



## **EASTERN WYOMING COLLEGE**

### **2022-2023 Catalog**

Welcome to the Eastern Wyoming College official online Catalog. As an EWC student, you will find all official program and course requirements necessary to assist you in planning your academic journey and achieving your college completion goals. The links provided at the left will guide you through the various sections of the catalog. It is only available online but you will find several helpful features throughout allowing you to print specific pages, share content, or even build personal content specific to your area of interest using the My Custom Catalog feature.

If you have questions regarding the EWC online catalog, please contact:

EWC Academic Services at 307.532.8220 or [Academic.Services@ewc.wy.edu](mailto:Academic.Services@ewc.wy.edu)

EWC administration reserves the right to change any of the academic programs, courses, calendar, policies, rules, and/or regulations at any time.

*Eastern Wyoming College does not discriminate on the basis of race, color, national origin, marital status, sexual orientation, gender, 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 the Director of Human Resources, 307.532.8330. Inquiries concerning Title IX may be directed to 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, 2300 Capitol Avenue 2nd Floor, Cheyenne, WY 82002-0050, or 307.777.7675.*

# Calendar

## Fall, 2022 Semester

August 18 (Thursday )	Residence Halls Open at 12pm
August 19 (Friday)	New Admissions Close at 4:00pm / Residence Halls Open at 9:00am
August 20 (Saturday)	New Student Orientation 8:00am – 12:00pm
August 22 (Monday)	Regular Semester and Block A Classes Begin
August 25 (Thursday)	Last Day to Add Block A (8 week) classes at 4:00pm / Last Day to Drop Block A (8 week) Classes for a <b>100% tuition and fee refund</b> at 4:00pm
August 26 (Friday)	Last Day to Add Regular Semester (16 week) Classes at 4:00pm
August 29 (Monday)	Late Registration Ends at 4:00pm / Last Day to Drop Block A (8 week) Classes for <b>100% tuition only refund</b> at 4:00pm / Last Day to Drop Regular Semester (16 week) Classes for <b>100% tuition and fee refund</b> at 4:00pm
September 5 (Monday)	Labor Day / No Classes / Campus Closed
September 6 (Tuesday)	Last Day to Drop Regular Semester (16 week) Classes for <b>100% tuition refund only</b>
September 8 (Thursday)	Financial Aid Disbursement to Students' Accounts
September 16 (Friday)	Financial Aid Student Refunds Issued

# Calendar

## Fall, 2022 Semester

September 30 (Friday)	Last Day to Withdraw from Block A (8 week) Classes at 4:00pm / <b>No tuition or fee refund</b>
October 7 (Friday)	Mid-Term / End of Block A
October 11 (Tuesday)	Block B (8 week) Classes Begin
October 13 (Thursday)	Fall Break Begins / No Classes
October 14 (Friday)	Last Day to Add Block B (8 week) Classes at 4:00pm / Last Day to Drop Block B (8 week) Classes for <b>100% tuition and fee refund</b> at 4:00pm
October 17 (Monday)	Fall Break Ends / Classes Resume
November 3 (Thursday)	Registration for Spring 2022 Semester Opens for Sophomores Only
November 7 (Monday)	Registration for Spring 2022 Semester Opens for All Students
November 18 (Friday)	Last Day to Withdraw from Regular Semester (16 week) Classes at 4:00pm / <b>No tuition or fee refund</b>
November 23 (Wednesday)	Thanksgiving Break Begins / No Classes / Campus Closed
November 28 (Monday)	Thanksgiving Break Ends / Classes Resume
November 29 (Tuesday)	Last Day to Withdraw from Block B (8 week) Classes at 4:00pm / <b>No tuition or fee refund</b>

# Calendar

## Fall, 2022 Semester

December 5  
(Monday)      Finals Week Begins

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December 8  
(Thursday)      End of Semester

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December 10  
(Saturday)      Residence Halls Close at Noon

## Spring, 2023 Semester

January 13  
(Friday)      New Admissions Closed at 4:00pm

January 14  
(Saturday)      Residence Halls Open at 9:00am

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January 15  
(Sunday)      Residence Halls Open at 9:00am

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January 16  
(Monday)      Residence Halls Open at 9:00am / Wyoming Equality Day /  
Campus Closed

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January 17  
(Tuesday)      Regular Semester and Block A Classes Begin

January 20  
(Friday)      Last Day to Add Block A (8 week) Classes at 4:00pm / Last Day to  
Drop Block A (8 week) Classes at 4:00pm for **100% tuition and fee  
refund** at 4:00pm

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January 24  
(Tuesday)      Late Registration Ends at 4:00pm / Last Day to Drop Block A (8  
week) Classes for **100% tuition only refund** at 4:00pm / Last Day  
to Drop Regular Semester (16 week) Classes for **100% tuition and  
fee refund** at 4:00pm

# Calendar

## Spring, 2023 Semester

January 30  
(Monday)

Last Day to Drop Regular Semester (16 week) Classes for **100% tuition only refund** at 4:00pm

February 2  
(Thursday)

Financial Aid Disbursement to Students' Accounts

February 10  
(Friday)

Financial Aid Student Refund Issued

February 16  
(Thursday)

Winter Break Begins / No Classes

February 20  
(Monday)

Winter Break Ends / Classes Resume

February 27  
(Monday)

Last Day to Withdraw from Block A (8 week) Classes at 4:00pm / **No tuition or fee refund**

March 7  
(Tuesday)

Midterm / End of Block A (8 week) Classes at 4:00pm

March 9  
(Thursday)

Block B ( 8 week) Classes Begin

March 13  
(Monday)

Last Day to Add Block B (8 week) Classes at 4:00pm / Last Day to Drop Block B (8 week) Classes for **100% tuition and fee refund** at 4:00pm

March 16  
(Wednesday)

Last Day to Drop Block B (8 week) Classes for **100% tuition only refund** at 4:00pm

March 20  
(Monday)

Spring Break Begins / No Classes

March 27  
(Monday)

Spring Break Ends / Classes Resume

# Calendar

## Spring, 2023 Semester

April 7  
(Friday)      Easter Break Begins / No Classes / Campus Closed for Good Friday

April 11  
(Tuesday)      Easter Break Ends / Classes Resume

April 13  
(Thursday)      Registration for Fall 2023 Semester Opens for Sophomores Only

April 17  
(Monday)      Registration for Fall 2023 Semester Opens for All Students

April 24  
(Monday)      Last Day to Withdraw from Regular Semester (16 week) Classes / **No tuition or fee refund**

May 2  
(Tuesday)      Last Day to Withdraw from Block B (8 week) Classes at 4:00pm / **No tuition or fee refund**

May 8  
(Monday)      Finals Week Begins

May 11  
(Thursday)      End of Semester

May 12  
(Friday)      Graduation

May 13  
(Saturday)      Residence Halls Close at Noon

## Summer, 2023: Pre – Session – May 16, 2023 to July 14, 2023

May 16  
(Tuesday)      Summer Pre-Session Begins

# Calendar

## Summer, 2023: Pre – Session – May 16, 2023 to July 14, 2023

May 19  
(Friday) Last Day to Add Pre-Session Classes at 4:00pm

May 22  
(Monday) Last Day to Drop Pre-Session Classes at 4:00pm / **Tuition only refund**

May 29  
(Monday) Memorial Day / No Classes / Campus Closed

May 30  
(Tuesday) Classes Resume

July 5  
(Tuesday) EWC Observed Fourth of July Holiday / No Classes / Campus Closed

July 6  
(Wednesday) Classes Resume

July 7  
(Friday) Last Day to Withdraw from Pre-Session Classes at 4:00pm / **No tuition or fee refund**

July 14  
(Friday) Summer Pre-Session Ends

## Summer, 2023: Regular Session – June 5, 2023 to July 14, 2023

June 5  
(Monday) Regular Summer Session Begins

June 7  
(Wednesday) Last Day to Add Regular Session Classes at 4:00pm  
Last Day to Drop Regular Session Classes at 4:00pm for a **100% tuition and fee refund**

June 9  
(Friday) Last Day to Drop Regular Session Classes for a **100% tuition only refund** at 4:00pm

# Calendar

## Summer, 2023: Regular Session – June 5, 2023 to July 14, 2023

July 4 (Tuesday)	EWC Observed Fourth of July Holiday / No Classes / Campus Closed
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July 5 (Wednesday)	Classes Resume
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July 7 (Friday)	Last Day to Withdraw from Regular Session Classes at 4:00pm / <b>No tuition or fee refund</b>
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July 14 (Friday)	Regular Summer Session Ends
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## Summer, 2023: Flexible Session – June 5, 2023 to July 28, 2023

June 5 (Monday)	Summer Flex Classes Begin
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July 4 (Tuesday)	EWC Observed Fourth of July Holiday / No Classes / Campus Closed
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July 5 (Wednesday)	Classes Resume
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July 14 (Friday)	Last Day to Withdraw from Flex Session Classes at 4:00pm / <b>No tuition or fee refund</b>
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July 28 (Friday)	Summer Flex Session Ends
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*Summer classes vary in length. Please consult the most current class schedule on the EWC web page at [ewc.wy.edu](http://ewc.wy.edu).*

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



# 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 1,700 students in credit courses and almost 700 students in non-credit activities. The College supports a branch campus in Douglas and Regional Learning Centers in Converse, Crook, Niobrara, Platte, and Weston counties.

## Mission

### College Mission - Adopted November 10, 2017

Student success is our first priority; as a learning community we provide opportunities that enable students to achieve their goals and enrich our unique region through work, partnerships, and student achievement.

## Strategic Goals

### Strategic Goals - Revised and Adopted Fall, 2020

**Strategic Goal #1** - The College will advance student success through highly engaged educational practices that include associate degree opportunities and transferability, career and technical programs, certificate programs, dual credit, community and adult education, and workforce development to prepare students for the modern workforce.

#### Objectives:

- Create and implement an Academic Master Plan.
- Create and implement a Strategic Enrollment Management and Student Success Plan.
- Create an environment that enhances a sense of diversity, inclusive excellence, and campus engagement.

# General Information

**Strategic Goal #2** - The College's practices, financial resources and services are poised to provide quality educational programs, services, and a safe environment to our students and employees. The College commits to developing and implementing an infrastructure that will support facilities, quality programs, and technological solutions to address current and future needs of the institution.

## Objectives:

- Efficiently utilize human, economic and environmental resources.
- Attract, recruit, and retain high quality people.
- Update, implement, and evaluate a comprehensive, multi-year Institutional Technology Plan.
- Update, implement, and evaluate the Facilities Master Plan.
- Continuous commitment to campus safety.

**Strategic Goal #3** - The College's structure and practices ensure clear and complete support for fair, ethical, and transparent processes to all that we serve.

## Objectives:

- Foster a climate of inclusivity so that all students, employees, and visitors are welcomed, supported, and valued for their contributions.
- Advance a performance-based culture built on data-informed decisions and continuous improvement.

## College Vision for the Future

### College Vision - Adopted November 10, 2017

Eastern Wyoming College will be an innovative learning environment for academic excellence and community enrichment that champions student success.

## 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.

## Diversity Statement

Eastern Wyoming College envelops a culture respectful of our diverse communities, learners, and society. Through active dialogue we engage in enriching the lives of our students, faculty, staff, and community by providing the safe and free exchange of ideas, knowledge, and perspective. Central to our mission is the dynamic understanding of diversity to include but not limited to: age, culture, ethnicity, gender, class, creed, orientation, and perspective. Diversity at EWC forms the foundation of our values, skills, and learning- culminating into the norms for how we build relationships, communicate, and resolve conflict. As an institution, we affirm the holistic understanding of diversity and endeavor to foster an

# General Information

environment for its growth, support, and future as it reveals who we are today and whom we will become tomorrow.

## 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	
2017	2024	Bob Baumgartner, Chair
2017	2022	Judith Bartmann, Vice-Chair
2019	2024	Randy Adams, Secretary
2018	2022	Tom John McCreery, Treasurer
2010	2022	John Patrick
2020	2024	Kurt Sittner
2022	2024	Jackie Van Mark
		Jim Willox, Converse County Advisory Member

## Accreditation

Eastern Wyoming College is accredited by the following professional organizations:

- **The Higher Learning Commission**  
230 South LaSalle Street, Suite 7-500  
Chicago, IL 60604  
Telephone: 800.621.7440/312.263.0456  
Fax: 312.263.7462  
info@hlcommission.org  
[www.hlcommission.org](http://www.hlcommission.org)
- **American Veterinary Medical Association**  
1931 N. Meacham Road, Suite 100  
Schaumburg, IL 60173-4360  
Telephone: (800) 248.2862  
Fax: (847) 925.1329  
[www.avma.org](http://www.avma.org)

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- **American Welding Society**  
8669 NW 36 Street, Suite 130  
Miami, FL 33166-6672  
Telephone: (800) 443.9353\_  
[www.aws.org](http://www.aws.org)
- **Accreditation Commission for Education in Nursing**  
3343 Peachtree Road NE, Suite 850  
Atlanta, GA 30326  
Telephone: (404) 975.5000  
Fax: (404) 975.5020  
[www.acenursing.org](http://www.acenursing.org)

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

## Memberships

- American Association of Community Colleges
- APPA: The Association of Higher Education Facilities Officers
- Association of Community College Trustees
- College and University Professional Association for Human Resources
- E & I Cooperative Services
- Mountain States Association of Community Colleges
- National Association of Student Financial Aid Administrators
- National Block and Bridle Club
- National College Testing Association
- National Community Education Association
- National Intercollegiate Rodeo Association
- National Intergovernmental Purchasing Alliance (IPA)
- National Junior College Athletic Association
- National Junior College Livestock Judging Coaches Association
- The Higher Learning Commission
- 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 within the institution. There is a commitment to a policy of equal employment opportunity for all persons on the basis of merit without regard to race, color, national origin, marital status, age, sexual orientation, sex, religion, political belief, veteran status or disability.

# General Information

In accordance with the policy, Eastern Wyoming College affirms its commitment to nondiscrimination in its employment practices as they relate to recruitment, hiring, selection, screening, employment, testing, compensation, promotion, employment benefits, training and educational opportunities, access to programs, work assignments, transfer, application of policies and 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, staff, committees and others involved in employment related 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

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 307.532.8230  
or 866.327.8996*

## 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.

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. For Financial Aid eligibility requirements, please see the Financial Aid section.

## Admission Process (Effective as of December 22, 2022)

To be considered for admission (new or transfer) to EWC, Prospective students must complete and submit an Admissions Application, <https://ewc.wy.edu/admissions/application-for-admission/>. Students enrolling in a Title IV eligible degree or certificate must also submit the following to be admitted:

- **\*Official Final High School Transcript.** Students may be admitted with at least six (6) semesters of coursework showing on an unofficial transcript. However, EWC must receive an official final high school transcript before Title IV aid will be transmitted to the student's account.
- **Home Schooled Certificate.** Home schooled students must have completed a home-based educational program that meets the requirements of a basic education program as defined in Wyoming law. (W.S. 21-4-101 et seq). (<https://wyleg.gov/statutes/compress/title21.pdf>), or have completed a high school equivalency certificate accepted by the state in which the certificate was earned.
- **General Education Development (GED) credential**
- **High School Equivalency Test (HiSet)**
- **Associate Degree.** Official college transcript with degree conferred required.
- **60 Transfer Credits.** Sixty (60) transfer credits from a regionally accredited college. (transcript required)

\*If EWC has reason to believe that the high school diploma is not valid or was not obtained from an entity that provides secondary school education (per 34 CFR 668.16(p)), the following process will be followed:

- EWC will request and receive documentation from the secondary school that confirms the validity of the student's diploma, AND
- EWC will confirm with or received documentation from the relevant department or agency in the state in which the secondary school is located that the secondary school is recognized as a provider of secondary school education.

# Admissions

All official and final transcripts are required to be sent directly to EWC Admission office sealed from the high school or post-secondary institution for confirmation and evaluation of transfer students (where applicable).

## Non-Degree Seekers

Students seeking admission to a non-Title IV eligible degree or certificate program can be admitted without a high school diploma or its equivalent, associate degree, and/or transfer credits. These students are ineligible for Title IV aid.

## Withdrawn or Hiatus

Students who have officially or unofficially withdrawn from EWC and not attended for a period of one year or more, will be required to complete and submit a new admission application. Students who have attended another post-secondary institution while on hiatus will be considered transfer students.

## Notifications

Students are notified when they have been accepted for admission to EWC. The notification includes next steps (orientation, etc.).

*Federal Student Aid Manual Volume 1 Student Eligibility, Chapter 1 School-Determined Requirements*  
<https://fsapartners.ed.gov/knowledge-center/fsa-handbook/2022-2023/vol1/ch1-school-determined-requirements>

*Code of Federal Regulations, Standards of Administrative Capability*  
<https://www.ecfr.gov/current/title-34/subtitle-B/chapter-VI/part-668/subpart-B/section-668.16>

## International Students

Eastern Wyoming College is authorized under federal law to enroll non-immigrant students. Please reference Board Policy 5.9.

## Military Credit

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. EWC ensures service members and their family members share in appropriately accredited post-secondary educational opportunities available to other citizens. This institution will inquire about each veteran or veteran benefits eligible person's previous education and training, and request transcripts from all prior institutions, including military training, traditional college coursework, and vocational training. Previous transcripts will be evaluated and credit will be granted, as appropriate. Students will be made aware of the final decision.

## Senior Citizens

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.

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Seniors are expected to pay for fees, books, and materials for each class in which they enroll.

## Medical Requirement

EWC strongly supports the use of vaccines to protect the health of the individual student and the campus community in general. Although not required by EWC, it is strongly recommended that all students born after 1956 receive an MMR immunization.

## NJCAA Medical Requirements

All NJCAA student athletes must have proof of primary health insurance coverage. 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. See the NJCAA medical requirements at Eligibility Pamphlet.

## Entrance Placement Testing

Prospective students must have an appropriate ACT or SAT score or take placement exams prior to registration and enrollment to aid in proper class placement and maximize academic success. Placement tests are administered in the Center for Testing and Career Services for a \$20 initial fee. Placement exam results are valid for one year.

Students will be allowed to retest within a year of the original test date at no additional charge. Third and fourth retakes will be offered for a fee of \$7.50 per test.

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

## Placement Guide

*NOTE: All Next Generation ACCUPLACER Scores subject to change without notice*

<b>MATH Placement based on ACT/SAT or ACCUPLACER Scores</b>					
<b>ACCUPLACER:    A = Arithmetic    QAS = Quantitative Reasoning, Algebra, and Statistics</b>					
<b>AAF = Advanced Algebra and Functions</b>					
<b>ACT*</b>	<b>SAT (Math Test Score)*</b>	<b>SAT (Math Section Score)*</b>	<b>ACCUPLACER**</b>	<b>Math Class Placement</b>	<b>Other Course Placement:</b>
0 - 13	10 - 15	< 260 - 340	Arithmetic: 200-239	MATH 0950 With Adult Education Referral	
14 - 18	16 - 20	350 - 500	Arithmetic: 240-275	MATH 0950	
19 - 20	21 - 24	510 - 520	Arithmetic: 276-300 or QAS: 221-249	MATH 0950 MATH 1009 MATH 1500	



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				BADM 1005	
21 - 22	25 - 30	530 - 550	QAS: 250-300 or AAF: 225-249	MATH 0950 MATH 1000 MATH 1100 MATH 1409	BIOL 1010 CHEM 1000 *
23 - 24	31 - 35	550 - 580	AAF 250-300	MATH 1400	CHEM 1020 * COSC 1010
25 +	36 - 40	590 +	AAF 290-300	MATH 1405	
25 +	36 - 40	590 +		MATH 2200 MATH 2350	

**\*Either the math at this level must be completed or must be taken concurrently.**

## MATH Placement Based on HIGH SCHOOL TRANSCRIPT

High School Transcript	Hi School Transcript plus Grit/Locus of Control Questions	Math Class Placement	Other Course Placement:
At least one unit of Math in the last two years of high school with a B average or better.	At least one unit of Math in the last two years of high school with a C/P/S average or better.	MATH 0950 MATH 1009  MATH 1500 BADM 1005	
One unit each of Algebra and Geometry with a B average or better.	One unit each of Algebra and Geometry with a C/P/S average or better.	MATH 1000 MATH 1100 MATH 1409	BIOL 1010 CHEM 1000 *
One unit each of Algebra I, Geometry, and Algebra 2 with a B average or better.	One unit each of Algebra 1, Geometry, and Algebra 2 with a C/P/S average or better.	MATH 1400	CHEM 1020 * COSC 1010
Placement in these courses will be determined on ACT score or SAT score plus high school MATH performance/transcripts. Trigonometry is a prerequisite for MATH 2200.		MATH 2200 MATH 2350	

**NOTE: Please note that MATH 1009 does not lead to 1400 or 1409 or any STEM track classes (Algebra track), but is a class designed to give integrated review of topics needed for MATH 1000 (a non-STEM track class).**

**\*Either the math at this level must be complete or must be taken concurrently.**

ENGLISH					
ACT ENGLISH	SAT (Writing & Language Test Score)	SAT (Evidence Based Reading & Writing Section Score)	NEXT GENERATION ACCUPLACER	English Class Placement	Pre-Requisite for:

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(WRITING)					
0 - 15	10 - 26	< 280 - 370	200 - 236	ENGL 0625	
15 - 17	27 - 40	380 - 500	237 - 249	ENGL 1005	VTTK 1500 VTTK 1510 VTTK 1520 VTTK 1700 VTTK 1750
16 - 17	27 - 30	500 - 510	237 - 249	ENGL 1009	BIOL 1010 GEOL 1470
18	31 - 40	520 +	250 - 300	ENGL 1010	
READING					
ACT Reading	SAT (Reading Test Score)	SAT (Evidence Based Reading & Writing Section Score)	NEXT GENERATION ACCUPLACER (Reading)	Reading Class Placement	Pre-Requisite for:
0 - 8	10 - 20	< 280 - 370	200 - 217	Adult Education Referral	
9 - 20	21 - 29	380 - 500	218 - 247	HMDV 0500	
21	30 - 40	500 +	248 - 300	No reading improvement required	BIOL 1010 GEOL 1470 VTTK 1500 VTTK 1510 VTTK 1520 VTTK 1700 VTTK 1750

## 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 should be made payable to Eastern Wyoming College. Payment plans may be available from the EWC Business Office for those students who qualify. Failure to pay tuition and fees, or have an approved payment plan in place before the student attends classes may result in a late payment charge. Students should be aware that unpaid/past due accounts may be turned over to a collection agency. Should this occur, no corrections to the student's account will be made by 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.

## Activity & Use/Technology Fees (Torrington/Douglas Campuses)

In addition to tuition costs each student will be charged an Activity and Use/Technology Fee of \$38 per credit hour.

### Student Support

\$5 (Supports scholarship funds)

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## Student Activities

\$8 (Admission to sporting, fine arts, recreational, and leisure activities for all Torrington and Douglas campus students)

## Instructional Support

\$17 (Supports general educational costs)

## Technology Fee

\$8 (Support and upgrade technology infrastructure)

**\$38 Total Torrington/Douglas Campus Fees per Credit Hour**

## Activity & Use/Technology Fees (Outreach - Chugwater, Glendo, Glenrock, Hulett, Lusk, Moorcroft, Newcastle, Sundance, Wheatland, and Upton)

The Outreach Activity and Use/Technology Fee of \$16 is charged on every registered credit.

### Outreach Use Fees per Credit Hour

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

### Technology Fee

\$8 (Support and upgrade technology infrastructure)

**\$16 Total Outreach Fees per Credit Hour**

## 2022-2023 Activity & Use Fees, 2022-2023 Tuition

Credit Hours	On-Campus Activity & Use Fees	Outreach Activity & Use Fees	Technology Fee	In-State Tuition	WUE* Tuition	Out-of-State Tuition
1	\$ 30	\$ 8	\$ 8	\$ 105	\$ 158	\$ 315
2	60	16	16	210	316	630
3	90	24	24	315	474	945
4	120	32	32	420	632	1260
5	150	40	40	525	790	1575
6	180	48	48	630	948	1890
7	210	56	56	735	1106	2205
8	240	64	64	840	1264	2520
9	270	72	72	945	1422	2835
10	300	80	80	1050	1580	3150
11	330	88	88	1155	1738	3465
12	360	96	96	1260	1896	3780
13	390	104	104	1365	2054	4095
14	420	112	112	1470	2212	4410

# Admissions

15	450	120	120	1575	2370	4725
16**	480	128	128	1680	2528	5040

**NOTE:** Students pay either on-campus or outreach use fees depending upon their primary home location, but not both. On-campus includes Torrington and Douglas campuses, applies to face-to-face and online classes.

\*\*For enrollment in more than 16 credits, multiply total number of enrolled credits for the term by appropriate tuition/fee charges (e.g., in-state) rate listed for the 1 credit line.

*\*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.*

## 2022-2023 Cost of Attendance (Budget based on estimated 2022-2023 costs)

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 15 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	\$4,290	\$5,880	\$10,590
Housing and Meals (Standard Room, Eastern Hall)	\$6,510	\$6,510	\$6,510
Books and Supplies	\$1,350	\$1,350	\$1,350
Transportation and Personal Expenses (Varies)	\$2,586	\$2,986	\$3,186
<b>TOTAL ESTIMATED COST PER YEAR</b>	<b>\$14,736</b>	<b>\$16,726</b>	<b>\$21,636</b>

## Tuition/Fee Refunds

Tuition and Activity & Use/Technology Fees are refunded on a course-by-course basis, and are determined by the length of the course and the first meeting day of the course.

\*Tuition: For courses which meet the full (16 week) semester, tuition is refunded in full for 14 calendar days beginning with the first day of the class. Thereafter, there is no refund of tuition. For courses which are offered for less than a full (16 week) semester, the tuition refund will be prorated.

\*Activity & Use/Technology Fees: For courses which meet the full (16 week) semester, activity and use/technology fees are refunded in full for 8 calendar days beginning with the first day of the class. For courses which are offered for less than a full (16 week) semester, the activity & use/technology fees refund will be prorated.

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

# Admissions

## Special Charges

1.	Placement Test Fee (per session)	\$20
2.	Placement Test Retake Fee (per test if taken within one year of the original test) First retake is free. Subsequent retakes are given with advisor approval only.	\$7.50 per test
3.	Additional Placement Test Fee (per session) for Examity Live Remote Proctoring Option. This proctoring option will be offered to international students and others who do not have access to a testing center, prior to traveling to EWC. All fees must be paid prior to testing.	\$25
4.	Audit Class Fee	Same as for credit students
5.	Course Fees (See Course/Lab Supply Fees listing below)	
6.	CLEP Examinations (per test) + CLEP Fee	\$15
7.	DSST Examinations (per test) + DSST Fee	\$15
8.	Institutional Challenge Examination (per test)	\$20
9.	Field Studies Fee	Variable
10.	Rodeo Fee	\$30
11.	Workforce Development Fee	Variable
12.	Test Proctoring Fee for Out-of-State College (per test)	\$15
13.	Graduation Fee* (XGF 2005)	\$50
14.	Nursing - TEAS-V Exam	\$65
15.	WorkKeys Assessment Fee/complete battery of three exams (Graphic Literacy, Applied Math & Workplace Documents)	\$55
16.	WorkKeys Retakes	\$20 per individual exam

**Fees, including course fees and lab fees, are subject to change without notice.**

\*The graduation fee is mandatory for all students regardless of participation in the graduation ceremony. Fee will be assessed once the intent to graduate process is complete. Should a student fail to complete the required courses to graduate, the graduation fee is not refunded and will be reassessed in the semester the student plans to complete the requirements for graduation.

## Course/Lab Supply Fees

Course	Fee
AECL 1000 – Agroecology	\$25
ANSC 1110 – Management of Reproduction	\$150
ART 2410 – Ceramics I	\$40
BARB 1525 – Barbering Hair Fundamentals I (Barber Kit)	\$750
BARB 1530 – Barbering Hair Fundamentals II	\$55
BARB 2500 – Barbering Crossover (Barber Kit - \$750 and Fees - \$1750)	\$2500
BARB 2600 – Barbering Crossover for Hair Stylist (Barber Kit - \$750 and Fees - \$1750)	\$2500
CRMJ 2781 – Use of Force I	\$50
CRMJ 2791 – Use of Force II	\$50
CSMO 1505 – Nail Technology Lab (Nail Kit)	\$220
CSMO 1600 – Intro to Skin Technology (Skin Kit)	\$200

# Admissions

CSMO 1705 – Hair Fundamentals (Hair Kit)	\$500
CSMO 1730 – Cosmetology Lab I	\$55
EDUC 0010 – Pre-Screen for Practicum in Teaching	\$95
EDUC 2100 – Practicum in Teaching	\$25
GUNS 1500 – Intro to Firearms and Firearm Safety	\$10
GUNS 1505 – Firearms Bench Metal	\$75
GUNS 1520 – Stockmaking (Gun Kit - \$280 and Fees - \$70)	\$350
GUNS 1525 – Firearms Conversion	\$75
GUNS 1730 – Gunstock Checkering	\$75
GUNS 2500 – Firearms Machine Shop II	\$75
GUNS 2505 – Firearms Repair and Restoration	\$50
GUNS 2550 – Firearms Metal Finishing	\$50
HLED 1221 – Standard First Aid and CPR	\$35
HMSV 0010 – Prescreen for Field Experience in Human Services	\$95
ITEC 2360 – Teaching With Technology	\$15
MCHT 1620 – Machine Tool Technology II	\$75
NRST 0010 – Prescreen for Health Technology	\$95
NRST 1510 – Nursing Assistant	\$265
NURS 1100 – Professional Nursing Care in Health Promotion	\$450
NURS 1200 – Professional Nursing Care of the Patient in Chronic Illness	\$450
NURS 2300 – Professional Nursing Care of the Patient in Acute Illness	\$450
NURS 2400 – Professional Nursing Care of the Patient in Complex Illness	\$450
PEAC 1032/1033/1036 (part-time students only)	\$35
PEAT 1000 – Varsity I: (Rodeo sections only)	\$30
PEAT 1005 – Varsity II: (Rodeo sections only)	\$30
PEAT 2000 – Varsity III: (Rodeo sections only)	\$30
PEAT 2005 – Varsity IV: (Rodeo sections only)	\$30
VTTK 1500 – Orientation to Veterinary Technology	\$150
VTTK 1600 – Clinical Procedures	\$150
VTTK 1625 – Laboratory Analysis	\$75
VTTK 1630 – Veterinary Hematology	\$75
VTTK 1750 – Veterinary Pharmacology	\$75
VTTK 1755 – Veterinary Parasitology	\$75
VTTK 2500 – Veterinary Anesthesia and Analgesia	\$150
VTTK 2505 – Diagnostic Imaging	\$150
VTTK 2600 – Diagnostic Microbiology	\$75
VTTK 2615 – Veterinary Anatomy and Physiology	\$80
VTTK 2700 – Laboratory and Exotic Animals	\$150
VTTK 2750 – Clinical Problems	\$150
VTTK 2815 – Large Animal Techniques	\$150
WELD 1700 – General Welding	\$75
WELD 1755 – Shielded Meatal Arc Welding	\$125
WELD 1760 – Advanced Shielded Metal Arc Welding	\$125
WELD 1772 – Flux Cored Arc Welding	\$75
WELD 1773 – Gas Metal Arc Welding	\$75
WELD 1780 – Gas Tungsten Arc Welding – Plate	\$75
WELD 1781 – GTAW Welding for Gunsmithing	\$75
WELD 2500 – Structural Welding	\$125
WELD 2510 – Pipe Welding I	\$125

# Admissions

WELD 2520 – Pipe Welding II	\$125
WELD 2645 – SMAW and GTAW	\$75
WELD 2790 – Semiautomatic Pipe Welding	\$75

## Residence Hall Fees (2022-2023)

### Standard Room-Eastern Hall (Option 1)

Fall Semester	Spring Semester	Total
\$3,255	\$3,255	\$6,510

### Private Standard-Room Eastern Hall (Option 2)

Fall Semester	Spring Semester	Total
\$3,688	\$3,688	\$7,376

### Suite-Eastern Hall (Option 3)

Fall Semester	Spring Semester	Total
\$3,455	\$3,455	\$6,910

### Private Suite-Eastern Hall (Option 4)

Fall Semester	Spring Semester	Total
\$3,891	\$3,891	\$7,782

### Semi-Private Suite-Lancer Hall (Option 5)

Fall Semester	Spring Semester	Total
\$3,548	\$3,548	\$7,096

**Summer 2022:** \$130 per 5-Day Week (Room on y, M-F)

### Private Suite-Lancer Hall (Option 6)

Fall Semester	Spring Semester	Total
\$4,007	\$4,007	\$8,014

**Summer 2023:** \$170 per 5-Day Week (Room on y, M-F)

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

*\*Basic Internet service provided may not fully support some media-rich activities such as online gaming or video streaming.*

# Admissions

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.

## Meal Plans (per semester)

**Option 1:** 17 cafeteria meals a week (three meals a day on Monday-Friday plus one meal each day on Saturday-Sunday)

**Option 2:** Any 14 cafeteria meals a week plus \$145 Munch Money

**Option 3:** Any 10 cafeteria meals a week plus \$335 Munch Money

All students in residence halls *MUST* participate in a meal plan; off-campus students *MAY* participate in a meal plan or may purchase meals individually. Munch money can be used in the Student Center. The meal plan and Munch Money is per semester and does not carry over from one semester to the next.

## 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 but will receive 100% of the housing security deposit if they officially checkout of their room with a Housing Staff member. (i.e., NO ROOM AND BOARD 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.

## Residency

Requirements for in-state residency for tuition determination for Wyoming Community Colleges are established by the Wyoming Community College Commission. The following regulations govern the classification of students as a resident or non-resident for the purpose of tuition assessment at each of the seven Wyoming Community Colleges.

### a. RESIDENCE CLASSIFICATION POLICY

1. Individuals may be reclassified for the following term when facts indicate that a change in residency has occurred since the time of original residence classification or since their most recent appeal. **Reclassification as an in-state student will not be applied retroactively to previous terms.**
2. A student assigned a non-resident classification may submit a request for reclassification to the Registrar. **The student must submit the request and accompanying documentation on or before the first day of classes.** A decision will be rendered within 20 days of the first day of classes.
3. A student classified as a resident by one Wyoming Community College or the University of Wyoming 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.



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2. The following students are considered **non-residents**:

- Individuals who are not U.S. citizens or permanent residents except as provided by C.2 or C.3 as follows.
- Individuals holding a valid Nonimmigrant status in the following categories: F-1 and F-2; H-3 and H-4; J-1; K-1; and J-2; M-1 and M-2; Q-1; and R-2 visas except as provided by C.2 or C.3 as follows.

## c. RESIDENCY

The following students are considered Wyoming residents (accompanying documents may be required):

1. A financial dependent or under the age of 24 with a parent, guardian, or spouse who lives in the State of Wyoming. (Provide most recent tax return for verification of dependent status. Additional documents may be required to show length of residency in Wyoming.)
2. A graduate of a Wyoming high school. (High school transcript or diploma may be required.)
3. A student who earned a high school equivalency in Wyoming and also qualifies for a Hathaway Scholarship. (Verification of Hathaway eligibility is required as well as completion of high school equivalency.)
4. An active member of the Wyoming National Guard or U.S. Armed Forces member stationed in Wyoming, or the dependent of one. (Provide military enlistment papers or transfer orders.)
5. A Wyoming resident who was temporarily absent from the State due to military service, attendance at an educational institution, or other type of documented temporary absence. (Provide military discharge (Form DD 214), institution transcript/certificate, etc., and proof of residency.)
6. A student who has been awarded resident tuition status at another Wyoming Community College or the University of Wyoming. (Submit documentation showing resident tuition status.)
7. The spouse or financial dependent of an individual who is a Wyoming resident pursuant to these Guidelines. (Provide a copy of marriage license and verification of spouse's residency.)
8. A legal dependent under age 24 of a Wyoming community college graduate. (Provide graduate's name, Wyoming Community College, graduation date, and verification of dependent status.)
9. Has a permanent home in Wyoming. To determine if a permanent Wyoming home has been established, a variety of factors are considered and no one factor determines residence status (see Wyoming Community Colleges Application for Residency Reclassification form for examples). Documentation must show six months continual presence in Wyoming.
10. A veteran or eligible individual, as described in 38. U.S.C. 3679 (c) (2), and is providing:
  - a. A certificate or other evidence of the veteran's or uniformed service members' qualifying service of 90 days or more in the uniformed services of the United States.
  - b. Other documented evidence as outlined on the Wyoming Community Colleges Application for Residency Reclassification form.

**The Wyoming Community Colleges Application for Residency Reclassification form can be requested from the EWC Registrar's Office.**

# Financial Aid

## Types of Aid

*The following information is subject to change at any time, without notice, due to changes in Federal, State, or Veterans Administration regulations, or institutional policies. Please visit [ewc.wy.edu](http://ewc.wy.edu) for the most up-to-date information.*

An important consideration for most students is funding a college education. This section provides information about the categories of aid available, how to apply for the various types of aid, and the criteria used in awarding and maintaining aid. The student and his/her family have the primary responsibility for financing post-secondary education. However, EWC participates in a wide variety of federal, state, private, and institutional programs designed to assist families with college-related expenses when their own resources are insufficient. These programs include grants and scholarships, employment programs, and low-interest loans. Financial aid packages are structured to meet the particular needs of each recipient and may vary according to financial resources available and the student's enrollment level. Students must reapply each academic year for most types of aid.

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 official college transcripts. High school seniors are required to submit a sixth or seventh semester transcript to meet the March 15 priority deadline for EWC scholarships. Final official transcripts are required after high school graduation to receive federal aid disbursements.
3. Complete the Free Application for Federal Student Aid (FAFSA) at [StudentAid.gov](http://StudentAid.gov) in addition to state and institutional aid applications. The Hathaway Need-Based Scholarship, Wyoming Works Grant, and all institutional scholarships require FAFSA information to determine eligibility.

To ensure receipt of the most beneficial aid package, students should apply for many types of aid from multiple sources, including:

- **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 nonfederal sources may be added. The Federal Pell Grant is a need-based program for qualified undergraduate students. 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 undergraduate students with the greatest amount of financial need.
- 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.
- d. **Children of Fallen Heroes Scholarship (CFHS)** - Pell-eligible students whose parent or guardian died in the line of duty while serving as a public safety officer may be eligible to receive a maximum Pell Grant if the student was less than 24 years of age or enrolled at an institution of higher education at the time of his/her parent's or guardian's death.

2. **Federal Work-Study (FWS)**

This is a limited-fund, need-based employment program. Students may work up to 15

# Financial Aid

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's educational expenses. Repayment typically begins within 60 days for a parent borrower and a credit check is required. Parents apply for the PLUS online at StudentAid.gov.

Eastern Wyoming College does not participate in the Teacher Education Assistance for College and Higher Education Grant (TEACH Grant).

For more information about Title IV Financial Aid programs, visit StudentAid.gov.

**PLEASE NOTE:** *Only classes that apply to a student's declared program of study or as an approved elective can be funded by federal financial aid. Classes not listed as requirements on a student's degree audit/program evaluation will not be included in enrollment status for federal aid.*

- **State**

1. Wyoming Hathaway Scholarship Program
2. Wyoming Works Grant Program
3. Tuition and fees waiver for survivors or dependents of emergency responders
4. Wyoming Overseas Combat Veterans tuition and fees waiver

- **Institutional**

1. Institutional Scholarships and Foundation Awards
2. Activity and Part-Time Grants
3. Institutional Employment

- **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. All students must complete a FAFSA each year to be considered for student employment options.

- **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)
2. Under Title 10, U.S. Code
  - a. Chapter 1606 (Selected Reserve/National Guard Members)

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3. Federal Tuition Assistance
4. Wyoming National Guard Educational Assistance Plan
5. Surviving Spouse or Orphan Tuition Reimbursement Program

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I.Bill (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent the students enrollment;
- Assess a late penalty fee to;
- Require student secure alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

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 Financial Aid Office. Information is also available on the EWC website.

Veteran students and families are also encouraged to apply for federal financial aid and scholarships.

*GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs [VA]. More information about education benefits offered by VA is available at the official U.S. government website at [www.benefits.va.gov/gabill](http://www.benefits.va.gov/gabill)*

## Applying for Aid

### Applying for Federal Aid

For complete information on federal aid programs, visit StudentAid.gov. Individuals who wish to be considered for federal aid must complete the Free Application for Federal Student Aid (FAFSA) online at StudentAid.gov every year. The application is available in English or Spanish. EWC's Federal School Code **003929** must be listed on the FAFSA to have results sent to EWC's Financial Aid Office.

Students can complete the FAFSA as early as October 1 every year for the next academic year. Students (and parent/s, if the student is dependent) can use the IRS Data Retrieval Tool, through which applicants may import tax information directly into the FAFSA. EWC's priority application date is March 15.

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 quickly ensures timely processing of aid. Students will receive notification of aid eligibility. Processing time may take up to 30 days or more, depending on when application(s) are completed and/or all required documentation is received. 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 to discuss options for additional assistance.

### 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);

# Financial Aid

- Register for Selective Service, if required (see [sss.gov](http://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 (Federal Direct Unsubsidized and Federal Direct PLUS Loans are exempt from this requirement);
- Not have a drug conviction for an offense that occurred while receiving federal student aid; and
- Be making Satisfactory Academic Progress.
- 

## Verification of Federal Aid

An applicant may be required to provide documentation to verify or validate 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 notify the applicant. The notice will specify which items of information must be verified and will detail what documents and procedures are required for verification. The notice will also specify the time period the applicant has to provide the required documentation; failure to comply within the specified period will result in consequences which are also outlined in the notice. 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's FAFSA will be corrected 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 of 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](http://ewc.wy.edu).

## Withdrawals and Return of Title IV Federal Aid

To maintain federal financial aid eligibility during the semester, a student is expected to attend class and complete required coursework for the full scheduled term. According to federal regulations, if a student officially withdraws from all classes, stops attending classes (unofficial withdrawal), receives all "F" grades, or otherwise does not successfully complete classes during a semester, the Financial Aid Office is required to determine the percentage of federal aid the student earned based on the percentage of time attended during the term. A student may be required to repay a portion of the federal aid he/she received, but did not earn for the semester. The date of a student's official withdrawal or the last date of attendance or participation in an academically-related activity during the semester is used to calculate how much aid a student earned during a semester and how much unearned aid may need to be returned to the appropriate federal aid program. 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 regulations. A student who never begins attendance in one or more classes may be subject to a recalculation of aid based on enrollment status. A

# Financial Aid

student's last date of attendance is reported to the Department of Education, loan servicers, and/or lenders, and subsequent loan disbursements may be cancelled. *Please note: EWC does not have a formal Leave of Absence policy.*

The amount of assistance that a student earns is determined on a pro-rata basis by multiplying the percentage of the term attended by the Title IV aid received. That is, if a student completed 30 percent of the payment period, s/he earned 30 percent of the assistance s/he 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 s/he has already received to the appropriate federal program. Once the student has completed more than 60 percent of the payment period, s/he is considered to have earned 100% of his/her federal assistance.

After the amount of Title IV aid to be returned is calculated, a determination of how much must be returned by the institution and how much must be returned by the student is made. Repayments are applied to the appropriate programs in this order:

1. Federal Direct Unsubsidized Loan
2. Federal Direct Subsidized Loan
3. Federal Direct PLUS Loan
4. Federal Pell Grant
5. Federal Supplemental Educational Opportunity Grant
6. Other federal aid programs

If EWC is required to repay any portion of a federal education loan, the student or parent borrower is then responsible for repaying those funds to EWC. The student or parent borrower is responsible for the remainder of the loan in accordance with the terms of the Master Promissory Note. If the student is responsible for returning grant funds, the student must make arrangements with EWC and possibly also the Department of Education to return the funds. Any amount that the student has to return directly to the Department is considered a grant overpayment.

