyoming, 1992
LPC State of Wyoming
LAT State of Wyoming
Work: (307) 532.8344
Email: richard.patterson@ewc.wy.edu

LORNA A. PEHL, Chemistry

B.A. Seattle Pacific University, 1983
M.S. University of Wyoming, 1988
Ph.D. University of Wyoming, 2000
Work: (307) 532.8287
Email: lorna.pehl@ewc.wy.edu

LANCE PETSCH, Coordinator of Intramurals & Activities, Asst. Volleyball Coach

A.A. Eastern Wyoming College, 1993
B.S. University of Wyoming, 2000
M.S. United States Sports Academy, 2013
Work: (307) 532.8248
Email: lance.petsch@ewc.wy.edu

KIMBERLY RUSSELL, Director of Institutional Research

A.A. Western Nebraska Community College, 1999
B.S. University of Wyoming, 2001
Work: (307) 532.8251
Email: kimberly.russell@ewc.wy.edu

ROBERT SCHMALZRIED, Mathematics

B.S. Youngstown State University, 1999
M.S. Youngstown State University, 2004
Work: (307) 532.8295
Email: robert.schmalzried@ewc.wy.edu

ZACH SMITH, Director of Enrollment Management

B.A. University of Nebraska-Lincoln, 2006
Work: (307) 532.8232
Email: zach.smith@ewc.wy.edu

KAITLYN STEBEN, Agriculture

B.S. Truman State University, 2008
M.S. University of Wyoming, 2012
Work: (307) 532.8271
Email: kaitlyn.steben@ewc.wy.edu

CATHERINE STEINBOCK, Early Childhood Education

B.S. University of Wyoming, 1994
M.S. University of Wyoming, 2001
Work: (307) 532.8339
Email: catherine.steinbock@ewc.wy.edu

SUSAN STEPHENSON, Director of Financial Aid

B.G.S. Pittsburg State University, 1993
B.A. Drury University, 1997
Work: (307) 532.8325
Email: susan.stephenson@ewc.wy.edu

KERRY STEWARD, Douglas Business/Computer Applications

B.S. University of Wyoming, 1986
M.S. Concordia University, 2012
Wyoming State Teacher's Certificate, Secondary Business Education
Work: (307) 358.5622
Email: kerry.steward@ewc.wy.edu

MONTE B. STOKES, Veterinary Technology

B.S. Montana State University, 1993
D.V.M. Colorado State University, 1997
Work: (307) 532.8273
Email: monte.stokes@ewc.wy.edu

KELLY STRAMPE, Composition and Literature

B.A. University of Wyoming, 2009
M.A. University of Wyoming, 2011
Work: (307) 532.8373
Email: kelly.strampe@ewc.wy.edu

OLIVER SUNDBY, Institutional Development Director

B.A. University of Wyoming, 1970
M.A. University of Northern Colorado, 1978
Work: (307) 532.8304
Email: oliver.sundby@ewc.wy.edu

TYLER VASKO, Software Administrator

A.S. Eastern Wyoming College, 1996
B.S. University of Wyoming, 1999
Work: (307) 532.8235
Email: tyler.vasko@ewc.wy.edu

Administration, Faculty and Staff

RICHARD L. VONBURG, Agriculture, Economics, Statistics
Chair-Division of Business and Technology
B.S. University of Wyoming, 1968
M.S. University of Wyoming, 1970
Work: (307) 532.8299
Email: rick.vonburg@ewc.wy.edu

SUSAN L. WALKER, Veterinary Technology
A.A. Eastern Wyoming College, 1992
D.V.M. Colorado State University, 1997
Work: (307) 532.8279
Email: susan.walker@ewc.wy.edu

CHRISTOPHER R. WENZEL, Biology, Zoology, Rangeland Ecology, Watershed Management, Renewable Resources
Division Chair Science
B.S. Lake Superior State University, 1988
M.S. University of Wyoming, 1993
Work: (307) 532.8293
Email: chris.wenzel@ewc.wy.edu

DONNA WHITE, Community Education Associate Director
B.S. Montana State University, 1975
M.A. University of Wyoming, 1988
Work: (307) 532.8323
Email: donna.white@ewc.wy.edu

VICKIE WINNEY, Health Technology Instructor
A.S. Odessa College, 1984
Work: (307) 358.5622
Email: vickie.winney@ewc.wy.edu