If a student receives a grant overpayment notification from the Financial Aid Office, s/he must repay those funds to EWC within 45 days of the notice. Failure to make the payment within that time frame results in the referral of the overpayment to the Department of Education for collection and the student's subsequent inability to receive future federal assistance from EWC or any other post-secondary institution until the overpayment is resolved. Any funds returned by EWC on the student's behalf must be repaid by the student to EWC prior to registering for subsequent terms. The requirements for returning Title IV program funds are separate from EWC's refund policy. Therefore, students may also owe funds to EWC for unpaid institutional charges.

Students who withdraw prior to receiving federal aid may be eligible to receive a "post-withdrawal disbursement" of earned funds to help pay for remaining institutional charges. The Financial Aid Office notifies students of amounts owed and aid earned but not disbursed within thirty days of performing the refund calculation. Post-withdrawal disbursements of federal grants are applied automatically to a student's balance; post-withdrawal loan eligibility requires a student's permission (or parent's, in the case of PLUS loans) to use toward outstanding tuition, fee, room and/or meal plan charges.

Additional information and written examples of return of funds calculations are available in the Financial Aid Office upon request.

# Financial Aid

## Applying for State Aid

### Hathaway Scholarship Program

Hathaway Scholarships, named after former Wyoming Governor Stan Hathaway, are designed to provide an incentive for Wyoming students to prepare for and pursue post-secondary education at Wyoming community colleges or the University of Wyoming. The program consists of four separate merit scholarships, each with specific eligibility requirements, and a need-based scholarship for eligible students which supplements the merit awards. **Students must complete a FAFSA to be considered for the need-based award.** Students must complete the EWC Hathaway Scholarship Application and submit final, official transcripts to the Financial Aid Office prior to the first day of class for their program to be eligible to initiate the Hathaway Scholarship for the term. For more information on the Hathaway Scholarship, see EWC's website at [ewc.wy.edu](http://ewc.wy.edu) or visit [hathawayscholarship.org](http://hathawayscholarship.org).

Please note that the Hathaway Scholarship can only pay for college-level courses (course numbers of 1000 or higher); remedial or developmental classes cannot be counted in enrollment status for Hathaway purposes.

### Wyoming Works Grant

Wyoming Works is a limited need-based state grant program signed into law March 2019 with resources targeted at adult students to advance their skills in areas that lead to secure employment. Students can receive up to \$1,680 per academic year for the Wyoming Works Standard Grant and up to \$3,360 for the Wyoming Works Critical Grant depending on need. Students must complete an Application for Admission, a Free Application for Federal Student Aid (FAFSA) including all required supplemental documentation, and a Wyoming Works application to be considered for the award. Students cannot be currently receiving or eligible to receive the Hathaway Scholarship and must be in an approved program of study. Programs that qualify under Wyoming Works are those which meet labor and economic development needs, and may be for-credit or non-credit. Please refer to EWC's website at [ewc.wy.edu](http://ewc.wy.edu) for an up-to-date list of approved programs and a detailed description of all eligibility requirements.

## Applying for Institutional Aid

Students who wish to apply for institutional aid must meet all individual scholarship deadlines and requirements. Many institutional grants and scholarships have a priority deadline of March 15. Applications received after the deadline will be considered on a "first-come, first-served" basis. Students apply for the majority of EWC's scholarships by logging in to their MyEWC account and completing the application available by clicking the Scholarship App button. All institutional scholarships also require a completed FAFSA for the corresponding academic year(s) prior to disbursement of funds. Other institutional, Foundation, and outside scholarships may require a separate application process or information, or have different deadlines. See [ewc.wy.edu/scholarship-list/](http://ewc.wy.edu/scholarship-list/) for details.

Institutional aid comes in many forms:

### 1. 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, and livestock judging.

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.

### 2. DEPARTMENT SCHOLARSHIPS

Department Scholarships are available to students who meet the requirements as determined by

# Financial Aid

the EWC Scholarship Committee. Current EWC students or transferring students must also meet the Satisfactory Academic Progress Policies for Financial Aid to be eligible for Department Scholarships. Students receiving Department Scholarships must be seeking a degree in one of the majors within the respective Department. Apply via your MyEWC account.

### 3. INSTITUTIONAL and FOUNDATION SCHOLARSHIPS

Eastern Wyoming College provides a large number of scholarships for students. Students are encouraged to visit [ewc.wy.edu](http://ewc.wy.edu) to view the list of scholarships and requirements.

The EWC online Scholarship Application through the MyEWC student portal is designed to allow students to quickly enter important data that helps determine eligibility for institutional or Foundation scholarships. Students may stop at any time during the application process and return to continue/check data and complete individual application requirements. Students can log on to their MyEWC account and click the Scholarship App button to provide general demographic information, and complete academic and qualification questions. Students should sign back into their accounts regularly to check for new scholarship opportunities that may require additional information. For a list of other scholarships available from EWC or opportunities for scholarships awarded and administered by outside organizations, please go online to [ewc.wy.edu/scholarship-list/](http://ewc.wy.edu/scholarship-list/). Students can also view a PDF of the Financial Aid and Scholarship Guide online at [ewc.wy.edu/future-students/financial-aid/scholarships/](http://ewc.wy.edu/future-students/financial-aid/scholarships/).

**Note:** *Since many scholarships are need-based, students are strongly encouraged to complete the FAFSA first; ALL institutional scholarships REQUIRE FAFSA completion.*

Activity grants, Department Scholarships, and institutional awards specifically for tuition and/or fees are limited to 16 credits per term. Enrollment in more than 16 credits will not be included in tuition/fee scholarship amounts and tuition/fee charges must be paid through other resources.

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 grant and are not sent "denial letters." Scholarships must be accepted by deadlines given; some also require the student to send a thank you note to the donor and provide a copy of it to the EWC Financial Aid Office. Institutional scholarships are "last pay," meaning that other grant and scholarship aid is considered first against a student's estimated Cost of Attendance; EWC awards may need to be reduced in the case of total awards exceeding the student's annual Cost of Attendance.

## Applying for Military Aid

### 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 VA Certifying Official at 307.532.8224 for additional information.

To apply, students must complete the appropriate Application for VA Education Benefits. This form is available online at [vets.gov](http://vets.gov). For benefits other than those listed above, contact the Veterans Administration at 1-888-442-4551 or online at [vets.gov](http://vets.gov). Current rates are available at the [vets.gov](http://vets.gov) website.

Veteran students and their dependents are also encouraged to apply for scholarships and federal financial aid.



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## Wyoming National Guard Educational Assistance Plan

Subject to available state funds, all current members of the Wyoming Army or Air National Guard may be eligible to have full in-state tuition and fees paid. Contact the VA Certifying Official in the Financial Aid Office for information.

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/or fee assistance. Information is available on the EWC website.

## Awarding and Payment of Aid

### Method of Awarding Need-Based Aid

The basic need formula is represented by the following calculation:

$$\begin{array}{r} \text{Cost of Attendance} \\ - \text{Expected Family Contribution (EFC)} \\ = \text{Financial Need} \end{array}$$

The goal of the EWC Financial Aid Office is to meet as much of the student's need as possible with available funds for which the student qualifies.

### Cost of Attendance (COA)

A student's Cost of Attendance is an *estimate* of living and educational expenses for a period of enrollment. It includes allowances for:

- Tuition and fees
- Books and supplies
- Room and board
- Transportation
- Personal expenses

Please see EWC's website at [ewc.wy.edu](http://ewc.wy.edu) for current costs of attendance. Federal and state regulations as well as institutional policy limit a student's total aid to the annual Cost of Attendance; only in rare circumstances are awards over a student's COA allowed.

### Expected Family Contribution (EFC)

The EFC is calculated by the federal processing center using the information reported on the FAFSA. It represents the amount the student and his/her family can reasonably contribute toward educational expenses. It is NOT an amount the student owes or is expected to pay to EWC. Since the EFC is generated only on the FAFSA, this application is required for any need-based aid, including the Hathaway Need-Based Scholarship, all institutional and many Foundation scholarships.

# Financial Aid

## Method of Payment of Aid

To ensure proper payment, all financial aid resources are reviewed either (1) after the second week of classes on "census day," 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 cancelled for less than full-time enrollment. If a student's attendance level drops below full time after an offer notification is generated, the financial aid office will adjust the award to the correct enrollment level. If a student drops courses during the 100 percent tuition refund period, financial aid awards 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; cancellation of a late starting class before the start date.

**PLEASE NOTE:** *Only classes that apply to a student's Title IV-aid eligible degree or certificate can be funded by federal financial aid. Classes not listed as requirements on a student's degree audit/program evaluation (or as an approved and required elective) will not be included in enrollment status for federal aid.*

Awards (other than student employment earnings) are usually credited directly to the student's EWC account balance. If anticipated awards exceed direct costs (tuition, fees, on-campus housing, and meal plans), or if a student has a book award, a student is allowed to complete an authorization to charge books at the EWC Bookstore until the end of late registration. If aid is processed by the end of the 100% tuition refund period and a student is due a refund, the refund check will be available approximately one week after that period. 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 Douglas Campus and Outreach students, refund checks are mailed weekly. Specific refund dates are listed in the calendar section and are posted each term.

Federal Work-Study/Institutional Employment paychecks are available to students the last day of each month worked.

## Maintaining Financial Aid Eligibility

The Higher Education Act (HEA) of 1965, as amended, requires a student to make "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, IASG/CFHS, FSEOG, FWS, Direct Loan programs) must adhere to Satisfactory Academic Progress guidelines.

Students must enroll for six or more credit hours per semester to be eligible for Federal Direct Loans.

## **EWC Satisfactory Academic Progress Policies for Financial Aid (Effective as of December 22, 2022)**

Federal Department of Education (DOE) mandates the establishment and enforcement of a Satisfactory Academic Progress (SAP) Policy for all institutions participating in federal Title IV aid programs. Federal Title IV aid programs include Pell Grant, SEOG, Direct

## Financial Aid

Student/Parent Loans, and Work Study. The regulations require the measurement of cumulative GPA, rate of progression, and maximum time frame. A change of program does not reset the SAP calculation. EWC students are making SAP if they consistently:

- Maintain a cumulative GPA of at least 2.00.
- Complete 66.6% of attempted credits. \*
- Do not meet or exceed 150% of the average degree/certificate length at EWC. Defined as:
  - 53 credits(Certificate programs).
  - 98 for AA, AS, AAS seeking students (Associate degree programs).
  - 114 for Cosmetology degree seekers

\*Attempted credits are any credit for which the student enrolled, whether or not the student received federal financial aid. Attempted credits include withdrawn, incomplete, failed, remedial, and repeated coursework. Transferred credits accepted by EWC are included in the cumulative credits attempted and completed. The table below illustrates how graded courses impact Financial Aid SAP.

GRADE	Cumulative GPA	Attempted Credit	Completed Credit
A - F	Yes	Yes	Yes
S, U	No	Yes	Yes
X (incomplete)**	No	Yes	No
Repeats	Most Recent Grade	Yes	Yes
W	No	Yes	No
Transferred and accepted by EWC	No	Yes	Yes

\*\*When completed OR the student receives an F grade due to failure to complete the coursework as required, the new grade is used to calculate SAP when calculated at the end of the Spring semester. The updated letter grade is treated per the table above when SAP is recalculated.

### Process

All students enrolled in TIV eligible coursework are monitored for financial aid satisfactory academic progress (SAP) at the end of each Spring semester. Students who reach or exceed the maximum time frame and/or have less than a 2.00 cumulative GPA and/or have less than a 66.667% completion rate are no longer eligible for federal Title IV financial aid and any state or institutional awards that requires SAP. These students receive a TRM (GPA or pace) or MAX (reached or exceed maximum time frame) status. Students with Title IV aid are notified via email they are not eligible for federal financial aid. The email includes information about how to regain eligibility and the appeal process.

Transfer students with transfer credits that total the average credits needed to complete a degree or certificate (35 certificate, 65 degree, 76 Cosmetology) must submit an SAP Appeal when the year's ISIR is received to complete the financial aid process. This is done to ensure that the student's credits required for the degree/certificate can be completed within the max time frame. Students who cannot are placed on Probation with an Academic Plan for the estimated number of terms to complete the degree/certificate.

## Financial Aid

Students with TRM or a probation status are monitored at the end of each academic term of enrollment to determine if they are now making SAP OR adhering to the terms of their probation. Students with a FAFSA on file are notified via email of their newly calculated SAP status. The student's most recent SAP status is also viewable in Self Service Financial Aid.

### Appeal Process

Students have the right to appeal their SAP status if they have mitigating or unusual circumstances, they believe prevented them from maintaining or achieving SAP. Mitigating circumstances include, but are not limited to: illness, death in the family, family emergency, catastrophic incidences, divorce, births, etc. The student may submit a letter of appeal (SAP Appeal Form) and relevant supporting third-party documentation to the Financial Aid Office for review. Appeals without appropriate third-party documentation (death certificate, hospital bill, etc.) will be denied.

Appeals may be submitted:

IN PERSON: Financial Aid Office - EWC Student Services - Activities Center

BY MAIL: ATTN: Financial Aid Office

3200 West C Street

Torrington, WY 82240

BY FAX: 307-532-8222

BY EMAIL: [financialaid@ewc.wy.edu](mailto:financialaid@ewc.wy.edu)

If the appeal is denied, the student may regain financial aid eligibility by meeting the SAP requirements in the student's next semester of enrollment. The student will remain on TRM status for future terms until the SAP requirements are met. Students with a TRM status who are also exceeding the maximum time frame credit allowance cannot regain Title IV financial aid eligibility without an appeal.

If the appeal is approved and it is possible and probable for the student to meet the SAP requirements within one (1) semester of attendance, the student is placed on Probation with a PA1 status. Students on Probation are Title IV aid eligible for one semester. At the end of the student's next semester of enrollment, the student receives the calculated SAP status based on their cumulative GPA, pace, and time frame.

If the appeal is approved and it is not possible or probable that the student will be able to meet the SAP requirements within one (1) semester of attendance, the student is placed on Probation with an Academic Plan. Appeals approved with an academic plan require the student complete the enrolled term with 100% of courses enrolled for the term and a 2.00 term GPA or higher. The student receives a PA1-8 SAP status, with the number (1-8) representing the estimated number of terms required to complete the student's current degree/certificate program.

MAX students with approved appeals have the SAP status calculated at the end of each term of enrollment. Students who continue to meet the terms of their probation (2.00 term GPA, 100% term completion) will continue on probation with a subtraction of the number of terms for the probation. For example, a student with a PA8 (8 allowed terms of Probation) who meet the terms of their probation at the end of their first semester of enrollment receive a PA7.

## Financial Aid

MAX students who fail to meet the probation requirements receive the calculated SAP status based on their cumulative GPA, pace, and time frame.

TRM status students with approved appeals to a probation status (PA8-PA1) whose cumulative GPA and pace do not calculate to SAP, but the student meets the terms of their probation, will continue on probation, with a one term reduction (for example, PA8 to PA7). If the student meets SAP when calculated at the end of the semester based on cumulative GPA, pace, and attempted credits, the student will calculate to satisfactory (SAT) instead of probation (PA7-PA1).

TRM status students with approved appeals to a probation status (PA8-PA1) who do not meet the probation requirements receive the calculated SAP status based on their cumulative GPA, pace, and attempted credits at the end of the semester of enrollment.

Students are notified of the outcome of their appeal via email and can view their SAP status in Self Service.

### **Financial Aid SAP and EWC SAP**

Financial Aid Office SAP policy may differ from the academic SAP policy of EWC. While a student may be considered in 'good standing' with EWC, they may not be making Financial Aid SAP.

*Federal Student Aid Manual, Volume 1 Student Eligibility, Chapter 1 School Determined Requirements, Satisfactory Academic Progress (SAP)*

<https://fsapartners.ed.gov/knowledge-center/fsa-handbook/2022-2023/vol1/ch1-school-determined-requirements>

### **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.

#### **Federal Direct Loan Limits**

Federal Direct Loans have set annual and aggregate limits.

*Students may not appeal Pell or loan annual or aggregate limits. View aggregate limits at StudentAid.gov.*

## **Miscellaneous**

### **Transfer Students**

Students who transfer to EWC from other post-secondary 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) are counted in both attempted and completed hours for Satisfactory Academic Progress and Maximum Timeframe calculations.

# Financial Aid

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 and aggregate federal aid limits apply. Students must add EWC's school code, 003929, to their FAFSA in order for EWC to evaluate their federal aid eligibility. 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.

## Consortium Agreements

Students can take classes at two or more institutions and receive federal aid for all enrollment under an agreement called a consortium. The degree-granting school is the Home institution; the other college where the student is enrolled in a course or courses is the Host institution. Students may only receive federal aid from one institution during a period of enrollment. A Consortium Agreement must be completed each semester a student is enrolled at multiple institutions.

When EWC is the Home institution, the student must enroll in at least one EWC course and the Host course(s) must apply to the student's EWC degree or certificate program.

## Communication Policy

Financial Aid primarily communicates with students via their online MyEWC student account and email. Students will receive each year's initial offer notification through the mail, but updated offer notifications will be available online. Students can print a current offer notification, view their financial aid status, view a list of missing documentation (with active links to forms), review billing, and much more by logging onto their MyEWC account at [ewc.wy.edu](http://ewc.wy.edu) and then clicking the MyEWC Services button. Students can contact EWC's Help Desk for any issues with their MyEWC user name or password at (307) 534.2912, m3.

Students may contact the EWC Financial Aid Office at (307) 532-8224 to request all information be sent through the mail. Please note: Students who request information only be mailed may experience slight delays in receiving information compared to their peers who access information via their online MyEWC student account.

## Consumer Information

In compliance with the Higher Education Act (HEA) of 1965, as amended by the Higher Education Opportunity Act (HEOA) of 2008, and the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, Eastern Wyoming College must disclose the availability of institutional and financial aid information to enrolled students. For complete information, please see our Consumer Information page online at <http://ewc.wy.edu/consumer-information/>.

# Academic Procedures and Regulations

Registration  
Challenge Exams  
Grades  
Transcripts

Graduation  
Student Conduct  
Student Information

## Registration Procedures

Individual students select and develop programs of study for a given semester under the direction of an assigned faculty Academic Advisor.

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, or other such information changes after enrollment, the student should inform the Registrar's Office immediately. Falsification of records may result in suspension from classes.

EWC will accept no Applications for Admission after the Friday before the start of each 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 and assessment testing, if needed has been completed.

## Change of Registration

Students desiring to add courses (after the last day to add Late Registration ends) should obtain the necessary form from their advisor. After the student completes the form, and secures the proper signatures, the form is returned to the Registrar's Office.

The following 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.

## 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

# Academic Procedures and Regulations

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 Veterans 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. Audited courses cannot be funded by financial aid.

## Independent Study

Independent study is determined on a case-by-case basis by an instructor and approved by the Vice President for Academic Services. It is designed for use in exceptional circumstances and is not used routinely.

Independent study is subject to the same academic calendar as regularly scheduled coursework and is to be completed during the term.

## Advisors

When students enroll at Eastern Wyoming College, they are assigned to an Academic Advisor. 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.

## Change of Major or Advisor

Students who wish to change their major and/or advisor should contact the Academic Services Office at 307.532.8223.

## 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
- 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.)



# Academic Procedures and Regulations

These three hours of effort 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

Twelve credit hours is the minimum required for full-time status as defined by EWC and federal aid programs.

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 their Advisor to exceed this maximum.

Certain programs outlined under the "Programs of Instruction" section 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.

## Withdrawals

### A. WITHDRAWAL FROM INDIVIDUAL CLASSES

**It is the responsibility of the student to drop her/his classes; ceasing attendance to classes does not constitute an official withdrawal from class.** A student wishing to withdraw from an individual class must obtain an electronic Drop/Add form from their advisor. Students may withdraw from any or all classes before the last 28 calendar day 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. Once the electronic form has been signed by all designated parties it will be emailed to the Registrar's office for the official process of withdrawal. 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 Registrar's 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, violation of the Student Code of Conduct, 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 according to the EWC Student Grievance Policy 5.14.

# Academic Procedures and Regulations

## 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 Department Head/Program Director. 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 \$20 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 15 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.

## DSST (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 Center for Testing and Career Services. 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

# Academic Procedures and Regulations

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 Center for Testing and Career Services. 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:

<b>EWC Courses</b>	<b>Semester Hours</b>	<b>Required CLEP Examination</b>	<b>(Minimum Computer-Based Testing Score) Required</b>
BIOL 1010	4	Biology	50
CHEM 1020	4	Chemistry	50
CMAP 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	Human Growth and Development	50
ENGL 1010	3	College Composition	50
ENGL 2205	3	Analyzing and Interpreting Literature	50
GERM 1010 & GERM 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 1400	4	College Mathematics	50
MATH 2200	3	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 & SPAN 1020	8	Spanish Language	50

CLEP exams may be subject to change, contact the Center for Testing and Career Services for current listing.

## Grade Reports

Midterm Deficiency grades are found on MyEWC and are alerts to those students whose work in any course is less than satisfactory. Students who receive deficiency grade(s) below a "C" should confer with the instructor(s) and their advisor for recommendations.

Final grade reports are prepared immediately following the close of each semester. Grades will be available on MyEWC which can be accessed on the Internet at [ewc.wy.edu](http://ewc.wy.edu) after the close of the semester.

# Academic Procedures and Regulations

## Final Examinations

The last week of the semester is set aside for final examinations. Where possible, college-sponsored activities will not be scheduled during the final examination period. No final examinations will be rescheduled to accommodate travel arrangements that include leaving campus before your last scheduled exam. Requests to change a final exam must be approved by the Vice President for Academic Services.

## 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 Department Head/Program Director. 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

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".		

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, DAN TES, 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.

# Academic Procedures and Regulations

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 <u>at the time of registration</u> 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, 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, 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.

# Academic Procedures and Regulations

## 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 standing.
- 2 - Academic Probation
- 3 - Academic Suspension
- 4 - Academic Dismissal

### B. Academic Probation/Academic Suspension/Academic Dismissal

#### 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". Students on Academic Probation will be required to attend an academic success training session at the beginning of their first semester on Academic Probation. Students who do not attend this session forfeit their ability to file an initial appeal for Academic Reinstatement. Students on Academic Probation who attend classes at Regional Learning Centers should contact the Associate Vice President for Academic Services.

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 Registrar's 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 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:

# Academic Procedures and Regulations

1. Achieves a 2.00 Cumulative GPA or higher, he/she will be placed on Good Standing.
2. Achieves a 2.00 Semester GPA or higher, but the Cumulative GPA is below 2.00, he/she will be placed on Academic Probation.
3. 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 enroll for one academic semester. After the non-attendance, 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 must follow steps 1-3 listed above. 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 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 Sites-Outreach Forms. Further information can be obtained in the EWC Registrar's Office.

## 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

# Academic Procedures and Regulations

## 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) 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.

## Transcripts

Official transcripts of college work may be obtained through the EWC website by clicking on the "Transcript Request" form. A transcript can be sent electronically, mailed or picked up in the Registrar's office. Please allow 48 hours after the request has been submitted for pick-up. A fee of \$7.50 will be assessed for transcripts. **Oral requests are not accepted.** No transcripts will be released for students who have financial obligations with Eastern Wyoming College.

Official transcripts of credit earned at other institutions and other records submitted for admission 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 at Eastern Wyoming College.

## Graduation

The College holds one annual commencement at the Torrington campus in May. Although attendance is optional, all December, May, and Summer candidates are encouraged to participate in the ceremony.

**Application for Graduation and degree evaluations must be requested and completed 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 Registrar's 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](http://StudentLoans.gov) prior to graduation.

## Outcomes Assessment

All candidates for Associate of Arts, Associate of Science, Associate of Applied Science degrees and certificates are required to participate in an outcomes assessment activity prior to graduation. This targets the student's specific program of study (major) and may include portfolios, exit interviews, papers,



# Academic Procedures and Regulations

comprehensive exams, etc. A summary of the program assessment components is available on the college's website ([ewc.wy.edu/program-assessment-components/](http://ewc.wy.edu/program-assessment-components/)).

## Exit Assessment

All candidates for Associate of Arts or Associate of Science degrees are required to participate in a second assessment which is the Peregrine Exam, administered in the Testing Center during the student's final semester before graduation. The Peregrine exam is a standardized test developed to test core educational skills. This assessment targets selected general education skills typically attained in college such as reading, writing, mathematics, and critical thinking.

## 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 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 15-hour residency requirement.
7. Please review the Financial Aid Academic Progress Policy regarding second degrees.

## Expected Institutional Learning Outcomes for EWC Graduates

Eastern Wyoming College expects that its graduates will have an educational foundation that prepares them for a complex and rapidly changing world. The curriculum 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.

# Academic Procedures and Regulations

**Students who complete an Associate Degree at Eastern Wyoming College, by virtue of successful completion of their general education core requirements, will be able to:**

- **Demonstrate** effective communication through listening, speaking, writing, and responsible use of information resources.
- **Solve** problems through critical analysis and quantitative reasoning.
- **Apply** civic responsibility in a variety of social contexts.
- **Apply** the scientific method to investigate behaviors or phenomena related to their content area.
- **Interpret** the complexity of the human experience through the arts and culture.
- **Differentiate** with respect to diverse perspectives on community, national and international issues related to their content area.
- **Identify** ways to work with their individual personal beliefs, values, and biases to interact respectfully with others.

## 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.

## Attendance

**A student at Eastern Wyoming College is expected to attend all sessions of each course in which the student is enrolled.** Active participation in all scheduled learning activities is essential for the student to satisfactorily achieve the educational objectives of any course. Therefore, 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.

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 College's official last day to drop classes will receive a grade of W (Withdrawal) for the course. A student who has not withdrawn from a class after the last date published to drop will receive the grade they earned or a grade of IW (Institutional Withdrawal). A grade of IW is only assigned under special circumstances and with the approval of the Vice President of Student Services.

# Academic Procedures and Regulations

It is the responsibility of the instructor to notify, in writing, the College Registrar that the student is being withdrawn. The instructor also must indicate what grade the student is to receive, and the last date of attendance. The College Registrar will then notify the student of the action taken.

Due to the variation of course content and types of classroom activity, make-up policies will vary from instructor to instructor and will be given specifically in the course outlines 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 Academic Services 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.

## 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 a 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 [www.turnitin.com](http://www.turnitin.com).

## 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

# Academic Procedures and Regulations

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 Academic Services, 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
- E. Any other external actions initiated by the student to resolve the complaint, if known to the institution (e.g. lawsuit, EEOC investigation, etc.).

# Academic Procedures and Regulations

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.

## Student Grievance and Student Complaint Policy

Please see Board Policy 5.14 for Student Grievance and Student Complaint Policy.

## 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 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 - students who share, download, and/or otherwise obtain and use copyrighted material without permission, can be subject to the civil and criminal penalties stipulated for violating copyright laws (see below). Students who perform these actions while using an EWC computer, or while connected to a wired or wireless network affiliated with EWC, 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 the student. Students are still responsible for their interactions and engagement on all P2P and file sharing networks.

# Academic Procedures and Regulations

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 future job prospects or academic pursuits, since many employers and graduate and professional schools require disclosure of 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**

### PRIVACY RIGHTS OF PARENTS AND STUDENTS

"Buckley Amendment"

General Statement

# Academic Procedures and Regulations

Eastern Wyoming College has the responsibility for effectively supervising any access to and/or release of official data/information about its students. Certain items of information about individual students are fundamental to the educational process and must be recorded. This recorded information concerning students must be used only for clearly defined purposes, must be safeguarded and controlled to avoid violations of personal privacy and must be appropriately disposed of when the justification for its collection and retention no longer exists.

In this regard, Eastern Wyoming College is committed to protecting to the maximum extent possible the right of privacy of all individuals about whom it holds information, records, and files. Access to and release of such records is restricted to the student concerned, to others with the student's written consent, to officials within the College, to a court of competent jurisdiction, and otherwise pursuant to law. Students will receive annual notification regarding the Family Educational Rights and Privacy Act (Statute: 20 U.S.C. 1232 g; Regulation S: 34 CFT Part 99).

Only the personal representative (executor/executrix) or parents of a deceased student may authorize the release of education record information regarding the deceased student, for a period of ten years after the death of the student. Beyond such time, access to anyone requesting the deceased student's education records is permitted without permission.

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.

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 Vice President for Student Services who is 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

# Academic Procedures and Regulations

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 Registrar'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)
- 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



# Academic Procedures and Regulations

- 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.

## **Affirmative Action/Equal Employment Opportunity Policy Statement**

Eastern Wyoming College is dedicated to providing opportunities and recognizing the talent of all people within the 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, gender, 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 Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**

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.

# **Academic Procedures and Regulations**

## **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 "Consumer Information" 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 1,200 credit students each semester with additional offerings in the community services and continuing education areas. Total headcount credit enrollment includes course offerings from throughout the EWC service area communities.

## **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. 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. (This position is currently vacant.)

## **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. Five 911 Emergency-Only telephones are located strategically along campus walkways and dial directly to the police dispatch office.

# Academic Procedures and Regulations

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 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 is not considered to be a campus security authority and is 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 EWC email system to faculty, staff and students, and through the CodeRed cell phone text messaging system. Warnings will also be issued on the EWC website at [ewc.wy.edu](http://ewc.wy.edu) and on the electronic bulletin boards at the Information Center and Student Services.

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).

## 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.

# Academic Procedures and Regulations

## 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 Student Success Center. 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:

- Orientation activities (1 time annually)
- Residence Hall educational programming (3-4 times during academic year)
- College Studies classes (every semester)
- Employee In-service Activities (2 times each academic year)

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, and videos. When time is of the 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 adheres to the requirements set forth in the Violence Against Women Act (VAWA) which became law in 2014. Information regarding the College's VAWA compliance efforts is located on the EWC website ([ewc.wy.edu](http://ewc.wy.edu)) under "Consumer Information."

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.

# Academic Procedures and Regulations

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, another college administrator or law enforcement. 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 may 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 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 "Consumer Information" 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://communitynotification.com> and in Wyoming available through <http://sheriffalerts.com>.

## Alcohol & Drug Enforcement Policies at EWC

The Eastern Wyoming College Board of Trustees has enacted a drug and alcohol policy stating 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 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 illegal possession, use, sale, or distribution of alcoholic beverages on college premises or at college-sponsored activities.

# Academic Procedures and Regulations

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 confirmation email 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 no more than 1 year, 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:

### Reduce Your Risk

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.

# Academic Procedures and Regulations

## 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 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

Eastern Hall has three exits and Lancer Hall has eight 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.

# Academic Procedures and Regulations

## Crime Statistics

Individuals can access the Eastern Wyoming College crime statistics report directly from the Consumer Information section on the EWC home page ([ewc.wy.edu/consumer-information](http://ewc.wy.edu/consumer-information)).

## 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 [ewc.wy.edu/](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](http://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, 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/>



# 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 ENGL 1010 having the same number and title at all schools.
2. EWC has a number of transfer 2+2 degree plans with UW. EWC students should work closely with their advisor to plan their transfer to UW. Plans can be found at <http://www.uwyo.edu/acadaffairs/degree-plans/wy-2-plus-2/by-college/ewc/index.html>.
3. Students transferring to UW from any Wyoming community college without an AA or AS degree will have their transcripts reviewed with the Transfer Catalog on a course by course basis.
4. It is beneficial for a student to complete an Associate Degree from EWC or other community college prior to transferring to the UW. See the UW Academic Coordinator for details.
5. Community college graduates with an associate of applied science degree (AAS) 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 degrees, endorsements, and certificate programs in Torrington.

For additional information contact:

*Richard Ward, Academic Coordinator*

*University of Wyoming*

*Eastern Regional Center*

*3200 West C Street*

*Torrington, WY 82240*

*307.532.8371, Fax: 307.532.8308*

*Email: [rward1@uwyo.edu](mailto:rward1@uwyo.edu)*

*Website: [uwyo.edu/outreach](http://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**

*Clinton, IA*

*<http://www.ashford.edu>*

**Black Hills State University**

*Spearfish, SD*

*<http://www.bhsu.edu>*

**Chadron State College**

*Chadron, NE*

*<http://www.csc.edu>*

# Transferring

**National American University**

*<http://www.national.edu>*

**Olds College**

*Alberta, Canada*

*[www.oldscollege.ca](http://www.oldscollege.ca)*

**Regis University**

*Denver, CO*

*<http://regis.edu>*

**South Dakota School of Mines**

*Rapid City, SD*

*[www.sdsmt.edu](http://www.sdsmt.edu)*

**University of Phoenix**

*[www.phoenix.edu](http://www.phoenix.edu)*

**University of Wyoming**

*Laramie, WY*

*<http://www.uwyo.edu>*

**Upper Iowa University**

*Fayette, IA*

*<http://www.uiu.edu>*

**Valley City State University**

*<http://www.vcsu.edu>*

**Wyoming Law Enforcement Academy**

*<http://www.wleacademy.com>*

# 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 communal 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 (Internet service provided may not fully support some media-rich activities such as online gaming or video streaming) is provided in each living space as is local telephone service. (Telephone instruments are NOT provided.) Coin-operated washers and dryers are 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, **without exception**. For further information concerning housing, contact the Director of Residence Life at 307.532.8336.

## Food Services

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 each semester. **Upon request, changes to actual meals may be made for students with medically documented dietary restrictions.** For further information concerning Food Services, contact the Food Services Director at 307.532.8342.

## Campus Activities and Organizations

There are several student organizations on campus and, as interest increases, new organizations may be formed. Student extracurricular 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.

# Campus Life

**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 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.

**COSMETOLOGY CLUB:** The Cosmetology Club is for the student enrolled in the Cosmetology curriculum and encourages leadership, unity, and advanced education. All Cosmetology Club members must maintain a minimum GPA of 2.0. As a club, students attend educational field trips and are active in community services such as sponsoring food drives, donations for other organizations, and campus activities.

**DOUGLAS CAMPUS STUDENT ASSOCIATION:** The Douglas Campus Student Association (DCSA) is the governing agency of the EWC Douglas student body. Membership (at-large) includes all academic credit fee-paying students attending the Eastern Wyoming College Douglas Campus, as defined by the DCSA Charter. The DCSA Leadership Team, composed of elected officers and representatives act as the executive and legislative body of the associated students of Eastern Wyoming College Douglas Campus. The leadership team officers are provided opportunities for leadership, service, and involvement. Officers for the current academic year are elected each Fall semester. The mission of the DCSA is to promote student awareness of self and environment, improve educational facilities and student environment, foster the recognition of rights and responsibilities of students to the College and the community, promote positive relationships and mutual understanding among and between students, faculty, staff and administration, encourage the spirit of loyalty and respect for the College and its endeavors, and organize, promote and sponsor college functions, clubs and activities for students on the Douglas campus. The DCSA membership is involved in disbursement of student activity funds. All students are welcome to attend monthly meetings. This group is available only on the Douglas campus.

**GAY STRAIGHT ALLIANCE:** The Gay Straight Alliance brings together LGBTIQQA (Lesbian, Gay, Bisexual, Transgendered, Intersexual, Queer, Questioning) students and allies to have a voice on the EWC campus. This organization exists to raise awareness of LGBTIQQ individuals, their positions, issues and concerns; to provide social and educational resources and connections; to increase the visibility of LGBTIQQ persons and their allies; and to increase tolerance and work toward eliminating discrimination, prejudice and oppression. The GSA plans social and educational opportunities for all students. Membership is open to all students.

**EMPOWERING LANCERS CLUB:** EWC GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) program works with GEAR UP college freshmen to support their transition to college life. Services help students adjust to life at EWC by providing connections to campus resources, supporting academic success, and helping with financial aid and scholarships. Services include:

- Kick Off, a GEAR UP college orientation, which provides an opportunity for students to learn about EWC GU and engage in team building activities with other GEAR UP students, staff and Peer Mentors
- GEAR UP events which provide information about opportunities for campus engagement. Events include cultural, financial and academic workshops.
- Free tutoring and academic support.

# Campus Life

- GEAR UP Peer Mentoring which pairs GEAR UP college freshmen with a Peer Mentor who is a GEAR UP sophomore. The Peer Mentors help their "mentees" connect with people, programs, and resources.

**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 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 women consists of volleyball, basketball, and rodeo. The intercollegiate athletic program for men consists of basketball, golf and rodeo. Athletic scholarships/grants are available in all of these sports.

**INTERNATIONAL CLUB:** The International Club provides opportunities to broaden the world views of students, staff, and the community to learn and experience the various cultures here in the United States as well as worldwide. The Club's purpose is to enhance thinking and appreciation of other cultures, people, and traditions through a number of social activities, community service projects, presentations, and cultural trips. Membership is open to all students.

**LIVESTOCK JUDGING/SHOWING AND FITTING TEAM CLUB:** The mission of the club is to provide educational activities to interested EWC students through livestock judging and livestock showing. 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 show animal selection and contests. Livestock judging club members must be or have enrolled in ANSC 1210. In order to participate in trips, club members must actively participate in practice and 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, passed 12 credit hours the previous semester, and be currently passing all classes. Team selection will be based upon ability and participation.

**PHI THETA KAPPA:** Phi Theta Kappa is an academic honor society that recognizes and promotes scholarship, leadership, and service. Full-time 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. The EWC chapter began in 1989 and initiates new members in the Fall and Spring semesters.

**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.

# Campus Life

**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. 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 extracurricular 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 NURSES ASSOCIATION:** EWC-SNA is a charter division of the National Student Nurses Association (NSNA) and the Wyoming Student Nurses Association (WySNA). These groups are all under the umbrella of the American Nurses Association (ANA), a group geared toward the advocacy of nursing and healthcare. EWC-SNA will focus on creating student nurse leaders in the classroom and community. To join, students must be accepted into the EWC nursing program. Responsibilities/events in the group include teaching in the community and fundraising events. This group is only available on the Douglas campus.

**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.

**UNITED MINISTRIES on CAMPUS:** United Ministries is Eastern Wyoming College's faith community. It is a non-denominational Christian outreach supported by several Goshen County churches and is open to all students and staff of EWC. Activities range from Praise and Worship to social events and movie nights.

**VETERINARY TECHNOLOGY CLUB:** The Veterinary Technology Club is designed to promote interest in the vocation of Veterinary Technology. Fundraising activities include operating concessions at

# Campus Life

EWC rodeos and sponsoring dog washes. Recreational and academic activities include community service events, 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 conferences in places such as Orlando, FL and Las Vegas, NV. Membership is open to all students who have an interest in veterinary medicine and animal care in general.

## Motor Vehicle Information

**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 in the unpaved areas west of CTEC 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.

# Support Services

## Instructional Support Services

Instructional Support Services is composed of the Center for Testing and Career Services, the Library, the Student Success Center, the Instructional Technology Center, College and Career Readiness Center, and Computer Services.

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.

## Center for Testing and Career Services

The Testing Center offers proctoring of the following exams: Make-up exams for instructors, as well as online tests for EWC and other colleges; Peregrine Assessment; 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); ACCUPLACER Placement Exams; ACT WorkKeys; and Test of Essential Academic Skills (TEAS). The Center also provides American Disabilities Act accommodations for qualifying students. The Center is a member of the National College Testing Association (NCTA) and adheres to the NCTA's Professional Standards Guidelines.

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.

## 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, 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 scanner. The Library operates under the Library Bill of Rights which guarantees the unbiased provision of materials and protects patron privacy.

## Student Success Center

The Student Success Center 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 Student Success Center can:

- provide tutors for most EWC courses
- set up study groups
- host review sessions



# Support Services

- advise students on study skills

All EWC students have **free access 24/7** to the online tutoring service NetTutor. NetTutor can be reached via Canvas.

All services are free to EWC students.

## 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, consultation and support for adding web components to traditional and non-Internet distance education courses, 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.

## College and Career Readiness Center

The Center has locations throughout the EWC service area and all classes are free to the public. Programs of study include testing, cognitive learning, PowerPath screenings, career explorations, and employability/work readiness skills. Upon completion of this course, participants begin a program of study utilizing individual career pathways and curriculums aligned to the College and Career Readiness standards. Throughout the program, participants employ participatory learning strategies, participate in flipped classrooms, prepare for postsecondary education and/or workforce, learn the social capital skills necessary to become gainfully employed, and are offered the opportunity to participate in job shadowing, internships, and/or apprenticeships whenever possible.

Curriculums utilize evidence based research methodologies and individualized study plans for people from the age of 16 and beyond. Distance learning opportunities are also available through State approved platforms.

The Center offers Professional Development courses for local employers, Transitions to College, Concurrent enrollments in postsecondary education, instruction in career pathways tracks, workforce literacy, English Language Acquisition, and high school equivalency preparation.

Enrollment in the program begins by contacting the local instructor as indicated below. The web address is [ewc.wy.edu](http://ewc.wy.edu). Click on the link to Academics and then to the College and Career Readiness Center.

Torrington Hours:

Monday through Friday: 8 am to 5:00 pm

Other times by appointment.

Outreach hours vary from site to site. Call 307.532.8399 OR email [called@ewc.wy.edu](mailto:called@ewc.wy.edu) for information.

# Support Services

## 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 Torrington and Douglas campuses in both wired and wireless formats. Residence halls provide both wired and wireless internet access in the student rooms.

Eastern Wyoming College provides similar, but more limited, computer access and internet services to students enrolled at the Guernsey, Glenrock, Hulett, Lusk, Moorcroft, Newcastle, Sundance, Wheatland and Upton outreach sites, 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

**Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP)** was first proposed by President Clinton in his 1998 State of the Union address and was enacted with broad bipartisan support in October 1998. This discretionary, education grant program is designed to increase the number of income-eligible students who are prepared to enter and succeed in postsecondary education.

Wyoming received its first GEAR UP grant in 2005 and received its current 7-year grant in 2017. It is a statewide grant that serves a minimum of 2,000 students in grades 7th-12th as well as first-year college students. Students are eligible if their families qualify for the federal free or reduced lunch program. The grant is administered by the office of Student Educational Opportunity (SEO) in the Division of Student Affairs at the University of Wyoming and partners with Wyoming's community colleges and the Wyoming Department of Education.

Services provided include:

- Academic tutoring
- Career exploration and advising
- College campus visits
- Summer academies
- Peer mentoring
- Support in completing college and scholarship applications

GEAR UP Wyoming also provides professional development, through a partnership with the Wyoming Department of Education, to 7th-12th grade teachers aimed at increasing student academic performance and supporting a college-going culture in Wyoming. Please visit the Professional Development page for more information on the professional development provided by GEAR UP Wyoming.

GEAR UP Wyoming is funded through a grant from the U.S. Department of Education.

# Support Services

## Counseling Services

### 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. A list of local and regional mental health providers is available from the Student Services office.

## 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
- Advocacy with Faculty and Staff
- Test-Taking Accommodations
- Assistance with Study Skills, Note-Taking, and Test Preparation
- Career, Academic, and Personal Counseling
- Tutoring Services
- Educational Technology Loan Assistance

### Additional Resources:

Accessibility and Digital Security Guide (<https://www.security.org/digital-safety/accessibility-guide/>)

### Eligible:

Any student enrolled at Eastern Wyoming College who has a documented physical, cognitive, and/or emotional disability is eligible for assistance.

### Contact:

*Office of Student Services  
Eastern Wyoming College  
3200 West C Street  
Torrington, WY 82240  
307.532.8257*

TTY: via WY Relay 1.800.877.9965

# Support Services

## Bookstore Information

The EWC bookstore has supplies for students' daily needs, whether books, computers, pens, calculators, health and beauty supplies, dorm supplies, or even if they need a snack or beverage 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 (Students using their financial aid to purchase books will need to use their EWC student ID). 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 ewcstore.com. Simply click on the textbook icon and select term, course, and section and the website will display the books and supplies 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 free pick up. Shopping online is a stress-free way for the student to get the right books 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 for 30 days after purchase with store receipt. Store hours are Monday - Friday 8 a.m. - 5 p.m. during semester rush. Summer hours: Monday - Thursday 9 a.m. - 3 p.m. and Friday 9 a.m. to 1 p.m. The rest of the year, store hours are Monday - Thursday, 8 a.m. - 5 p.m. and Friday 8 a.m. - 1 p.m. See our current hours at ewcstore.com and click "Store Info."

## 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 plan and coordinate 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, nursing, 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 online 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, nursing, 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:**

Vice President of Douglas Campus at 307.624.7000.

# Support Services

## Community Education/Workforce Development-Continuing Education

*Community Education's* mission is to provide life-long learning opportunities for residents of eastern Wyoming that include a wide variety of fun, educational, and general interest non-credit learning opportunities such as bus trips, personal enrichment classes, music classes, cooking classes, art and craft classes, fitness/wellness classes, computer classes, youth classes, and Ed2go classes (on-line, independent learning). Our classes are designed to expand your horizons and to keep you inspired. They vary in length from one session for a few hours to multiple class sessions over several weeks. It is Community Education's goal to offer new and exciting classes each year, while maintaining community favorites. For information on Community Education schedule of offerings call (307) 532.8213 or (307) 532.8323.

*Workforce Development-Continuing Education* at 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.

Workforce Development works with community groups, agencies, and businesses to enhance economic development efforts in our service area. Classes which cater to the business community can be offered in a short term, flexible format, with delivery as quickly as possible. Classes are customized to fit the needs of employers and employees. Serving the needs of our workforce is vitally important to us. These classes may be scheduled anywhere in our service area and can be offered as credit or non-credit depending on individual interest and need.

Workforce Development offers a non-credit Commercial Driver License Training Program for individuals interested in entering the field of transportation. The 5 - 12 week program is offered on a regular basis with daytime, evening, and weekend options. The goal of the program is to provide the specialized training followed by either 3rd Party Testing or Wyoming DOT Testing to meet the Federal Motor Carrier Safety Administration's regulations that will go into effect February 2022 requiring entry-level drivers to complete training via a FMCSA registered program. The program offers training for entry-level as well as Class B to Class A upgrade. For more information call 307.532.8323 or 307.532.8213

EWC Workforce Development works with Goshen County residents who are parents and meet certain income and other eligibility guidelines, to access grant funds. This federally funded grant, TANF (Temporary Assistance for Needy Families) is made available by Wyoming Department of Family Services. For more information contact the Workforce Development Director, Donna White at 307.532.8323 or (307) 532.8213.

# Program Information

## 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. Courses that are permitted for the **Associate of Applied Science Degree** are also included and indicated with an asterisk. The process of assigning courses in each category is continually being updated. A class may only fulfill one requirement in the following General Education Categories. Students should contact their advisors for updated listings.

#### Communication 1

Courses	Credits
ENGL 1010 – English Composition I	3
ENGL 1005 – Applied Technical Writing*	3

\*Permitted for AAS Programs Only

#### Communication 2

Courses	Credits
BADM 1020 – Business Communications	3
COMM 2010 – Public Speaking	3
ENGL 2020 – Literature, Media, and Culture	3

#### Mathematics (Quantitative)

Courses	Credits
BADM 1005 – Business Mathematics I*	3
MATH 1000 – Problem Solving	3
MATH 1100 – Number and Operations for Elementary School Teachers	3
MATH 1400 – College Algebra	4
MATH 1405 – Trigonometry	3
MATH 1500 – Applied Technical Mathematics*	3
MATH 2200 – Calculus I	4
MATH 2350 – Business Calculus	4
VTTK 1751 – Pharmaceutical Calculations*	3

\*Permitted for AAS Programs Only

#### Constitutional Requirements

Courses	Credits
HIST 1211 – U.S. to 1865	3
HIST 1221 – U.S. from 1865	3
POLS 1000 – American and Wyoming Government	3
POLS 1050 – Basics in U.S. and Wyoming Government	2

# Program Information

## Lab Science

Courses	Credits
AECL 1000 – Agroecology	4
BIOL 1000 – Principles of Biology	4
BIOL 1010 – General Biology I	4
BIOL 2400 – General Ecology	3
BIOL 2410 – Intro to Field Ecology	2
Note: Both BIOL 2400 and BIOL 2410 must be taken to meet the Lab Science Requirement	
CHEM 1000 – Intro to Chemistry	4
CHEM 1020 – General Chemistry I	4
CSMO 1705 – Hair Fundamentals	4
GEOL 1100 – Physical Geology	4
GEOL 1470 – Environmental Geology	4
PHYS 1110 – General Physics I	4
MOLB 2210 – General Microbiology	4
MOLB 2240 – Medical Microbiology	4
VTTK 1625 – Laboratory Analysis*	1
VTTK 1630 – Veterinary Hematology*	3
VTTK 1755 – Veterinary Parasitology*	2
VTTK 2610 – Animal Health I – Infectious*	4
WELD 1755 – Shielded Metal Arc Welding*	5

\*Permitted for AAS Programs Only

## Freshman Foundations

Courses	Credits
AGRI 1000 – Issues in Agriculture	3
CRMJ 1010 – Current Issues in Criminal Justice	3
EDFD 1101 – Intro to Education	2
HMDV 1000 – College Studies	1
HMDV 1025 – Intro to Online Learning	1
HMDV 1500 – Human Development: Empowerment	3
HMSV 1010 – Orientation to Human Services	3
VTTK 1505 – Intro to Veterinary Science	1
WELD 1505 – Intro to Welding and Machining	1

## Physical Education Activity

Courses	Credits
PEAC 1001 – Health and Wellness	1
PEAC 1008 – Lifetime Sports	1
PEAC 1012 – Beginning Swimming	1
PEAC 1032 – Aerobic Conditioning I-Fitness Center	1
PEAC 1050 – Beginning Tennis	1
PEAC 1253 – Beginning Bowling	1
PEAC 1255 – Beginning Golf	1
PEAC 1257 – Beginning Racquetball	1
PEAC 1273 – Weight Training and Conditioning I	1

## Program Information

PEAC 1281 – Beginning Casting and Angling	1
PEAC 1294 – Beginning Yoga	1
PEAC 1305 – Weight Training and Conditioning II	1
PEAC 2294 – Intermediate Yoga	1
PEAT 1000 – Varsity I:	1
PEAT 2025 – Rodeo Activities	1

### Arts & Humanities

Courses	Credits
ART 1000 – General Studio Art	3
ART 1005 – Drawing I	3
ART 1010 – Intro to Art	3
ART 1110 – Foundation: Two-Dimensional	3
ART 1120 – Foundation: Three-Dimensional	3
ART 1130 – Foundation: Color Theory	3
ART 1178 – Adobe Photoshop I	3
ART 2310 – Sculpture I	3
ART 2010 – Art History I	3
ART 2020 – Art History II	3
ART 2074 – Art for the Elementary and Middle School Teacher	3
ART 2210 – Painting I	3
ART 2410 – Ceramics	3
COMM 1000 – Intro to Mass Media	3
COMM 1030 – Interpersonal Communication	3
EDEL 2280 – Literature for Children	3
ENGL 2011 – Literature for Young Adults	3
ENGL 2050 – Creative Writing – Intro to Fiction	3
ENGL 2205 – Intro to Literature	3
ENGL 2425 – Literatures in English I	3
ENGL 2430 – Literatures in English II	3
ENGL 2435 – Literatures in English III	3
ENGL 2420 – Literary Genres:	3
MUSC 1000 – Intro to Music	3
MUSC 1378 – College Band	1
MUSC 1390 – Jazz Ensemble	1
MUSC 1400 – Collegiate Chorale	1
MUSC 2018 – Music for Elementary Classroom Teachers	3
MUSC 2050 – Music History Survey I	3
MUSC 2055 – Music History Survey II	3
PHIL 1000 – Intro to Philosophy	3
SOSC 2300 – Ethics in Practice	3
THEA 1000 – Intro to Theatre	3



# Program Information

## Social & Cultural Awareness

<b>Courses</b>	<b>Credits</b>
AGEC 1010 – Agricultural Macroeconomics	3
AMST 2110 – Cultural Diversity in America	3
ANTH 1100 – Intro to Biological Anthropology	3
ANTH 1200 – Intro to Cultural Anthropology	3
COMM 1040 – Intro to Communication Theory	3
CRMJ 2020 – Fundamentals of Leadership	3
ECON 1010 – Macroeconomics	3
ECON 1020 – Microeconomics	3
ENTR 1500 – Intro to Entrepreneurship*	2
ENTR 1520 – Creating a Business Plan*	2
ENTR 2500 – Small Business Operations Management*	2
GEOG 1000 – World Regional Geography	3
HIST 1110 – Western Civilization I	3
HIST 1120 – Western Civilization II	3
HIST 1290 – History of U.S. West	3
HIST 1320 – World History to 1500	3
HIST 1330 – World History from 1500	3
HIST 2290 – History of North American Indians	3
HIST 2460 – Field Studies: History	3
MGT 2020 – Fundamentals of Leadership	3
MKT 2100 – Principles of Marketing	3
POLS 1200 – Non-Western Political Cultures	3
PSYC 1000 – General Psychology	3
RELI 1000 – Intro to Religion	3
SOC 1000 – Sociological Principles	3
SOC 1100 – Social Problems	3
SOSC 1100 – Intro to Religion	3
SOWK 2000 – Intro to Social Work	3
WMST 1080 – Intro to Women’s Studies	3

\*Permitted for AAS Program Only

## Associate of Arts Degree, Associate of Science Degree and Associate Degree in Nursing

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

1. Completion of the program requirements with grades of "C", "S" or better in which the student is enrolled.
2. Completion of a minimum of 60 credit hours in courses numbered 1000 or above with a cumulative grade point average of 2.00 or better. A total of 24 credits from the general transfer categories (see categories below) must be included in the 60 credit hours counted toward graduation.

# Program Information

3. Completion of at least 15 credit hours applicable towards graduation from Eastern Wyoming College.
4. Completion of the college-wide exit assessment.

<b>General Transfer Categories</b>	<b>Minimum Hours Required</b>
Freshman Foundations	1
Communication 1	3
Communication 2	3
Mathematics (Quantitative)	3
Lab Science	4
Arts & Humanities	3
Social & Cultural Awareness	3
Constitutional Requirements	3
Physical Education Activity	<u>1</u>
	24

## 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. A total of 15 credits from the general transfer categories (see categories below) must be included in the 60 credit hours counted toward graduation.

<b>General Transfer Categories</b>	<b>Minimum Hours Required</b>
Freshman Foundations	1
Communication 1	3
Mathematics (Quantitative)	3
Constitutional Requirements*	2-3
From within the following categories:	5-6
Social & Cultural Awareness	
Arts & Humanities	
Lab Science	
Physical Education Activity	

15 hours

\*Students must take POLS 1000, HIST 1211, HIST 1221, or POLS 1050. Students should consult with their advisors concerning transferability.

# Program Information

## Certificate

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

- Completion of the curriculum requirements specified for the respective programs, with a cumulative grade point average of 2.00 or better.

## Distance Learning

Every student within the EWC service area has the opportunity to take college credit courses and earn a degree or certificate through distance education. EWC is approved by The Higher Learning Commission to offer the following complete degree or certificate programs via distance.

- Interdisciplinary Studies AA degree and AS degree
- Criminal Justice AA degree
- Business Administration AAS degree
- Child Development Certificate
- ~~Corrections Certificate~~
- Early Childhood Education AA degree
- Elementary Education AA degree

Classes are offered via Internet, using both synchronous and asynchronous interaction. A three year rotation schedule of distance classes ensures that all program requirements are offered for the above degrees. Eastern Wyoming College offers courses in many core areas including general education, business, computer applications, criminal justice, education, social sciences, and human development.

Support services available to help students include technology support, student advising, library, bookstore, counseling, financial aid, tutoring, online registration, and online grade reports.

Students interested in taking distance classes should consider:

- 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, text messaging, 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 either (307) 534.2912 or 877.392.4678 (877.EWC.INST) menu item 3 or check the web at [ewc.wy.edu/distance](http://ewc.wy.edu/distance).

Veteran education benefits may be adjusted when student enrolls in only distance education courses.

## Programs of Instruction

ACCT.AS	Accounting, AS
AGBP.CD	Agriculture – Beef Production Certificate (1 Year)
AGCP.CD	Agriculture – Crop Production Certificate (1 Year)
FRCH.AAS	Agriculture – Farm & Ranch Management, AAS
AGPC.CD	Agriculture – Precision Agriculture Certificate (1 Year)
AGPC.AAS	Agriculture – Precision Agriculture, AAS
REWM.AS	Agriculture – Rangeland Ecology and Watershed Management, AS
AGAO.AS	Agriculture Business and Sciences – Agroecology/Agronomy Option, AS
AGSO.AS	Agriculture Business and Sciences – Animal Science Option, AS
AGBO.AS	Agriculture Business and Sciences – Business Option, AS
AGCO.AS	Agriculture Business and Sciences – Communications Option, AS
AGEO.AS	Agriculture Business and Sciences – Equine Science Option, AS
AGBSS.AS	Agriculture Business and Sciences – General Agriculture Option, AS
AQTK.C	Aquaculture Technician Certificate (Less than 1 Year)
ART.AA	Art, AA
BWFO.AS	Biology – Wildlife and Fisheries Biology Management Option, AS
BIOL.AS	Biology, AS
BSDL.AAS	Business Administration Distance Learning, AAS
BSAD.AAS	Business Administration, AAS
BADM.AS	Business Administration, AS
BSED.AS	Business Education, AS
COMM.AA	Communication, AA
CAPS.C	Computer Applications Certificate (Less than 1 Year)
BARS.CD	Cosmetology - Barber Stylist Technician Certificate (1 Year)
BARB.CD	Cosmetology - Barbering Technician Certificate (1 Year)
CSST.C	Cosmetology – Esthetics Certificate (Less than 1 Year)
CSHT.CD	Cosmetology – Hair Technician Certificate (1 Year)
CSNT.C	Cosmetology – Nail Technician Certificate (Less than 1 Year)
CSMO.AAS	Cosmetology, AAS
CJRDL.AA	Criminal Justice Distance Learning, AA
CJCR.AA	Criminal Justice, AA
ECON.AS	Economics, AS
ECC.CD	Education – Child Development Certificate (1 Year)
ECDL.CD	Education – Child Development Distance Learning Certificate (1 Year)
EDL.AA	Education – Early Childhood Distance Learning, AA
EDEC.AA	Education – Early Childhood, AA
EEDL.AA	Education – Elementary Distance Learning, AA
ELEM.AA	Education – Elementary, AA
SCAO.AA	Education – Secondary Agriculture Option, AA
SCPO.AA	Education – Secondary Physical Education Option, AA
SCED.AA	Education – Secondary, AA
ENGL.AA	English, AA
ENTR.C	Entrepreneurship Certificate (Less than 1 Year)
GUNS.AAS	Gunsmithing, AAS (Available at Douglas Campus Only)
HMSV.AA	Human Services, AA
INDL.AA	Interdisciplinary Studies Distance Learning, AA
INDL.AS	Interdisciplinary Studies Distance Learning, AS

## Programs of Instruction

INST.AA	Interdisciplinary Studies, AA
INST.AS	Interdisciplinary Studies, AS
MTED.AA	Mathematics Secondary Education, AA
MATH.AS	Mathematics, AS
NURS.ADN	Nursing, ADN
PEAC.AA	Physical Education Health and Recreation, AA
PHSC.AS	Pre Health Science, AS
PVET.AS	Preprofessional Veterinary Medicine, AS
SOSC.AA	Social Science, AA
VTAD.CD	Veterinary Aide Certificate (1 Year)
VTTK.AAS	Veterinary Technology, AAS
MTT.CD	Welding – Machine Tool Technology Certificate (1 Year)
WJTK.C	Welding – Plate Certificate (Less than 1 Year)
WJSP.CD	Welding – Specialist Certificate (1 Year)
WJTK.CD	Welding and Joining Technology Certificate (1 Year)
WJTK.AAS	Welding and Joining Technology, AAS

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 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. Students should consult with their advisors to ensure that all general education requirements are satisfied.

### Accounting, AS

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 grade of "C" or better.

### Freshman Year

#### Fall Semester

- ACCT 2010 - Principles of Accounting I **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Constitutional Requirements **Credits: 3**
- Freshman Foundations **Credits: 1**

# Programs of Instruction

Total Credits 14

## Spring Semester

- ACCT 2020 - Principles of Accounting II Credits: 3
- STAT 2050 - Fundamentals of Statistics Credits: 4
- Arts & Humanities Credits: 3
- Lab Science Credits: 4
- Physical Education Activity Credits: 1

Total Credits 15

## Sophomore Year

### Fall Semester

- COMM 2010 - Public Speaking Credits: 3  
or
- ENGL 2020 - Literature, Media, and Culture Credits: 3
- ECON 1010 - Macroeconomics Credits: 3
- IMGT 2400 - Intro to Information Management Credits: 3
- MATH 2350 - Business Calculus Credits: 4
- MKT 2100 - Principles of Marketing Credits: 3

Total Credits 16

### Spring Semester

- BADM 2010 - Legal Environment of Business Credits: 3
- ECON 1020 - Microeconomics Credits: 3
- MATH 2355 - Mathematical Applications for Business Credits: 4
- MGT 2100 - Principles of Management Credits: 3
- Approved Elective Credits: 2 (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement Credits: 0

Total Credits 15

## Total Program Credits 60

### Approved Electives

Any course at the 1000 or above level.

## Agriculture - Beef Production Certificate (1 Year)

The Beef Production Certificate provides the foundation education and training in beef production. Successful students in this program would have the basic knowledge to raise cattle. In this program

# Programs of Instruction

students will become Beef Quality Assurance (BQA) certified, and gain the knowledge to pass the Wyoming State Artificial Insemination Exam. Students with this certificate have the courses needed to move into the Farm and Ranch Management degree.

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

## Freshman Year

### Fall Semester

- AGRI 1000 - Issues in Agriculture **Credits: 3**
- AGRI 1010 - Computers in Agriculture **Credits: 3**
- ANSC 1210 - Livestock Judging I **Credits: 2**
- ANSC 2320 - Livestock Health and Management **Credits: 3**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**

Total Credits 14

### Spring Semester

- AECL 1000 - Agroecology **Credits: 4**
- AGECE 2010 - Farm-Ranch Business Records **Credits: 3**
- ANSC 1110 - Management of Reproduction **Credits: 4**
- ANSC 2020 - Feeds and Feeding **Credits: 4**
- ANSC 2110 - Beef Production **Credits: 3**

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 18

## Total Program Credits 32

### Course Substitutions

Beef Production program course substitutions with advisor approval:

- AGECE 2020 - Farm-Ranch Business Management **Credits: 3**
- AGECE 2150 - Agri-Business Finance **Credits: 3**
- AGECE 2300 - Agricultural Marketing **Credits: 2**
- AGECE 2350 - Agricultural Commodities in Marketing **Credits: 2**
- ANSC 1010 - Intro to Animal Science **Credits: 4**
- CROP 2300 - Crop Science **Credits: 3**

## Agriculture - Crop Production Certificate (1 Year)

The Crop Production Certificate provides the foundation education and training in crop production. Successful students in this program would have the basic knowledge to produce a wider range of crops. In

# Programs of Instruction

this program students may earn their Wyoming Commercial Applicators License. Students with this certificate have the courses needed to move into the Farm and Ranch Management degree. Students must complete all program requirements, including approved electives, with a grade of "C" or better.

## Freshman Year

### Fall Semester

- AECL 1000 - Agroecology **Credits: 4**
- AGRI 1000 - Issues in Agriculture **Credits: 3**
- AGRI 1010 - Computers in Agriculture **Credits: 3**
- AGTK 1920 - Intro to Precision Agriculture **Credits: 3**
- CHEM 1000 - Intro to Chemistry **Credits: 4**

Total Credits 17

### Spring Semester

- AGEK 2010 - Farm-Ranch Business Records **Credits: 3**
- AGTK 1910 - Equipment Maintenance and Repair **Credits: 2**
- CROP 1150 - Pesticide Safety and Application **Credits: 3**
- CROP 2300 - Crop Science **Credits: 3**
- SOIL 2200 - Applied Soils **Credits: 3**
- SOIL 2300 - Soil Science and Fertilizer Technology **Credits: 2**

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 16

## Total Program Credits 33

### Agriculture - Farm & Ranch Management, AAS

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 grade of "C" or better.

## Freshman Year

### Fall Semester

- AGRI 1000 - Issues in Agriculture **Credits: 3**
  - AGRI 1010 - Computers in Agriculture **Credits: 3**
  
  - ANSC 1010 - Intro to Animal Science **Credits: 4**
- or



# Programs of Instruction

- AECL 1000 - Agroecology **Credits: 4**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- Approved Farm/Ranch Elective **Credits: 3** (See approved electives below)

Total Credits 16

## Spring Semester

- AGECE 2010 - Farm-Ranch Business Records **Credits: 3**
- AGTK 1910 - Equipment Maintenance and Repair **Credits: 2**
- ANSC 1010 - Intro to Animal Science **Credits: 4**  
or
- AECL 1000 - Agroecology **Credits: 4**
  
- ANSC 2020 - Feeds and Feeding **Credits: 4**  
or
- CROP 2300 - Crop Science **Credits: 3**
  
- Approved Farm/Ranch Elective **Credits: 3**

Total Credits 15-16

## Sophomore Year

### Fall Semester

- AGECE 1010 - Agricultural Macroeconomics **Credits: 3**
- AGECE 1970 - Internship **Credits: 2**
- AGECE 2020 - Farm-Ranch Business Management **Credits: 3**
  
- MATH 1000 - Problem Solving **Credits: 3**  
or
- MATH 1500 - Applied Technical Mathematics **Credits: 3**
  
- Approved Farm/Ranch Elective **Credits: 4** (see approved electives below)

Total Credits 15

### Spring Semester

- AGECE 2150 - Agri-Business Finance **Credits: 3**
- AGECE 2300 - Agricultural Marketing **Credits: 2**
- AGECE 2350 - Agricultural Commodities in Marketing **Credits: 2**
- ENGL 1005 - Applied Technical Writing **Credits: 3**
- Constitutional Requirement **Credits: 2-3**

# Programs of Instruction

Outcomes Assessment

- AGECE 2395 - AG Capstone Project **Credits: 2**

Total Credits 14-15

## **Total Program Credits 60-62**

Approved Farm/Ranch Electives

Any course at the 1000 or above level with the following prefixes: AGECE, AGRI, AGTK, ANSC, BIOL, CHEM, CROP, ENTO, REWM, SOIL, STAT, and ZOO.

## **Agriculture - Precision Agriculture Certificate (1 Year)**

This program will enable students to develop the knowledge and skills needed to successfully incorporate precision agriculture into a business operation. With successful completion of this certificate, students can obtain their own FAA UAV pilot's license. This is a stackable program with the two-year Precision Agriculture AAS degree.

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

### **Freshman Year**

**Fall Semester**

- AECL 1000 - Agroecology **Credits: 4**
- AGRI 1000 - Issues in Agriculture **Credits: 3**
- AGRI 1010 - Computers in Agriculture **Credits: 3**
- AGTK 1920 - Intro to Precision Agriculture **Credits: 3**
- AGTK 1930 - UAV License and Registration **Credits: 2**
- ELTR 1515 - Intro to Electrical Concepts **Credits: 2**

Total Credits 17

**Spring Semester**

- AGECE 1970 - Internship **Credits: 2**
- AGTK 1910 - Equipment Maintenance and Repair **Credits: 2**
- AGTK 1940 - Precision Agriculture II **Credits: 3**
- AGTK 1950 - Precision Hardware and Software **Credits: 3**
- CROP 1150 - Pesticide Safety and Application **Credits: 3**
- SOIL 2200 - Applied Soils **Credits: 3**

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 16

# Programs of Instruction

## Total Program Credits 33

### Agriculture - Precision Agriculture, AAS

Students successfully completing this program will gain the skills required for entry-level employment in precision agriculture. This would include jobs in the service industry related to agriculture equipment sales and services, crop scouting, fertilizer and chemical application, variable rate irrigation, soils, digital data, and remote sensing. Any other employment utilizing this technology such as NRCS projects, range management and land reclamation would benefit from this degree. This is a rapidly growing and quickly changing area of agriculture with great job potential. This is a stackable program with the Precision Agriculture One-Year Certificate.

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

### Freshman Year

#### Fall Semester

- AECL 1000 - Agroecology **Credits: 4**
- AGRI 1000 - Issues in Agriculture **Credits: 3**
- AGRI 1010 - Computers in Agriculture **Credits: 3**
- AGTK 1920 - Intro to Precision Agriculture **Credits: 3**
- AGTK 1930 - UAV License and Registration **Credits: 2**
- ELTR 1515 - Intro to Electrical Concepts **Credits: 2**

Total Credits 17

#### Spring Semester

- AGECE 1970 - Internship **Credits: 2**
- AGTK 1910 - Equipment Maintenance and Repair **Credits: 2**
- AGTK 1940 - Precision Agriculture II **Credits: 3**
- AGTK 1950 - Precision Hardware and Software **Credits: 3**
- CROP 1150 - Pesticide Safety and Application **Credits: 3**
- SOIL 2200 - Applied Soils **Credits: 3**

Total Credits 16

### Sophomore Year

#### Fall Semester

- AGTK 1810 - Beginning Hydraulics **Credits: 3**
- AGTK 2520 - Precision Agriculture III **Credits: 3**
- CHEM 1000 - Intro to Chemistry **Credits: 4**
- MATH 1000 - Problem Solving **Credits: 3**
- Constitutional Requirements **Credits: 3**

Total Credits 15-16

# Programs of Instruction

## Spring Semester

- AGTK 2540 - Precision Agriculture IV **Credits: 3**
- CROP 2300 - Crop Science **Credits: 3**
- SOIL 2300 - Soil Science and Fertilizer Technology **Credits: 2**
- Communication 1
- Approved Electives Credits: 3 (see approved electives below)

## Outcomes Assessment

- AGECE 2395 - AG Capstone Project **Credits: 2**

Total Credits 16

## Total Program Credits 64-65

## Approved Electives

Take any course at the 1000 or above level with the following prefixes: AGECE, AGRI, AGTK, BIOL, CHEM, CROP, ENTO, REWM, SOIL, STAT, and ZOO.

## Agriculture - Rangeland Ecology and Watershed Management, AS

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 wildlife 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 grade of "C" or better.

## Freshman Year

### Fall Semester

- AGRI 1000 - Issues in Agriculture **Credits: 3**
- BIOL 1010 - General Biology I **Credits: 4**
- CHEM 1000 - Intro to Chemistry **Credits: 4**
- MATH 1400 - College Algebra **Credits: 4**

Total Credits 15

### Spring Semester

- BIOL 2020 - General Biology II **Credits: 4**
- ECON 1020 - Microeconomics **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**

# Programs of Instruction

- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**

Total Credits 16

## Sophomore Year

### Fall Semester

- AGECE 2020 - Farm-Ranch Business Management **Credits: 3**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Approved Electives **Credits: 5** (see approved electives below)

Total Credits 15

### Spring Semester

- COMM 2010 - Public Speaking **Credits: 3**
- REWM 2500 - Rangeland Plant Identification **Credits: 2**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- Physical Education Activity **Credits: 1**
- Approved Electives **Credits: 3** (see approved electives below)

Outcomes Assessment

- AGECE 2395 - AG Capstone Project **Credits: 2**

Total Credits 15

## Total Program Credits 61

### Approved Electives

Take any course at the 1000 or above level with the following prefixes: AECL, ANSC, BIOL, CHEM, CROP, REWM, SOIL or ZOO.

## Agriculture Business and Sciences – Agroecology/Agronomy Option, AS

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 students with six options: a General Agriculture option for those that are not sure in what specific area in agriculture they would like to major, a Business option, a Communications option, an Agroecology/Agronomy option, an Animal Science option, and an Equine Science option.

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

# Programs of Instruction

companies dealing with the crop areas of agriculture. Encouraged are electives with the following prefixes: AGECE, AGRI, ANSC, CROP, ENTO, MOLB, and REWM. Students must complete all program requirements, including approved electives, with a grade of "C" or better.

## Freshman Year

### Fall Semester

- AECL 1000 - Agroecology **Credits: 4**
- AGRI 1000 - Issues in Agriculture **Credits: 3**
- BIOL 1010 - General Biology I **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 17

### Spring Semester

- BIOL 2020 - General Biology II **Credits: 4**
- MATH 1400 - College Algebra **Credits: 4**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Physical Education Activity **Credits: 1**

Total Credits 15

## Sophomore Year

### Fall Semester

- AGECE 1010 - Agricultural Macroeconomics **Credits: 3**
- CHEM 1000 - Intro to Chemistry **Credits: 4**
- COMM 2010 - Public Speaking **Credits: 3**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 17

### Spring Semester

- CHEM 2300 - Intro to Organic Chemistry **Credits: 4**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

Outcomes Assessment

- AGECE 2395 - AG Capstone Project **Credits: 2**

# Programs of Instruction

Total Credits 16

## Total Program Credits 65

### Approved Electives

Take four (4) credits from the following two courses:

- ANSC 1010 - Intro to Animal Science **Credits: 4**
- ENTO 1001 - Insect Biology **Credits: 4**

Take five (5) credits from any course at the 1000 or above level with the following prefixes: AGECE, AGRI, ANSC, CROP, ENTO, MOLB, SOIL or REWM.

## Agriculture Business and Sciences - Animal Science Option, AS

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's 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 students with six options: a General Agriculture option for those that are not sure in what specific area in agriculture they would like to major, a Business option, a Communications option, an Agroecology/Agronomy option, an Animal Science option, and an Equine Science option.

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.

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

### Freshman Year

#### Fall Semester

- AGECE 1010 - Agricultural Macroeconomics **Credits: 3**
- AGRI 1000 - Issues in Agriculture **Credits: 3**
- BIOL 1010 - General Biology I **Credits: 4**
- MATH 1400 - College Algebra **Credits: 4**
- Physical Education Activity **Credits: 1**

Total Credits 15

#### Spring Semester

- ANSC 1010 - Intro to Animal Science **Credits: 4**
- ANSC 2020 - Feeds and Feeding **Credits: 4**
- BIOL 2020 - General Biology II **Credits: 4**
- ECON 1020 - Microeconomics **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**

Total Credits 18

# Programs of Instruction

## Sophomore Year

### Fall Semester

- AGECE 2020 - Farm-Ranch Business Management **Credits: 3**
- CHEM 1000 - Intro to Chemistry **Credits: 4**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- Communication 2 **Credits: 3**
- Constitutional Requirements **Credits: 3**

Total Credits 16

### Spring Semester

- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Arts & Humanities **Credits: 3**
- Approved Ag Electives **Credits: 6** (see approved electives below)

Outcomes Assessment

- AGECE 2395 - AG Capstone Project **Credits: 2**

Total Credits 15

## Total Program Credits 64

### Approved Ag Electives

- AGECE 1200 - Economics and Management of Agricultural Equipment **Credits: 2**
- AGECE 1510 - Farm-Ranch Applications and Review of Management **Credits: 3**
- AGECE 1970 - Internship **Credits: 2**
- AGECE 2010 - Farm-Ranch Business Records **Credits: 3**
- AGECE 2020 - Farm-Ranch Business Management **Credits: 3**
- AGECE 2150 - Agri-Business Finance **Credits: 3**
- AGECE 2300 - Agricultural Marketing **Credits: 2**
- AGECE 2350 - Agricultural Commodities in Marketing **Credits: 2**
- AGRI 2000 - Agriculture Chemicals I **Credits: 2**
- AGTK 1810 - Beginning Hydraulics **Credits: 3**
- AGTK 1910 - Equipment Maintenance and Repair **Credits: 2**
- AGTK 1920 - Intro to Precision Agriculture **Credits: 3**
- ANSC 1010 - Intro to Animal Science **Credits: 4**
- ANSC 1070 - Livestock Fitting and Showing **Credits: 1**
- ANSC 1110 - Management of Reproduction **Credits: 4**
- ANSC 1210 - Livestock Judging I **Credits: 2**
- ANSC 1220 - Livestock Judging II **Credits: 2**
- ANSC 2020 - Feeds and Feeding **Credits: 4**
- ANSC 2110 - Beef Production **Credits: 3**
- ANSC 2230 - Livestock Judging III **Credits: 2**



# Programs of Instruction

- ANSC 2240 - Livestock Judging IV **Credits: 1**
- ANSC 2320 - Livestock Health and Management **Credits: 3**
- ANSC 2900 - Nutrition in Veterinary Medicine **Credits: 3**
- CHEM 2300 - Intro to Organic Chemistry **Credits: 4**
- CROP 1150 - Pesticide Safety and Application **Credits: 3**
- CROP 2100 - Diverse Agricultural Crops **Credits: 3**
- CROP 2150 - Pest Identification and Management **Credits: 2**
- CROP 2300 - Crop Science **Credits: 3**
- ECON 1020 - Microeconomics **Credits: 3**
- ELTR 1515 - Intro to Electrical Concepts **Credits: 2**
- ENTR 1500 - Intro to Entrepreneurship **Credits: 2**
- ENTO 1001 - Insect Biology **Credits: 4**
- EQST 1515 - Equine Science I **Credits: 4**
- EQST 1570 - Horseshoeing I **Credits: 1**
- EQST 1580 - Horseshoeing II **Credits: 1**
- EQST 2516 - Equine Science II **Credits: 3**
- MCHT 1510 - General Machine Shop **Credits: 2**
- MCHT 1610 - Machine Tool Technology I **Credits: 2**
- PEAT 1000 - Varsity I: **Credits: 1**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- REWM 2500 - Rangeland Plant Identification **Credits: 2**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- SOIL 2300 - Soil Science and Fertilizer Technology **Credits: 2**
- WELD 1700 - General Welding **Credits: 3**

## **Agriculture Business and Sciences - Business Option, AS**

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's 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 students with six options: a General Agriculture option for those that are not sure in what specific area in agriculture they would like to major, a Business option, a Communications option, an Agroecology/Agronomy option, an Animal Science option, and an Equine Science option.

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. Encouraged are electives with the following prefixes: AGEC, ANSC, CROP, and REWM.

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

### **Freshman Year**

#### **Fall Semester**

- ACCT 2010 - Principles of Accounting I **Credits: 3**

# Programs of Instruction

- AGRI 1000 - Issues in Agriculture **Credits: 3**
- AGRI 1010 - Computers in Agriculture **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**

Total Credits 16

## Spring Semester

- ACCT 2020 - Principles of Accounting II **Credits: 3**
- BIOL 1010 - General Biology I **Credits: 4**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Communication 2 **Credits: 3**
- Physical Education Activity **Credits: 1**

Total Credits 15

## Sophomore Year

### Fall Semester

- AGECE 1010 - Agricultural Macroeconomics **Credits: 3**
- MATH 2350 - Business Calculus **Credits: 4**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Social & Cultural Awareness **Credits: 3**

Total Credits 16

### Spring Semester

- AECL 1000 - Agroecology **Credits: 4**
- ECON 1020 - Microeconomics **Credits: 3**
- Approved Ag Electives **Credits: 6** (see approved electives below)

Outcomes Assessment

- AGECE 2395 - AG Capstone Project **Credits: 2**

Total Credits 15

## Total Program Credits 62

### Approved Ag Electives

- AGECE 1200 - Economics and Management of Agricultural Equipment **Credits: 2**
- AGECE 1510 - Farm-Ranch Applications and Review of Management **Credits: 3**
- AGECE 1970 - Internship **Credits: 2**
- AGECE 2010 - Farm-Ranch Business Records **Credits: 3**
- AGECE 2020 - Farm-Ranch Business Management **Credits: 3**

# Programs of Instruction

- AGEK 2150 - Agri-Business Finance **Credits: 3**
- AGEK 2300 - Agricultural Marketing **Credits: 2**
- AGEK 2350 - Agricultural Commodities in Marketing **Credits: 2**
- AGRI 2000 - Agriculture Chemicals I **Credits: 2**
- AGTK 1810 - Beginning Hydraulics **Credits: 3**
- AGTK 1910 - Equipment Maintenance and Repair **Credits: 2**
- AGTK 1920 - Intro to Precision Agriculture **Credits: 3**
- ANSC 1010 - Intro to Animal Science **Credits: 4**
- ANSC 1070 - Livestock Fitting and Showing **Credits: 1**
- ANSC 1110 - Management of Reproduction **Credits: 4**
- ANSC 1210 - Livestock Judging I **Credits: 2**
- ANSC 1220 - Livestock Judging II **Credits: 2**
- ANSC 2020 - Feeds and Feeding **Credits: 4**
- ANSC 2110 - Beef Production **Credits: 3**
- ANSC 2230 - Livestock Judging III **Credits: 2**
- ANSC 2240 - Livestock Judging IV **Credits: 1**
- ANSC 2320 - Livestock Health and Management **Credits: 3**
- ANSC 2900 - Nutrition in Veterinary Medicine **Credits: 3**
- CHEM 2300 - Intro to Organic Chemistry **Credits: 4**
- CROP 1150 - Pesticide Safety and Application **Credits: 3**
- CROP 2100 - Diverse Agricultural Crops **Credits: 3**
- CROP 2150 - Pest Identification and Management **Credits: 2**
- CROP 2300 - Crop Science **Credits: 3**
- ECON 1020 - Microeconomics **Credits: 3**
- ELTR 1515 - Intro to Electrical Concepts **Credits: 2**
- ENTR 1500 - Intro to Entrepreneurship **Credits: 2**
- ENTO 1001 - Insect Biology **Credits: 4**
- EQST 1515 - Equine Science I **Credits: 4**
- EQST 1570 - Horseshoeing I **Credits: 1**
- EQST 1580 - Horseshoeing II **Credits: 1**
- EQST 2516 - Equine Science II **Credits: 3**
- MCHT 1510 - General Machine Shop **Credits: 2**
- MCHT 1610 - Machine Tool Technology I **Credits: 2**
- PEAT 1000 - Varsity I: **Credits: 1**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- REWM 2500 - Rangeland Plant Identification **Credits: 2**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- SOIL 2300 - Soil Science and Fertilizer Technology **Credits: 2**
- WELD 1700 - General Welding **Credits: 3**

## **Agriculture Business and Sciences - Communications Option, AS**

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's College of Agriculture. Other colleges or

# Programs of Instruction

universities may have other requirements and students should work with their EWC advisors to plan for other college requirements. This degree presents the students with six options: a General Agriculture option for those that are not sure in what specific area in agriculture they would like to major, a Business option, a Communications option, an Agroecology/Agromony option, an Animal Science option, and an Equine Science option.

This option is designed for students that want to work in Ag communications. This could include TV or radio broadcasting, writing for newspapers or magazines, and public relations for Ag organizations such as Farm Bureau, NCBA or others. Encouraged are electives with the following prefixes: AGECE, CO/M, and ENGL.

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

## Freshman Year

### Fall Semester

- AGRI 1000 - Issues in Agriculture **Credits: 3**
- AGRI 1010 - Computers in Agriculture **Credits: 3**
- COMM 1000 - Intro to Mass Media **Credits: 3**
- COMM 1040 - Intro to Communication Theory **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**

Total Credits 15

### Spring Semester

- AECL 1000 - Agroecology **Credits: 4**
- COMM 1030 - Interpersonal Communication **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Physical Education Activity **Credits: 1**
- Approved Ag Electives **Credits: 3** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- AGECE 1010 - Agricultural Macroeconomics **Credits: 3**
- COMM 2010 - Public Speaking **Credits: 3**
- COMM 2100 - Media Writing **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Lab Science **Credits: 4**

Total Credits 16

### Spring Semester

- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Arts & Humanities **Credits: 3**

# Programs of Instruction

- Approved Ag Electives **Credits: 6** (see approved electives below)

## Outcomes Assessment

- AGECE 2395 - AG Capstone Project **Credits: 2**

Total Credits 15

## **Total Program Credits 61**

### Approved Ag Electives

- AGECE 1200 - Economics and Management of Agricultural Equipment **Credits: 2**
- AGECE 1510 - Farm-Ranch Applications and Review of Management **Credits: 3**
- AGECE 1970 - Internship **Credits: 2**
- AGECE 2010 - Farm-Ranch Business Records **Credits: 3**
- AGECE 2020 - Farm-Ranch Business Management **Credits: 3**
- AGECE 2150 - Agri-Business Finance **Credits: 3**
- AGECE 2300 - Agricultural Marketing **Credits: 2**
- AGECE 2350 - Agricultural Commodities in Marketing **Credits: 2**
- AGRI 2000 - Agriculture Chemicals I **Credits: 2**
- AGTK 1810 - Beginning Hydraulics **Credits: 3**
- AGTK 1910 - Equipment Maintenance and Repair **Credits: 2**
- AGTK 1920 - Intro to Precision Agriculture **Credits: 3**
- ANSC 1010 - Intro to Animal Science **Credits: 4**
- ANSC 1070 - Livestock Fitting and Showing **Credits: 1**
- ANSC 1110 - Management of Reproduction **Credits: 4**
- ANSC 1210 - Livestock Judging I **Credits: 2**
- ANSC 1220 - Livestock Judging II **Credits: 2**
- ANSC 2020 - Feeds and Feeding **Credits: 4**
- ANSC 2110 - Beef Production **Credits: 3**
- ANSC 2230 - Livestock Judging III **Credits: 2**
- ANSC 2240 - Livestock Judging IV **Credits: 1**
- ANSC 2320 - Livestock Health and Management **Credits: 3**
- ANSC 2900 - Nutrition in Veterinary Medicine **Credits: 3**
- CHEM 2300 - Intro to Organic Chemistry **Credits: 4**
- CROP 1150 - Pesticide Safety and Application **Credits: 3**
- CROP 2100 - Diverse Agricultural Crops **Credits: 3**
- CROP 2150 - Pest Identification and Management **Credits: 2**
- CROP 2300 - Crop Science **Credits: 3**
- ECON 1020 - Microeconomics **Credits: 3**
- ELTR 1515 - Intro to Electrical Concepts **Credits: 2**
- ENTR 1500 - Intro to Entrepreneurship **Credits: 2**
- ENTO 1001 - Insect Biology **Credits: 4**
- EQST 1515 - Equine Science I **Credits: 4**
- EQST 1570 - Horseshoeing I **Credits: 1**

# Programs of Instruction

- EQST 1580 - Horseshoeing II **Credits: 1**
- EQST 2516 - Equine Science II **Credits: 3**
- MCHT 1510 - General Machine Shop **Credits: 2**
- MCHT 1610 - Machine Tool Technology I **Credits: 2**
- PEAT 1000 - Varsity I: **Credits: 1**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- REWM 2500 - Rangeland Plant Identification **Credits: 2**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- SOIL 2300 - Soil Science and Fertilizer Technology **Credits: 2**
- WELD 1700 - General Welding **Credits: 3**

## Agriculture Business and Sciences - Equine Science Option, AS

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's 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 students with six options: a General Agriculture option for those that are not sure in what specific area in agriculture they would like to major, a Business option, a Communications option, an Agroecology/Agronomy option, an Animal Science option, and an Equine Science option.