AARON WOLFE, GEAR UP Outreach Coordinator
A.A. Walla Walla Community College, 1991
B.A. Eastern Washington University, 1997
B.A. University of Wyoming, 2001
Work: (307) 532.8357
Email: aaron.wolfe@ewc.wy.edu

CLYDE WOODS, Procurement and Contracts Director
B.B.A. Pacific Lutheran University, 1986
M.B.A. City University, 1991
Certified Purchasing Manager, National Association of Purchasing Management, Inc
Work: (307) 532.8359
Email: clyde.woods@ewc.wy.edu

GEORGIA YOUNGLOVE, Agriculture/Livestock Judging
A.S. Northwest College, 1988
B.S. Oklahoma State University, 1991
M.S. Texas A&M, 1993
PhD University of Wyoming, 1998
Work: (307) 532.8374
Email: georgia.younglove@ewc.wy.edu

GWENDOLYN YUNG, Health Technology
B.S. University of Nebraska Medical Center College of Nursing, 1995
Work: (307) 532.8247
Email: gwendolyn.yung@ewc.wy.edu

Emeriti

JOHN ANTHONY Assistant Dean Emeritus, Instruction, Douglas Campus

LYNNEA BARTLETT Vice President Emeritus, Institutional Development

BILLY BATES Dean Emeritus, Student Services

JACK BOTTENFIELD President Emeritus

DOROTHY N. BROWN Librarian Emeritus

ROY BUTLER Instructor Emeritus in Transport Refrigeration

MARILYN COTANT Vice President Emeritus, Student Services

WAYNE DEAHL Instructor Emeritus in English/Communication

LARRY DODGE Instructor Emeritus in Mathematics

DANIEL DOHERTY Instructor Emeritus,

Theatre & Dance, Communication & Mass Media

KATHERYNE EARL Instructor Emeritus in Mathematics

JEANNE H. HAMER Instructor Emeritus in Music

DONALD R. HILLS Instructor Emeritus in Business Administration

DON HODGSON Instructor Emeritus in History/Political Science

KEN JOHNSON Instructor Emeritus in Business, Douglas Campus

JOHN E. KAPPELER Instructor Emeritus in Business Administration

GERI LEWIS Instructor Emeritus, Mathematics

BILL MARSH Dean Emeritus, College Services

JANAN MCCREERY Instructor Emeritus in Education

MELISSA MEEBOER Instructor Emeritus in Business

SUE MILNER Instructor Emeritus in Art

DAVID M. MOREY Instructor Emeritus in Chemistry

PATTI SUE PETERSON Instructor Emeritus in Veterinary Technology

VERLE J. PUNKE Instructor Emeritus in Biology

CHERYL RABOIN Instructor Emeritus in Mathematics

ROLLAND RABOIN Instructor Emeritus in Psychology

CHARLES ROGERS President Emeritus

GLENN SCHLEVE Instructor Emeritus in Criminal Justice

WILLIAM SCHMIDT Instructor Emeritus in Cosmetology

PHIL SHELLER Associate Dean Emeritus, Instruction

GUIDO E. SMITH President Emeritus

JUDY STELLPFLUG Instructor Emeritus in Cosmetology

ROBERT C. THOMAS Dean Emeritus, Business Affairs

TIM WALTER Instructor Emeritus in Agriculture

RICHARD E. WATSON Instructor Emeritus, Refrigeration & Air Conditioning

Administration, Faculty and Staff

Part-time Faculty

Eastern Wyoming College employs a large number of part-time instructors. These people fortify our regular instructional program in day and extended classes, both on-campus and off-campus.

We wish to extend our appreciation to these people and regret that space does not permit us to list them individually.