This option is for students that want to work in the equine industry such as equine trainers, farriers, equine boarding, and equestrian instruction.

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

### Freshman Year

#### Fall Semester

- AGRI 1000 - Issues in Agriculture **Credits: 3**
- ANSC 1010 - Intro to Animal Science **Credits: 4**
- BIOL 1010 - General Biology I **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**
- Physical Education Activity **Credits: 1**

Total Credits 15

#### Spring Semester

- BIOL 2020 - General Biology II **Credits: 4**
- EQST 1515 - Equine Science I **Credits: 4**
- MATH 1400 - College Algebra **Credits: 4**
- Communication 2 **Credits: 3**

Total Credits 15

### Sophomore Year

# Programs of Instruction

## Fall Semester

- AGECEC 1010 - Agricultural Macroeconomics **Credits: 3**
- AGECEC 2020 - Farm-Ranch Business Management **Credits: 3**
- CHEM 1000 - Intro to Chemistry **Credits: 4**
- EQST 2516 - Equine Science II **Credits: 3**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**

Total Credits 16

## Spring Semester

- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Equine Electives **Credits: 4** (see approved electives below)

Outcomes Assessment

- AGECEC 2395 - AG Capstone Project **Credits: 2**

Total Credits 16

## Total Program Credits 62

### Approved Equine Science Electives

- AGECEC 2010 - Farm-Ranch Business Records **Credits: 3**
- AGECEC 2150 - Agri-Business Finance **Credits: 3**
- AGECEC 2300 - Agricultural Marketing **Credits: 2**
- CROP 2300 - Crop Science **Credits: 3**
- EQST 1570 - Horseshoeing I **Credits: 1**
- EQST 1580 - Horseshoeing II **Credits: 1**
- PEAT 1000 - Varsity I: **Credits: 1**

## Agriculture Business and Sciences - General Agriculture Option, AS

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's 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 students with six options: a General Agriculture option for those that are not sure in what specific area in agriculture they would like to major, a Business option, a Communications option, an Agroecology/Agromony option, an Animal Science option, and an Equine Science option.

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

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

# Programs of Instruction

agents, agricultural writers, and many other types of commercial agricultural positions. Encouraged are electives with the following prefixes: AGECE, AGRI, AGTK, ANSC, CROP, ELTR, EQST, MCHT, REWM, and WELD.

## Freshman Year

### Fall Semester

- AECL 1000 - Agroecology **Credits: 4**
- AGRI 1000 - Issues in Agriculture **Credits: 3**
- AGRI 1010 - Computers in Agriculture **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- Approved Ag Electives **Credits: 2** (see approved electives below)

Total Credits 15

### Spring Semester

- BIOL 1010 - General Biology I **Credits: 4**
- Communication 2 **Credits: 3**
- Physical Education Activity **Credits: 1**
- Approved Ag Electives **Credits: 7** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- AGECE 1010 - Agricultural Macroeconomics **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Constitutional Requirements **Credits: 3**
- Approved Ag Electives **Credits: 5** (see approved electives below)

Total Credits 15

### Spring Semester

- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Arts & Humanities **Credits: 3**
- Approved Ag Electives **Credits: 6** (see approved electives below)

Outcomes Assessment

- AGECE 2395 - AG Capstone Project **Credits: 2**

Total Credits 15

## Total Program Credits 60

Approved Ag Electives



# Programs of Instruction

- AGEC 1200 - Economics and Management of Agricultural Equipment **Credits: 2**
- AGEC 1510 - Farm-Ranch Applications and Review of Management **Credits: 3**
- AGEC 1970 - Internship **Credits: 2**
- AGEC 2010 - Farm-Ranch Business Records **Credits: 3**
- AGEC 2020 - Farm-Ranch Business Management **Credits: 3**
- AGEC 2150 - Agri-Business Finance **Credits: 3**
- AGEC 2300 - Agricultural Marketing **Credits: 2**
- AGEC 2350 - Agricultural Commodities in Marketing **Credits: 2**
- AGRI 2000 - Agriculture Chemicals I **Credits: 2**
- AGTK 1810 - Beginning Hydraulics **Credits: 3**
- AGTK 1910 - Equipment Maintenance and Repair **Credits: 2**
- AGTK 1920 - Intro to Precision Agriculture **Credits: 3**
- ANSC 1010 - Intro to Animal Science **Credits: 4**
- ANSC 1070 - Livestock Fitting and Showing **Credits: 1**
- ANSC 1110 - Management of Reproduction **Credits: 4**
- ANSC 1210 - Livestock Judging I **Credits: 2**
- ANSC 1220 - Livestock Judging II **Credits: 2**
- ANSC 2020 - Feeds and Feeding **Credits: 4**
- ANSC 2110 - Beef Production **Credits: 3**
- ANSC 2230 - Livestock Judging III **Credits: 2**
- ANSC 2240 - Livestock Judging IV **Credits: 1**
- ANSC 2320 - Livestock Health and Management **Credits: 3**
- ANSC 2900 - Nutrition in Veterinary Medicine **Credits: 3**
- CHEM 2300 - Intro to Organic Chemistry **Credits: 4**
- CROP 1150 - Pesticide Safety and Application **Credits: 3**
- CROP 2100 - Diverse Agricultural Crops **Credits: 3**
- CROP 2150 - Pest Identification and Management **Credits: 2**
- CROP 2300 - Crop Science **Credits: 3**
- ECON 1020 - Microeconomics **Credits: 3**
- ELTR 1515 - Intro to Electrical Concepts **Credits: 2**
- ENTR 1500 - Intro to Entrepreneurship **Credits: 2**
- ENTO 1001 - Insect Biology **Credits: 4**
- EQST 1515 - Equine Science I **Credits: 4**
- EQST 1570 - Horseshoeing I **Credits: 1**
- EQST 1580 - Horseshoeing II **Credits: 1**
- EQST 2516 - Equine Science II **Credits: 3**
- MCHT 1510 - General Machine Shop **Credits: 2**
- MCHT 1610 - Machine Tool Technology I **Credits: 2**
- PEAT 1000 - Varsity I: **Credits: 1**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- REWM 2500 - Rangeland Plant Identification **Credits: 2**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- SOIL 2300 - Soil Science and Fertilizer Technology **Credits: 2**
- WELD 1700 - General Welding **Credits: 3**

# Programs of Instruction

## Aquaculture Technician Certificate (Less than 1 Year)

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, WY.

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

### Freshman Year

#### Fall Semester

- AQTK 1500 - Intro to Aquaculture **Credits: 3**
- AQTK 1520 - Aquaculture Systems **Credits: 3**
- AQTK 1550 - Fish and Health Management **Credits: 3**
- AQTK 1600 - Fish Hatchery Management **Credits: 3**

Total Credits 12

### Total Program Credits 12

#### Note:

Federal Financial Aid is not available for this certificate program.

## Art, AA

The Associate of Arts in Art provides freshman and sophomore level courses required by most colleges for a Bachelor of Arts or a Bachelor of Fine Arts degree in the visual arts. This program is ideal for students interested in a career in the fine or applied arts. The outcomes assessment requirement for this program will be an exhibition of art completed during the student's time in the program. This exhibition must be accompanied by an Artist's Statement, a written explanation of the work on display.

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

### Freshman Year

#### Fall Semester

- ART 1005 - Drawing I **Credits: 3**
- ART 1110 - Foundation: Two-Dimensional **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Freshman Foundations **Credits: 1**
- Mathematics (Quantitative) **Credits: 3-4**
- Physical Education Activity **Credits: 1**

# Programs of Instruction

Total Credits 14-15

## Spring Semester

- ART 1130 - Foundation: Color Theory **Credits: 3**
- ART 2310 - Sculpture I **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- Arts & Humanities **Credits: 3**
- Approved Electives (see approved electives below) **Credits: 3**

Total Credits 15

## Sophomore Year

### Fall Semester

- ART 1120 - Foundation: Three-Dimensional **Credits: 3**
- ART 2010 - Art History I **Credits: 3**
- ART 2210 - Painting I **Credits: 3**
- Communication 2 **Credits: 3**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives (see approved electives below) **Credits: 2**

Total Credits 17

### Spring Semester

- ART 2020 - Art History II **Credits: 3**
- ART 2310 - Sculpture I **Credits: 3**
- Lab Science **Credits: 4**
- Approved Art Elective (see approved electives below) **Credits: 3**

Outcomes Assessment

- ART 2141 - Professional Practices in the Arts **Credits: 1**

Total Credits 14

## Total Program Credits 60-61

### Approved Electives

Any course at the 1000 or above level.

### Approved Art Electives

- ART 1000 - General Studio Art **Credits: 3**
- ART 1010 - Intro to Art **Credits: 3**
- ART 1178 - Adobe Photoshop I **Credits: 3**
- ART 2074 - Art for the Elementary and Middle School Teacher **Credits: 3**

# Programs of Instruction

## Biology - Wildlife and Fisheries Biology Management Option, AS

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 grade of "C" or better.

### Freshman Year

#### Fall Semester

- BIOL 1010 - General Biology I **Credits: 4**
- CHEM 1020 - General Chemistry I **Credits: 4**  
or
- CHEM 1000 - Intro to Chemistry **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Freshman Foundations **Credits: 1**

Total Credits 16

#### Spring Semester

- BIOL 2020 - General Biology II **Credits: 4**
- CHEM 2300 - Intro to Organic Chemistry **Credits: 4**
- COMM 2010 - Public Speaking **Credits: 3**
- MATH 1405 - Trigonometry **Credits: 3**

Total Credits 14

### Sophomore Year

#### Fall Semester

- BIOL 2400 - General Ecology **Credits: 3**
- BIOL 2410 - Intro to Field Ecology **Credits: 2**
- COSC 1010 - Intro to Computer Science I **Credits: 4**
- MATH 2200 - Calculus I **Credits: 4**
- Physical Education Activity **Credits: 1**
- Social & Cultural Awareness **Credits: 3**

Total Credits 17

#### Spring Semester

- BIOL 1390 - Intro to Science Research I **Credits: 1**

# Programs of Instruction

- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- ZOO 2450 - Principles of Fish and Wildlife Management **Credits: 3**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 14

**Total Program Credits 61**

## Biology, AS

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 grade of "C" or better.

### Freshman Year

#### Fall Semester

- BIOL 1010 - General Biology I **Credits: 4**
- CHEM 1020 - General Chemistry I **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Freshman Foundations **Credits: 1**

Total Credits 16

#### Spring Semester

- BIOL 2020 - General Biology II **Credits: 4**
- CHEM 2300 - Intro to Organic Chemistry **Credits: 4**
- MATH 1405 - Trigonometry **Credits: 3**
- Communication 2 **Credits: 3**

Total Credits 14

### Sophomore Year

#### Fall Semester

- COSC 1010 - Intro to Computer Science I **Credits: 4**
- MATH 2200 - Calculus I **Credits: 4**
- Physical Education Activity **Credits: 1**

# Programs of Instruction

- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 5** (see approved electives below)

Total Credits 17

## Spring Semester

- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Electives **Credits: 4** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 14

## Total Program Credits 61

### Approved Electives

- AECL 1000 - Agroecology **Credits: 4**
- BIOL 1390 - Intro to Science Research I **Credits: 1**
- BIOL 2400 - General Ecology **Credits: 3**
- BIOL 2410 - Intro to Field Ecology **Credits: 2**
- ENTO 1001 - Insect Biology **Credits: 4**
- GEOL 1070 - The Earth Its Physical Environment **Credits: 4**
- GEOL 1100 - Physical Geology **Credits: 4**
- GEOL 1470 - Environmental Geology **Credits: 4**
- LIBS 1000 - Library Research Methods **Credits: 1**
- MOLB 2210 - General Microbiology **Credits: 4**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- REWM 2100 - Forest Management **Credits: 3**
- REWM 2500 - Rangeland Plant Identification **Credits: 2**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- ZOO 2450 - Principles of Fish and Wildlife Management **Credits: 3**

## Business Administration Distance Learning, AAS

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.

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

### Freshman Year

# Programs of Instruction

## Fall Semester

- BADM 1005 - Business Mathematics I **Credits: 3**
- FIN 1000 - Personal Finance **Credits: 3**
- MKT 2100 - Principles of Marketing **Credits: 3**
- Communication 1 **Credits: 3**
- Freshman Foundations **Credits: 1**
- Approved Electives **Credits: 2** (see approved electives below)

Total Credits 15

## Spring Semester

- ACCT 2010 - Principles of Accounting I **Credits: 3**
- BADM 1020 - Business Communications **Credits: 3**
- MGT 2100 - Principles of Management **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Business Administration Electives **Credits: 3** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- CMAP 1200 - Computer Information Systems **Credits: 3**
- ECON 1010 - Macroeconomics **Credits: 3**
- Arts & Humanities **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)
- Approved Business Administration Electives **Credits: 3** (see approved electives below)

Total Credits 15

### Spring Semester

- ACCT 2110 - Quickbooks Accounting **Credits: 2**
- BADM 1000 - Intro to Business **Credits: 3**
- Approved Electives **Credits: 4** (see approved electives below)
- Approved Business Administration Electives **Credits: 3** (see approved electives below)

Outcomes Assessment

- BADM 1395 - Business Administration Capstone **Credits: 3**

Total Credits 15

**Total Program Credits 60**

Approved Electives

# Programs of Instruction

Any course at the 1000 or above level.

## Approved Business Administration (AAS) Electives

Take any course with the following prefixes: ACCT, BADM, ECON, ENTR, INET, MGT, or MKT.

## Business Administration, AAS

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.

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

### Freshman Year

#### Fall Semester

- ACCT 2010 - Principles of Accounting I **Credits: 3**
- FIN 1000 - Personal Finance **Credits: 3**
- Communication 1 **Credits: 3**
- Freshman Foundations **Credits: 1**
- Approved Electives **Credits: 2** (see approved electives below)
- Approved Business Administration Electives **Credits: 3** (see approved electives below)

Total Credits 15

#### Spring Semester

- BADM 1000 - Intro to Business **Credits: 3**
- BADM 1005 - Business Mathematics I **Credits: 3**
- CMAP 1200 - Computer Information Systems **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Business Administration Electives **Credits: 3** (see approved electives below)

Total Credits 15

### Sophomore Year

#### Fall Semester

- BADM 1020 - Business Communications **Credits: 3**
- ECON 1010 - Macroeconomics **Credits: 3**
- MKT 2100 - Principles of Marketing **Credits: 3**
- Arts & Humanities **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 15



# Programs of Instruction

## Spring Semester

- ACCT 2110 - Quickbooks Accounting **Credits: 2**
- MGT 2100 - Principles of Management **Credits: 3**
- Approved Electives **Credits: 4** (see approved electives below)
- Approved Business Administration Electives **Credits: 3** (see approved electives below)

## Outcomes Assessment

- BADM 1395 - Business Administration Capstone **Credits: 3**

Total Credits 15

## Total Program Credits 60

## Approved Electives

Any course at the 1000 or above level.

## Approved Business Administration (AAS) Electives

Take any course with the following prefixes: ACCT, BADM, ECON, ENTR, INET, MGT, or MKT.

## Business Administration, AS

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 grade of "C" or better.

## Freshman Year

### Fall Semester

- ACCT 2010 - Principles of Accounting I **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Constitutional Requirements **Credits: 3**
- Freshman Foundations **Credits: 1**

Total Credits 14

### Spring Semester

- ACCT 2020 - Principles of Accounting II **Credits: 3**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Arts & Humanities **Credits: 3**

# Programs of Instruction

- Lab Science **Credits: 4**
- Physical Education Activity **Credits: 1**

Total Credits 15

## Sophomore Year

### Fall Semester

- COMM 2010 - Public Speaking **Credits: 3**  
or
- ENGL 2020 - Literature, Media, and Culture **Credits: 3**
- ECON 1010 - Macroeconomics **Credits: 3**
- IMGT 2400 - Intro to Information Management **Credits: 3**
- MATH 2350 - Business Calculus **Credits: 4**
- MKT 2100 - Principles of Marketing **Credits: 3**

Total Credits 16

### Spring Semester

- BADM 2010 - Legal Environment of Business **Credits: 3**
- ECON 1020 - Microeconomics **Credits: 3**
- MATH 2355 - Mathematical Applications for Business **Credits: 4**
- MGT 2100 - Principles of Management **Credits: 3**
- Approved Elective **Credits: 2** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 15

## Total Program Credits 60

### Approved Electives

Any course at the 1000 or above level.

## Business Education, AS

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.

# Programs of Instruction

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

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

## Freshman Year

### Fall Semester

- ECON 1010 - Macroeconomics **Credits: 3**
- EDFD 2020 - Foundations of Education **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- PSYC 1000 - General Psychology **Credits: 3**
- Freshman Foundations **Credits: 1**

Total Credits 17

### Spring Semester

- EDFD 2100 - Educational Psychology **Credits: 3**
- EDUC 2100 - Practicum in Teaching **Credits: 3**
- ITEC 2360 - Teaching With Technology **Credits: 1 or 3 (3 Credits Required)**
- MGT 2100 - Principles of Management **Credits: 3**
- Arts & Humanities **Credits: 3**
- Physical Education Activity **Credits: 1**

Total Credits 16

## Sophomore Year

### Fall Semester

- ACCT 2010 - Principles of Accounting I **Credits: 3**
- MKT 2100 - Principles of Marketing **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 4** (see approved electives below)

Total Credits 17

### Spring Semester

- ACCT 2020 - Principles of Accounting II **Credits: 3**
- BADM 2010 - Legal Environment of Business **Credits: 3**
- ENGL 2020 - Literature, Media, and Culture **Credits: 3**
- HLED 1221 - Standard First Aid and CPR **Credits: 2**

# Programs of Instruction

- Approved Electives **Credits: 3** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 14

## **Total Program Credits 64**

### Approved Electives

Any course at the 1000 or above level.

## **Communication, AA**

Because there are so many possible majors within the field of communications, 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 approved electives, with a grade of "C" or better.

### **Freshman Year**

#### **Fall Semester**

- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1000 - Problem Solving **Credits: 3**  
or
- MATH 1400 - College Algebra **Credits: 4**
- Freshman Foundations **Credits: 1**
- Physical Education Activity **Credits: 1**
- Social & Cultural Awareness **Credits: 3**
- Approved Communication Electives **Credits: 3** (see approved electives below)

Total Credits 14-15

#### **Spring Semester**

- COMM 1040 - Intro to Communication Theory **Credits: 3**
- COMM 2010 - Public Speaking **Credits: 3**
- ENGL 2020 - Literature, Media, and Culture **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

# Programs of Instruction

Total Credits 16

## Sophomore Year

### Fall Semester

- COMM 1030 - Interpersonal Communication **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Electives **Credits: 9** (see approved electives below)

Total Credits 15

### Spring Semester

- Arts & Humanities **Credits: 3**
- Approved Electives **Credits: 11** (see approved electives below)

Outcomes Assessment

- COMM 2395 - Capstone: Communication **Credits: 1**

Total Credits 15

## Total Program Credits 60-61

### Approved Electives

Any course at the 1000 or above level with the following prefixes: ART, AMST, ANTH, ECON, ENGL, FCSC, FREN, GEOG, HIST, MKT, MUSC, PEAC, PHIL, PHYS, POLS, PSYC, RELI, SOC, SOSC, SOWK, SPAN, STAT, or WMST.

### Approved Communication Electives

- BADM 1020 - Business Communications **Credits: 3**
- COMM 1000 - Intro to Mass Media **Credits: 3**
- COMM 1090 - Tactical Communications **Credits: 3**
- COMM 2050 - Crisis Intervention **Credits: 3**
- COMM 2100 - Media Writing **Credits: 3**

## Computer Applications Certificate (Less than 1 Year)

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 grade of "C" or better.

## Freshman Year

### Fall or Spring Semester

# Programs of Instruction

- CMAP 1500 - Computer Keyboarding **Credits: 1**
- CMAP 1610 - Windows **Credits: 1**
- CMAP 1715 - Word Processing Applications **Credits: 2**
- CMAP 1765 - Spreadsheet Applications **Credits: 2**
- CMAP 1900 - Integrated Applications I: Microsoft Office **Credits: 2**
- CMAP 1915 - MS Office-Advanced Concepts and Techniques **Credits: 2**
- CMAP 2630 - Presentation Graphics **Credits: 1**
- Freshman Foundations **Credits: 1**

## Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 12

## **Total Program Credits 12**

Note:

Federal Financial Aid is not available for this certificate program.

## **Cosmetology - Barber Stylist Technician Certificate (1 Year)**

The Barber Stylist Technician Certificate program is a 1250 clock hour program of barbering course work as required by Wyoming Law with addition of chemicals. It combines theory classes, practical work and hands-on clientele practice. Completion of this program prepares the student for national testing in barbering stylist technology.

The Cosmetology Department is required to register every new incoming student with the Wyoming Board of Barber Examiners within 10 days of the first day of classes. The following documents are required to complete enrollment: Proof of education; Copy of a Government issued picture ID; Verification of Social Security card; and Proof of lawful presence in the United States.

The Wyoming Board of Barber Examiners may refuse to grant a license to any person who has, at any time, been found guilty of a felony. If you have ever had a felony conviction, please advise the Program Director for information on how to proceed. Failure to do so may result in not being permitted to apply for the Board exam and becoming licensed.

Completion of this program does not guarantee licensure. All students graduating from the Barber Stylist Technician program are required to successfully pass a Board exam administered by the Wyoming Board of Barber Examiners in order to become licensed in the State of Wyoming.

Students wishing to practice as a Barber Stylist in another state should be aware that licensure requirements vary from state to state. It is the student's responsibility to investigate any state laws and regulations for any additional state they wish to become licensed in.

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

## **Freshman Year**

### **Fall Semester**

- BARB 1510 - Chemical Lab for Barbers **Credits: 6**
- BARB 1525 - Barbering Hair Fundamentals I **Credits: 4**

# Programs of Instruction

- BARB 1550 - General Science of Barbering **Credits: 3**
- BARB 1615 - Theory of Chemicals **Credits: 3**

Total Credits 16

## Spring Semester

- BARB 1500 - Clinical Applications I **Credits: 4**
- BARB 1505 - Clinical Applications II **Credits: 3**
- BARB 1520 - Barbering Shop Management and Business Methods **Credits: 3**
- BARB 1530 - Barbering Hair Fundamentals II **Credits: 3**

Total Credits 13

## Summer Semester

- BARB 1535 - Clinical Applications VIII **Credits: 6**
- BARB 1625 - Techniques in Barbering **Credits: 3**

Outcomes Assessment

- BARB 1675 - Barbering Assessment **Credits: 1**

Total Credits 10

## Total Program Credits 39

### Cosmetology - Barbering Technician Certificate (1 Year)

The Barbering Technician Certificate program (no chemicals) includes the 1000 hours of barbering course work as required by Wyoming Law. It combines theory classes, practical work and hands-on clientele practice. Completion of this program prepares the student for national testing in barbering technology.

The Cosmetology Department is required to register every new incoming student with the Wyoming Board of Barber Examiners within 10 days of the first day of classes. The following documents are required to complete enrollment: Proof of education; Copy of a Government issued picture ID; Verification of Social Security card; and Proof of lawful presence in the United States.

The Wyoming Board of Barber Examiners may refuse to grant a license to any person who has, at any time, been found guilty of a felony. If you have ever had a felony conviction, please advise the Program Director for information on how to proceed. Failure to do so may result in not being permitted to apply for the Board exam and becoming licensed.

Completion of this program does not guarantee licensure. All students graduating from the Barbering Technician program are required to successfully pass a Board exam administered by the Wyoming Board of Barber Examiners in order to become licensed in the State of Wyoming.

Students wishing to practice Barbering in another state should be aware that licensure requirements vary from state to state. It is the student's responsibility to investigate any state laws and regulations they wish to become licensed in.

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

# Programs of Instruction

## Freshman Year

### Fall Semester

- BARB 1525 - Barbering Hair Fundamentals I **Credits: 4**
- BARB 1550 - General Science of Barbering **Credits: 3**

Total Credits 7

### Spring Semester

- BARB 1500 - Clinical Applications I **Credits: 4**
- BARB 1505 - Clinical Applications II **Credits: 3**
- BARB 1520 - Barbering Shop Management and Business Methods **Credits: 3**
- BARB 1530 - Barbering Hair Fundamentals II **Credits: 3**

Total Credits 13

### Summer Semester

- BARB 1535 - Clinical Applications VIII **Credits: 6**
- BARB 1625 - Techniques in Barbering **Credits: 3**

Outcomes Assessment

- BARB 1675 - Barbering Assessment **Credits: 1**

Total Credits 10

## Total Program Credits 30

## Cosmetology - Esthetics Certificate (Less than 1 Year)

This program 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.

The Cosmetology Department is required to register every new incoming student with the Wyoming Board of Cosmetology within 10 days of the first day of classes. The following documents are required to complete enrollment: Proof of education; Copy of a Government issued picture ID; Verification of Social Security card; and Proof of lawful presence in the United States.

The Wyoming Board of Cosmetology may refuse to grant a license to any person who has, at any time, been found guilty of a felony. If you have ever had a felony conviction, please advise the Program Director for information on how to proceed. Failure to do so may result in not being permitted to apply for the Board exam and becoming licensed.

Completion of this program does not guarantee licensure. All students graduating from the Esthetics program are required to successfully pass a Board exam administered by the Wyoming Board of Cosmetology in order to become licensed in the State of Wyoming.

Students wishing to practice Esthetics in another state should be aware that licensure requirements vary from state to state. It is the student's responsibility to investigate any state laws and regulations for any additional state they wish to become licensed in.



# Programs of Instruction

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

## Freshman Year

### Spring Semester

- CSMO 1600 - Intro to Skin Technology Credits: 3
- CSMO 1605 - Skin Technology Lab Credits: 3
- CSMO 1610 - Esthetics Concepts I Credits: 2
- CSMO 1795 - Clinical Applications IV Credits: 6

Total Credits 14

### Summer Semester

- CSMO 1725 - General Cosmetology Science II Credits: 3
- CSMO 1810 - Clinical Applications VIII Credits: 1-6

Outcomes Assessment

- CSMO 1675 - Esthetics Assessment Credits: 1

Total Credits 10

## Total Program Credits 24

## Cosmetology - Hair Technician Certificate (1 Year)

The Hair Technician 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.

The Cosmetology Department is required to register every new incoming student with the Wyoming board of Cosmetology within 10 days of the first day of classes. The following documents are required to complete enrollment: Proof of education; Copy of a Government issued picture ID; Verification of Social Security card; and Proof of lawful presence in the United States.

The Wyoming Board of Cosmetology may refuse to grant a license to any person who has, at any time, been found guilty of a felony. If you have ever had a felony conviction, please advise the Program Director for information on how to proceed. Failure to do so may result in not being permitted to apply for the Board exam and becoming licensed.

Completion of this program does not guarantee licensure. All students graduating from the Hair Technician program are required to successfully pass a Board exam administered by the Wyoming Board of Cosmetology in order to become licensed in the State of Wyoming.

Students wishing to practice Hair Technology in another state should be aware that licensure requirements vary from state to state. It is the student's responsibility to investigate any state laws and regulations for any additional state they wish to become licensed in.

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

# Programs of Instruction

## Freshman Year

### Fall Semester

- CSMO 1705 - Hair Fundamentals Credits: 4
- CSMO 1720 - General Cosmetology Science Credits: 3

Total Credits 7

### Spring Semester

- CSMO 1700 - Intro to Hair Technology Credits: 3
- CSMO 1710 - Intro to Hair Technology II Credits: 2
- CSMO 1715 - Hair Fundamentals II Credits: 2
- CSMO 1780 - Clinical Applications I Credits: 3
- CSMO 1785 - Clinical Applications II Credits: 3

Total Credits 13

### Summer Semester

- CSMO 1745 - Techniques in Cosmetology Credits: 3
- CSMO 1810 - Clinical Applications VIII Credits: 1-6

Outcomes Assessment

- CSMO 1775 - Hair Technician Assessment Credits: 1

Total Credits 10

## Total Program Credits 30

### Cosmetology - Nail Technician Certificate (Less than 1 Year)

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. The Cosmetology Department is required to register every new incoming student with the Wyoming Board of Cosmetology within 10 days of the first day of classes. The following documents are required to complete enrollment: Proof of education; Copy of a Government issued picture ID; Verification of Social Security card; and Proof of lawful presence in the United States.

The Wyoming Board of Cosmetology may refuse to grant a license to any person who has, at any time, been found guilty of a felony. If you have ever had a felony conviction, please advise the Program Director for information on how to proceed. Failure to do so may result in not being permitted to apply for the Board exam and becoming licensed.

Completion of this program does not guarantee licensure. All students graduating from the Nail Technician program are required to successfully pass a Board exam administered by the Wyoming Board of Cosmetology in order to become licensed in the State of Wyoming.

Students wishing to practice Nail Technology in another state should be aware that licensure requirements vary from state to state. It is the student's responsibility to investigate any state laws and regulations for any additional state they wish to become licensed in.

# Programs of Instruction

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

## Freshman Year

### Fall or Spring Semester

- CSMO 1500 - Intro to Nail Technology **Credits: 3**
- CSMO 1505 - Nail Technology Lab **Credits: 5**
- CSMO 1720 - General Cosmetology Science **Credits: 3**
- CSMO 1795 - Clinical Applications IV **Credits: 6**

Outcomes Assessment

- CSMO 1575 - Nail Technician Assessment **Credits: 1**

Total Credits 18

## Total Program Credits 18

## Cosmetology, AAS

The Cosmetology program is an 1800 clock hour program that covers curriculum set by Wyoming law and includes 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.

The Cosmetology Department is required to register every new incoming student with the Wyoming Board of Cosmetology within 10 days of the first day of classes. The following documents are required to complete enrollment: Proof of education; Copy of a Government issued picture ID; Verification of Social Security card; and Proof of lawful presence in the United States.

The Wyoming Board of Cosmetology may refuse to grant a license to any person who has, at any time, been found guilty of a felony. If you have ever had a felony conviction, please advise the Program Director for information on how to proceed. Failure to do so may result in not being permitted to apply for the Board exam and becoming licensed.

Completion of this program does not guarantee licensure. All students graduating from the Cosmetology program are required to successfully pass a Board exam administered by the Wyoming Board of Cosmetology in order to become licensed in the State of Wyoming.

Students wishing to practice Cosmetology in another state should be aware that licensure requirements vary from state to state. It is the student's responsibility to investigate any state laws and regulations for any additional state they wish to become licensed in.

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

## Freshman Year

### Fall Semester

- CSMO 1500 - Intro to Nail Technology **Credits: 3**
- CSMO 1505 - Nail Technology Lab **Credits: 5**
- CSMO 1705 - Hair Fundamentals **Credits: 4**

# Programs of Instruction

- CSMO 1720 - General Cosmetology Science **Credits: 3**
- ENTR 1500 - Intro to Entrepreneurship **Credits: 2**  
or
- ENTR 1520 - Creating a Business Plan **Credits: 2**  
or
- ENTR 2500 - Small Business Operations Management **Credits: 2**
- Freshman Foundations **Credits: 1**

Total Credits 18

## Spring Semester

- BADM 1005 - Business Mathematics I **Credits: 3**  
or
- MATH 1500 - Applied Technical Mathematics **Credits: 3**
- CSMO 1600 - Intro to Skin Technology **Credits: 3**
- CSMO 1605 - Skin Technology Lab **Credits: 3**
- CSMO 1610 - Esthetics Concepts I **Credits: 2**
- CSMO 1700 - Intro to Hair Technology **Credits: 3**
- CSMO 1710 - Intro to Hair Technology II **Credits: 2**
- CSMO 1715 - Hair Fundamentals II **Credits: 2**
- CSMO 1785 - Clinical Applications II **Credits: 3**

Total Credits 21

## Sophomore Year

### Fall Semester

- CSMO 1730 - Cosmetology Lab I **Credits: 3**
- CSMO 1735 - Cosmetology Lab II **Credits: 3**
- CSMO 1790 - Clinical Applications III **Credits: 6**
- CSMO 1795 - Clinical Applications IV **Credits: 6**

Total Credits 18

### Spring Semester

- CSMO 1740 - Cosmetology Lab V **Credits: 3 or 6 (3 Credits Required)**
- CSMO 1800 - Clinical Applications V **Credits: 6**
- CSMO 1805 - Clinical Applications VI **Credits: 1-6 (2-6 Credits Required)**
- Communication I **Credits: 3**
- Constitutional Requirements **Credits: 2-3**

Outcomes Assessment

- CSMO 1875 - Cosmetology Assessment **Credits: 1**

# Programs of Instruction

Total Credits 17+

## Optional Summer Semester Courses

- CSMO 1745 - Techniques in Cosmetology Credits: 3
- CSMO 1810 - Clinical Applications VIII Credits: 1-6

Total Credits 4-9

## Total Program Credits 74+

### Criminal Justice Distance Learning, AA

This program introduces students to the criminal justice system through instruction in its theoretical and legal frameworks. It incorporates elements of various fields within criminal justice in order to provide students a strong foundation of coursework as well as practical skills necessary to enter the workforce. Coursework includes introductory criminal justice courses central to the field and specialized electives allowing students opportunity to pursue a specific focus. Students should work closely with their advisor to select electives best suited to fulfill their transfer/career needs.

**Program Note:** Those considering a career in a criminal justice field should be aware of strict admissions criteria employed by state stands 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 programs 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.

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

## Freshman Year

### Fall Semester

- CRMJ 1010 - Current Issues in Criminal Justice Credits: 3
- CRMJ 2120 - Intro to Criminal Justice Credits: 3
- ENGL 1010 - English Composition I Credits: 3
- POLS 1000 - American and Wyoming Government Credits: 3
- SOC 1000 - Sociological Principles Credits: 3
- Physical Education Activity Credits: 1

Total Credits 16

### Spring Semester

- CRMJ 1090 - Tactical Communications Credits: 3
- CRMJ 1510 - Police Science I Credits: 3
- CRMJ 2210 - Criminal Law I Credits: 3
- MATH 1000 - Problem Solving Credits: 3
- or
- MATH 1400 - College Algebra Credits: 4

# Programs of Instruction

- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 15-16

## Sophomore Year

### Fall Semester

- COMM 2010 - Public Speaking **Credits: 3**
- CRMJ 2020 - Fundamentals of Leadership **Credits: 3**
- CRMJ 2400 - Criminology **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 16

### Spring Semester

- CRMJ 2350 - Intro to Corrections **Credits: 3**
- CRMJ 2130 - Criminal Investigation I **Credits: 3**
- SOSC 2300 - Ethics in Practice **Credits: 3**
- Approved Electives **Credits: 5** (see approved electives below)

Outcomes Assessment

- CRMJ 2895 - Criminal Justice Capstone Project **Credits: 1**

Total Credits 15

## Total Program Credits 62-63

### Approved Electives

Any course at the 1000 or above level.

## Criminal Justice, AA

This program introduces students to the criminal justice system through instruction in its theoretical and legal frameworks. It incorporates elements of various fields within criminal justice in order to provide students a strong foundation of coursework as well as practical skills necessary to enter the workforce. Coursework includes introductory criminal justice courses central to the field and specialized electives allowing students opportunity to pursue a specific focus. Students should work closely with their advisor to select electives best suited to fulfill their transfer/career needs.

**Program Note:** 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 programs 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.

# Programs of Instruction

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

## Freshman Year

### Fall Semester

- CRMJ 1010 - Current Issues in Criminal Justice **Credits: 3**
- CRMJ 2120 - Intro to Criminal Justice **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- POLS 1000 - American and Wyoming Government **Credits: 3**
- SOC 1000 - Sociological Principles **Credits: 3**
- Physical Education Activity **Credits: 1**

Total Credits 16

### Spring Semester

- CRMJ 1090 - Tactical Communications **Credits: 3**
- CRMJ 1510 - Police Science I **Credits: 3**
- CRMJ 2210 - Criminal Law I **Credits: 3**
- MATH 1000 - Problem Solving **Credits: 3**
- or
- MATH 1400 - College Algebra **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 15-16

## Sophomore Year

### Fall Semester

- COMM 2010 - Public Speaking **Credits: 3**
- CRMJ 2020 - Fundamentals of Leadership **Credits: 3**
- CRMJ 2400 - Criminology **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 16

### Spring Semester

- CRMJ 2350 - Intro to Corrections **Credits: 3**
- CRMJ 2130 - Criminal Investigation I **Credits: 3**
- SOSC 2300 - Ethics in Practice **Credits: 3**
- Approved Electives **Credits: 5** (see approved electives below)

Outcomes Assessment

# Programs of Instruction

- CRMJ 2895 - Criminal Justice Capstone Project **Credits: 1**

Total Credits 15

## **Total Program Credits 62-63**

### Approved Electives

Any course at the 1000 or above level.

## **Economics, AS**

The suggested program in Economics allows the student to earn an Associate of Science Degree while completing the first two years of college work toward a bachelor's degree. Economics is the study of how scarce resources are allocated in our economy and in the global economy. Students will learn how profits in business can be optimized, and how informed decisions and predictions in business can be reasonably made. Economics can develop valuable skills for survival and success in today's world.

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

### **Freshman Year**

#### **Fall Semester**

- ECON 1010 - Macroeconomics **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Constitutional Requirements **Credits: 3**
- Freshman Foundations **Credits: 1**
- Approved Electives **Credits: 2** (see approved electives below)

Total Credits 16

#### **Spring Semester**

- COMM 2010 - Public Speaking **Credits: 3**
- ECON 1020 - Microeconomics **Credits: 3**
- PSYC 1000 - General Psychology **Credits: 3**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Lab Science **Credits: 4**

Total Credits 17

### **Sophomore Year**

#### **Fall Semester**

- ACCT 2010 - Principles of Accounting I **Credits: 3**
- IMGT 2400 - Intro to Information Management **Credits: 3**



# Programs of Instruction

- MATH 2350 - Business Calculus **Credits: 4**
- MKT 2100 - Principles of Marketing **Credits: 3**
- Physical Education Activity **Credits: 1**

Total Credits 14

## Spring Semester

- ACCT 2020 - Principles of Accounting II **Credits: 3**
- BADM 2010 - Legal Environment of Business **Credits: 3**
- MATH 2355 - Mathematical Applications for Business **Credits: 4**
- Arts & Humanities **Credits: 3**

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 13

## Total Program Credits 60

### Approved Electives

Any course at the 1000 or above level.

## Education - Child Development Certificate (1 Year)

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. In addition to entry-level competencies, this program will also serve as partial completion for Elementary Education majors seeking a minor in Early Childhood Education, or an endorsement.

The certificate provides professional training through a combination of coursework and applied experiences working with children. Students will begin working on their professional portfolio as a requirement of the Child Development course.

Additionally, students seeking Child Development Associate (CDA) completion should note that FCSC 2121, EDEC 1100 & EDEC 1105, and EDEC 1300 & EDEC 1305 include a combined total of 90 hours of early childhood classroom experience as partial fulfillment to meet the CDA credential. The Child Development Associate credential is recognized nationally for entry-level employment into the childcare profession. Elementary Education majors completing all 12 hours of required courses with a grade of "C" or better, and at least one elective course will receive transfer credit at the University of Wyoming toward a minor in Early Childhood Education. Students transferring to another four-year institution should consult with their academic advisor regarding transferability of the certificate/courses.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

### Freshman Year

# Programs of Instruction

## Fall Semester

- EDEC 1020 - Intro to Early Childhood Education **Credits: 3**
- EDEC 1100 - Observation and Guidance of Young Children **Credits: 2**
- EDEC 1105 - Observation and Guidance of Young Children Lab **Credits: 1**
- EDEC 2000 - Engaging Families in Early Childhood Settings **Credits: 3**
- EDEL 2280 - Literature for Children **Credits: 3**

Total Credits 12

## Spring Semester

- EDEC 1200 - Administration in Early Childhood Programs **Credits: 3**
- EDEC 1300 - Curriculum Planning and Development for Young Children **Credits: 2**
- EDEC 1305 - Curriculum Planning and Development for Young Children Lab **Credits: 1**
- FCSC 2121 - Child Development **Credits: 4**
- HLED 1221 - Standard First Aid and CPR **Credits: 2**

Outcomes Assessment

- Portfolio (Included in FCSC 2121 Course)

Total Credits 12

## Total Program Credits 24

### Education - Child Development Distance Learning Certificate (1 Year)

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. In addition to entry-level competencies, this program will also serve as partial completion for Elementary Education majors seeking a minor in Early Childhood Education, or an endorsement.

The certificate provides professional training through a combination of coursework and applied experiences working with children. Students will begin working on their professional portfolio as a requirement of the Child Development course.

Additionally, students seeking Child Development Associate (CDA) completion should note that FCSC 2121, EDEC 1100 & EDEC 1105, and EDEC 1300 & EDEC 1305 include a combined total of 90 hours of early childhood classroom experience as partial fulfillment to meet the CDA credential. The Child Development Associate credential is recognized nationally for entry-level employment into the childcare profession.

Elementary Education majors completing all 12 hours of required courses with a grade of "C" or better, and at least one elective course will receive transfer credit at the University of Wyoming toward a minor in Early Childhood Education. Students transferring to another four-year institution should consult with their academic advisor regarding transferability of the certificate/courses.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

# Programs of Instruction

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

## Freshman Year

### Fall Semester

- EDEC 1020 - Intro to Early Childhood Education **Credits: 3**
- EDEC 1100 - Observation and Guidance of Young Children **Credits: 2**
- EDEC 1105 - Observation and Guidance of Young Children Lab **Credits: 1**
- EDEC 2000 - Engaging Families in Early Childhood Settings **Credits: 3**
- EDEL 2280 - Literature for Children **Credits: 3**

Total Credits 12

### Spring Semester

- EDEC 1200 - Administration in Early Childhood Programs **Credits: 3**
- EDEC 1300 - Curriculum Planning and Development for Young Children **Credits: 2**
- EDEC 1305 - Curriculum Planning and Development for Young Children Lab **Credits: 1**
- FCSC 2121 - Child Development **Credits: 4**
- HLED 1221 - Standard First Aid and CPR **Credits: 2**

Outcomes Assessment

- Portfolio (Included in FCSC 2121 Course)

Total Credits 12

## Total Program Credits 24

## Education - Early Childhood Distance Learning, AA

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.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

## Freshman Year

### Fall Semester

- EDEC 1020 - Intro to Early Childhood Education **Credits: 3**

# Programs of Instruction

- ENGL 1010 - English Composition I **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Freshman Foundations **Credits: 1**
- Physical Education Activity **Credits: 1**
- Social & Cultural Awareness **Credits: 3**

Total Credits 14

## Spring Semester

- FCSC 2121 - Child Development **Credits: 4**
- HLED 1221 - Standard First Aid and CPR **Credits: 2**
- MATH 1000 - Problem Solving **Credits: 3**
- or
- BADM 1005 - Business Mathematics I **Credits: 3**
  
- Communication 2 **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- EDEC 1100 - Observation and Guidance of Young Children **Credits: 2**
- EDEC 1105 - Observation and Guidance of Young Children Lab **Credits: 1**
- EDEC 2000 - Engaging Families in Early Childhood Settings **Credits: 3**
- EDEL 2280 - Literature for Children **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 16

### Spring Semester

- EDEC 1300 - Curriculum Planning and Development for Young Children **Credits: 2**
- EDEC 1305 - Curriculum Planning and Development for Young Children Lab **Credits: 1**
- Program Electives **Credits: 5-6** (see approved electives below)
- Approved Electives **Credits: 6** (see approved electives below)

Outcomes Assessment

- EDUC 2395 - Capstone: Education **Credits: 1**

Total Credits 15-16

**Total Program Credits 60-61**

# Programs of Instruction

## Approved Program Electives

Students should take a minimum of 2 courses from the following list (5-6 credit hours).

- EDEC 1200 - Administration in Early Childhood Programs **Credits: 3**
- EDFD 2020 - Foundations of Education **Credits: 3**
- EDUC 2100 - Practicum in Teaching **Credits: 3**
- ITEC 2360 - Teaching With Technology **Credits: 1 or 3 (3 Credits Required)**

## Approved Electives

Students may take 12 or more credit hours from the following list of courses.

- ART 2074 - Art for the Elementary and Middle School Teacher **Credits: 3**
- BADM 1000 - Intro to Business **Credits: 3**
- BADM 1020 - Business Communications **Credits: 3**
- FIN 1000 - Personal Finance **Credits: 3**
- COMM 2010 - Public Speaking **Credits: 3**
- COMM 1040 - Intro to Communication Theory **Credits: 3**
- EDEX 2484 - Intro to Special Education **Credits: 3**
- FCSC 1141 - Principles of Nutrition **Credits: 3**
- MUSC 2018 - Music for Elementary Classroom Teachers **Credits: 3**
- PEPR 2050 - Prevention and Care of Athletic Injuries **Credits: 3**
- PSYC 1000 - General Psychology **Credits: 3**
- SOC 1000 - Sociological Principles **Credits: 3**

## Education - Early Childhood, AA

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.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

## Freshman Year

### Fall Semester

- EDEC 1020 - Intro to Early Childhood Education **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Freshman Foundations **Credits: 1**
- Physical Education Activity **Credits: 1**

# Programs of Instruction

- Social & Cultural Awareness **Credits: 3**

Total Credits 14

## Spring Semester

- FCSC 2121 - Child Development **Credits: 4**
- HLED 1221 - Standard First Aid and CPR **Credits: 2**
- MATH 1000 - Problem Solving **Credits: 3**  
or
- BADM 1005 - Business Mathematics I **Credits: 3**
- Communication 2 **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- EDEC 1100 - Observation and Guidance of Young Children **Credits: 2**
- EDEC 1105 - Observation and Guidance of Young Children Lab **Credits: 1**
- EDEC 2000 - Engaging Families in Early Childhood Settings **Credits: 3**
- EDEL 2280 - Literature for Children **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 16

### Spring Semester

- EDEC 1300 - Curriculum Planning and Development for Young Children **Credits: 2**
- EDEC 1305 - Curriculum Planning and Development for Young Children Lab **Credits: 1**
- Program Electives **Credits: 5-6** (see approved electives below)
- Approved Electives **Credits: 6** (see approved electives below)

Outcomes Assessment

- EDUC 2395 - Capstone: Education **Credits: 1**

Total Credits 15-16

## Total Program Credits 60-61

### Approved Program Electives

Students should take a minimum of 2 courses from the following list (5-6 credit hours).

- EDEC 1200 - Administration in Early Childhood Programs **Credits: 3**
- EDFD 2020 - Foundations of Education **Credits: 3**
- EDUC 2100 - Practicum in Teaching **Credits: 3**

# Programs of Instruction

- ITEC 2360 - Teaching With Technology **Credits: 1 or 3 (3 Credits Required)**

## Approved Electives

Students may take 12 or more credit hours from the following list of courses.

- ART 2074 - Art for the Elementary and Middle School Teacher **Credits: 3**
- BADM 1000 - Intro to Business **Credits: 3**
- BADM 1020 - Business Communications **Credits: 3**
- FIN 1000 - Personal Finance **Credits: 3**
- COMM 2010 - Public Speaking **Credits: 3**
- COMM 1040 - Intro to Communication Theory **Credits: 3**
- EDEX 2484 - Intro to Special Education **Credits: 3**
- FCSC 1141 - Principles of Nutrition **Credits: 3**
- MUSC 2018 - Music for Elementary Classroom Teachers **Credits: 3**
- PEPR 2050 - Prevention and Care of Athletic Injuries **Credits: 3**
- PSYC 1000 - General Psychology **Credits: 3**
- SOC 1000 - Sociological Principles **Credits: 3**

## Education - Elementary Distance Learning, AA

The Associate of Arts Degree in Education includes freshman and sophomore level courses. 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.

Eastern Wyoming College maintains articulation agreements with several regional four-year institutions. Students should consult and work closely with their academic advisor to ensure successful transfer with these institutions. While transfer institutions are similar in most instances, each institution has unique degree requirements that only academic advisors may be aware of. It is in the student's best interest to work with an advisor who can help facilitate the transfer process.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

## Freshman Year

### Fall Semester

- EDFD 2020 - Foundations of Education **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1100 - Number and Operations for Elementary School Teachers **Credits: 3**
- Freshman Foundations **Credits: 1**
- Lab Science **Credits: 4**
- Physical Education Activity **Credits: 1**

Total Credits 15

# Programs of Instruction

## Spring Semester

- EDEL 2280 - Literature for Children **Credits: 3**
- ENGL 2020 - Literature, Media, and Culture **Credits: 3**  
or
- COMM 2010 - Public Speaking **Credits: 3**
- MATH 1105 - Data Analysis, Probability, and Algebra for Elementary School Teachers **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- EDFD 2100 - Educational Psychology **Credits: 3**
- ITEC 2360 - Teaching With Technology **Credits: 1 or 3** (3 Credits Required)
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 6** (see approved electives below)

Total Credits 15

### Spring Semester

- EDEX 2484 - Intro to Special Education **Credits: 3**
- EDFD 2450 - Human Lifespan Development **Credits: 3**
- Approved Electives **Credits: 6** (see approved electives below)

Outcomes Assessment

- EDUC 2100 - Practicum in Teaching **Credits: 3**

Total Credits 15

## Total Program Credits 60

### Approved Electives

Take any course at the 1000 or above level with the following prefixes: ANTH, ART, BIOL, CHEM, CRMJ, EDUC, EDEC, EDEL, ENGL, FCSC, FREN, GEOG, GEOL, GERM, HLED, HIST, MATH, MOLB, MUSC, PHIL, PEAC, PEPR, PHYS, POLS, PSYC, RELI, SOSOC, SPAN, STAT, THEA, WMST or ZOO.



# Programs of Instruction

## Education - Elementary, AA

The Associate of Arts Degree in Education includes freshman and sophomore level courses. 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.

Eastern Wyoming College maintains articulation agreements with several regional four-year institutions. Students should consult and work closely with their academic advisor to ensure successful transfer with these institutions. While transfer institutions are similar in most instances, each institution has unique degree requirements that only academic advisors may be aware of. It is in the student's best interest to work with an advisor who can help facilitate the transfer process.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

### Freshman Year

#### Fall Semester

- EDFD 2020 - Foundations of Education **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1100 - Number and Operations for Elementary School Teachers **Credits: 3**
- Freshman Foundations **Credits: 1**
- Lab Science **Credits: 4**
- Physical Education Activity **Credits: 1**

Total Credits 15

#### Spring Semester

- EDEL 2280 - Literature for Children **Credits: 3**
  
- ENGL 2020 - Literature, Media, and Culture **Credits: 3**  
or
- COMM 2010 - Public Speaking **Credits: 3**
- MATH 1105 - Data Analysis, Probability, and Algebra for Elementary School Teachers **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 15

### Sophomore Year

#### Fall Semester

- EDFD 2100 - Educational Psychology **Credits: 3**
- ITEC 2360 - Teaching With Technology **Credits: 1 or 3** (3 Credits Required)

# Programs of Instruction

- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 6** (see approved electives below)

Total Credits 15

## Spring Semester

- EDEX 2484 - Intro to Special Education **Credits: 3**
- EDFD 2450 - Human Lifespan Development **Credits: 3**
- Approved Electives **Credits: 6** (see approved electives below)

Outcomes Assessment

- EDUC 2100 - Practicum in Teaching **Credits: 3**

Total Credits 15

## Total Program Credits 60

### Approved Electives

Take any course at the 1000 or above level with the following prefixes: ANTH, ART, BIOL, CHEM, CRMJ, EDUC, EDEC, EDEL, ENGL, FCSC, FREN, GEOG, GEOL, GERM, HLED, HIST, MATH, MOLB, MUSC, PHIL, PEAC, PEPR, PHYS, POLS, PSYC, RELI, SOSOC, SPAN, STAT, THEA, WMST or ZOO.

## Education - Secondary Agriculture Option, AA

The agriculture education curriculum provides the student with a good preparation for transferring to a bachelor completion program at a four-year institution. It is designed for those students interested in teaching in high schools, technical schools, and community colleges. This program emphasizes animal science and general agricultural courses. 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.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

## Freshman Year

### Fall Semester

- AECL 1000 - Agroecology **Credits: 4**
- AGRI 1000 - Issues in Agriculture **Credits: 3**
- EDFD 2020 - Foundations of Education **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Physical Education Activity **Credits: 1**

# Programs of Instruction

Total Credits 15

## Spring Semester

- ANSC 1010 - Intro to Animal Science **Credits: 4**
- BIOL 1010 - General Biology I **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 2-3** (see approved electives below)

Total Credits 16-17

## Sophomore Year

### Fall Semester

- AGECE 1010 - Agricultural Macroeconomics **Credits: 3**
- CHEM 1000 - Intro to Chemistry **Credits: 4**
- COMM 2010 - Public Speaking **Credits: 3**
- EDFD 2100 - Educational Psychology **Credits: 3**
- ITEC 2360 - Teaching With Technology **Credits: 1 or 3**

Total Credits 16

### Spring Semester

- EDEX 2484 - Intro to Special Education **Credits: 3**
- EDFD 2450 - Human Lifespan Development **Credits: 3**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**

Outcomes Assessment

- EDUC 2100 - Practicum in Teaching **Credits: 3**

Total Credits 15

## Total Program Credits 62-63

### Approved Electives

Take any course at the 1000 or above level with the following prefixes: AECL, AGECE, AGTK, ANSC, BIOL, CHEM, COMM, ECON, REWM, SOIL or WELD.

## Education - Secondary Physical Education Option, AA

The Physical Education K-12 teacher track is for students planning to transfer to a four-year institution and major in PE education. The secondary education program of study is the program students should follow. However, it is important that students work with their advisor when selecting electives and area of concentration courses.

# Programs of Instruction

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

## Freshman Year

### Fall Semester

- EDFD 2020 - Foundations of Education **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1000 - Problem Solving **Credits: 3**
- PSYC 1000 - General Psychology **Credits: 3**
- Freshman Foundations **Credits: 1**
- Physical Education Activity **Credits: 1**

Total Credits 14

### Spring Semester

- EDUC 2100 - Practicum in Teaching **Credits: 3**
- Communication 2 **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Electives **Credits: 7** (see approved electives below)

Total Credits 16

## Sophomore Year

### Fall Semester

- EDFD 2100 - Educational Psychology **Credits: 3**
- ITEC 2360 - Teaching With Technology **Credits: 1 or 3** (3 Credits Required)
- PEPR 2110 - Foundations of Coaching **Credits: 3**
- Arts & Humanities **Credits: 3**
- Lab Science **Credits: 4**

Total Credits 16

### Spring Semester

- EDEX 2484 - Intro to Special Education **Credits: 3**
- Area of Concentration/Approved Electives **Credits: 11** (see approved electives below)

Outcomes Assessment

- EDUC 2395 - Capstone: Education **Credits: 1**

Total Credits 15

# Programs of Instruction

## Total Program Credits 61

### Approved Electives

Take any course at the 1000 or above level with the following prefixes: ACCT, AMST, ANTH, ART, BIOL, BADM, CHEM, COMM, ECON, EDEC, EDEL, EDFD, ELTR, ENTK, ENGL, FCSC, FREN, GEOG, GEOL, GERM, HLED, HIST, JOUR, MCHT, MGT, MKT, MATH, MOLB, MUSC, PHIL, PEAC, PEAT, PEPR, PHYS, POLS, PSYC, REWM, RELI, RNEW, SAFE, SOC, SOSC, SOWK, SPAN, STAT, THEA, WELD, WMST, and ZOO.

## Education - Secondary, AA

The Associate of Arts degree in Secondary Education includes freshman and sophomore level courses required for most students majoring in secondary education. The program provides students with the knowledge and skills necessary to become a teacher while earning transfer credit in the chosen content area (Science, Math, History, Social Studies, Agriculture, English, etc.).

Eastern Wyoming College maintains articulation agreements with several regional four-year institutions. Students should consult and work closely with their academic advisor to ensure successful transfer with these institutions. While transfer institutions are similar in most instances, each institution has unique degree requirements that only academic advisors may be aware of. It is in the student's best interest to work with an advisor who can help facilitate the transfer process.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

## Freshman Year

### Fall Semester

- EDFD 2020 - Foundations of Education **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
  
- MATH 1000 - Problem Solving **Credits: 3**  
Or
- MATH 1400 - College Algebra **Credits: 4**
  
- Freshman Foundations **Credits: 1**
- Physical Education Activity **Credits: 1**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 14-15

### Spring Semester

- ENGL 2020 - Literature, Media, and Culture **Credits: 3**
- Or
- COMM 2010 - Public Speaking **Credits: 3**

# Programs of Instruction

- Constitutional Requirements **Credits: 3**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 6** (see approved electives below)

Total Credits 15

## Sophomore Year

Fall Semester

- EDFD 2100 - Educational Psychology **Credits: 3**
- ITEC 2360 - Teaching With Technology **Credits: 1 or 3** (3 Credits Required)
- Arts & Humanities **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 16

Spring Semester

- EDEX 2484 - Intro to Special Education **Credits: 3**
- Approved Electives **Credits: 9** (see approved electives below)

Outcomes Assessment

- EDUC 2100 - Practicum in Teaching **Credits: 3**

Total Credits 15

## Total Program Credits 60-61

### Approved Electives

Take any course at the 1000 or above level with the following prefixes: ACCT, AGECE, AGRI, AGTK, AECL, AMST, ANSC, ANTH, ART, BIOL, BADM, CHEM, COMM, ECON, EDEC, EDEL, EDFD, ELTR, ENTK, ENGL, EQST, FCSC, FREN, GEOG, GEOL, GERM, HLED, HIST, MCMT, MGT, MKT, MATH, MOLB, MUSC, PHIL, PEAC, PEAT, PEPR, PHYS, POLS, PSYC, REWM, RELI, SAFE, SOC, SOSC, SOWK, SOIL, SPAN, STAT, THEA, WELD, WMST or ZOO.

## English, AA

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

# Programs of Instruction

## Fall Semester

- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1000 - Problem Solving **Credits: 3**  
or
- MATH 1400 - College Algebra **Credits: 4**
- Constitutional Requirements **Credits: 3**
- Freshman Foundations **Credits: 1**
- Approved Foreign Language Elective **Credits: 4** (see approved electives below)

Total Credits 14-15

## Spring Semester

- ENGL 2020 - Literature, Media, and Culture **Credits: 3**
- Lab Science **Credits: 4**
- Physical Education Activity **Credits: 1**
- Social & Cultural Awareness **Credits: 3**
- Approved Foreign Language Elective **Credits: 4** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- Arts & Humanities **Credits: 3**
- Approved ENGL Elective **Credits: 3** (see approved electives below)
- Approved Electives **Credits: 9** (see approved electives below)

Total Credits 15

### Spring Semester

- PSYC 1000 - General Psychology **Credits: 3**
- Approved ENGL Electives **Credits: 3** (see approved electives below)
- Approved Electives **Credits: 10** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 16

## Total Program Credits 60-61

Approved Foreign Language Electives:

- FREN 1010 **Credits: 4**
- GERM 1010 **Credits: 4**
- SPAN 1010 **Credits: 4**

# Programs of Instruction

## Approved ENGL Electives:

- Any course at the 2000 level with the ENGL prefix.

**Note:** When available, English majors should take ENGL courses as electives.

## Approved Electives:

- AMST 2110 - Cultural Diversity in America **Credits: 3**
- ANTH 1100 - Intro to Biological Anthropology **Credits: 3**
- ANTH 1200 - Intro to Cultural Anthropology **Credits: 3**
- ART 1010 - Intro to Art **Credits: 3**
- ART 2010 - Art History I **Credits: 3**
- ART 2020 - Art History II **Credits: 3**
- COMM 1000 - Intro to Mass Media **Credits: 3**
- COMM 1030 - Interpersonal Communication **Credits: 3**
- COMM 1040 - Intro to Communication Theory **Credits: 3**
- COMM 2010 - Public Speaking **Credits: 3**
- COMM 2100 - Media Writing **Credits: 3**
- EDEL 2280 - Literature for Children **Credits: 3**
- ENGL 1009 - Co-Requisite for ENGL 1010 **Credits: 2**
- ENGL 2011 - Literature for Young Adults **Credits: 3**
- ENGL 2050 - Creative Writing - Intro to Fiction **Credits: 3**
- ENGL 2205 - Intro to Literature **Credits: 3**
- ENGL 2420 - Literary Genres: **Credits: 3**
- ENGL 2425 - Literatures in English I **Credits: 3**
- ENGL 2430 - Literatures in English II **Credits: 3**
- ENGL 2435 - Literatures in English III **Credits: 3**
- HIST 1110 - Western Civilization I **Credits: 3**
- HIST 1120 - Western Civilization II **Credits: 3**
- HIST 1211 - U.S. to 1865 **Credits: 3**
- HIST 1221 - U.S. from 1865 **Credits: 3**
- HIST 1290 - History of U.S. West **Credits: 3**
- HIST 1320 - World History to 1500 **Credits: 3**
- HIST 1330 - World History from 1500 **Credits: 3**
- HIST 2290 - History of North American Indians **Credits: 3**
- HIST 2460 - Field Studies: History **Credits: 3**
- LIBS 1000 - Library Research Methods **Credits: 1**
- MUSC 1000 - Intro to Music **Credits: 3**
- PHIL 1000 - Intro to Philosophy **Credits: 3**
- PSYC 2340 - Abnormal Psychology **Credits: 3**
- PSYC 2380 - Social Psychology **Credits: 3**
- RELI 1000 - Intro to Religion **Credits: 3**
- SOSC 1100 - Intro to Religion **Credits: 3**
- SOSC 2300 - Ethics in Practice **Credits: 3**
- SOC 1000 - Sociological Principles **Credits: 3**



# Programs of Instruction

- SOC 1100 - Social Problems **Credits: 3**
- SOC 2200 - Sociology of Human Sexuality **Credits: 3**
- SOC 2350 - Race and Ethnic Relations **Credits: 3**
- SOC 2400 - Criminology **Credits: 3**

## Entrepreneurship Certificate (Less than 1 Year)

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

- ACCT 1005 - Practical Accounting I **Credits: 2**
- CMAP 1685 - Using Computers In: **Credits: 1/2 - 1** (1 Credit Required)
- ENTR 1500 - Intro to Entrepreneurship **Credits: 2**
- ENTR 1520 - Creating a Business Plan **Credits: 2**
- ENTR 2500 - Small Business Operations Management **Credits: 2**
- ENTR 2520 - Legal Issues for Entrepreneurs **Credits: 2**
- MKT 1000 - Sales **Credits: 3**
- MKT 2100 - Principles of Marketing **Credits: 3**
- Approved Elective **Credits: 1** (see approved electives below)

#### Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 18

### Total Program Credits 18

#### Approved Electives

Any course at the 1000 or above level.

## Gunsmithing, AAS (Available at Douglas Campus Only)

The Gunsmithing Associate of Applied Science program will prepare students to make, reproduce, maintain and modify firearms according to blueprints or custom specifications using specialized hand tools and machines. This program will provide students with hands-on training to learn the gunsmithing trade and skills to gain employment as a gunsmith.

Please note that this program has strict admittance requirements. Please visit

<https://ewc.wy.edu/academic-services/majors/gunsmithing/>. For more information contact the EWC Gunsmithing Instructor at 307.624.7000.

# Programs of Instruction

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

## Freshman Year

### Fall Semester

- GUNS 1500 - Intro to Firearms and Firearm Safety **Credits: 1**
- GUNS 1505 - Firearms Bench Metal **Credits: 4**
- GUNS 1510 - Firearms Machine Shop I **Credits: 4**
- GUNS 1515 - Stock Duplicating **Credits: 2**
- Freshman Foundations **Credits: 1**
- Mathematics (Quantitative) **Credits: 3-4**
- Approved Program Elective **Credits: 2** (see approved electives below)

Total Credits 17-18

### Spring Semester

- GUNS 1520 - Stockmaking **Credits: 5**
- GUNS 1525 - Firearms Conversion **Credits: 4**
- WELD 1781 - GTAW Welding for Gunsmithing **Credits: 2**
- Communication 1 **Credits: 3**
- Approved Program Elective **Credits: 2** (see approved electives below)

Total Credits 16

## Sophomore Year

### Fall Semester

- GUNS 2500 - Firearms Machine Shop II **Credits: 4**
- GUNS 2505 - Firearms Repair and Restoration **Credits: 4**
- Constitutional Requirements **Credits: 2-3**
- Arts & Humanities **Credits: 3**  
or
- Lab Science **Credits: 3**  
or
- Physical Education Activity **Credits: 3**  
or
- Social & Cultural Awareness **Credits: 3**
- Approved Program Elective **Credits: 2** (see approved electives below)

Total Credits 15-16

### Spring Semester

- GUNS 1960 - Field Studies **Credits: 1**
- GUNS 2525 - Custom Gunmaking **Credits: 5**

# Programs of Instruction

- GUNS 2550 - Firearms Metal Finishing **Credits: 2**
- Arts & Humanities **Credits: 3**  
or
- Lab Science **Credits: 3**  
or
- Physical Education Activity **Credits: 3**  
or
- Social & Cultural Awareness **Credits: 3**
- Approved Program Elective **Credits: 2** (see approved electives below)

## Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 13

## Total Program Credits 61-63

## Approved Program Electives

Take any course at the 1000 or above level with the GUNS prefix.

## Human Services, AA

The Associate of Arts in Human Services will prepare students to work in fields such as psychology, rehabilitation, social work, health care, community health, corrections and parenting support. Notice of background check: All Human Services students are subject to background checks for the field experience coursework. Student financial aid may be used to cover the cost. Students must complete all program requirements, including approved electives, with a grade of "C" or better.

## Freshman Year

### Fall Semester

- COMM 2010 - Public Speaking **Credits: 3**
- HMSV 1010 - Orientation to Human Services **Credits: 3**
- MATH 1000 - Problem Solving **Credits: 3**  
or
- MATH 1400 - College Algebra **Credits: 4**
- SOC 1000 - Sociological Principles **Credits: 3**  
or
- PSYC 1000 - General Psychology **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 15-16

### Spring Semester

# Programs of Instruction

- EDFD 2450 - Human Lifespan Development **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- HMSV 1060 - Case Management for Human Services **Credits: 3**
- HMSV 0010 - Prescreen for Field Experience in Human Services **Credits: 0**
- Approved Electives **Credits: 6** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- HMSV 1460 - Field Experience in Human Services I **Credits: 3**
- Constitutional Requirement **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 6** (see approved electives below)

Total Credits 16

### Spring Semester

- SOSOC 2300 - Ethics in Practice **Credits: 3**
- Approved Electives **Credits: 8-10** (see approved electives below)

Outcomes Assessment

- HMSV 2460 - Field Experience in Human Services II **Credits: 3**

Total Credits 14-17

## Total Program Credits 60-64

### Approved Electives

Take any course at the 1000 or above level with the following prefixes: AMST, ANTH, BADM, BIOL, CHEM, COMM, CRMJ, EDUC, EDFD, EDEX, FCSC, HIST, HLED, PSYC, SOC, SOWK, SPAN, STAT, WMST or ZOO.

## Interdisciplinary Studies Distance Learning, AA

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 essential that you work with your academic advisor to select appropriate classes. 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.

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

## Freshman Year

# Programs of Instruction

## Fall Semester

- ENGL 1010 - English Composition I **Credits: 3**
- Freshman Foundations **Credits: 1**
- Mathematics (Quantitative) **Credits: 3-4**
- Physical Education Activity **Credits: 1**
- Approved Electives **Credits: 7** (see approved electives below)

Total Credits 15-16

## Spring Semester

- Communication 2 **Credits: 3**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 9** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 5** (see approved electives below)

Total Credits 15

### Spring Semester

- Arts & Humanities **Credits: 3**  
or
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 11-12** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 15

## Total Program Credits 60-61

### Approved Electives

Take any course at the 1000 or above level.

# Programs of Instruction

## Interdisciplinary Studies Distance Learning, AS

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 essential that you work with your academic advisor to select appropriate classes. 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. Students must complete all program requirements, including approved electives, with a grade of "C" or better.

### Freshman Year

#### Fall Semester

- ENGL 1010 - English Composition I **Credits: 3**
- Freshman Foundations **Credits: 1**
- Mathematics (Quantitative) **Credits: 3-4**
- Physical Education Activity **Credits: 1**
- Approved Electives **Credits: 7** (see approved electives below)

Total Credits 15-16

#### Spring Semester

- Communication 2 **Credits: 3**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 9** (see approved electives below)

Total Credits 15

### Sophomore Year

#### Fall Semester

- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 5** (see approved electives below)

Total Credits 15

#### Spring Semester

- Lab Science **Credits: 3-4**  
or
- Mathematics (Quantitative) **Credits: 3-4**
- Approved Electives **Credits: 11-12** (see approved electives below)

Outcomes Assessment

# Programs of Instruction

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 15-16

## **Total Program Credits 60-62**

### Approved Electives

Take any course at the 1000 or above level.

## **Interdisciplinary Studies, AA**

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 essential that you work with your academic advisor to select appropriate classes. 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.

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

### **Freshman Year**

#### **Fall Semester**

- ENGL 1010 - English Composition I **Credits: 3**
- Freshman Foundations **Credits: 1**
- Mathematics (Quantitative) **Credits: 3-4**
- Physical Education Activity **Credits: 1**
- Approved Electives **Credits: 7** (see approved electives below)

Total Credits 15-16

#### **Spring Semester**

- Communication 2 **Credits: 3**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 9** (see approved electives below)

Total Credits 15

### **Sophomore Year**

#### **Fall Semester**

- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 5** (see approved electives below)

# Programs of Instruction

Total Credits 15

## Spring Semester

- Arts & Humanities **Credits: 3**  
or
- Social & Cultural Awareness **Credits: 3**
  
- Approved Electives **Credits: 11-12** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 15

## Total Program Credits 60-61

### Approved Electives

Take any course at the 1000 or above level.

## Interdisciplinary Studies, AS

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 essential that you work with your academic advisor to select appropriate classes. 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. Students must complete all program requirements, including approved electives, with a grade of "C" or better.

## Freshman Year

### Fall Semester

- ENGL 1010 - English Composition I **Credits: 3**
- Freshman Foundations **Credits: 1**
- Mathematics (Quantitative) **Credits: 3-4**
- Physical Education Activity **Credits: 1**
- Approved Electives **Credits: 7** (see approved electives below)

Total Credits 15-16

### Spring Semester

- Communication 2 **Credits: 3**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 9** (see approved electives below)



# Programs of Instruction

Total Credits 15

## Sophomore Year

### Fall Semester

- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Lab Science **Credits: 4**
- Approved Electives **Credits: 5** (see approved electives below)

Total Credits 15

### Spring Semester

- Lab Science **Credits: 3-4**  
or
- Mathematics (Quantitative) **Credits: 3-4**
- Approved Electives **Credits: 11-12** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 15-16

## Total Program Credits 60-62

### Approved Electives

Take any course at the 1000 or above level.

## Mathematics Secondary Education, AA

Intended to prepare students to teach mathematics at the secondary level. Coursework will include the basic foundations of mathematics as well as theory and research related to learning of mathematics, with attention to significant human mental development factors.

Eastern Wyoming College maintains articulation agreements with several regional four-year institutions. Students should consult and work closely with their academic advisor to ensure successful transfer with these institutions. While transfer institutions are similar in most instances, each institution has unique degree requirements that only academic advisors may be aware of. It is in the student's best interest to work with an advisor who can help facilitate the transfer process.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

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

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

# Programs of Instruction

## Freshman Year

### Fall Semester

- EDFD 2020 - Foundations of Education **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 2200 - Calculus I **Credits: 4**
- PSYC 1000 - General Psychology **Credits: 3**
- Freshman Foundations **Credits: 1**
- Physical Education Activity **Credits: 1**

Total Credits 15

### Spring Semester

- EDUC 2100 - Practicum in Teaching **Credits: 3**
- MATH 2205 - Calculus II **Credits: 5**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Communication 2 **Credits: 3**

Total Credits 15

## Sophomore Year

### Fall Semester

- EDFD 2100 - Educational Psychology **Credits: 3**
- ITEC 2360 - Teaching With Technology **Credits: 1 or 3 (3 Credits Required)**
- MATH 2210 - Calculus III **Credits: 4**
- Lab Science **Credits: 4**

Total Credits 15

### Spring Semester

- EDEX 2484 - Intro to Special Education **Credits: 3**
- MATH 2250 - Elementary Linear Algebra **Credits: 3**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Electives **Credits: 4** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 16

**Total Program Credits 61**

# Programs of Instruction

## Approved Electives

Take any course at the 1000 or above level with the following prefixes: ACCT, AGECE, AGRI, AGTK, AECL, AMST, ANSC, ANTH, ART, BIOL, BADM, CHEM, COMM, ECON, EDEC, EDEL, EDFD, ELTR, ENTK, ENGL, EQST, FCSC, FREN, GEOG, GEOL, GERM, HLED, HIST, MCHT, MGT, MKT, MATH, MOLB, MUSC, PHIL, PEAC, PEAT, PEPR, PHYS, POLS, PSYC, REWM, RELI, SAFE, SOC, SOSC, SOWK, SOIL, SPAN, STAT, THEA, WELD, WMST or ZOO.

## Mathematics, AS

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.

## Freshman Year

### Fall Semester

- ENGL 1010 - English Composition I **Credits: 3**
- MATH 2200 - Calculus I **Credits: 4**
- Freshman Foundations **Credits: 1**
- Lab Science **Credits: 4**
- Physical Education Activity **Credits: 1**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 16

### Spring Semester

- ENGL 2020 - Literature, Media, and Culture **Credits: 3**
- MATH 2205 - Calculus II **Credits: 5**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Lab Science **Credits: 4**

Total Credits 16

## Sophomore Year

### Fall Semester

- MATH 2210 - Calculus III **Credits: 5**
- Lab Science **Credits: 4**
- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 3** (see approved electives below)

# Programs of Instruction

Total Credits 15

## Spring Semester

- MATH 2250 - Elementary Linear Algebra **Credits: 3**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Electives **Credits: 7** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 16

## Total Program Credits 63

### Approved Electives

Take any course at the 1000 or above level.

## Nursing, ADN

### ACEN Accredited

The Nursing program prepares the graduate to function as a Registered Nurse in providing care to clients with complex health care needs. Upon successful completion of this program, students are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN) in any state. This program may require travel to surrounding communities. It is recommended that students contact the college regarding the program requirements. Students must complete all program requirements, including approved prerequisites with a grade of "C" or better and meet the minimum cumulative GPA of 2.5. Admission into the Day Cohort at the Douglas Campus occurs every two years on the EVEN years. (Admission: Fall 2020, 2022, 2024) Admission into the Night Cohort at the Douglas and Torrington campuses occurs every two years on the ODD years (Admission: Fall 2019, 2021, 2023).

Please note that this program has strict admittance requirements. Please visit <https://ewc.wy.edu/learning-and-outreach/nursing/>. For more information contact the EWC Director of Nursing at 307.624.7000. Program Note: Those considering a career in the Nursing field should be aware of strict admission criteria by state standards and clinical 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 Nursing Program may also be restricted to individuals for the same reasons. Please consult with the Nursing Director if you have any concerns in this area.

This program is intended to articulate with the BSN program at the University of Wyoming. Please work closely with an advisor if you intend to pursue a bachelor's degree at the University of Wyoming.

### Program Prerequisites

Program prerequisites include the following courses which count toward the total program credits:

- BIOL 1010 - General Biology I **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**

# Programs of Instruction

- MATH 1400 - College Algebra **Credits: 4**
- ZOO 2015 - Human Anatomy **Credits: 4**
- Freshman Foundations **Credits: 1**
- Test of Essential Academic Skills (TEAS)

Total Credits 16

## Freshman Year

### Fall Semester

- NURS 1100 - Professional Nursing Care in Health Promotion **Credits: 9**
- ZOO 2025 - Human Physiology **Credits: 4**

Total Credits 13

### Spring Semester

- COMM 2010 - Public Speaking **Credits: 3**
- NURS 1200 - Professional Nursing Care of the Patient in Chronic Illness **Credits: 9**
- PSYC 1000 - General Psychology **Credits: 3**

Total Credits 15

## Sophomore Year

### Fall Semester

- MOLB 2240 - Medical Microbiology **Credits: 4**
- NURS 2300 - Professional Nursing Care of the Patient in Acute Illness **Credits: 9**

Total Credits 13

### Spring Semester

- POLS 1000 - American and Wyoming Government **Credits: 3**

Outcomes Assessment

- NURS 2400 - Professional Nursing Care of the Patient in Complex Illness **Credits: 9**

Total Credits 12

## Total Program Credits 69

## Physical Education Health and Recreation, AA

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

# Programs of Instruction

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.

Notice of background check: All education students are subject to background checks for selected educational coursework involving student contact and future employment as professionals in education and related fields. Student financial aid may be used to cover the cost.

Students planning to transfer to the University of Wyoming should take PSYC 2300 - Developmental Psychology and EDFD 2450 Human Lifespan Development.

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

## Freshman Year

### Fall Semester

- BIOL 1010 - General Biology I **Credits: 4**  
or
- BIOL 1000 - Principles of Biology **Credits: 4**
- EDFD 2020 - Foundations of Education **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- PEAC 1001 - Health and Wellness **Credits: 1**
- PEPR 1005 - Intro to Physical Education **Credits: 2**
- Freshman Foundations **Credits: 1**

Total Credits 14

### Spring Semester

- COMM 2010 - Public Speaking **Credits: 3**
- CMAP 1200 - Computer Information Systems **Credits: 3**
- PSYC 1000 - General Psychology **Credits: 3**
- Arts & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Physical Education Activity **Credits: 1**

Total Credits 16

## Sophomore Year

### Fall Semester

- FCSC 1141 - Principles of Nutrition **Credits: 3**
- HLED 1006 - Personal Health **Credits: 3**
- MATH 1000 - Problem Solving **Credits: 3**  
or
- MATH 1400 - College Algebra **Credits: 4**
- ZOO 2015 - Human Anatomy **Credits: 4**
- Social & Cultural Awareness **Credits: 3**

Total Credits 16-17

# Programs of Instruction

## Spring Semester

- EDFD 2100 - Educational Psychology **Credits: 3**
- EDUC 2100 - Practicum in Teaching **Credits: 3**
- HLED 1221 - Standard First Aid and CPR **Credits: 2**
- ZOO 2025 - Human Physiology **Credits: 4**

## Outcomes Assessment

- PEPR 2395 - Physical Education Capstone Experience **Credits: 2**

Total Credits 14

## Total Program Credits 60-61

## Pre Health Science, AS

The Pre Health Sciences AS is designed for students who wish to transfer to a 4-year college or university to continue education in a health science program (i.e. Physical Therapy, Dentistry, optometry, Medicine, etc.). Additional credit hours may be required to meet pre-requisite course work requirements for a particular transfer institution's program.

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

## Freshman Year

### Fall Semester

- BIOL 1010 - General Biology I **Credits: 4**
- CHEM 1020 - General Chemistry I **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1405 - Trigonometry **Credits: 3**
- Freshman Foundations **Credits: 1**

Total Credits 15

### Spring Semester

- CHEM 1030 - General Chemistry II **Credits: 4**
- MOLB 2210 - General Microbiology **Credits: 4**
- Arts & Humanities **Credits: 3**
- Communication 2 **Credits: 3**
- Physical Education Activity **Credits: 1**

Total Credits 15

## Sophomore Year

### Fall Semester

## Programs of Instruction

- CHEM 2420 - Organic Chemistry I **Credits: 4**
- PHYS 1110 - General Physics I **Credits: 4**
  
- STAT 2050 - Fundamentals of Statistics **Credits: 4**  
or
- MATH 2200 - Calculus I **Credits: 4**
  
- ZOO 2015 - Human Anatomy **Credits: 4**

Total Credits 16

### Spring Semester

- BIOL 1390 - Intro to Science Research I **Credits: 1**
- CHEM 2440 - Organic Chemistry II **Credits: 4**
- ZOO 2025 - Human Physiology **Credits: 4**
- Constitutional Requirements **Credits: 3**
- Social & Cultural Awareness **Credits: 3**

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 15

## Total Program Credits 61

### Preprofessional Veterinary Medicine, AS

Veterinary medicine focuses on maintaining the health and welfare of animals and people. Veterinarians diagnose and control animal diseases, treat sick and injured animals, prevent the transmission of animal diseases to people, and advise owners on the proper care of animals. Students who follow this preparatory track will be well prepared for admission into veterinary science and medicine programs nationwide. Students should plan their science/math elective choices to the requirements of their selected transfer institution.

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

### Freshman Year

#### Fall Semester

- BIOL 1010 - General Biology I **Credits: 4**
- CHEM 1020 - General Chemistry I **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- Freshman Foundations **Credits: 1**



# Programs of Instruction

Total Credits 16

## Spring Semester

- ENGL 2020 - Literature, Media, and Culture **Credits: 3**  
or
- COMM 2010 - Public Speaking **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Social & Cultural Awareness **Credits: 3**
- Science/Math Electives **Credits: 7** (see approved electives below)

Total Credits 16

## Sophomore Year

### Fall Semester

- Arts & Humanities **Credits: 3**
- Physical Education Activity **Credits: 1**
- Science/Math Electives **Credits: 12** (see approved electives below)

Total Credits 16

### Spring Semester

- Science/Math Electives **Credits: 16** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 16

## Total Program Credits 64

### Science/Math Electives

- BIOL 2020 - General Biology II **Credits: 4**
- CHEM 1030 - General Chemistry II **Credits: 4**
- CHEM 2420 - Organic Chemistry I **Credits: 4**
- CHEM 2440 - Organic Chemistry II **Credits: 4**
- MATH 1405 - Trigonometry **Credits: 3**
- MATH 2200 - Calculus I **Credits: 4**
- PHYS 1110 - General Physics I **Credits: 4**
- PHYS 1120 - General Physics II **Credits: 4**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**

# Programs of Instruction

## Social Science, AA

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.

### Program Notes:

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

- COMM 2010 - Public Speaking
- 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 or STAT 2070.

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

## Freshman Year

### Fall Semester

- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1000 - Problem Solving **Credits: 3**
- or
- MATH 1400 - College Algebra **Credits: 4**
- PSYC 1000 - General Psychology **Credits: 3**
- or
- SOC 1000 - Sociological Principles **Credits: 3**
- Freshman Foundations **Credits: 1**
- Physical Education Activity **Credits: 1**
- Approved Electives **Credits: 3** (see approved electives below)

Total Credits 14-15

### Spring Semester

- Arts & Humanities **Credits: 3**
- Communication 2 **Credits: 3**
- Approved Electives **Credits: 9** (see approved electives below)

Total Credits 15

## Sophomore Year

### Fall Semester

# Programs of Instruction

- Constitutional Requirements **Credits: 3**
- Lab Science **Credits: 4**
- Program Electives **Credits: 8** (see approved electives below)

Total Credits 15

## Spring Semester

- Social & Cultural Awareness **Credits: 3**
- Approved Electives **Credits: 8** (see approved electives below)
- Program Electives **Credits: 4** (see approved electives below)

Outcomes Assessment

- SOSC 2395 - Social Science Capstone Experience **Credits: 1**

Total Credits 16

## Total Program Credits 60

### Approved Electives

Take any course at the 1000 or above level.

### Program Electives

Take any course with the following prefixes: AMST, ANTH, COMM, CRMJ, ECON, GEOG, HIST, PHIL, POLS, PSYC, RELI, SOC, SOSC, SOWK, SPAN, WMST, and STAT.

## Veterinary Aide Certificate (1 Year)

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, 100 hours of observation and participation at an approved clinic or clinics, and is designed to be completed in two semesters. Students are responsible for the animal care of housed animals.

**All students must complete their Pre-Exposure Rabies Vaccinations, which is a series of three vaccinations, prior to the first day of classes.**

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

# Programs of Instruction

## Freshman Year

### Fall Semester

- VTTK 0005 - Pre-Exposure Rabies Vaccination **Credits: 0**
- VTTK 0010 - Pre-screen for Veterinary Technology **Credits: 0**
- VTTK 1500 - Orientation to Veterinary Technology **Credits: 3**
- VTTK 1501 - Animal Care I **Credits: 0**
- VTTK 1505 - Intro to Veterinary Science **Credits: 1**
- VTTK 1510 - Clinical Techniques I **Credits: 3**
- VTTK 1700 - Veterinary Medical Terminology **Credits: 2**
- VTTK 1950 - Applied Principles of Biology for Veterinary Technology **Credits: 2**
- Approved Electives **Credits: 4** (see approved electives below)

Total Credits 15

### Spring Semester

- ENGL 1005 - Applied Technical Writing **Credits: 3**
- VTTK 1502 - Animal Care II **Credits: 0**
- VTTK 1520 - Clinical Techniques II **Credits: 4**
- VTTK 1625 - Laboratory Analysis **Credits: 1**
- VTTK 2501 - Animal Care III **Credits: 0**
- VTTK 2815 - Large Animal Techniques **Credits: 4**
- Approved Electives **Credits: 3** (see approved electives below)

Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 15

## Total Program Credits 30

### Approved Electives

- VTTK 1600 - Clinical Procedures **Credits: 3**
- VTTK 1630 - Veterinary Hematology **Credits: 3**
- VTTK 1650 - Veterinary Nutrition **Credits: 2**
- VTTK 1755 - Veterinary Parasitology **Credits: 2**
- VTTK 1925 - Applied Principles of Chemistry for Veterinary Technology **Credits: 2**
- VTTK 2615 - Veterinary Anatomy and Physiology **Credits: 4**
- VTTK 2700 - Laboratory and Exotic Animals **Credits: 3**
- VTTK 2816 - Large Animal Techniques II **Credits: 2**

# Programs of Instruction

## Veterinary Technology, AAS

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, prognose, prescribe treatments or perform surgical operations. Technicians work in veterinary practices, both general and specialized, biomedical research, zoo/ wildlife medicine, industry, military, livestock health management, livestock reproduction facilities along with many other employment options. The primary objectives of the program are to provide students with the knowledge and skill required to succeed in the veterinary industry and to pass examinations that may be required for licensing in certain states.

### **Program admission requirements:**

ACT: English  $\geq 18$  and Reading  $\geq 21$

Or

Completion of all first semester VTAD certificate courses with a grade of "C" or better.

This program includes a required criminal background check and completion of a pre-exposure rabies vaccination series. 400 hours of observation and clinical experience at approved clinics are required. Students are responsible for the animal care of housed animals. Enrichment of housed animals is the student's responsibility and is contained in the Animal Care (VTTK 1501, VTTK 1502, VTTK 2501, and VTTK 2502) non-credit classes as required by the AVMA accreditation.