Staff Personnel

STEVE AKRIGHT	Grounds
DEBBIE BUTORAC	Buildings
TRISH COLBY	Business Office
CRAIG CORLEY	Douglas Maintenance
JERINA CURRAN	Food Services
SONDRA DENT	College Relations
PAT EILERT	Buildings
EMETERIO ESCAMILLA	Buildings
DEBBIE EUTSLER	Food Service
LINDA EVANS	College Relations
J. R. GUTIERREZ	Buildings
JOHN HALE	Buildings
RICK HAROLD	Cook
SANDRA HAROLD	GEAR UP
TERRI HAUF	Financial Aid
CINDY HIEGEL	Buildings
BRANDY HOREJS	Business Office
KIM JONES	College Relations
DIXIE KROENLEIN	Information Center
HOLLY LARA	Development
GREG MARTIN	Computer Services
REBECCA MCALLISTER	Financial Aid
BEN MINKS	Buildings
LORI MOORE	Payroll
LAURIE MUELLER	Food Services
KATE NORTON	Vet Tech
KAREN POSTEN	Student Services/Outreach
HENRY PRADO	Buildings
LYMAN REICH	Buildings
TRACY RODGERS	Buildings
ELAINE RUSH	Food Services
SUSAN SCHAEFER	Community Education
SUE SCHMIDT	Student Records
AMY SMITH	Records
DON SNYDER	Grounds Assistant
VONDA SOESTER	Copy Center
BOBBI STUCK	Food Services
JAMIE SULLIVAN	Douglas Office
CHRIS URBANEK	Computer Services
ANTONIO VELAZQUEZ	Bus Driver/Custodian
PATRICIA VELAZQUEZ	Athletics
LYNN WAMBOLDT	Learning Office
HOLLY WEST	Financial Aid
LYNDA YOUNG	Food Services

Outreach Coordinators

JODY ASH	Chugwater
MELISSA BUCKMILLER	Moorcroft
KIM CONZELMAN	Newcastle
SANDY ENGLING	Glendo
MARGARET FARLEY	Glenrock
BRANDY DONNER	Upton
GAIL HEIMBUCK	Guernsey
BRITTANY LENZ	Sundance
LAURA LYNN	Hulett
JANAE POAGE	Lusk
PATTY SCOTT	LaGrange
SUE TRAUTWEIN	Wheatland

Technical Advisory Committees

AGRICULTURE

GREG ASA	Ag Business
STEVE FEAGLER	First State Bank
JASON GROENE	Torrington High School
KELLY GROENE	Ag Business
HEATHER HAAS	Ag Business
DEWEY HAGEMAN	Ag Business
DAVE HANSEN	Pinnacle Bank
DOUG HUBBARD	Ag Business
DAN KEENER	Westco
WHEATON KREMKE	Points West Community Bank
CHRISTINE MILLER	Miller Feedlot
RON MILLER	Horizon West Inc.
MATT MOORE	Ag Business
BRENT MULLOCK	Ag Business
BOB PEDULLA	Scottsbluff High School
CLAY PETERSON	Ag Business
DIXIE ROTH	Ag Business

WELDING/MACHINE TOOLING

JOEL ALLWORTH	Douglas High School
MICHAEL HELZER	Wyoming Machinery Co.
MARK HERRMANN	Peabody Energy
GUNTHER KOOB	Scottsbluff Industries
RUSSEL RUX	Campbell County High School
TED SCHAAF	Mathison Tri Gas
ROLLIE YOUNG	Source Gas

Administration, Faculty and Staff

VETERINARY TECHNOLOGY

RUTH COTTON Veterinary Practice
Owner/Manager
ANNE GARDETTO Public Member
GREGG HASTINGS Veterinary Technician
DR. BRENT KAUFMAN Veterinarian/Veterinary
Practice Owner
JAMIE MCKIMMEY Veterinary Technician
DR. MIKE MEEBOER Veterinarian/Veterinary
Practice Owner
GRETA MEHLING Veterinary Technician
DR. SOMMER PIEPER Veterinarian
DR. KRISTEN REESE Veterinarian
JAY TEICHERT Walco International
Representative
DR. FRANCES ZACHARSKIS-JUTZ
Veterinarian

BUSINESS & TECHNOLOGY

JENNIFER BOOTH Pinnacle Bank
JOE GUTH Platte Valley Bank
LISA JOHNSON Goshen County Economic
Development Corp.
ROD MILLER Community Hospital
THERESA MOORE Accountant
TRENDA WEISSHAAR Weisshaar & Associates,
LLC

COSMETOLOGY

BETTY ABERNETHY Executive Director,
WY Board of Cosmetology
BRENDA MATHRE State Inspector, Wyoming
Board of Cosmetology
JUDY STELLPFLUG Wyoming Board of
Cosmetology

CRIMINAL JUSTICE

Wyoming Highway Patrol
Torrington Police
Department
Goshen County Sheriff
WY Dept of Corrections-
Field Services
WY Dept of Corrections-
Institutions
Current EWC Criminal
Justice Student