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

**All students must complete their Pre-Exposure Rabies Vaccinations, which is a series of three vaccinations, prior to the first day of classes.**

## **Freshman Year**

### **Fall Semester**

- VTTK 0005 - Pre-Exposure Rabies Vaccination **Credits: 0**
- VTTK 0010 - Pre-screen for Veterinary Technology **Credits: 0**
- VTTK 1009 - Co-Requisite for VTTK 1751 **Credits: 2**
- VTTK 1500 - Orientation to Veterinary Technology **Credits: 3**
- VTTK 1501 - Animal Care I **Credits: 0**
- VTTK 1505 - Intro to Veterinary Science **Credits: 1**
- VTTK 1700 - Veterinary Medical Terminology **Credits: 2**
- VTTK 1751 - Pharmaceutical Calculations **Credits: 3**
- Lab Science Electives **Credits: 4** (see approved electives below)

Total Credits 15

### **Spring Semester**

- VTTK 1502 - Animal Care II **Credits: 0**
- VTTK 1600 - Clinical Procedures **Credits: 3**
- VTTK 1625 - Laboratory Analysis **Credits: 1**
- VTTK 1630 - Veterinary Hematology **Credits: 3**
- VTTK 1750 - Veterinary Pharmacology **Credits: 4**
- VTTK 1755 - Veterinary Parasitology **Credits: 2**

# Programs of Instruction

- VTTK 2615 - Veterinary Anatomy and Physiology **Credits: 4**

Total Credits 17

## Sophomore Year

### Fall Semester

- VTTK 1550 - Practical Surgical and Medical Experience I **Credits: 3**
- VTTK 2500 - Veterinary Anesthesia and Analgesia **Credits: 4**
- VTTK 2501 - Animal Care III **Credits: 0**
- VTTK 2600 - Diagnostic Microbiology **Credits: 2**
- VTTK 2610 - Animal Health I - Infectious **Credits: 4**
- VTTK 2700 - Laboratory and Exotic Animals **Credits: 3**
- Constitutional Requirements **Credits: 2-3**

Total Credits 18-19

### Spring Semester

- VTTK 2502 - Animal Care IV **Credits: 0**
- VTTK 2505 - Diagnostic Imaging **Credits: 3**
- VTTK 2550 - Practical Surgical and Medical Experience II **Credits: 3**
- VTTK 2555 - Veterinary Dentistry **Credits: 2**
- VTTK 2620 - Animal Health II - Non-infectious **Credits: 4**
- Communication 1 **Credits: 3**
- Approved Electives **Credits: 2** (see approved electives below)

Outcomes Assessment

- VTTK 2750 - Clinical Problems **Credits: 3**
- Written and Oral Comprehensives

Total Credits 20

## Total Program Credits 75-76

### Note:

VTTK 2510 - Clinical Experience I, VTTK 2520 - Clinical Experience II, and VTTK 2950 - Clinical Experience III (400 hours) to be scheduled during Fall, Spring, or Summer as determined appropriate by the advisor and student.

## Approved Electives

Take any course at the 1000 or above level.

## Lab Science Electives

Must be selected from the following courses:

- BIOL 1000 - Principles of Biology **Credits: 4**

# Programs of Instruction

- BIOL 1010 - General Biology I **Credits: 4**
- CHEM 1000 - Intro to Chemistry **Credits: 4**
- CHEM 1020 - General Chemistry I **Credits: 4**
- VTTK 1925 - Applied Principles of Chemistry for Veterinary Technology **Credits: 2**
- VTTK 1950 - Applied Principles of Biology for Veterinary Technology **Credits: 2**

## **Welding - Machine Tool Technology Certificate (1 Year)**

This program will enable the student to meet entry-level requirements for employment as a maintenance machinist.

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

### **Freshman Year**

#### **Fall Semester**

- ENTK 2501 - Intro to Computer Aided Drafting I **Credits: 1**
- MCHT 1510 - General Machine Shop **Credits: 2**
- MCHT 1610 - Machine Tool Technology I **Credits: 2**
- ENGL 1005 - Applied Technical Writing **Credits: 3**
- WELD 1700 - General Welding **Credits: 3**
- Constitutional Requirements **Credits: 2-3**
- Freshman Foundations **Credits: 1**
- Approved Electives **Credits: 1** (see approved electives below)

Total Credits 15-16

#### **Spring Semester**

- ENTK 2506 - Intro to Computer Aided Drafting II **Credits: 1**
- MATH 1500 - Applied Technical Mathematics **Credits: 3**
- MCHT 1620 - Machine Tool Technology II **Credits: 3**
- WELD 1650 - Print Reading and Welding Symbols **Credits: 3**
- Approved Electives **Credits: 5-6** (see approved electives below)

Outcomes Assessment

- Exam (Included in MCHT 1620)

Total Credits 15-16

### **Total Program Credits 30-32**

#### **Approved Electives**

Take any course at the 1000 or above level with the following prefixes: AGTK, ELTR, ENTR, HLED, or WELD.

# Programs of Instruction

## Welding - Plate Certificate (Less than 1 Year)

The 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 grade of "C" or better.

### Freshman Year

#### Fall Semester

- WELD 1650 - Print Reading and Welding Symbols **Credits: 3**
- WELD 1755 - Shielded Metal Arc Welding **Credits: 5**
- WELD 1772 - Flux Cored Arc Welding **Credits: 2**
- WELD 1773 - Gas Metal Arc Welding **Credits: 2**

#### Outcomes Assessment

- HMDV 2411 - Assessment Requirement **Credits: 0**

Total Credits 12

### Total Program Credits 12

#### Note:

Federal Financial Aid is not available for this certificate program.

## Welding - Specialist Certificate (1 Year)

Students completing this certificate will be able to specialize in an area they want depending on their interests. If the student wants to do metal sculptures they can take art electives. If they want to teach ag, they can take education courses. If they want to run a welding business they would take business or accounting courses.

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

### Freshman Year

#### Fall Semester

- WELD 2500 - Structural Welding **Credits: 5**
- Approved Electives **Credits: 10** (see approved electives below)

Total Credits 15

#### Spring Semester

- WELD 1780 - Gas Tungsten Arc Welding - Plate **Credits: 3**
- WELD 2510 - Pipe Welding I **Credits: 4**



# Programs of Instruction

- WELD 2520 - Pipe Welding II **Credits: 5**
- Approved Electives **Credits: 3** (see approved electives below)

Outcomes Assessment

- Exam (Included in WELD 2520)

Total Credits 15

## **Total Program Credits 30**

Approved Electives

Take any course at the 1000 or above level.

## **Welding and Joining Technology Certificate (1 Year)**

This program will enable the student to meet entry-level requirements as a welder in limited plate thickness in accordance to American Welding Society standards.

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

### **Freshman Year**

#### **Fall Semester**

- WELD 1700 - General Welding **Credits: 3**
- WELD 1755 - Shielded Metal Arc Welding **Credits: 5**
- WELD 1773 - Gas Metal Arc Welding **Credits: 2**
- WELD 2670 - Welding Inspection Technology **Credits: 3**
- Freshman Foundations **Credits: 1**
- Approved Electives **Credits: 1** (see approved electives below)

Total Credits 15

#### **Spring Semester**

- ENTK 2501 - Intro to Computer Aided Drafting I **Credits: 1**
- MCHT 1510 - General Machine Shop **Credits: 2**
- WELD 1650 - Print Reading and Welding Symbols **Credits: 3**
- WELD 1760 - Advanced Shielded Metal Arc Welding **Credits: 4**
- WELD 1772 - Flux Cored Arc Welding **Credits: 2**
- WELD 2680 - Welding Metallurgy **Credits: 3**

Outcomes Assessment

- National Competency Exam (Included in WELD 2680)

Total Credits 15

# Programs of Instruction

## Total Program Credits 30

### Approved Electives

Take any course at the 1000 or above level with the following prefixes: ENTK, MCHT, or WELD.

## Welding and Joining Technology, AAS

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 Career and Technical Education 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, macro etch, 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 grade of "C" or better.

## Freshman Year

### Fall Semester

- WELD 1700 - General Welding **Credits: 3**
- WELD 1755 - Shielded Metal Arc Welding **Credits: 5**
- WELD 1773 - Gas Metal Arc Welding **Credits: 2**
- WELD 2670 - Welding Inspection Technology **Credits: 3**
- Freshman Foundations **Credits: 1**

Total Credits 14

### Spring Semester

# Programs of Instruction

- ENTK 2501 - Intro to Computer Aided Drafting I **Credits: 1**
- MCHT 1510 - General Machine Shop **Credits: 2**
- WELD 1650 - Print Reading and Welding Symbols **Credits: 3**
- WELD 1760 - Advanced Shielded Metal Arc Welding **Credits: 4**
- WELD 1772 - Flux Cored Arc Welding **Credits: 2**
- WELD 2680 - Welding Metallurgy **Credits: 3**

Total Credits 15

## Sophomore Year

### Fall Semester

- MATH 1500 - Applied Technical Mathematics **Credits: 3**
- POLS 1050 - Basics in U.S. and Wyoming Government **Credits: 2**
- WELD 1780 - Gas Tungsten Arc Welding - Plate **Credits: 3**
- WELD 2500 - Structural Welding **Credits: 5**
- Communication 1 **Credits: 3**

Total Credits 16

### Spring Semester

- MCHT 1610 - Machine Tool Technology I **Credits: 2**
- WELD 2510 - Pipe Welding I **Credits: 4**
- WELD 2520 - Pipe Welding II **Credits: 5**
- WELD 2645 - SMAW and GTAW **Credits: 2**
- WELD 2790 - Semiautomatic Pipe Welding **Credits: 2**

Outcomes Assessment

- National Competency Exam (Included in WELD 2520)

Total Credits 15

**Total Program Credits 60**

# 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 Academic Services for specific course descriptions.

## Course Pre-requisites 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 ACCUPLACER 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 Academic Services.

## Courses

### ACCT 1005 - Practical Accounting I

**Credits: 2**

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

## Courses of Instruction

as a sole proprietorship. Specific areas covered include recording and posting transactions, end-of-the-period procedures, and payroll accounting. No previous knowledge of accounting is necessary.

**Course Note:** Students who have successfully completed ACCT 1005 or ACCT 1060 cannot earn additional credit in ACCT 2010. Students who have credit in ACCT 2010 cannot earn credit in ACCT 1005 or ACCT 1060.

**Lecture Hours:** 2

### **ACCT 1060 - Practical Accounting II**

**Credits:** 2

A continuation of ACCT 1005. 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.

**Course Note:** Students who have successfully completed ACCT 1005 or Accounting 1060 cannot earn additional credit in ACCT 2010. Students who have credit in ACCT 2010 cannot earn credit in ACCT 1005 or ACCT 1060.

**Prerequisite:** ACCT 1005 must be completed with a grade of C or better.

**Lecture Hours:** 2

### **ACCT 2010 - Principles of Accounting I**

**Credits:** 3

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.

**Course Note:** Students who have successfully completed ACCT 1005 or ACCT 1060 cannot earn credit in ACCT 2010 and those who have successfully completed ACCT 2010 cannot earn credit in ACCT 1005 or ACCT 1060.

**Lecture Hours:** 3

### **ACCT 2020 - Principles of Accounting II**

**Credits:** 3

A basic course for those preparing for a bachelor's degree in business administration or accounting. This course is a continuation of ACCT 2010 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.

**Prerequisite:** ACCT 1005 and ACCT 1060; or ACCT 2010. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

### **ACCT 2110 - Quickbooks Accounting**

**Credits:** 2

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 2010 or ACCT 1005. Any prerequisite course must be completed with a grade of C or better.

# Courses of Instruction

**Lecture Hours:** 1

**Lab Hours:** 2

## **ACCT 2450 - Cost Accounting**

**Credits:** 3

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:** ACCT 2010, ACCT 2020, and MATH 1400. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **AGEC 1010 - Agricultural Macroeconomics**

**Credits:** 3

A description and analysis of national income, business cycles, income distribution, governmental economic policies, the banking system, and monetary and fiscal policy.

**Course Note:** Students cannot earn credit for both AGEC 1010 and ECON 1010.

**Lecture Hours:** 3

## **AGEC 1200 - Economics and Management of Agricultural Equipment**

**Credits:** 2

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.

**Lecture Hours:** 2

## **AGEC 1510 - Farm-Ranch Applications and Review of Management**

**Credits:** 3

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.

**Lecture Hours:** 3

## **AGEC 1970 - Internship**

**Credits:** 2

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 worktime, completion of a resume, job application, learning objectives, mock interview, and letter of application.

**Course Note:** This course should be taken in the second semester of the Farm/Ranch Management program. Students must have successfully completed 12 credit hours of courses in the Farm/Ranch Management A.A.S. program to enroll in this course.

**Lab Hours:** 4

# Courses of Instruction

## **AGEC 2010 - Farm-Ranch Business Records**

**Credits:** 3

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

**Lecture Hours:** 3

## **AGEC 2020 - Farm-Ranch Business Management**

**Credits:** 3

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

**Lecture Hours:** 3

## **AGEC 2150 - Agri-Business Finance**

**Credits:** 3

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

**Prerequisite:** AGEC 2010 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **AGEC 2300 - Agricultural Marketing**

**Credits:** 2

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.

**Lecture Hours:** 2

## **AGEC 2350 - Agricultural Commodities in Marketing**

**Credits:** 2

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.

**Lecture Hours:** 2

## **AGEC 2395 - AG Capstone Project**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **AGRI 1000 - Issues in Agriculture**

**Credits:** 3

Students will dive into the connections between eating and management of agricultural land. As Americans, our dinner plates have never seen more choices than they do today. Each decision we make in choosing how to fill our plates has a direct impact on agricultural producers. While exploring how each person is related to agriculture, this course will also enable the student to explore and understand the whole college environment, to identify and utilize campus resources, and to develop academic and career goals.

**Lecture Hours:** 3

# Courses of Instruction

## **AGRI 1010 - Computers in Agriculture**

**Credits:** 3

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.

**Lecture Hours:** 2

**Lab Hours:** 2

## **AGRI 2000 - Agriculture Chemicals I**

**Credits:** 2

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.

**Lecture Hours:** 2

## **AGTK 1810 - Beginning Hydraulics**

**Credits:** 3

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.

**Lecture Hours:** 3

## **AGTK 1910 - Equipment Maintenance and Repair**

**Credits:** 2

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.

**Lecture Hours:** 2

## **AGTK 1920 - Intro to Precision Agriculture**

**Credits:** 3

Students will be introduced to essential aspects of precision agriculture concepts including soil and crop spatial variability; new technologies such as GIS, DEM, GPS, sensors, variable rate machinery, PA software, remote sensing; geostatistics, sampling, experimental designs; precision integrated crop management; data acquisition, process, and management; and socio-economical and e-marketing aspects.

**Lecture Hours:** 2

**Lab Hours:** 2

## **AGTK 1930 - UAV License and Registration**

**Credits:** 2

In this course, Federal Aviation Administration (FAA) regulations and how to register, obtain your license, and fly an unmanned aerial vehicle (UAV) are covered.

**Lecture Hours:** 2

## **AGTK 1940 - Precision Agriculture II**

**Credits:** 3

This course introduces advanced GIS, GPS technology and how to apply to the field. Planting, fertilizer and chemical applications will be covered as they relate to precision agriculture.

**Prerequisite:** AGTK 1920 must be completed with a grade of C or better.



## Courses of Instruction

**Lecture Hours:** 2

**Lab Hours:** 2

### **AGTK 1950 - Precision Hardware and Software**

**Credits:** 3

This course covers critical precision agriculture software principles and hardware components and how to apply them.

**Lecture Hours:** 2

**Lab Hours:** 2

### **AGTK 2520 - Precision Agriculture III**

**Credits:** 3

This course introduces advanced yield monitoring and mapping applications. Other remote sensing technologies will be incorporated. Variable rate irrigation will also be introduced.

**Prerequisite:** AGTK 1940 must be completed with a grade of C or better.

**Lecture Hours:** 2

**Lab Hours:** 2

### **AGTK 2540 - Precision Agriculture IV**

**Credits:** 3

This course puts it all together. Taking all the gathered data and applying it to prescriptions to better the resource.

**Prerequisite:** AGTK 2520 must be completed with a grade of C or better.

**Lecture Hours:** 2

**Lab Hours:** 2

### **AECL 1000 - Agroecology**

**Credits:** 4

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.

**Course Fees:** \$25

**Corequisite:** AECL-L001 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

### **AMST 2110 - Cultural Diversity in America**

**Credits:** 3

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.

**Lecture Hours:** 3

### **ANSC 1010 - Intro to Animal Science**

**Credits:** 4

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.

# Courses of Instruction

**Corequisite:** ANSC-L006 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

## **ANSC 1070 - Livestock Fitting and Showing**

**Credits:** 1

This is a basic course covering fitting and showing techniques for domestic livestock. Students will have the opportunity to fit an animal of their choice (animals are provided or may be students with instructor approval) and participate in a National Livestock Show.

**Course Note:** This course is open to all EWC students and is an animal science elective for Farm and Ranch majors or Agribusiness and Sciences majors.

**Lecture Hours:** 1/2

**Lab Hours:** 1

## **ANSC 1110 - Management of Reproduction**

**Credits:** 4

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.

**Course Fees:** \$150

**Prerequisite:** BIOL 1010 or VTTK 2615. Any prerequisite course must be completed with a grade of C or better.

**Corequisite:** ANSC-L002 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

## **ANSC 1210 - Livestock Judging I**

**Credits:** 2

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.

**Lecture Hours:** 2

## **ANSC 1220 - Livestock Judging II**

**Credits:** 2

Advanced study in the principles of livestock selection with emphasis on judging and giving oral reasons.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ANSC 1210 must be completed with a grade of C or better.

**Lecture Hours:** 1/2

**Lab Hours:** 3

## **ANSC 2020 - Feeds and Feeding**

**Credits:** 4

This course will include the review of basic principles of chemistry, classification of nutrients and feeds; basic digestive anatomy and physiology in simple stomach animals, ruminants, and nonruminant herbivores; basic nutritive processes including ingestion, digestion, absorption, circulation, metabolism, and excretion; and specific feeding programs for various classes of domestic and companion animals.

**Lecture Hours:** 3

**Lab Hours:** 2

# Courses of Instruction

## **ANSC 2110 - Beef Production**

**Credits:** 3

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

**Lecture Hours:** 3

## **ANSC 2230 - Livestock Judging III**

**Credits:** 2

A concentrated study of livestock selection with major emphasis on team competition and national livestock shows.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ANSC 1220 must be successfully completed.

**Lecture Hours:** 1/2

**Lab Hours:** 3

## **ANSC 2240 - Livestock Judging IV**

**Credits:** 1

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.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ANSC 2230 must be successfully completed.

**Lab Hours:** 2

## **ANSC 2320 - Livestock Health and Management**

**Credits:** 3

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.

**Lecture Hours:** 3

## **ANSC 2900 - Nutrition in Veterinary Medicine**

**Credits:** 3

(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.

**Course Note:** Students cannot earn credit for both ANSC 2900 and VTTK 2900.

**Prerequisite:** CHEM 1000 or VTTK 1925. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **ANTH 1100 - Intro to Biological Anthropology**

**Credits:** 3

## Courses of Instruction

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

**Lecture Hours:** 3

### **ANTH 1200 - Intro to Cultural Anthropology**

**Credits:** 3

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.

**Lecture Hours:** 3

### **AQTK 1500 - Intro to Aquaculture**

**Credits:** 3

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 production. Material will be presented through lecture and group discussion.

**Lecture Hours:** 3

### **AQTK 1520 - Aquaculture Systems**

**Credits:** 3

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.

**Lecture Hours:** 3

### **AQTK 1550 - Fish and Health Management**

**Credits:** 3

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.

**Lecture Hours:** 3

### **AQTK 1600 - Fish Hatchery Management**

**Credits:** 3

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.

**Lecture Hours:** 3

### **ART 1000 - General Studio Art**

**Credits:** 3

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.

**Course Note:** For non-art majors only.

**Lecture Hours:** 1

**Lab Hours:** 4

# Courses of Instruction

## **ART 1005 - Drawing I**

**Credits:** 3

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.

**Lecture Hours:** 1

**Lab Hours:** 4

## **ART 1010 - Intro to Art**

**Credits:** 3

A survey of the arts from prehistory through contemporary trends. Emphasis on the basic elements and principles of visual art, visual literacy, and awareness and appreciation of artistic diversity from across the globe.

**Course Note:** For non-art majors only.

**Lecture Hours:** 3

## **ART 1110 - Foundation: Two-Dimensional**

**Credits:** 3

First 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 two-dimensional mediums. Structured critiques are employed to provide students the experience of assessing formal, conceptual, and technical aspects of art.

**Lecture Hours:** 1

**Lab Hours:** 4

## **ART 1120 - Foundation: Three-Dimensional**

**Credits:** 3

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.

**Lecture Hours:** 1

**Lab Hours:** 4

## **ART 1130 - Foundation: Color Theory**

**Credits:** 3

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 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 4

## **ART 1178 - Adobe Photoshop I**

**Credits:** 3

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

# Courses of Instruction

art and commercial applications.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ART 2005 - Drawing II**

**Credits:** 3

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 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 4

## **ART 2010 - Art History I**

**Credits:** 3

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.

**Course Note:** ART 2010 and ART 2020 are required of all art majors and should be taken in sequence.

**Lecture Hours:** 3

## **ART 2020 - Art History II**

**Credits:** 3

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.

**Course Note:** ART 2010 and 2020 are required of all art majors and should be taken in sequence.

**Lecture Hours:** 3

## **ART 2074 - Art for the Elementary and Middle School Teacher**

**Credits:** 3

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

**Lecture Hours:** 3

## **ART 2141 - Professional Practices in the Arts**

**Credits:** 1

This class focuses on skills required for a career in the visual arts. Topics covered are resumes or CVs, artist statements, portfolios, careers in art, and presenting and speaking about artwork. This course is required for all majors to be taken during their final semester in conjunction with their final exhibition.

**Course Note:** This course is for Art majors only.

**Lecture Hours:** 1

## **ART 2145 - Digital Photography**

**Credits:** 3

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, photo editing software, desktop scanners, and printing. Digital images will be edited with appropriate professional digital imaging software.

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**Prerequisite:** ART 1178 must be completed with a grade of C or better.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ART 2210 - Painting I**

**Credits:** 3

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

**Prerequisite:** ART 1005 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 4

## **ART 2310 - Sculpture I**

**Credits:** 3

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.

**Lecture Hours:** 1

**Lab Hours:** 4

## **ART 2410 - Ceramics I**

**Credits:** 3

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

**Course Fees:** \$40

**Lecture Hours:** 1

**Lab Hours:** 4

## **BARB 1500 - Clinical Applications I**

**Credits:** 4

This is a required course for the barber student and focuses on the hands-on application techniques in all area of barbering to the public.

**Course Note:** Students must be enrolled in the Barbering Technician program to take this course.

**Clock Hours** 120 hours lab.

## **BARB 1505 - Clinical Applications II**

**Credits:** 3

This is a required course for the barber student and focuses on the hands-on application techniques in all area of barbering to the public.

**Course Note:** Students must be enrolled in the Barbering Technician program to take this course.

**Clock Hours** 90 hours lab.

## **BARB 1510 - Chemical Lab for Barbers**

**Credits:** 6

This is a required course for the barber stylist student and focuses on the hands-on application techniques in chemical procedures for barbering students that wish to become licensed as a barber stylist.

**Course Note:** Students must be enrolled in the Barbering Stylist Technician program to take this course.

**Clock Hours** 180 hours lab.

## **BARB 1520 - Barbering Shop Management and Business Methods**

**Credits:** 3

This course will take the barbering student through the process of business ownership, business principles

## Courses of Instruction

and related concepts.

**Course Note:** Students must be enrolled in the Barbering Technician program to take this course.

**Clock Hours** 45 hours lecture.

### **BARB 1525 - Barbering Hair Fundamentals I**

**Credits:** 4

This course covers the structure of hair, hair care practices and the introduction to basic hair cutting designs, shaving, shampooing, honing and stropping.

**Course Note:** Students must be enrolled in the Barbering Technician program to take this course.

**Supply Fees:** \$750

**Clock Hours** 120 hours lecture.

### **BARB 1530 - Barbering Hair Fundamentals II**

**Credits:** 3

This course will cover the applications of barbering.

**Course Note:** Students must be enrolled in the Barbering Technician program to take this course.

**Supply Fees:** \$55

**Clock Hours** 90 hours lab.

### **BARB 1535 - Clinical Applications VIII**

**Credits:** 6

This is a required course for the barber student and focuses on the hands-on application techniques in all areas of barbering to the public.

**Course Note:** Students must be enrolled in the Barbering Technician program to take this course.

**Clock Hours** 180 hours lab.

### **BARB 1550 - General Science of Barbering**

**Credits:** 3

This course will explore the barbering sciences. This is a broad exploration into infection control, anatomy, physiology, electricity and basic barbering chemistry.

**Clock Hours** 45 hours lecture.

### **BARB 1615 - Theory of Chemicals**

**Credits:** 3

This course will explore the barbering chemical theory. This is a broad exploration into the chemistry of hair color and chemical texturizing services as it relates to the barber.

**Course Note:** This is a required course for students enrolled in the barbering certificate program who desire to become licensed as a barber stylist.

**Clock Hours** 45 hours lecture.

### **BARB 1625 - Techniques in Barbering**

**Credits:** 3

This course will explore new, innovative and advanced techniques as they relate to areas of barbering.

**Course Note:** Students must be enrolled in the Barbering Technician program to take this course.

**Clock Hours** 90 hours lab.

### **BARB 1675 - Barbering Assessment**

**Credits:** 1

This expansive examination is intended to evaluate the students level of proficiency in barbering.

**Course Note:** Students must be enrolled in the Barbering Technician program to take this course.

**Clock Hours** 30 hours lab.



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### **BARB 2500 - Barbering Crossover**

**Credits:** 6

This course fulfills the requirements for the course of study for current licensed cosmetologists to crossover to barbering as set forth by the Wyoming Board of Barbers.

**Course Fees:** \$1,750

**Supply Fees:** \$750

**Pre/Corequisite:** CSMO 0005 must be taken previously or at the same time as this course.

**Clock Hours** 150 hours lecture/lab.

### **BARB 2600 - Barbering Crossover for Hair Stylist**

**Credits:** 8

This course fulfills the requirements for the course of study for current licensed hair stylists to crossover to barbering as set forth by the Wyoming Board of Barbers.

**Course Fees:** \$1,750

**Supply Fees:** \$750

**Pre/Corequisite:** CSMO 0005 must be taken previously or at the same time as this course.

**Clock Hours** 200 hours lecture/lab.

### **BIOL 1000 - Principles of Biology**

**Credits:** 4

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.

**Course Note:** This course is not equivalent to BIOL 1010, and credit cannot be earned for both courses.

**Corequisite:** BIOL-L004 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **BIOL 1010 - General Biology I**

**Credits:** 4

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

**Prerequisite:** An appropriate score on the English, Math, and Reading placement exam.

**Corequisite:** BIOL-L001 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **BIOL 1390 - Intro to Science Research I**

**Credits:** 1

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.

**Course Note:** Students must obtain instructor approval to take this course.

**Lab Hours:** 3

### **BIOL 2020 - General Biology II**

**Credits:** 4

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

## Courses of Instruction

**Prerequisite:** BIOL 1010 must be completed with a grade of C or better.

**Corequisite:** BIOL-L002 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **BIOL 2400 - General Ecology**

**Credits:** 3

An introductory course for the biological science major designed to study fundamental concepts in ecosystem and population ecology. Emphasis will be placed on understanding basic principles and their understanding in natural and man-manipulated ecosystems.

**Prerequisite:** BIOL 1010 or BIOL 1000 . Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

### **BIOL 2410 - Intro to Field Ecology**

**Credits:** 2

This course is for students seeking to bridge natural history, theoretical and experimental ecology. The course will involve field labs, in which the instructors and students will travel along altitudinal gradients encompassing seven locations.

**Prerequisite:** BIOL 1010 and BIOL 2020 . Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

### **BADM 1000 - Intro to Business**

**Credits:** 3

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.

**Lecture Hours:** 3

### **BADM 1005 - Business Mathematics I**

**Credits:** 3

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 interest, and financial statement analysis.

**Prerequisite:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 3

### **BADM 1006 - Business Mathematics I Lab**

**Credits:** 0

Any vocational-track student who does not achieve the necessary placement test score for BADM 1005 will be placed in this lab. Lab work and supplemental assistance will take place on a regular basis and be supervised and led by a peer tutor. Attendance is mandatory throughout the semester.

**Course Note:** This course is offered for S/U grade only. However, for those students required to enroll, his/her BADM 1005 grade will be directly linked to regular attendance.

**Corequisite:** BADM 1005 must be taken at the same time as this course.

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**Lecture Hours:** 0

**Lab Hours:** 1

## **BADM 1020 - Business Communications**

**Credits:** 3

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.

**Prerequisite:** ENGL 1010 or ENGL 1005. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **BADM 1395 - Business Administration Capstone**

**Credits:** 3

The purpose of the Outcomes Assessment Activity is to assess program outcomes. This course seeks to enhance and enrich the students academic background by synthesizing programmatic learning and experience.

**Lecture Hours:** 3

## **BADM 1470 - Internship**

**Credits:** 3

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.

**Course Note:** The student must consult the coordinator/instructor before enrolling in this course.

**Other Time:** 90 hours

## **BADM 1500 - Basic Business Principles**

**Credits:** 1

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.

**Lecture Hours:** 1

## **BADM 2010 - Legal Environment of Business**

**Credits:** 3

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.

**Lecture Hours:** 3

## **BADM 2395 - Business Office Capstone**

**Credits:** 3

This course covers office organization, systems, and functions. Students create an on-line portfolio which covers areas such as mail services, human relations, records management, communication systems, basic accounting procedures, computer applications and equipment usage, ethics, globalization of business practices, cultural awareness, international business practices, and personal achievements and goals. It is designed as a capstone course and allows the student to experience the wide variety of roles an office

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professional assumes in an information age.

**Lecture Hours:** 3

## **CHEM 1000 - Intro to Chemistry**

**Credits:** 4

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.

**Course Note:** Students who receive credit in this course cannot earn additional credit in CHEM 1020.

**Prerequisite:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Corequisite:** CHEM-L001 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

## **CHEM 1020 - General Chemistry I**

**Credits:** 4

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.

**Course Note:** Students who receive credit in this course cannot earn additional credit in CHEM 1000.

**Corequisite:** CHEM-L003 must be taken at the same time as this course.

**Pre/Corequisite:** MATH 1400 must be completed with a grade of C or better; or MATH 1400 must be taken at the same time as this course; or an appropriate score on the Math placement exam.

**Lecture Hours:** 3

**Lab Hours:** 3

## **CHEM 1030 - General Chemistry II**

**Credits:** 4

A continuation of CHEM 1020.

**Prerequisite:** CHEM 1020 must be completed with a grade of C or better.

**Corequisite:** CHEM-L004 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

## **CHEM 2300 - Intro to Organic Chemistry**

**Credits:** 4

A one-semester non-lab course in organic chemistry and beginning biochemistry.

**Course Note:** Students cannot earn credit for both Chemistry 2300 and CHEM 2420.

**Prerequisite:** CHEM 1000 or CHEM 1020. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 4

## **CHEM 2420 - Organic Chemistry I**

**Credits:** 4

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

**Course Note:** Students cannot earn credit for both Chemistry 2420 and CHEM 2300.

**Prerequisite:** CHEM 1030 must be completed with a grade of C or better.

**Lecture Hours:** 3

**Lab Hours:** 3

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## **CHEM 2440 - Organic Chemistry II**

**Credits:** 4

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.

**Prerequisite:** CHEM 2420 must be completed with a grade of C or better.

**Lecture Hours:** 3

**Lab Hours:** 3

## **COMM 1000 - Intro to Mass Media**

**Credits:** 3

An overview of mass media, newspapers, magazines, books, radio, television and films. Studies mass medias historical development, emphasizing understanding techniques of expression and impact on American culture. Surveys content of mass media; considers contemporary problems and trends.

**Lecture Hours:** 3

## **COMM 1030 - Interpersonal Communication**

**Credits:** 3

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

**Lecture Hours:** 3

## **COMM 1040 - Intro to Communication Theory**

**Credits:** 3

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.

**Lecture Hours:** 3

## **COMM 1090 - Tactical Communications**

**Credits:** 3

This course is required for criminal justice majors. It will examine the art and science of reading people, criminal suspects and others, and verbally communicating with them in the most appropriate and effective ways. Students will become familiar with Verbal Judo and will spend substantial time learning about interview and interrogation tactics. Written and organizational communication will be studied, as well as the effects that social media, technology, and public relations has on modern criminal justice agencies.

**Course Note:** Students cannot earn credit in both CO/M 1090 and CRMJ 1090.

**Lecture Hours:** 3

## **COMM 2010 - Public Speaking**

**Credits:** 3

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 and provides an opportunity to learn the fundamental principles of developing and evaluating public messages within a forum for honing public speaking skills.

**Lecture Hours:** 3

## **COMM 2050 - Crisis Intervention**

**Credits:** 3

This course serves as an elective for students pursuing the A.A. in Criminal Justice. The course will introduce the student to a wide variety of criminal justice-specific emergencies (e.g. violent crimes, riots, acts of terrorism, natural disasters, etc.) as well as common societal and personal crises (e.g. depression, suicide, psychotic breaks, PTSD, etc.). The student will learn how to dissect situations and formulate an

# Courses of Instruction

appropriate response in the context of criminal justice. An additional focus of the course will be to critique the future criminal justice practitioners responsibilities when confronted with individuals who are in crisis mode.

**Course Note:** Students cannot earn credit in both CO/M 2050 and CRMJ 2050.

**Lecture Hours:** 3

## **COMM 2100 - Media Writing**

**Credits:** 3

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

**Lecture Hours:** 2

**Lab Hours:** 2

## **COMM 2395 - Capstone: Communication**

**Credits:** 1

This Communication capstone experience is directed toward the application of broad principles in the discipline of Communication. 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 Communication.

**Lecture Hours:** 1

## **CMAP 1200 - Computer Information Systems**

**Credits:** 3

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.

**Course Note:** Students who earn credit in COSC 1200 or CMAP 1200 cannot earn credit in CMAP 1900.

**Lecture Hours:** 2

**Lab Hours:** 2

## **CMAP 1500 - Computer Keyboarding**

**Credits:** 1

Students will develop basic touch keyboarding skills through computer instruction.

**Course Note:** Designed for non-office systems majors. This course is offered for S/U or letter grade.

**Lecture Hours:** 1/2

**Lab Hours:** 1

## **CMAP 1505 - Intro to Computers**

**Credits:** 1

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.

**Lecture Hours:** 1/2

**Lab Hours:** 1

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## **CMAP 1610 - Windows**

**Credits:** 1

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.

**Lecture Hours:** 1/2

**Lab Hours:** 1

## **CMAP 1685 - Using Computers In:**

**Credits:** 1/2 - 1

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.

**Lab Hours:** 1/2 - 2

## **CMAP 1715 - Word Processing Applications**

**Credits:** 2

This course is designed to introduce basic, intermediate, and advanced word processing features using the Microsoft 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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **CMAP 1765 - Spreadsheet Applications**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **CMAP 1815 - Database Applications**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **CMAP 1855 - Desktop Publishing**

**Credits:** 3

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.

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**Lecture Hours:** 2

**Lab Hours:** 2

## **CMAP 1886 - Outlook**

**Credits:** 1

This course is designed to provide an understanding of Microsoft 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 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 must be completed with a grade of C or better.

**Lecture Hours:** 1/2

**Lab Hours:** 1

## **CMAP 1900 - Integrated Applications I: Microsoft Office**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **CMAP 1915 - MS Office-Advanced Concepts and Techniques**

**Credits:** 2

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 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

## **CMAP 2510 - Multimedia Presentation**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **CMAP 2630 - Presentation Graphics**

**Credits:** 1

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.

**Lecture Hours:** 1/2

**Lab Hours:** 1



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## **COSC 1010 - Intro to Computer Science I**

**Credits:** 4

An introduction to algorithmic problem solving and computer programming problem analysis, algorithmic top-down design, implementation, testing, debugging, and maintenance are stressed as the student learns the fundamental structures of programming, data types, and file input/ output. Algorithms will be developed by hand and programming will be done in a popular programming language.

**Prerequisite:** An appropriate score on the Math placement exam.

**Lecture Hours:** 3

**Lab Hours:** 2

## **COSC 1030 - Computer Science I**

**Credits:** 4

Continues the introduction from COSC 1010 to the methodology of programming from an object-oriented perspective. Through the study of object design, introduces the basics of human-computer interfaces, the social implications of computing, with an emphasis on software engineering.

**Prerequisite:** COSC 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

**Lab Hours:** 2

## **CNTK 1510 - Safety and Tools in Construction**

**Credits:** 3

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.

**Lecture Hours:** 2

**Lab Hours:** 2

## **CNTK 1520 - Blueprint Reading for Construction**

**Credits:** 3

This course is a study of basic principles of interpreting blueprints and plans along with reading of specifications basic to the building trades.

**Pre/Corequisite:** CNTK 1510 must be completed with a grade of C or better; or CNTK 1510 must be taken at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 2

## **CNTK 1630 - Basic Cabinet Making**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **CNTK 1860 - Woodworking Fundamentals I**

**Credits:** 4

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 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.

# Courses of Instruction

**Lecture Hours:** 2

**Lab Hours:** 4

## **CNTK 1865 - Woodworking Fundamentals II**

**Credits:** 4

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 must be completed with a grade of C or better.

**Lecture Hours:** 2

**Lab Hours:** 4

## **CSMO 0005 - Wyoming License in Cosmetology**

**Credits:** 0

A current Wyoming License in Cosmetology or related field is required before taking Cosmetology or Barbering Instructor courses.

## **CSMO 1500 - Intro to Nail Technology**

**Credits:** 3

This course will explore the structure, growth and diseases of the skin and nail, ingredient technology, its usage and safety.

**Course Note:** Students must be enrolled in the Cosmetology or Nail Technician program to take this course.

**Clock Hours** 45 hours lecture.

## **CSMO 1505 - Nail Technology Lab**

**Credits:** 5

This course provides a complete guide to basic nail technology as it applies to the hands and feet.

**Course Note:** Students must be enrolled in the Cosmetology or Nail Technician program to take this course.

**Supply Fees:** \$250

**Clock Hours** 150 hours lab.

## **CSMO 1575 - Nail Technician Assessment**

**Credits:** 1

This is a comprehensive preparation and exam. It assesses the Nail Tech students skill level for exiting the program and to make application to take the National Nail Technician exam.

**Course Note:** Students must be enrolled in the Nail Technician program to take this course.

**Clock Hours** 30 hours lab.

## **CSMO 1600 - Intro to Skin Technology**

**Credits:** 3

This course is an introduction to skin structure, disorders, analysis, product technology and massage principles.

**Course Note:** Students must be enrolled in the Cosmetology or Esthetics program to take this course.

**Supply Fees:** \$200

**Clock Hours** 45 hours lecture.

## **CSMO 1605 - Skin Technology Lab**

**Credits:** 3

This is an opportunity for the cosmetology and/or esthetics tech student to work through the applications taught in CSMO 1600.

# Courses of Instruction

**Course Note:** Students must be enrolled in the Cosmetology or Esthetics program to take this course.  
**Clock Hours** 104 hours lab.

## **CSMO 1610 - Esthetics Concepts I**

**Credits:** 2

This course fulfills the requirements of infection control, general nutrition, and electricity within the skin care area.

**Course Note:** Students must be enrolled in the Cosmetology or Esthetics program to take this course.  
**Clock Hours** 45 hours lecture/lab.

## **CSMO 1675 - Esthetics Assessment**

**Credits:** 1

This is a comprehensive examination intended to evaluate the students level of competency in the area of esthetics.

**Course Note:** Students must be enrolled in the Esthetics program to take this course.  
**Clock Hours** 30 hours lab.

## **CSMO 1700 - Intro to Hair Technology**

**Credits:** 3

This course covers the sciences of hair and its practices.

**Course Note:** Students must be enrolled in the Cosmetology or Hair Technician program to take this course.

**Prerequisite:** CSMO 1705 must be completed with a grade of C or better.  
**Clock Hours** 45 hours lecture.

## **CSMO 1705 - Hair Fundamentals**

**Credits:** 4

This course covers the basic structure of hair, hair care practices, and an introduction to basic hair design principles.

**Course Note:** Students must be enrolled in the Cosmetology or Hair Technician program to take this course.

**Supply Fees:** \$500

**Clock Hours** 120 hours lab.

## **CSMO 1710 - Intro to Hair Technology II**

**Credits:** 2

This course is part II of the science of hair and its practices.

**Course Note:** Students must be enrolled in the Cosmetology or Hair Technician program to take this course.

**Prerequisite:** CSMO 1705 must be completed with a grade of C or better.  
**Clock Hours** 45 hours lecture/lab.

## **CSMO 1715 - Hair Fundamentals II**

**Credits:** 2

This course will cover the applications of hair styling principles.

**Course Note:** Students must be enrolled in the Cosmetology or Hair Technician program to take this course.

**Prerequisite:** CSMO 1705 must be completed with a grade of C or better.  
**Clock Hours** 60 hours lab.

# Courses of Instruction

## **CSMO 1720 - General Cosmetology Science**

**Credits:** 3

This course will explore the cosmetology sciences. This is a broad exploration into infection control, anatomy and physiology, electricity and basic cosmetology chemistry.

**Clock Hours** 45 hours lecture.

## **CSMO 1725 - General Cosmetology Science II**

**Credits:** 3

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.

**Course Note:** Students must be enrolled in the Esthetics program to take this course.

**Clock Hours** 45 hours lecture.

## **CSMO 1730 - Cosmetology Lab I**

**Credits:** 3

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.

**Course Note:** Cosmetology majors must have completed a minimum of 8 credit hours of the general education requirements or have instructor approval to take this course.

**Supply Fees:** \$55

**Prerequisite:** CSMO 1700, CSMO 1705, CSMO 1710, and CSMO 1715. Any prerequisite course must be completed with a grade of C or better.

**Clock Hours** 90 hours lab.

## **CSMO 1735 - Cosmetology Lab II**

**Credits:** 3

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.

**Course Note:** Cosmetology majors must have completed a minimum of 8 credit hours of the general education requirements or have instructor approval to take this course.

**Prerequisite:** CSMO 1700, CSMO 1705, CSMO 1710, and CSMO 1715. Any prerequisite course must be completed with a grade of C or better.

**Clock Hours** 90 hours lab.

## **CSMO 1740 - Cosmetology Lab V**

**Credits:** 3 or 6

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 1730 and CSMO 1735. Any prerequisite course must be completed with a grade of C or better.

**Clock Hours** 90 or 180 hours lab.

## **CSMO 1745 - Techniques in Cosmetology**

**Credits:** 3

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.

**Course Note:** Students must be enrolled in the Cosmetology or Hair Technician program to take this course. The Cosmetology student must have completed up to 8 of the required general education courses

# Courses of Instruction

or have instructor approval to take this course.

**Clock Hours** 90 hours lab.

## **CSMO 1775 - Hair Technician Assessment**

**Credits:** 1

A comprehensive assessment intended to evaluate the students level or competency in the area of hair technology.

**Course Note:** Students must be enrolled in the Hair Technician program to take this course.

**Clock Hours** 30 hours lab.

## **CSMO 1780 - Clinical Applications I**

**Credits:** 3

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.

**Course Note:** Students must be enrolled in the Hair Technician program to take this course.

**Clock Hours** 90 hours lab.

## **CSMO 1785 - Clinical Applications II**

**Credits:** 3

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.

**Course Note:** Students must be enrolled in the Cosmetology or Hair Technician program to take this course.

**Prerequisite:** CSMO 1700 and CSMO 1715 . Any prerequisite course must be completed with a grade of C or better.

**Clock Hours** 90 hours lab.

## **CSMO 1790 - Clinical Applications III**

**Credits:** 6

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.

**Course Note:** Students must be enrolled in the Cosmetology program to take this course.

**Clock Hours** 180 hours lab.

## **CSMO 1795 - Clinical Applications IV**

**Credits:** 6

This is one of the required clinical applications for a Cosmetology, Nail, or Esthetic Technician student. It focuses on the hands-on application techniques in all areas of cosmetology to the public.

**Course Note:** Students must be enrolled in the Cosmetology, Esthetics, or Nail Technician program to take this course.

**Prerequisite:** CSMO 1500 and CSMO 1505. Any prerequisite course must be completed with a grade of C or better.

**Clock Hours** 180 hours lab.

## **CSMO 1800 - Clinical Applications V**

**Credits:** 6

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.

**Course Note:** Students must be enrolled in the Cosmetology program to take this course.

**Clock Hours** 180 hours lab.

# Courses of Instruction

## **CSMO 1805 - Clinical Applications VI**

**Credits:** 1-6

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.

**Course Note:** Students must be enrolled in the Cosmetology program to take this course.

**Clock Hours** 30 - 180 hours lab.

## **CSMO 1810 - Clinical Applications VIII**

**Credits:** 1-6

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.

**Course Note:** Students must be enrolled in the Cosmetology, Esthetics, or Hair Technician program to take this course.

**Clock Hours** 30 - 180 hours lab.

## **CSMO 1875 - Cosmetology Assessment**

**Credits:** 1

A comprehensive assessment intended to evaluate the students level of competency in the area of cosmetology.

**Course Note:** Students must be enrolled in the Cosmetology program to take this course.

**Clock Hours** 30 hours lab.

## **CSMO 2500 - General Professional Standards I**

**Credits:** 4

This course will introduce health, safety and infection control as well as Wyoming Law. It will also cover professional development and include a self-evaluation of professional performance.

**Prerequisite:** CSMO 0005.

**Clock Hours** 60 hours lecture.

## **CSMO 2505 - Science of Teaching**

**Credits:** 6

In this course, the student will learn professional development for cosmetology along with lesson planning and curriculum development. It will also include instructional outcomes.

**Prerequisite:** CSMO 0005.

**Clock Hours** 144 hours lecture/lab.

## **CSMO 2510 - General Professional Standards II**

**Credits:** 3

This course develops the student instructor in organization, preparation, and learning styles.

**Prerequisite:** CSMO 2500 and CSMO 2505. Any prerequisite course must be completed with a grade of C or better.

**Clock Hours** 45 hours lecture.

## **CSMO 2515 - Student Supervision**

**Credits:** 3

This is a clinic floor experience in which the student instructor will be overseeing the cosmetology clinic student salon.

**Prerequisite:** CSMO 2500 and CSMO 2505. Any prerequisite course must be completed with a grade of C or better.

**Clock Hours** 135 hours lab.

# Courses of Instruction

## **CSMO 2520 - Instructor Assessment**

**Credits:** 1

The student will be evaluated on instructional planning, instruction methods, and classroom and clinic floor management. This course prepares the student for the National exam.

**Prerequisite:** CSMO 2500, CSMO 2505, CSMO 2510, and CSMO 2515. Any prerequisite course must be completed with a grade of C or better.

**Clock Hours** 30 hours lab.

## **CRMJ 1010 - Current Issues in Criminal Justice**

**Credits:** 3

This course is required for criminal justice majors. It is designed, in part, to explore a wide range of controversial or otherwise thorny contemporary issues in criminal justice; including, but not limited to Violent crime, hate groups, war on cops, the Ferguson Effect, social media, ethical behavior, gangs, prison overcrowding, sentencing disparities, privatization of prisons, death penalty, three-strikes laws, gun control, deadly force, civil liability, and terrorism. Students will practice developing and asking the right questions before engaging in the problem-solving process. A focus of this course will be to assist students in articulating problems and potential solutions in a responsible and professional manner.

**Lecture Hours:** 3

## **CRMJ 1090 - Tactical Communications**

**Credits:** 3

This course is required for criminal justice majors. It will examine the art and science of reading people, criminal suspects and others, and verbally communicating with them in the most appropriate and effective ways. Students will become familiar with Verbal Judo and will spend substantial time learning about interview and interrogation tactics. Written and organizational communication will be studied, as well as the effects that social media, technology, and public relations has on modern criminal justice agencies.

**Course Note:** Students cannot earn credit in both CRMJ 1090 and COMM 1090.

**Lecture Hours:** 3

## **CRMJ 1510 - Police Science I**

**Credits:** 3

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.

**Pre/Corequisite:** CRMJ 2120 must be completed with a grade of C or better; or CRMJ 2120 must be taken at the same time as this course.

**Lecture Hours:** 3

## **CRMJ 1520 - Police Science II**

**Credits:** 3

This course covers community policing practices, using an interdisciplinary problem solving approach to solving, police-community relations, crime prevention programs, and interagency operations.

**Pre/Corequisite:** CRMJ 2120 must be completed with a grade of C or better; or CRMJ 2120 must be taken at the same time as this course.

**Lecture Hours:** 3

## **CRMJ 2020 - Fundamentals of Leadership**

**Credits:** 3

This course is required for criminal justice majors. It covers a wide range of leadership topics; including, but not limited to Leadership theories, principles, and approaches; effective decision-making; managing change, and the essentials of human resources in the criminal justice field. This course will also

# Courses of Instruction

thoroughly explore the similarities and differences between leadership, management, and supervision. Though no guarantee, this course is designed to help prepare students to rise as quickly as possible through the ranks and assume positions of leadership within the students chosen career field. Students cannot earn credit in both CRMJ 2020 and MGT 2020.

**Lecture Hours:** 3

## **CRMJ 2050 - Crisis Intervention**

**Credits:** 3

This course serves as an elective for students pursuing the A.A. in Criminal Justice. The course will introduce the student to a wide variety of criminal justice-specific emergencies (e.g. violent crimes, riots, acts of terrorism, natural disasters, etc.) as well as common societal and personal crises (e.g. depression, suicide, psychotic breaks, PTSD, etc.). The student will learn how to dissect situations and formulate an appropriate response in the context of criminal justice. An additional focus of the course will be to critique the future criminal justice practitioners' responsibilities when confronted with individuals who are in crisis mode.

**Course Note:** Students cannot earn credit in both CRMJ 2050 and COMM 2050.

**Lecture Hours:** 3

## **CRMJ 2120 - Intro to Criminal Justice**

**Credits:** 3

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.

**Lecture Hours:** 3

## **CRMJ 2125 - Forensic Psychology**

**Credits:** 3

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.

**Course Note:** Students cannot earn credit for both CRMJ 2125 and PSYC 2125.

**Prerequisite:** CRMJ 2120 and PSYC 1000. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **CRMJ 2130 - Criminal Investigation I**

**Credits:** 3

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.

**Lecture Hours:** 3

## **CRMJ 2135 - Criminal Investigation II**

**Credits:** 3

The study of various crimes and investigative techniques from the initial report through the final disposition of the case.

**Prerequisite:** CRMJ 2130 must be completed with a grade of C or better.

**Lecture Hours:** 3



# Courses of Instruction

## **CRMJ 2210 - Criminal Law I**

**Credits:** 3

The course deals with the broad spectrum of criminal law and the procedures of criminal justice. Substantive criminal law, criminal procedures and rules 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 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **CRMJ 2250 - Police Administration**

**Credits:** 3

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.

**Lecture Hours:** 3

## **CRMJ 2280 - Criminal Procedure**

**Credits:** 3

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 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **CRMJ 2350 - Intro to Corrections**

**Credits:** 3

A general course describing the history and evolution of the corrections process. Covers all aspects of institutional and community based corrections.

**Lecture Hours:** 3

## **CRMJ 2370 - Institutional Corrections**

**Credits:** 3

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 and CRMJ 2350. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **CRMJ 2400 - Criminology**

**Credits:** 3

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.

**Course Note:** Students cannot earn credit for both CRMJ 2400 and SOC 2400.

**Prerequisite:** SOC 1000 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **CRMJ 2420 - Juvenile Justice**

**Credits:** 3

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

# Courses of Instruction

laws pertaining to the juvenile.

**Prerequisite:** CRMJ 2120 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **CRMJ 2590 - Drugs and Criminal Justice**

**Credits:** 3

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 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **CRMJ 2781 - Use of Force I**

**Credits:** 3

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.

**Course Note:** Students must be enrolled in a Criminal Justice program to take this course.

**Course Fees:** \$50

**Lecture Hours:** 2

**Lab Hours:** 2

## **CRMJ 2791 - Use of Force II**

**Credits:** 3

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.

**Course Fees:** \$50

**Prerequisite:** CRMJ 2120 and CRMJ 2781. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 2

**Lab Hours:** 2

## **CRMJ 2895 - Criminal Justice Capstone Project**

**Credits:** 1

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.

**Course Note:** This course is offered for S/U grade only. Students must be sophomore status and enrolled in the Criminal Justice program. This course should be taken in the student's graduation semester.

**Lecture Hours:** 1

## **CRMJ 2970 - Internship**

**Credits:** 2

This course exposes the criminal justice major to the various work settings in the field. The student may rotate between placements with law enforcement, detention, corrections, and communications. The schedules can be variable and depend upon availability at each site. Students must complete 80 hours of internship to meet the course requirements.

**Pre/Corequisite:** CRMJ 2120 must be completed with a grade of C or better; or CRMJ 2120 must be taken at the same time as this course.

# Courses of Instruction

## **CROP 1150 - Pesticide Safety and Application**

**Credits:** 3

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.

**Lecture Hours:** 3

## **CROP 2100 - Diverse Agricultural Crops**

**Credits:** 3

This course introduces students to a variety of contemporary crops. They will examine the physiological, structural, and morphological functions as well as environmental components and the economic sustainability of each crop.

**Prerequisite:** AECL 1000 , BIOL 1000 , or BIOL 1010 . Any prerequisite course must be completed with a grade of "C" or better.

**Lecture Hours:** 3

## **CROP 2150 - Pest Identification and Management**

**Credits:** 2

This course provides students with knowledge to identify and manage pests within a variety of crops. Students will learn identification skills, scouting methods, thresholds as well as sustainable control methods.

**Lecture Hours:** 1

**Lab Hours:** 2

## **CROP 2300 - Crop Science**

**Credits:** 3

A general plant science course that investigates a variety of commercial crops including methods of seeding, cultivation, harvest, selection, grading, and variety improvement.

**Prerequisite:** AECL 1000 , BIOL 1000 , or BIOL 1010 . Any prerequisite course must be completed with a grade of "C" or better.

**Lecture Hours:** 3

## **CULA 1505 - Sanitation**

**Credits:** 1

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.

**Lecture Hours:** 1

## **CULA 1515 - Basic Culinary Skills**

**Credits:** 3

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.

**Lecture Hours:** 3

**Lab Hours:** 3

# Courses of Instruction

## **ECON 1010 - Macroeconomics**

**Credits:** 3

A description and analysis of national income, business cycles, income distribution, governmental economic policies, the banking system, and monetary and fiscal policy.

**Course Note:** Students cannot earn credit for both ECON 1010 and AGEC 1010.

**Lecture Hours:** 3

## **ECON 1020 - Microeconomics**

**Credits:** 3

A description and analysis of price determination, resource allocation, market structures, international economics, and current economic issues.

**Lecture Hours:** 3

## **EDUC 0010 - Pre-Screen for Practicum in Teaching**

**Credits:** 0

This course completes the process necessary for the background check required prior to participating in any K-12 field experience.

**Course Fees:** \$95

## **EDUC 1501 - Effective Substitute Teaching**

**Credits:** 3

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. The three credit hours include 25 hours of lecture and 30 hours classroom observation including 10 hours completed at each level elementary, junior high/middle, and high school. Not applicable toward EWC graduation requirements. May be applied toward electives.

**Course Note:** This course is offered for S/U grade only.

**Pre/Corequisite:** EDUC 0010 must be taken previously or at the same time as this course.

## **EDUC 2100 - Practicum in Teaching**

**Credits:** 3

Students will participate in an extensive practicum experience for prospective educators in an accredited school under the supervision of a certified mentor teacher. Students will observe a minimum of 50 clock hours during the semester AND attend weekly class lectures for 1 hour each week. This course will serve as the Capstone requirement for the Education program.

**Course Fees:** \$25

**Prerequisite:** ENGL 1010, EDFD 2020, and EDUC 0010. Any prerequisite course must be completed with a grade of "C" or better.

**Pre/Corequisite:** ITEC 2360 must be completed with a grade of "C" or better; or ITEC 2360 must be taken at the same time as this course.

**Lecture Hours:** 1

**Lab Hours:** 3

## **EDUC 2105 - Tutorial Instruction**

**Credits:** 2-3

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

# Courses of Instruction

4 lifetime credits.

**Max:** 4

## **EDUC 2220 - Multi-Cultural Education**

**Credits:** 1

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 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.

**Lecture Hours:** 1

## **EDUC 2395 - Capstone: Education**

**Credits:** 1

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 students' 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.

**Course Note:** This course is offered for S/U grade only.

**Lecture Hours:** 1

## **EDEC 1020 - Intro to Early Childhood Education**

**Credits:** 3

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.

**Lecture Hours:** 3

## **EDEC 1100 - Observation and Guidance of Young Children**

**Credits:** 2

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.

**Pre/Corequisite:** EDEC 1020 must be completed with a grade of C or better; or EDEC 1020 must be taken at the same time as this course.

**Lecture Hours:** 2

## **EDEC 1105 - Observation and Guidance of Young Children Lab**

**Credits:** 1

This course provides supervised experience in the observation and guidance of young children at an early childhood center.

**Prerequisite:** EDUC 0010.

**Pre/Corequisite:** EDEC 1100 must be completed with a grade of C or better; or EDEC 1100 must be taken at the same time as this course.

**Lab Hours:** 2

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## **EDEC 1200 - Administration in Early Childhood Programs**

**Credits:** 3

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.

**Pre/Corequisite:** EDEC 1020 must be completed with a grade of C or better; or EDEC 1020 must be taken at the same time as this course.

**Lecture Hours:** 3

## **EDEC 1300 - Curriculum Planning and Development for Young Children**

**Credits:** 2

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 and FCSC 2121. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 2

## **EDEC 1305 - Curriculum Planning and Development for Young Children Lab**

**Credits:** 1

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:** EDUC 0010.

**Pre/Corequisite:** EDEC 1300 must be completed with a grade of C or better; or EDEC 1300 must be taken at the same time as this course.

**Lab Hours:** 2

## **EDEC 1480 - CDA-Child Development Associate Seminar**

**Credits:** 3

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. 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.

**Course Note:** This course is offered for a S/U grade only.

**Lecture Hours:** 3

## **EDEC 2000 - Engaging Families in Early Childhood Settings**

**Credits:** 3

This course will focus on the philosophical, psychological, and sociocultural aspects of working with families in early childhood settings.

**Lecture Hours:** 3

## **EDFD 1101 - Intro to Education**

**Credits:** 2

This course will provide an overview of the professional expectations for education students. Topics to be addressed will include electronic portfolio development, academic program planning, the skills and strategies necessary to proceed successfully through pre-service teacher education and a career in early

## Courses of Instruction

childhood, elementary and/or secondary education. In addition, students will explore and understand the whole college environment, to identify and utilize campus resources (programs and other courses) that will enhance his/her academic experience.

**Lecture Hours:** 2

### **EDFD 2020 - Foundations of Education**

**Credits:** 3

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.

**Corequisite:** EDUC 0010 must be taken at the same time as this course.

**Lecture Hours:** 3

### **EDFD 2100 - Educational Psychology**

**Credits:** 3

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 must be completed with a grade of C or better.

**Lecture Hours:** 3

### **EDFD 2450 - Human Lifespan Development**

**Credits:** 3

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.

**Lecture Hours:** 3

### **EDEL 2140 - Teaching Literacy in the Elementary School**

**Credits:** 3

This course will provide students with basic assumptions underlying curriculum and processes in literacy and give opportunity for selecting and using instructional materials.

**Lecture Hours:** 3

### **EDEL 2280 - Literature for Children**

**Credits:** 3

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 must be completed with a grade of C or better.

**Lecture Hours:** 3

### **EDEX 2484 - Intro to Special Education**

**Credits:** 3

This course is designed to meet the needs of education majors for a required course in special education.

**Prerequisite:** EDFD 2020 must be completed with a grade of C or better.

**Lecture Hours:** 3

# Courses of Instruction

## **ELAP 1515 - Electrical Apprenticeship 1A**

**Credits:** 3

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.

**Course Note:** This course is offered for S/U grade only.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ELAP 1525 - Electrical Apprenticeship 1B**

**Credits:** 3

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.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ELAP 1515 must be successfully completed.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ELAP 1535 - Electrical Apprenticeship 2A**

**Credits:** 3

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.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ELAP 1525 must be successfully completed.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ELAP 1545 - Electrical Apprenticeship 2B**

**Credits:** 3

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.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ELAP 1535 must be successfully completed.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ELAP 1555 - Electrical Apprenticeship 3A**

**Credits:** 3

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.

**Course Note:** This course is offered for S/U grade only.



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**Prerequisite:** ELAP 1545 must be successfully completed.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ELAP 1565 - Electrical Apprenticeship 3B**

**Credits:** 3

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.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ELAP 1555 must be successfully completed.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ELAP 1575 - Electrical Apprenticeship 4A**

**Credits:** 3

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.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ELAP 1565 must be successfully completed.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ELAP 1585 - Electrical Apprenticeship 4B**

**Credits:** 3

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.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** ELAP 1575 must be successfully completed.

**Lecture Hours:** 2

**Lab Hours:** 2

## **ELTR 1515 - Intro to Electrical Concepts**

**Credits:** 2

This course introduces students to AC and DC electricity. This will include the principles of voltage, current, resistance and power.

**Lecture Hours:** 2

## **ENTK 2501 - Intro to Computer Aided Drafting I**

**Credits:** 1

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. Previous experience with computers is recommended.

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**Lecture Hours:** 1/2

**Lab Hours:** 1

## **ENTK 2506 - Intro to Computer Aided Drafting II**

**Credits:** 1

This course is a continuation of Computer Aided Drafting I. The content of this course is 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 2501 must be completed with a grade of C or better.

**Lecture Hours:** 1/2

**Lab Hours:** 1

## **ENGL 0625 - English Foundations Grammar and Writing**

**Credits:** 3

This course is the study of English grammar with emphasis on word formation and with an emphasis on sentence formation. This course is designed to develop competencies in the fundamentals of English grammar. Through individualized instruction and tutoring, students placed in this course are prepared, upon satisfactory completion, to move towards ENGL 1010.

**Course Note:** Credits earned in this course do not apply toward the General Education requirement or toward the minimum number of credits required for graduation.

**Prerequisite:** An appropriate score on the English placement exam.

**Lecture Hours:** 3

## **ENGL 1005 - Applied Technical Writing**

**Credits:** 3

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.

**Course Note:** This course is intended for students in technical programs.

**Prerequisite:** ENGL 0625 must be completed with a grade of C or better; or an appropriate score on the English placement exam.

**Lecture Hours:** 3

## **ENGL 1009 - Co-Requisite for ENGL 1010**

**Credits:** 2

This course provides supplemental 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. It is designed to prepare students for the types of reading and writing students will be expected to do while at EWC.

**Prerequisite:** ENGL 0625 must be completed with a grade of C or better; or an appropriate score on the English placement exam.

**Corequisite:** ENGL 1010 must be taken at the same time as this course.

**Lecture Hours:** 2

## **ENGL 1010 - English Composition I**

**Credits:** 3

Instruction, reading, and writing practice in the fundamentals of composition, including essay assignments such as expository, argumentative, persuasive, comparison and contrast, analysis, and

# Courses of Instruction

research papers.

**Prerequisite:** An appropriate score on the English placement exam.

**Lecture Hours:** 3

## **ENGL 2011 - Literature for Young Adults**

**Credits:** 3

A survey of literature for young adults. This course will examine a range of works. Students will be expected to analyze and discuss assigned works.

**Prerequisite:** ENGL 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **ENGL 2020 - Literature, Media, and Culture**

**Credits:** 3

A study of the intersections between literature and media in their many forms, and the culture in which they are created and experienced. The course will introduce students to a broad selection of texts (written, performed, and spoken), and ask them to develop their critical thinking skills through discussion, writing, and speaking. Topics will vary by instructor.

**Lecture Hours:** 3

## **ENGL 2050 - Creative Writing - Intro to Fiction**

**Credits:** 3

This course deals with an analysis of the forms of fiction and the practice of creative writing at an introductory level.

**Prerequisite:** ENGL 2205 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **ENGL 2205 - Intro to Literature**

**Credits:** 3

An introduction to the study of literature such as poetry, fiction, drama, novels, and literary nonfiction. This class will develop skills in written, oral, and digital communication.

**Lecture Hours:** 3

## **ENGL 2420 - Literary Genres:**

**Credits:** 3

Students study specific genres of literature (poetry, fiction, dram, etc.). Emphasis will vary from semester to semester, depending on curricular needs.

**Prerequisite:** ENGL 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **ENGL 2425 - Literatures in English I**

**Credits:** 3

A survey of major figures and literary movements in literatures written in English through 1750.

**Prerequisite:** ENGL 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **ENGL 2430 - Literatures in English II**

**Credits:** 3

A survey of major figures and literary movements in literatures written in English from 1750 to 1865.

**Prerequisite:** ENGL 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

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## **ENGL 2435 - Literatures in English III**

**Credits:** 3

A survey of major figures and literary movements in literatures written in English from 1865 to the present.

**Prerequisite:** ENGL 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **ENTO 1001 - Insect Biology**

**Credits:** 4

The study of entomology is useful to students within various biological fields as insects occupy key roles within all ecosystems. This course introduces students to the identity, physiology, behavior and ecology of insects. Students will focus on the fundamental roles insects play in the natural, agricultural, urban and domestic environments.

**Corequisite:** ENTO-L001 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

## **ENTR 1500 - Intro to Entrepreneurship**

**Credits:** 2

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.

**Lecture Hours:** 2

## **ENTR 1520 - Creating a Business Plan**

**Credits:** 2

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.

**Lecture Hours:** 2

## **ENTR 2500 - Small Business Operations Management**

**Credits:** 2

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.

**Lecture Hours:** 2

## **ENTR 2520 - Legal Issues for Entrepreneurs**

**Credits:** 2

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,

# Courses of Instruction

patents and intellectual property law.

**Lecture Hours:** 2

## **ENVT 1570 - Wastewater Treatment Plant Operator**

**Credits:** 3

This course is an introduction to the basics of wastewater plant operation and maintenance. Topics covered will include basic wastewater treatment facility design, operator safety, and applied mathematics. Material will be presented through lecture and group discussion.

**Lecture Hours:** 3

## **ENVT 2515 - Applied Math for Wastewater Operators**

**Credits:** 2

This course is a review of basic mathematics and the introduction to mathematical formulas and their application in water and wastewater treatment operations.

**Lecture Hours:** 2

## **ENVT 2535 - Wastewater Treatment Plant Operator II**

**Credits:** 3

This course is a continuation of the basics for wastewater plant operation and maintenance. Topics covered will include wastewater treatment facility design, operator safety, and applied mathematics. Material will be presented through lecture and group discussion.

**Lecture Hours:** 3

## **EQST 1515 - Equine Science I**

**Credits:** 4

A study of the anatomy and physiology of the horse. Areas studied include cells, tissues, organs, respiratory system, circulatory system, musculoskeletal system, biomechanics of movement and unsoundness, reproduction and nutrition.

**Corequisite:** EQST-L002 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

## **EQST 1570 - Horseshoeing I**

**Credits:** 1

This course will include a study of the hoof in general, shaping shoes, trimming, and placement.

**Lecture Hours:** 1/2

**Lab Hours:** 1

## **EQST 1580 - Horseshoeing II**

**Credits:** 1

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 must be completed with a grade of C or better.

**Lecture Hours:** 1/2

**Lab Hours:** 1

## **EQST 2516 - Equine Science II**

**Credits:** 3

This course will discuss the history and health of the horse in the U.S. This includes genetics, diseases, parasite control, and behavior. The business aspects of the equine industry will also be covered in this

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course.

**Lecture Hours:** 3

## **FCSC 1010 - Perspectives in Family and Consumer Science**

**Credits:** 2

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.

**Lecture Hours:** 2

## **FCSC 1141 - Principles of Nutrition**

**Credits:** 3

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.

**Lecture Hours:** 3

## **FCSC 2121 - Child Development**

**Credits:** 4

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.

**Pre/Corequisite:** EDUC 0010 must be taken previously or at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 3

## **FIN 1000 - Personal Finance**

**Credits:** 3

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.

**Lecture Hours:** 3

## **FREN 1010 - First Year French I**

**Credits:** 4

Fundamentals of grammar, composition, reading, and conversation.

**Lecture Hours:** 4

**Lab Hours:** 1

## **FREN 1020 - First Year French II**

**Credits:** 4

Continuation of FREN 1010.

**Prerequisite:** FREN 1010 must be completed with a grade of C or better.

**Lecture Hours:** 4

**Lab Hours:** 1

## Courses of Instruction

### **GEOG 1000 - World Regional Geography**

**Credits:** 3

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.

**Lecture Hours:** 3

### **GEOG 1020 - Human Geography**

**Credits:** 3

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.

**Lecture Hours:** 3

### **GEOL 1070 - The Earth Its Physical Environment**

**Credits:** 4

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.

**Lecture Hours:** 3

**Lab Hours:** 1

### **GEOL 1100 - Physical Geology**

**Credits:** 4

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.

**Corequisite:** GEOL-L001 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

### **GEOL 1470 - Environmental Geology**

**Credits:** 4

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:** An appropriate score on the English and Reading placement exam.

**Corequisite:** GEOL-L003 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **GERM 1010 - First Year German I**

**Credits:** 4

Explores fundamentals of grammar, composition, conversation, and reading.

**Lecture Hours:** 4

**Lab Hours:** 1

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## **GERM 1020 - First Year German II**

**Credits:** 4

This course examines fundamentals of grammar, composition, conversation, and reading.

**Prerequisite:** GERM 1010 must be completed with a grade of C or better.

**Lecture Hours:** 4

**Lab Hours:** 1

## **GUNS 1500 - Intro to Firearms and Firearm Safety**

**Credits:** 1

This class explores the history of firearms and firearms related equipment and the foundation for safety as it relates to firearm safety and equipment. Students completing this class will receive a National Rifle Association of America (NRA) home firearm safety certificate of completion.

**Supply Fees:** \$10

**Lecture Hours:** 1

## **GUNS 1505 - Firearms Bench Metal**

**Credits:** 4

This course emphasizes shop safety that includes proper use of tools in the Gunsmithing occupation. These tools include hand tools, vises, bench blocks, hammers (brass and nylon), pin punches, gunsmith screws, files and India stones, and dial calipers. Additionally this class emphasizes proper use of measuring tools, layout, drilling, sawing, filing, soldering, forging, heat treatment, and hand polishing.

**Course Fees:** \$75

**Lecture Hours:** 1

**Lab Hours:** 6

## **GUNS 1510 - Firearms Machine Shop I**

**Credits:** 4

This class will introduce theory and practice of machine shop metalworking that includes lathe use and milling machine operations and use of specialized gunsmithing tools.

**Course Fees:** \$75

**Lecture Hours:** 1

**Lab Hours:** 6

## **GUNS 1515 - Stock Duplicating**

**Credits:** 2

Class will cover gunstock wood selection, layout, and stock duplication.

**Lecture Hours:** 1

**Lab Hours:** 2

## **GUNS 1520 - Stockmaking**

**Credits:** 5

This class will introduce stockmaking techniques using Gunsmithing carvers, inletting barrels and trigger guards, and glass bedding. Students will also learn about grip caps, recoil pads, swivels, shaping as well as sanding and finishing.

**Course Fees:** \$70

**Supply Fees:** \$280

**Lecture Hours:** 2

**Lab Hours:** 6



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## **GUNS 1525 - Firearms Conversion**

**Credits:** 4

This class will teach students techniques for rifle conversion into a custom-type sporter rifle. Students will learn about custom bolt handles, iron sights, scope mounts, triggers that are adjustable with trigger guard contouring and other custom conversions.

**Course Fees:** \$75

**Prerequisite:** GUNS 1505 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 6

## **GUNS 1700 - Knifemaking**

**Credits:** 2

Focuses on developing various skills by completing the construction of a knife.

**Lecture Hours:** 1

**Lab Hours:** 2

## **GUNS 1715 - Advanced Stock Duplicating**

**Credits:** 2

Class will cover gunstock wood selection, pattern making, layout, and 1 to 1 stock duplication.

**Prerequisite:** GUNS 1515 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

## **GUNS 1720 - Color Case Hardening**

**Credits:** 2

This class will cover the procedure to color case steel and explore the variations that can be achieved by altering the process.

**Lecture Hours:** 1

**Lab Hours:** 2

## **GUNS 1725 - Hand Loading and Ballistics**

**Credits:** 2

This class will teach students techniques for case reloading and rifle ballistics.

**Lecture Hours:** 1

**Lab Hours:** 2

## **GUNS 1730 - Gunstock Checkering**

**Credits:** 2

Focuses on use of basic hand checkering tools. Covers layout and operations of hand and electric checkering tools.

**Supply Fees:** \$75

**Lecture Hours:** 1

**Lab Hours:** 2

## **GUNS 1735 - CNC (Computer Numerical Control)**

**Credits:** 2

This class will cover reverse engineering, fixture design, and basic programming for the operation of a CNC machine for the production of gun parts and components.

**Lecture Hours:** 1

**Lab Hours:** 2

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## **GUNS 1960 - Field Studies**

**Credits:** 1

Field trips to various gun related museums, manufacturing facilities, gun shops and/or shows.

**Lab Hours:** 2

## **GUNS 2500 - Firearms Machine Shop II**

**Credits:** 4

This class will continue with theory and practice of shop safety and machine shop metalworking. Additionally, students will be able to demonstrate proper use of machine tools that will include chambering and contouring of firearms.

**Course Fees:** \$75

**Prerequisite:** GUNS 1510 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 6

## **GUNS 2505 - Firearms Repair and Restoration**

**Credits:** 4

In this class, students will learn about repair of firearms, using the proper tools for takedown, troubleshooting, and assembly for rifles, handguns and shotguns.

**Course Fees:** \$50

**Prerequisite:** GUNS 1500 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 6

## **GUNS 2525 - Custom Gunmaking**

**Credits:** 5

This course will explore wood and synthetic gunstock production. Techniques in gun fitting, custom installations of hardware and finishing techniques will also be provided.

**Course Fees:** \$50

**Lecture Hours:** 2

**Lab Hours:** 6

## **GUNS 2550 - Firearms Metal Finishing**

**Credits:** 2

Students will learn about firearm bluing and Parkerizing techniques using chemical mixing procedures, caustic bluing, rust bluing, Parkerizing and metal preparation and the safety needed for these metal finishing practices.

**Course Fees:** \$50

**Prerequisite:** GUNS 1505, GUNS 1510, and GUNS 2500. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

## **GUNS 2700 - Advanced Knifemaking**

**Credits:** 2

Focuses on refining the skills learned in Knifemaking to complete the construction of a solid blade knife and/or folding knife.

**Prerequisite:** GUNS 1700 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

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## **GUNS 2725 - Pistol Smithing**

**Credits:** 2

Students will learn techniques and procedures for precision fitting of parts in the model 1911 pistol to make a match quality pistol. These techniques and procedures can be applied to other semi-automatic pistol designs.

**Lecture Hours:** 1

**Lab Hours:** 2

## **GUNS 2730 - Advanced Gunstock Checkering**

**Credits:** 2

Focuses on use of basic hand and electric checkering tools to check a gunstock.

**Prerequisite:** GUNS 1730 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

## **HLED 1006 - Personal Health**

**Credits:** 3

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.

**Lecture Hours:** 3

## **HLED 1221 - Standard First Aid and CPR**

**Credits:** 2

This course is a study of accident causes and preventions as well as assessment procedures for victims of accidents and/or sudden illness. The course contains all materials from the American Red Cross class "**Responding to Emergencies - Comprehensive First Aid/CPR/AED.**" The class contains lectures as well as skill lessons, practices, and assessments as required by the AMR. Upon successful completion of the class, the student will be certified in the following: Adult CPR/AED/First Aid; Child/Infant CPR/AED/First Aid. There is a course fee attached to this class to cover the cost of certification.

**Course Note:** The online course requires students to attend on-campus skills lesson, practice, and assessment as required by the AMR for certification.

**Supply Fees:** \$35

**Corequisite:** HLED\_L001 must be taken at the same time as this course.

**Lecture Hours:** 2

## **HLTK 1200 - Medical Terminology**

**Credits:** 3

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.

**Lecture Hours:** 3

## **HLTK 1560 - Intro to Health Careers**

**Credits:** 1

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.

**Lecture Hours:** 1

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## **HEQP 1500 - Heavy Equipment Operator**

**Credits:** 5

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.

**Course Note:** This course is offered for S/U grade only.

**Lecture Hours:** 2

**Lab Hours:** 3

## **HIST 1110 - Western Civilization I**

**Credits:** 3

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.

**Lecture Hours:** 3

## **HIST 1120 - Western Civilization II**

**Credits:** 3

A continuation of HIST 1110. From 1650 to the present.

**Lecture Hours:** 3

## **HIST 1211 - U.S. to 1865**

**Credits:** 3

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 nations heritage. This course meets the requirements of the Wyoming statutes providing instruction in the provisions and principles of the United States and Wyoming constitutions.

**Lecture Hours:** 3

## **HIST 1221 - U.S. from 1865**

**Credits:** 3

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 nations heritage. This course meets the requirements of the Wyoming statutes providing instruction in the provisions and principles of the United States and Wyoming constitutions.

**Lecture Hours:** 3

## **HIST 1290 - History of U.S. West**

**Credits:** 3

An introductory course designed to acquaint students with the history of the Trans-Mississippi West. Emphasis is placed on the 19th Century.

**Lecture Hours:** 3

## **HIST 1320 - World History to 1500**

**Credits:** 3

A history of the worlds' 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

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and social movements.

**Lecture Hours:** 3

### **HIST 1330 - World History from 1500**

**Credits:** 3

A history of the worlds' 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.

**Lecture Hours:** 3

### **HIST 2290 - History of North American Indians**

**Credits:** 3

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.

**Prerequisite:** ENGL 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

### **HIST 2460 - Field Studies: History**

**Credits:** 3

This course is designed to allow students to travel to various Indian sites in the Southwest. Prior to the trip, students will study these places and during the trip students will make contemporaneous record of their discoveries. Instructor approval is required to take this course.

**Prerequisite:** HIST 2290 must be completed with a grade of C or better.

### **HMDV 0500 - Bridge Reading**

**Credits:** 1

This course is designed to develop reading comprehension and vocabulary, as well as general reading strategies. Students will work in a lab style setting where an individual course of study will be pursued.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** An appropriate score on the Reading placement exam.

**Lecture Hours:** 1/2

**Lab Hours:** 1

### **HMDV 0600 - Bridge to Welding**

**Credits:** 0

Students who do not achieve an appropriate score on the Math and/or Reading placement exam, may be advised to take this course. Lab work will take place on a regular basis.

**Course Note:** This course is offered for S/U grade only.

**Lab Hours:** 1

### **HMDV 1000 - College Studies**

**Credits:** 1

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.

**Lecture Hours:** 1

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## **HMDV 1025 - Intro to Online Learning**

**Credits:** 1

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.

**Course Note:** Distance learners may substitute for HMDV 1000 for EWC degree requirements. This course is offered for S/U or letter grade.

**Lecture Hours:** 1

## **HMDV 1050 - Study Strategies**

**Credits:** 2

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.

**Lecture Hours:** 2

## **HMDV 1250 - Students by Design**

**Credits:** 1-3

This course is designed to provide students with intensive study in developmental areas in order to improve placement test scores and move into appropriate college-level classes more quickly. Based on initial placement test scores which indicate a developmental-level class is required, students will be placed in a Reading, English, and/or Math section(s). Each section will meet in a face-to-face format for 1 hour of credit. Students may be enrolled in a minimum of one and a maximum of three sections. At the end of the course, students re-take the placement test(s). Students will then be placed in new classes appropriate to the achieved score in each section in which they participated, based on their major and/or academic track. This course is associated with the Bridge Program.

**Lecture Hours:** 1-3

**Max:** 3

## **HMDV 1500 - Human Development: Empowerment**

**Credits:** 3

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.

**Lecture Hours:** 3

## **HMDV 1510 - Success in the Workplace**

**Credits:** 1

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.

**Course Note:** This course may be substituted for both HMDV 1000 and HMDV 1050 for EWC degree and elective requirements.

**Lecture Hours:** 1

# Courses of Instruction

## **HMDV 2411 - Assessment Requirement**

**Credits:** 0

This course indicates with a Satisfactory grade that the student has completed the requirement for an EWC program-based outcomes assessment activity.

**Course Note:** This course is offered for S/U grade only.

## **HMSV 0010 - Prescreen for Field Experience in Human Services**

**Credits:** 0

This course completes the process necessary for the background check required prior to participating in either HMSV 1460 or HMSV 2460.

**Course Fees:** \$95

## **HMSV 1010 - Orientation to Human Services**

**Credits:** 3

This course provides an introduction to the field of human services. It examines the roots of social welfare, social work and human services in the experience of man; a philosophical and historical orientation to human services and social work; roles and modes of intervention of social work relating to human needs and social issues; and survey of human services in the social welfare framework. The social, legal and ethical aspects of human services will be examined within the profession.

**Lecture Hours:** 3

## **HMSV 1060 - Case Management for Human Services**

**Credits:** 3

This course will assist students in developing the skills associated with effective case management in a human services setting. Students will explore the many factors affecting case management today including federal legislation, emerging client groups, technology, shifting demographics, new service delivery models, and the resulting legal and ethical dilemmas. Students will be required to complete a simulated case management project from initial screening to evaluation.

**Prerequisite:** HMSV 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **HMSV 1460 - Field Experience in Human Services I**

**Credits:** 3

This course is the first of two experiential courses to allow students to perform in a practical way the theories and ideas expressed in the classroom. This aspect of the Human Services degree program will certify that students have successfully integrated the knowledge, skill and attitude of a human services professional in a real-life, client-based environment. It is the time for students to apply their classroom learning in a community-based human service setting (agency, school, health care facility, correctional facility, mental health facility). It is designed to enable the student to gain practical experience as a team member and to expand their base of knowledge about their particular human service interest and/or specialization.

**Course Note:** This course requires a minimum of 240 field hours. This course is offered for a S/U grade only.

**Prerequisite:** HMSV 0010; and HMSV 1010 must be completed with a grade of C or better.

**Pre/Corequisite:** HMSV 1060 must be taken previously or at the same time as this course.

## **HMSV 2460 - Field Experience in Human Services II**

**Credits:** 3

This course is the second of two experiential courses to allow students to perform in a practical way the theories and ideas expressed in the classroom. This aspect of the Human Services degree program will certify that students have successfully integrated the knowledge, skill and attitude of a human services

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professional in a real-life, client-based environment. It is the time for students to apply their classroom learning in a community-based human service setting (agency, school, health care facility, correctional facility, mental health facility). It is designed to enable the student to gain practical experience as a team member and to expand their base of knowledge about their particular human service interest and/or specialization.

**Course Note:** This course requires a minimum of 240 field hours. This course is offered for a S/U grade only.

**Prerequisite:** HMSV 1460 must be successfully completed.

## **IMGT 2400 - Intro to Information Management**

**Credits:** 3

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.

**Course Note:** Students must have Sophomore standing to enroll in this course.

**Lecture Hours:** 3

## **ITEC 2360 - Teaching With Technology**

**Credits:** 1 or 3

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.

**Course Note:** Contact hours vary depending on credit hours.

**Course Fees:** \$15

**Lecture Hours:** 1 or 3

## **INET 1580 - Web Page Authoring**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **INET 1590 - Web Page Design**

**Credits:** 3

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.

**Lecture Hours:** 2

**Lab Hours:** 2

## **INET 1610 - Dynamic Web Graphics: Flash Web Design**

**Credits:** 3

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.



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**Lecture Hours:** 2

**Lab Hours:** 2

## **LIBS 1000 - Library Research Methods**

**Credits:** 1

This course is designed to introduce basic skills for effective library research. Learn to identify, locate, evaluate and use information. Practice search strategies using library catalogs, databases and web search engines. Use evaluation criteria and information in a legal and ethical manner with citations.

**Lecture Hours:** 1

## **MCHT 1510 - General Machine Shop**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **MCHT 1610 - Machine Tool Technology I**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **MCHT 1620 - Machine Tool Technology II**

**Credits:** 3

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.

**Course Fees:** \$75

**Prerequisite:** MCHT 1610 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 4

## **MGT 1000 - Intro to Supervision**

**Credits:** 3

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.

**Lecture Hours:** 3

## **MGT 2020 - Fundamentals of Leadership**

**Credits:** 3

This course is required for criminal justice majors. It covers a wide range of leadership topics; including, but not limited to Leadership theories, principles, and approaches; effective decision-making; managing change, and the essentials of human resources in the criminal justice field. This course will also

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thoroughly explore the similarities and differences between leadership, management, and supervision. Though no guarantee, this course is designed to help prepare students to rise as quickly as possible through the ranks and assume positions of leadership within the students chosen career field.

**Course Note:** Students cannot earn credit in both MGT 2020 and CRMJ 2020.

**Lecture Hours:** 3

### **MGT 2100 - Principles of Management**

**Credits:** 3

This course covers theories of management and practices of organizational managers. There is a major focus on planning, organizing, leading and controlling. Key topics include: goals/strategy, decision making, structure, leadership, motivation, communication, team processes, organizational change, innovation, ethics and social responsibility. The material we study in this course is extremely important for business students as well as non-business students since almost everyone at some point in time either works for a manager or is a manager in an organization.

**Lecture Hours:** 3

### **MKT 1000 - Sales**

**Credits:** 3

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.

**Lecture Hours:** 3

### **MKT 2100 - Principles of Marketing**

**Credits:** 3

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.

**Course Note:** Students must have Sophomore standing to enroll in this course.

**Lecture Hours:** 3

### **MATH 0903 - Fundamentals of Mathematics**

**Credits:** 1

This course is designed for those who need work in basic skills, those who require a review of 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 proportions and percents, as well as the use of formulas and introductory algebra skills, including the use of the scientific calculator.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lab Hours:** 2

### **MATH 0906 - Math Lab**

**Credits:** 1

Any student who does not achieve the necessary placement test score for MATH 0903 will be placed in this lab. Lab work will take place on a regular basis. Attendance is mandatory throughout the semester.

**Course Note:** This course is offered for S/U grade only. However, for those students required to enroll, his/her MATH 0903 grade will be directly linked to regular attendance.

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**Corequisite:** MATH 0903 must be taken at the same time as this course.

**Lab Hours:** 3

### **MATH 0915 - Math 0920 Lab**

**Credits:** 1

If a student is having difficulty in MATH 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.

**Course Note:** The student will be able to register for the lab any time before midterm. This course is offered for S/U grade only.