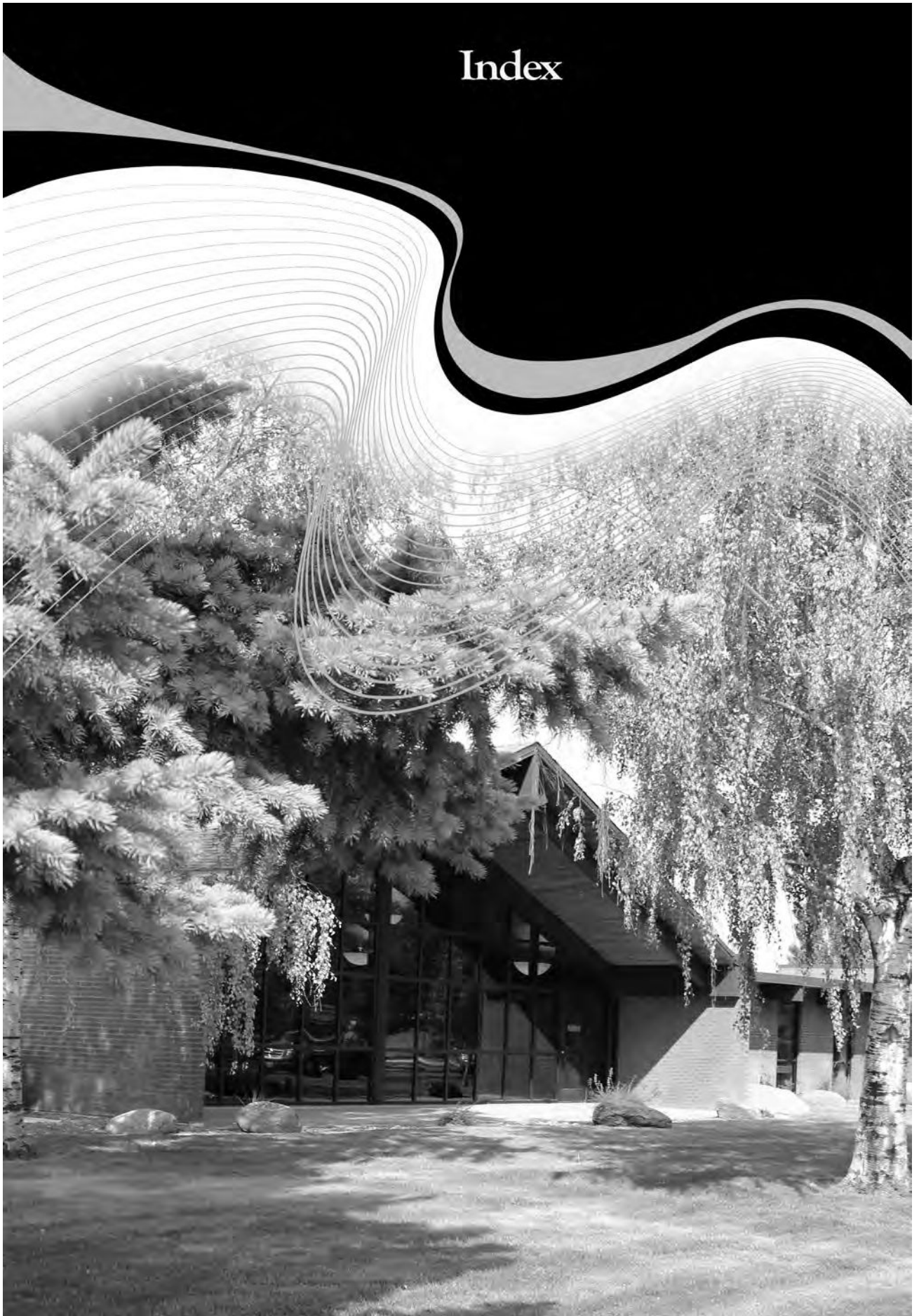
CHILD DEVELOPMENT or EARLY CHILDHOOD EDUCATION

JOHN HANSEN Communications
Instructor
TONYA NEPPER WY Child & Family
MOLLY MOOREHOUSE Wee Pals Preschool
Teacher
SUSAN KELLER Trail Elementary
BRENDA LOVERCHECK Lincoln Elementary
TAMMY MOHR Community Hospital
ADELE SMITH Community Member

HEALTH TECHNOLOGY

CATHRYN KEANE Goshen Care Center
DR. PEGGY KNITTEL Anatomy & Physiology
Instructor
CLARK PHILSON Goshen Care Center
DR. SUSAN WILHELM University of Nebraska/
Lincoln Scottsbluff Site

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