**Corequisite:** MATH 0920 must be taken at the same time as this course.

**Lab Hours:** 3

### **MATH 0920 - Elementary Algebra**

**Credits:** 3

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:** BADM 1005 or MATH 1500. Any prerequisite course must be completed with a grade of C or better; or an appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 3

### **MATH 0930 - Intermediate Algebra**

**Credits:** 3

Basic techniques and skills of algebra with applications. Topics include solving linear equations and inequalities, quadratic equations, rational expressions, exponents, graphing of linear equations, and an introduction to functions and logarithms.

**Prerequisite:** MATH 0920 must be completed with a grade of C or better; or an appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 3

### **MATH 0950 - Preparation for College Mathematics**

**Credits:** 1-3

MATH 0950 is a 1-3 credit course that develops foundational math skills needed for college math courses such as MATH 1000 Problem Solving with MATH 1009 Problem Solving Workshop, MATH 1400 College Algebra with MATH 1409 College Algebra Workshop, MATH 1500 Applied Technical Mathematics, MATH 1100 Number and Operations for Elementary School Teachers, and other 1000 level college courses. Topics may include whole numbers, factors, fractions, decimals, percentages, signed numbers, introduction to data analysis and statistics, and basic Algebra skills such as working with variables and evaluating variable expressions. Further topics may include solving and graphing linear equations, exponents, and polynomials. Technology is integrated with traditional skill practice throughout the course.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 1-3

### **MATH 1000 - Problem Solving**

**Credits:** 3

This course is specifically designed to satisfy basic mathematics requirements at many colleges for

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students not planning to enroll in MATH 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 in the course.

**Prerequisite:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 3

### **MATH 1009 - Problem Solving Workshop**

**Credits:** 1

This workshop must be taken in conjunction with MATH 1000 and is not a standalone course. Its purpose is to provide the necessary algebra skills required to be successful in MATH 1000, Problem Solving. Topics covered include numeracy, proportional reasoning, algebraic reasoning, rational numbers, exponents, working with formulas, solving linear equations, and understanding functions.

**Prerequisite:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Corequisite:** MATH 1000 must be taken at the same time as this course.

**Lab Hours:** 3

### **MATH 1100 - Number and Operations for Elementary School Teachers**

**Credits:** 3

This course is for prospective elementary school teachers. Its purpose is to prepare students to be competent in teaching the major concepts of the real number system with the four arithmetic operations. This course includes a study of problem solving, patterns, the origin of numeration systems, sets, number theory, the properties of whole, integer, rational and real numbers and algorithms for addition, subtraction, multiplication and division.

**Prerequisite:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 3

### **MATH 1105 - Data Analysis, Probability, and Algebra for Elementary School Teachers**

**Credits:** 3

This course is a continuation of MATH 1100 and is for prospective elementary school teachers. Its primary emphasis is asking and answering critical questions about our world through the use of algebra, probability, and data analysis in order to prepare students to be competent in teaching these major concepts.

**Prerequisite:** MATH 1100 must be completed with a grade of C or better.

**Lecture Hours:** 3

### **MATH 1400 - College Algebra**

**Credits:** 4

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:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 4

### **MATH 1405 - Trigonometry**

**Credits:** 3

Topics include circular and trigonometric functions and their inverses, identities and equations, complex numbers, and vectors, and applications of these.

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**Pre/Corequisite:** MATH 1400 must be completed with a grade of C or better; or MATH 1400 must be taken at the same time as this course; or an appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 3

### **MATH 1409 - College Algebra Workshop**

**Credits:** 1

This workshop must be taken in conjunction with MATH 1400, College Algebra, and is not a standalone course. Topics covered include linear and quadratic equations, rational and polynomial expressions (including factoring) and equations, and functions and graphs.

**Prerequisite:** An appropriate score on the math placement exam and/or approval from the Math Placement Coordinator.

**Corequisite:** MATH 1400 must be taken at the same time as this course.

**Lab Hours:** 3

### **MATH 1500 - Applied Technical Mathematics**

**Credits:** 3

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:** An appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 3

### **MATH 1516 - Technical Math Lab**

**Credits:** 0

Any vocational-track student who does not achieve the necessary placement test score for MATH 1500 will be placed in this lab. Lab work and supplemental assistance will take place on a regular basis and be supervised and led by a peer tutor. Attendance is mandatory throughout the semester.

**Course Note:** This course is offered for S/U grade only. However, for those students required to enroll, his/her MATH 1500 grade will be directly linked to regular attendance.

**Corequisite:** MATH 1500 must be taken at the same time as this course.

**Lab Hours:** 1

### **MATH 2120 - Math for Elementary Teachers II**

**Credits:** 3

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 must be completed with a grade of C or better.

**Corequisite:** EDEL 2410 must be taken at the same time as this course.

**Lecture Hours:** 3

### **MATH 2200 - Calculus I**

**Credits:** 4

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

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the derivative, integration, and applications of integration. Students who have earned credit in MATH 2350 cannot earn additional credit in Mathematics 2200.

**Prerequisite:** MATH 1400 and MATH 1405; Any prerequisite course must be completed with a grade of C or better; or an appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 4

### **MATH 2205 - Calculus II**

**Credits:** 5

This is a continuation of MATH 2200. Topics covered are trigonometric, logarithmic, and exponential functions, techniques of integration, indeterminate forms, and polar coordinates.

**Prerequisite:** MATH 2200 must be completed with a grade of C or better.

**Lecture Hours:** 5

### **MATH 2210 - Calculus III**

**Credits:** 5

A continuation of MATH 2205 including infinite series, partial differentiation, and multiple integrals. Strong emphasis on vectors in analytic geometry and calculus, with physical applications.

**Prerequisite:** MATH 2205 must be completed with a grade of C or better.

**Lecture Hours:** 5

### **MATH 2250 - Elementary Linear Algebra**

**Credits:** 3

Topics include linear equations and matrices, vector spaces, linear transformations, determinants, orthogonality, and eigenvalues and eigenvectors.

**Prerequisite:** MATH 2205 must be completed with a grade of C or better.

**Lecture Hours:** 3

### **MATH 2310 - Applied Differential Equations**

**Credits:** 3

The study of the solutions of first order differential equations, differential operators, Laplace transforms, systems, power series solutions and applications.

**Prerequisite:** MATH 2205 must be completed with a grade of C or better.

**Lecture Hours:** 3

### **MATH 2350 - Business Calculus**

**Credits:** 4

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

**Course Note:** Students who have earned credit in MATH 2200 cannot earn additional credit in Mathematics 2350.

**Prerequisite:** MATH 1400 must be completed with a grade of C or better; or an appropriate score on the Math placement exam and/or approval from the Math Placement Coordinator.

**Lecture Hours:** 4

### **MATH 2355 - Mathematical Applications for Business**

**Credits:** 4

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

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computer lab using spreadsheet software will meet one day per week.

**Prerequisite:** MATH 1400, MATH 2200, or MATH 2350. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 4

### **MOLB 2210 - General Microbiology**

**Credits:** 4

General Microbiology is a lecture/laboratory course which provides instruction in the fundamentals of microbiology. It includes the study of bacteria, fungi, protozoa, and viruses. Both beneficial and harmful effects of microorganism in humans and the environment are discussed. Basic laboratory techniques for the isolation and identification of microorganisms are introduced.

**Course Note:** This course is designed for students who are majoring in biology, allied health, and preprofessional programs.

**Prerequisite:** BIOL 1010 must be completed with a grade of C or better.

**Corequisite:** MOLB-L001 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **MOLB 2220 - Pathogenic Microbiology**

**Credits:** 4

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.

**Course Note:** Students in biology, allied health, and preprofessional programs would benefit from this course.

**Prerequisite:** BIOL 1000 or BIOL 1010. Any prerequisite course must be completed with a grade of C or better.

**Corequisite:** MOLB-L002 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **MOLB 2240 - Medical Microbiology**

**Credits:** 4

Introductory microbiology course including the diversity of prokaryotic and eukaryotic microbes, their structural and physiological properties, and their applied medical significance; also covers the basic principles of the immune system and emphasizes the communicable diseases of humans caused by microbial pathogens.

**Prerequisite:** BIOL 1010 must be completed with a grade of C or better.

**Corequisite:** MOLB-L003 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **MUSC 1000 - Intro to Music**

**Credits:** 3

A basic appreciation course in which the student is introduced to the fundamental areas of music study and traditions.

**Lecture Hours:** 3

### **MUSC 1010 - Music Fundamentals**

**Credits:** 2

For the non-music major, Music Fundamentals emphasizes the basic skills of reading, writing, and

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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.

**Lecture Hours:** 2

### **MUSC 1378 - College Band**

**Credits:** 1

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.

**Lab Hours:** 2

**Max:** 4

### **MUSC 1390 - Jazz Ensemble**

**Credits:** 1

An ensemble for brass, woodwind, and rhythm players. Open to all students interested in performing jazz band literature. Members of the Jazz Ensemble who are specializing in music must be enrolled in another major ensemble.

**Lab Hours:** 2

**Max:** 4

### **MUSC 1400 - Collegiate Chorale**

**Credits:** 1

No Description in File

**Lab Hours:** 2

**Max:** 4

### **MUSC 1404 - Master Chorale**

**Credits:** 1

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.

**Lab Hours:** 2

**Max:** 4

### **MUSC 2018 - Music for Elementary Classroom Teachers**

**Credits:** 3

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.

**Lecture Hours:** 3

### **MUSC 2050 - Music History Survey I**

**Credits:** 3

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 MUSC 2055 - Music History Survey II).

**Lecture Hours:** 3



## Courses of Instruction

### **MUSC 2055 - Music History Survey II**

**Credits:** 3

Continuation of MUSC 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.

**Lecture Hours:** 3

### **NURS 1100 - Professional Nursing Care in Health Promotion**

**Credits:** 9

This Professional Nursing Care in Health Promotion course introduces the learner to the concepts of health promotion, safety, clinical judgment, leadership, patient centeredness, and professionalism. Health promotion includes learning about self-health and health in children, adults, older adults, and the family experiencing a normal pregnancy. Learners will value evidence about healthy lifestyle patterns and risk factors for disease and illness, apply growth and development theory, develop therapeutic relationships, conduct age appropriate and culturally sensitive health assessment, and promote health using the nursing process and standards of professional nursing.

**Course Fees:** \$450

**Prerequisite:** BIOL 1010, ENGL 1010, MATH 1400, and ZOO 2015; and HMDV 1000, HMDV 1025, or HMDV 1500. Any prerequisite course must be completed with a grade of C or better.

**Corequisite:** NURS-L001 must be taken at the same time as this course.

**Lecture Hours:** 6

**Lab Hours:** 9

### **NURS 1200 - Professional Nursing Care of the Patient in Chronic Illness**

**Credits:** 9

This Professional Nursing Care of the Patient with Chronic Illness course introduces the learner to the patient and family with chronic illness using the concepts of health promotion, safety, clinical judgment, leadership, patient centeredness, and professionalism. Learners will use caring behaviors, therapeutic communication, and advocacy when providing care to patients with chronic illness across the lifespan. The learner will identify the roles and values of the members of the inter-professional healthcare team. The patient and family lived-experience is emphasized.

**Course Fees:** \$450

**Prerequisite:** NURS 1100 must be completed with a grade of C or better.

**Corequisite:** NURS-L002 must be taken at the same time as this course.

**Lecture Hours:** 6

**Lab Hours:** 9

### **NURS 2300 - Professional Nursing Care of the Patient in Acute Illness**

**Credits:** 9

This Professional Nursing Care of the Patient with Acute Illness course introduces the learner to the patient and family with acute illness using the concepts of health promotion, safety, clinical judgment, leadership, patient centeredness, and professionalism. Learners will use caring behaviors, therapeutic communication and advocacy when providing care to patients with acute illness across the lifespan. The learner will facilitate the effectiveness of the inter-professional health care team. The patient and family lived experience is emphasized.

**Course Fees:** \$450

**Prerequisite:** NURS 1200 must be completed with a grade of C or better.

**Corequisite:** NURS-L003 must be taken at the same time as this course.

**Lecture Hours:** 5

**Lab Hours:** 12

# Courses of Instruction

## **NURS 2400 - Professional Nursing Care of the Patient in Complex Illness**

**Credits:** 9

This Professional Nursing Care of the Patient with Complex Illness course introduces the learner to the patient and family with complex illness using the concepts of health promotion, safety, clinical judgment, leadership, patient centeredness, and professionalism. This course is focused on the vulnerable patient which could include multisystem acute and chronic disease, process and physiological, mental and socioeconomic factors that put the patient at risk. The patient and family lived-experience is emphasized. This course includes the "capstone" experience with one-to-one assignment with a preceptor.

**Course Fees:** \$450

**Prerequisite:** NURS 2300 must be completed with a grade of C or better.

**Corequisite:** NURS-L004 must be taken at the same time as this course.

**Lecture Hours:** 4

**Lab Hours:** 15

## **NRST 0010 - Pre-Screen for Health Tech**

**Credits:** 0

This course completes the process necessary for the background check required prior to participating in NRST 1510.

**Course Fees:** \$95

## **NRST 1510 - Nursing Assistant**

**Credits:** 4

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.

**Course Note:** This course is offered for S/U grade only.

**Course Fees:** \$265

**Pre/Corequisite:** NRST 0010 must be taken previously or at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

## **NRST 1550 - Certified Nursing Assistant II**

**Credits:** 2

This course is designed to provide education for a CNA who has completed fifteen hundred (1500) documented working hours in a healthcare setting. The class provides additional concepts and skills needed for the care of clients in long-term care facilities. The student will successfully complete the 45-hour course with a minimum score of 80% to become a CNA II in the state of Wyoming. This course is only available to Certified Nursing Assistants with 1500 documented work hours. Instructor consent is required.

**Course Note:** This course is offered for S/U grade only.

## **NRST 1600 - Medication Aide**

**Credits:** 4

This course is designed to prepare the student to assume the role and responsibilities of a medication aide after successfully completing the 40-hour CNA II course. The course provides additional concepts and skills needed for the care of clients in long-term care under the direction of a licensed nurse. The students will successfully complete the 100-hour course with a minimum score of 80% or better and will meet the requirements needed to take the written exam given by the WY Board of Nursing to become certified in the State of Wyoming.

# Courses of Instruction

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** NRST 1550 must be successfully completed.

## **PEAC 1001 - Health and Wellness**

**Credits:** 1

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.

**Course Note:** Concurrent enrollment in PEAC 1032, PEAC 1033, PEAC 1036, PEAC 1273 is not allowed.

**Lecture Hours:** 1

**Lab Hours:** 1

## **PEAC 1008 - Lifetime Sports**

**Credits:** 1

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.

**Lab Hours:** 2

## **PEAC 1012 - Beginning Swimming**

**Credits:** 1

A course designed for the beginning swimmer. Skills will be taught and measured according to the American Red Cross level for the beginning swimmer.

**Lab Hours:** 2

## **PEAC 1032 - Aerobic Conditioning I-Fitness Center**

**Credits:** 1

This course is designed for individuals interested in improving total fitness through an aerobic or resistance 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, treadmills, elliptical trainers, and other aerobic equipment will be used to improve cardiorespiratory fitness. Students enrolling for the first time must attend a Fitness Center Orientation. Access to the Fitness Center is part of the class.

**Course Note:** Concurrent enrollment in PEAC 1033, PEAC 1036, PEAC 1273, PEAC 1305 is not allowed. Part-time students must pay a \$35 Fitness Center fee.

**Pre/Corequisite:** PEAC\_L001 must be taken previously or at the same time as this course.

**Lab Hours:** 2

## **PEAC 1033 - Aerobic Conditioning II-Fitness Center**

**Credits:** 1

This course is a continuation of PEAC 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, and a prescribed exercise program. Weight training equipment, treadmills, elliptical trainers, and other aerobic equipment will be used to elicit improvements in total fitness. Access to the Fitness Center is part of the class.

**Course Note:** Concurrent enrollment in PEAC 1032, PEAC 1036, PEAC 1273, PEAC 1305 is not allowed. Part-time students must pay a \$35 Fitness Center fee.

**Prerequisite:** PEAC 1032 must be completed with a grade of C or better.

**Lab Hours:** 2

# Courses of Instruction

## **PEAC 1036 - Fitness and Aerobic Conditioning**

**Credits:** 1

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. Access to the Fitness Center is part of the class.

**Course Note:** Concurrent enrollment in PEAC 1032, PEAC 1033, PEAC 1273, PEAC 1305 is not allowed. This course is offered for S/U or Audit grade only. This course does not apply toward the physical education activity requirement. Part-time students must pay a \$35 Fitness Center fee.

**Lab Hours:** 2

## **PEAC 1050 - Beginning Tennis**

**Credits:** 1

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.

**Lab Hours:** 2

## **PEAC 1252 - Beginning Badminton**

**Credits:** 1

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.

**Lab Hours:** 2

## **PEAC 1253 - Beginning Bowling**

**Credits:** 1

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.

**Lab Hours:** 2

## **PEAC 1255 - Beginning Golf**

**Credits:** 1

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.

**Lab Hours:** 2

## **PEAC 1257 - Beginning Racquetball**

**Credits:** 1

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.

**Lab Hours:** 2

## **PEAC 1273 - Weight Training and Conditioning I**

**Credits:** 1

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.

**Course Note:** Concurrent enrollment in PEAC 1032, PEAC 1033, PEAC 1036, is not allowed.

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**Lab Hours:** 2

**Max:** 2

### **PEAC 1281 - Beginning Casting and Angling**

**Credits:** 1

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.

**Lab Hours:** 2

### **PEAC 1294 - Beginning Yoga**

**Credits:** 1

Students learn a modern approach of applying some of the ancient techniques of yoga to enhance wellness and well-being. Students will be introduced to yoga through physical postures (asana), breathing techniques (pranayama), and meditation techniques (dhyana).

**Lab Hours:** 2

### **PEAC 1305 - Weight Training and Conditioning II**

**Credits:** 1

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.

**Lab Hours:** 2

**Max:** 2

### **PEAC 2294 - Intermediate Yoga**

**Credits:** 1

Students learn a modern approach of applying some of the ancient techniques of yoga to enhance wellness and well-being. Students will progress from basics to more advanced yoga postures (asana), breathing techniques (pranayama), and meditation techniques (dhyana).

**Prerequisite:** PEAC 1294 must be completed with a grade of C or better.

**Lab Hours:** 2

### **PHIL 1000 - Intro to Philosophy**

**Credits:** 3

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 must be completed with a grade of C or better.

**Lecture Hours:** 3

### **PEAT 1000 - Varsity I:**

**Credits:** 1

This is the first course in a series of varsity sport classes including Basketball, Golf, Rodeo, and Volleyball. Students will learn the rules of the applicable varsity sport, safety procedures for participating in applicable sporting events, and proper equipment usage for the applicable sporting event. Lab sessions will include scheduled practices and competitions. Students enrolling in this course must be a varsity team member. A \$30 course fee and verification of a NIRA card will be required for all Rodeo course sections. A student may enroll in only one varsity sport event class per semester. This course may be taken only one time for a grade.

**Course Fees:** \$30 (Applicable to Rodeo sections only.)

# Courses of Instruction

**Lecture Hours:** 1/2

**Lab Hours:** 2

## **PEAT 1005 - Varsity II:**

**Credits:** 1

This is the second course in a series of varsity sport classes including Basketball, Golf, Rodeo, and Volleyball. Lab sessions will include scheduled practices and competitions. Students enrolling in this course must be a varsity team member. A \$30 course fee and verification of a NIRA card will be required for all Rodeo course sections. A student may enroll in only one varsity class per semester. This course may be taken only one time for a grade.

**Course Fees:** \$30 (Applicable to Rodeo sections only.)

**Lecture Hours:** 1/2

**Lab Hours:** 2

## **PEAT 2000 - Varsity III:**

**Credits:** 1

This is the third course in a series of varsity sport classes including Basketball, Golf, Rodeo, and Volleyball. Lab sessions will include scheduled practices and competitions. Students enrolling in this course must be a varsity team member. A \$30 course fee and verification of a NIRA card will be required for all Rodeo course sections. A student may enroll in only one varsity class per semester. This course may be taken only one time for a grade.

**Course Fees:** \$30 (Applicable to Rodeo sections only.)

**Lecture Hours:** 1/2

**Lab Hours:** 2

## **PEAT 2005 - Varsity IV:**

**Credits:** 1

This is the fourth course in a series of varsity sport classes including Basketball, Golf, Rodeo, and Volleyball. Lab sessions will include scheduled practices and competitions. Students enrolling in this course must be a varsity team member. A \$30 course fee and verification of a NIRA card will be required for all Rodeo course sections. A student may enroll in only one varsity class per semester. This course may be repeated for a grade.

**Course Fees:** \$30 (Applicable to Rodeo sections only.)

**Lecture Hours:** 1/2

**Lab Hours:** 2

## **PEAT 2025 - Rodeo Activities**

**Credits:** 1

No Description in File

**Lecture Hours:** 1/2

**Lab Hours:** 1

**Max:** 2

## **PEPR 1005 - Intro to Physical Education**

**Credits:** 2

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.

**Lecture Hours:** 2

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## **PEPR 1061 - Majors Basketball**

**Credits:** 1

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.

**Lecture Hours:** 1

**Lab Hours:** 1

## **PEPR 1062 - Majors Volleyball**

**Credits:** 1

Designed for physical education majors and minors and for those pursuing careers in coaching. Course focuses on volleyball methodology and advanced skill development with emphasis on teaching progressions in volleyball.

**Lecture Hours:** 1

**Lab Hours:** 1

## **PEPR 2050 - Prevention and Care of Athletic Injuries**

**Credits:** 3

Teaches prospective athletic trainer basic concepts of prevention of injury and illness by use of conditioning, taping, padding, physicals, nutrition and other means.

**Lecture Hours:** 2

**Lab Hours:** 2

## **PEPR 2110 - Foundations of Coaching**

**Credits:** 3

This is an introductory course designed to provide a basic understanding of coaching. Students will study the principles necessary for becoming a successful coach, including psychological, physiological, pedagogical, and leadership aspects necessary to develop competent student athletes. Students will also explore coaching theories, planning and training methods, and positive communication aspects for successful coaching.

**Lecture Hours:** 3

## **PEPR 2395 - Physical Education Capstone Experience**

**Credits:** 2

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.

**Course Note:** This course is offered for S/U grade only. Students must be enrolled in the Physical Education, Health and Recreation program to take this course.

**Lecture Hours:** 1

**Lab Hours:** 2

## **PHYS 1110 - General Physics I**

**Credits:** 4

A course in elementary college physics designed for premedical, pre dental, pharmacy students, and others not having a calculus background.

**Prerequisite:** MATH 1400 and MATH 1405. Any prerequisite course must be completed with a grade of

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C or better.

**Corequisite:** PHYS-L002 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

## **PHYS 1120 - General Physics II**

**Credits:** 4

A continuation of PHYS 1110.

**Course Note:** Students who have earned credit in Physics 1050 cannot earn additional credit in either PHYS 1110 or Physics 1120.

**Prerequisite:** PHYS 1110 must be completed with a grade of C or better.

**Corequisite:** PHYS-L003 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

## **POLS 1000 - American and Wyoming Government**

**Credits:** 3

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.

**Course Note:** Students cannot earn credit for both Political Science 1000 and POLS 1050.

**Lecture Hours:** 3

## **POLS 1050 - Basics in U.S. and Wyoming Government**

**Credits:** 2

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.

**Course Note:** Students cannot earn credit for both POLS 1050 and POLS 1000.

**Lecture Hours:** 2

## **POLS 1100 - Wyoming Government**

**Credits:** 1

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.

**Course Note:** This course is offered for S/U grade only.

**Lecture Hours:** 1

## **POLS 1200 - Non-Western Political Cultures**

**Credits:** 3

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.

**Lecture Hours:** 3

## **POLS 2000 - Current Issues in American Government**

**Credits:** 3

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.



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**Prerequisite:** POLS 1000 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **POLS 2470 - Internship I**

**Credits:** 6

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 fulltime basis and meet with other interns in a state-wide program under the direction of a state coordinator

**Prerequisite:** POLS 1000 must be completed with a grade of C or better.

## **PSYC 1000 - General Psychology**

**Credits:** 3

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.

**Lecture Hours:** 3

## **PSYC 2000 - Research Psychological Methods**

**Credits:** 4

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:** ENGL 1010 and PSYC 1000. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

**Lab Hours:** 2

## **PSYC 2080 - Biological Psychology**

**Credits:** 3

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:** BIOL 1000 or BIOL 1010; and PSYC 1000. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **PSYC 2125 - Forensic Psychology**

**Credits:** 3

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.

**Course Note:** Students cannot earn credit for both PSYC 2125 and CRMJ 2125.

**Prerequisite:** CRMJ 2120 and PSYC 1000. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

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## **PSYC 2210 - Drugs and Behavior**

**Credits:** 3

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:** PSYC 1000 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **PSYC 2300 - Developmental Psychology**

**Credits:** 3

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:** PSYC 1000 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **PSYC 2330 - Psychology of Adjustment**

**Credits:** 3

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:** PSYC 1000 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **PSYC 2340 - Abnormal Psychology**

**Credits:** 3

A survey of major mental and behavioral disorders which explores the identification of types of disorders, their etiology, and potential treatment methods.

**Prerequisite:** PSYC 1000 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **PSYC 2380 - Social Psychology**

**Credits:** 3

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:** PSYC 1000 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **REWM 2000 - Principles of Rangeland Management**

**Credits:** 3

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.

**Pre/Corequisite:** AECL 1000, BIOL 1000, or BIOL 1010 must be completed with a grade of C or better; or AECL 1000, BIOL 1000, or BIOL 1010 must be taken at the same time as this course.

**Lecture Hours:** 3

## **REWM 2100 - Forest Management**

**Credits:** 3

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,

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wildlife management, and forest recreation.

**Prerequisite:** BIOL 1000 or BIOL 1010. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **REWM 2500 - Rangeland Plant Identification**

**Credits:** 2

Sight identification and distribution of western U.S. rangeland plants.

**Prerequisite:** REWM 2000 must be completed with a grade of C or better.

**Corequisite:** REWM-L001 must be taken at the same time as this course.

**Lecture Hours:** 1

**Lab Hours:** 2

## **RELI 1000 - Intro to Religion**

**Credits:** 3

An introduction to world religions. A multidisciplinary approach is utilized to investigate the similarities and differences that exist between a variety of religions.

**Course Note:** Students cannot earn credit in both RELI 1000 and SOSC 1100.

**Lecture Hours:** 3

## **SOSC 1100 - Intro to Religion**

**Credits:** 3

An introduction to world religions. A multidisciplinary approach is utilized to investigate the similarities and differences that exist between a variety of religions.

**Course Note:** Students cannot earn credit in both RELI 1000 and SOSC 1100.

**Lecture Hours:** 3

## **SOSC 2300 - Ethics in Practice**

**Credits:** 3

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:** ENGL 1010 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **SOSC 2395 - Social Science Capstone Experience**

**Credits:** 1

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.

**Course Note:** This course is offered for S/U grade only. Students must be majoring in social science and enroll in this course during their semester of graduation.

**Lecture Hours:** 1

## **SOWK 2000 - Intro to Social Work**

**Credits:** 3

A foundation course designed to explore the institution and profession of social work and the field of Social Welfare.

**Lecture Hours:** 3

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## **SOC 1000 - Sociological Principles**

**Credits:** 3

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.

**Lecture Hours:** 3

## **SOC 1100 - Social Problems**

**Credits:** 3

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.

**Lecture Hours:** 3

## **SOC 2200 - Sociology of Human Sexuality**

**Credits:** 3

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. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **SOC 2350 - Race and Ethnic Relations**

**Credits:** 3

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:** ANTH 1200 or SOC 1000. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

## **SOC 2400 - Criminology**

**Credits:** 3

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.

**Course Note:** Students cannot earn credit for both SOC 2400 and CRMJ 2400.

**Prerequisite:** SOC 1000 must be completed with a grade of C or better.

**Lecture Hours:** 3

## **SOIL 2010 - Intro to Soil Science**

**Credits:** 4

Introduces soil ecological processes and management in terrestrial environments. Discusses interaction of soil, biological, chemical, morphological and physical properties with land management in wild land and agricultural ecosystems. Emphasis is on plant response to soil conditions.

**Prerequisite:** CHEM 1000 or CHEM 1020. Any prerequisite course must be completed with a grade of C or better.

**Corequisite:** SOIL-L003 must be taken at the same time as this course.

# Courses of Instruction

**Lecture Hours:** 3

**Lab Hours:** 2

## **SOIL 2200 - Applied Soils**

**Credits:** 3

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.

**Corequisite:** SOIL-L002 must be taken at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 2

## **SOIL 2300 - Soil Science and Fertilizer Technology**

**Credits:** 2

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 1000 must be completed with a grade of C or better.

**Lecture Hours:** 2

## **SPAN 1010 - First Year Spanish I**

**Credits:** 4

Fundamentals of grammar, composition, reading, and conversation.

**Lecture Hours:** 4

**Lab Hours:** 1

## **SPAN 1020 - First Year Spanish II**

**Credits:** 4

A continuation of SPAN 1010.

**Prerequisite:** SPAN 1010 must be completed with a grade of C or better.

**Lecture Hours:** 4

**Lab Hours:** 1

## **SPAN 2030 - Second Year Spanish I**

**Credits:** 4

Progressive reading of Spanish prose with additional review in verbs, idioms, and conversation.

**Prerequisite:** SPAN 1010 and SPAN 1020. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 4

**Lab Hours:** 1

## **SPAN 2040 - Second Year Spanish II**

**Credits:** 4

Stresses usage of the language through composition, conversation, oral presentation and grammar review.

**Prerequisite:** SPAN 2030 must be completed with a grade of C or better.

**Lecture Hours:** 4

**Lab Hours:** 1

## **STAT 2050 - Fundamentals of Statistics**

**Credits:** 4

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, and simple

# Courses of Instruction

linear regression and correlation.

**Course Note:** Credit cannot be earned for both STAT 2050 and STAT 2070.

**Prerequisite:** MATH 1000 or higher, excluding MATH 1500, must be completed with a grade of C or better.

**Lecture Hours:** 4

## **STAT 2070 - Introductory Statistics for the Social Sciences**

**Credits:** 4

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.

**Course Note:** Credit cannot be earned for both STAT 2050 and STAT 2070.

**Prerequisite:** MATH 1000 or higher, excluding MATH 1500, must be completed with a grade of C or better.

**Lecture Hours:** 4

## **TECH 1750 - Professional Development and Leadership**

**Credits:** 1/2

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.

**Lecture Hours:** 1/2

**Lab Hours:** 1/2

**Max:** 2

## **THEA 1000 - Intro to Theatre**

**Credits:** 3

A brief history of world theatre and the study of modern American theatre, movies, and television.

**Lecture Hours:** 3

## **TTD 1500 - Novice CDL Training**

**Credits:** 5

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.

**Course Note:** This course is offered for S/U grade only.

**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 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.

## **VTTK 0005 - Pre-Exposure Rabies Vaccination**

**Credits:** 0

This course is for students to provide proof of completion of the pre-exposure rabies vaccination series required for veterinary technology courses.

# Courses of Instruction

## **VTTK 0010 - Pre-screen for Veterinary Technology**

**Credits:** 0

This course is for students to provide proof of completion of a background check for any veterinary technology course that requires a background check. The background check must be completed prior to registering for those courses.

## **VTTK 1009 - Co-Requisite for VTTK 1751**

**Credits:** 2

This is a one-semester workshop course to be completed concurrently with VTTK 1751. Requirement for enrollment in this course will be determined by examination in VTTK 1751 during the first week of class. This course provides supplemental instruction in fundamental mathematical operations and concepts to assist students in developing the skills required to successfully complete VTTK 1751. It is designed to provide instructor supervised practice for students to read and analyze problem statements, develop an appropriate mathematical setup, perform accurate calculations and determine the "reasonableness" of the computed results.

**Course Note:** This course is offered for S/U grade only.

**Corequisite:** VTTK 1751 must be taken at the same time as this course.

**Lab Hours:** 4

## **VTTK 1500 - Orientation to Veterinary Technology**

**Credits:** 3

This course is an introductory course in veterinary technology. Lectures will include clinical sanitation, the profession of veterinary technology, veterinary technology ethics, communications, clinical and hospital recordkeeping, breed identification, patient history, and physical examinations of dogs, cats, 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.

**Course Fees:** \$150

**Prerequisite:** ENGL 1005 must be completed with a grade of C or better; or an appropriate score on the English and Reading placement exam.

**Corequisite:** VTTK-L001 must be taken at the same time as this course.

**Pre/Corequisite:** VTTK 0010 must be taken previously or at the same time as this course; and VTTK 0005 must be taken previously or at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 2

## **VTTK 1501 - Animal Care I**

**Credits:** 0

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.

**Course Note:** This course is offered for S/U grade only.

**Pre/Corequisite:** VTTK 0005 must be taken previously or at the same time as this course; and VTTK 1500 must be taken previously or at the same time as this course.

**Lab Hours:** 1

## **VTTK 1502 - Animal Care II**

**Credits:** 0

This course is a continuation of Animal Care I.

**Course Note:** This course is offered for S/U grade only.

## Courses of Instruction

**Prerequisite:** VTTK 0005; and VTTK 1501 must be completed with a grade of C or better.

**Lab Hours:** 1

### **VTTK 1505 - Intro to Veterinary Science**

**Credits:** 1

This course is designed as an orientation to the college environment and the veterinary technology and aid programs. Lectures and assignments will emphasize goal setting, learning strategies and effective communication. The course will aid the student in identifying resources within the college and the veterinary profession that will enhance their academic career.

**Lecture Hours:** 1

### **VTTK 1510 - Clinical Techniques I**

**Credits:** 3

This course is intended for students seeking a veterinary aide certificate. Lectures will include general office procedures, client communication in the veterinary hospital, basic medical record keeping, OSHA and clinical sanitation, pharmaceutical calculations, basic understanding of common diseases and medical conditions seen in animals, surgical pack preparation, and surgical assistance. Students are required to complete a 40-hour externship in a veterinary clinic.

**Prerequisite:** ENGL 0625 must be completed with a grade of C or better; or an appropriate score on the English and Reading placement exam.

**Pre/Corequisite:** VTTK 0010 must be taken previously or at the same time as this course; and VTTK 0005 must be taken previously or at the same time as this course.

**Lecture Hours:** 1

**Lab Hours:** 2

### **VTTK 1520 - Clinical Techniques II**

**Credits:** 4

Course lecture and laboratory sessions are designed for those students interested in learning elementary veterinary techniques associated with inventory management, pharmacology, urinalysis, hematology, parasitology, and diagnostic imaging. Laboratory sessions include practical application of clinical techniques commonly performed by veterinary aides in the treatment of animals. Students are required to complete a 60-hour externship in a veterinary clinic.

**Course Note:** This course is required for the Veterinary Aide Certificate Program.

**Prerequisite:** An appropriate score on the English, Math, and Reading placement exam.

**Pre/Corequisite:** VTTK 0010 must be taken previously or at the same time as this course; and VTTK 0005 must be taken previously or at the same time as this course.

**Lecture Hours:** 1

**Lab Hours:** 4

### **VTTK 1550 - Practical Surgical and Medical Experience I**

**Credits:** 3

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 0005; and VTTK 0010, VTTK 1600, and VTTK 1630. Any prerequisite course must be completed with a grade of C or better.

**Pre/Corequisite:** VTTK 0005 must be taken at the same time as this course; and VTTK 2500 must be completed with a grade of C or better; or VTTK 2500 must be taken at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 2



# Courses of Instruction

## **VTTK 1600 - Clinical Procedures**

**Credits:** 3

This course continues with the professional activities of a Veterinary Technician. Lectures will cover veterinary medical records, patient histories, OSHA, animal behavior, neonatal patients, nutrition, general animal nursing, euthanasia of animals, grief counseling of clients, and an introduction to emergency and first aid care of animals. Sessions include practical application of clinical procedures commonly performed by veterinary technicians in the treatment of animals.

**Course Fees:** \$150

**Prerequisite:** VTTK 0010; and VTTK 1500 must be completed with a grade of C or better.

**Corequisite:** VTTK-L002 must be taken at the same time as this course.

**Pre/Corequisite:** VTTK 0005 must be taken previously or at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 3

## **VTTK 1625 - Laboratory Analysis**

**Credits:** 1

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.

**Course Fees:** \$75

**Pre/Corequisite:** VTTK 0005 must be taken previously or at the same time as this course.

**Lecture Hours:** 1

**Lab Hours:** 1

## **VTTK 1630 - Veterinary Hematology**

**Credits:** 3

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.

**Course Fees:** \$75

**Corequisite:** VTTK-L008 must be taken at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 2

## **VTTK 1650 - Veterinary Nutrition**

**Credits:** 2

This course will introduce students to nutrition concepts for large animals and small animals that they will utilize in veterinary medicine. Students will learn about commercial and therapeutic diets for companion animals and how to evaluate those diets. Students will learn to recognize feedstuffs and supplements for farm animals and develop rations for various species and life stages based on the feeds nutritional value. In addition, clinical signs of nutritional diseases, their prevention and treatments will be covered in lectures.

**Pre/Corequisite:** VTTK 1500 and VTTK 1950 must be completed with a grade of C or better; or VTTK 1500 and VTTK 1950 must be taken at the same time as this course.

**Lecture Hours:** 2

# Courses of Instruction

## **VTTK 1700 - Veterinary Medical Terminology**

**Credits:** 2

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 work pronunciations.

**Prerequisite:** An appropriate score on the English and Reading placement exam.

**Lecture Hours:** 2

## **VTTK 1750 - Veterinary Pharmacology**

**Credits:** 4

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.

**Course Fees:** \$75

**Prerequisite:** VTTK 1925 must be completed with a grade of C or better; and an appropriate score on the English and Reading placement exam.

**Corequisite:** VTTK-L010 must be taken at the same time as this course.

**Pre/Corequisite:** VTTK 1751 must be completed with a grade of C or better; or VTTK 1751 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

## **VTTK 1751 - Pharmaceutical Calculations**

**Credits:** 3

This is a one-semester lecture course. This course reviews basic mathematical operations used by veterinary technicians in the field of veterinary pharmacology. Topics covered in this course include: common abbreviations used in pharmacology, drug dose calculation methods (formula, ratio/proportion, and dimensional analysis [also called factor-label]), unit conversions, fundamentals of fluid therapy (fluid types, drip/flow rates, constant rate infusions and fluid deficit calculations), and solution preparations (dilutions).

**Course Note:** Students may be required to enroll in VTTK 1009 Co-Requisite for VTTK 1751. Required enrollment in VTTK 1009 will be determined during the first week of the VTTK 1751 class.

**Corequisite:** VTTK 1500 must be completed with a grade of C or better; or VTTK 1500 must be taken at the same time as this course.

**Lecture Hours:** 3

## **VTTK 1755 - Veterinary Parasitology**

**Credits:** 2

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 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.

**Course Fees:** \$75

**Prerequisite:** BIOL 1000, BIOL 1010, CHEM 1000, CHEM 1020, AECL 1000, VTTK 1925, or VTTK 1950. Any prerequisite course must be completed with a grade of C or better.

## Courses of Instruction

**Corequisite:** VTTK-L006 must be taken at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 1

### **VTTK 1925 - Applied Principles of Chemistry for Veterinary Technology**

**Credits:** 2

This is a one-semester lecture only course. This course introduces students to terminology, basic facts and fundamental concepts of chemistry, and relates this information to the biological processes encountered in veterinary medicine. This course begins with introductory topics which include matter and its physical states, atomic structure, the periodic table, chemical bonding, chemical reactions, and inorganic nomenclature. After the initial introductory material, the course covers more advanced concepts and clinical applications including solution chemistry (concentrations and tonicity), gas laws, and acid-base chemistry (pH, buffers, and electrolytes).

**Pre/Corequisite:** VTTK 1500 must be complete with a grade of C or better; or VTTK 1500 must be taken at the same time as this course.

**Lecture Hours:** 2

### **VTTK 1950 - Applied Principles of Biology for Veterinary Technology**

**Credits:** 2

This course is a one-semester lecture only course. This course covers the basics of cellular biology to provide student with the foundation material required for future veterinary technology courses. Topics covered include biomolecules (carbohydrates, lipids, proteins, and nucleic acids), basic cell structure and function, energy and enzymes, cellular respiration, DNA structure and function, mitosis and meiosis, protein synthesis, Mendelian genetics, and inherited conditions/diseases in animals.

**Pre/Corequisite:** VTTK 1500 must be completed with a grade of C or better; or VTTK 1500 must be taken at the same time as this course.

**Lecture Hours:** 2

### **VTTK 2500 - Veterinary Anesthesia and Analgesia**

**Credits:** 4

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.

**Course Fees:** \$150

**Prerequisite:** VTTK 1600, VTTK 1750, and VTTK 1751. Any prerequisite course must be completed with a grade of C or better.

**Corequisite:** VTTK-L003 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

### **VTTK 2501 - Animal Care III**

**Credits:** 0

This course is a continuation of Animal Care II.

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** VTTK 1502 must be completed with a grade of S.

**Pre/Corequisite:** VTTK 0005 must be taken previously or at the same time as this course.

**Lab Hours:** 1

### **VTTK 2502 - Animal Care IV**

**Credits:** 0

This course is a continuation of Animal Care III.

# Courses of Instruction

**Course Note:** This course is offered for S/U grade only.

**Prerequisite:** VTTK 2501 must be completed with a grade of S.

**Pre/Corequisite:** VTTK 0005 must be taken previously or at the same time as this course.

**Lab Hours:** 1

## VTTK 2505 - Diagnostic Imaging

**Credits:** 3

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.

**Course Fees:** \$150

**Prerequisite:** VTTK 1600, VTTK 1750, and VTTK 1751. Any prerequisite course must be completed with a grade of C or better

**Corequisite:** VTTK-L009 must be taken at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 2

## VTTK 2510 - Clinical Experience I

**Credits:** 1

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.

**Pre/Corequisite:** VTTK 1500 must be completed with a grade of C or better; or VTTK 1500 must be taken at the same time as this course; and VTTK 0005 must be taken previously or at the same time as this course.

## VTTK 2520 - Clinical Experience II

**Credits:** 1

This course is continuation of Clinical Experience I, but emphasizes hands-on experience by the student. A minimum of 120 hours must be spent at a veterinary clinic of the student's choice, approved by the instructor. 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 1630, VTTK 1755, and VTTK 2510. Any prerequisite course must be completed with a grade of C or better.

## VTTK 2550 - Practical Surgical and Medical Experience II

**Credits:** 3

This course is a continuation and expansion of VTTK 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 and VTTK 2500. Any prerequisite course must be completed with a grade of C or better.

## Courses of Instruction

**Lecture Hours:** 2

**Lab Hours:** 2

### **VTTK 2555 - Veterinary Dentistry**

**Credits:** 2

This course will focus on learning and applying techniques in preventive care, periodontics, endodontics, orthodontics and dental radiology appropriate for veterinary technicians. The student will acquire knowledge of dental diseases, diagnostic techniques, and therapeutic technique and equipment.

**Prerequisite:** VTTK 1550 and VTTK 2500. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

### **VTTK 2600 - Diagnostic Microbiology**

**Credits:** 2

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.

**Course Fees:** \$75

**Corequisite:** VTTK-L017 must be taken at the same time as this course.

**Lecture Hours:** 1

**Lab Hours:** 2

### **VTTK 2610 - Animal Health I - Infectious**

**Credits:** 4

Instruction is provided in the basic principles of infection, including etiological agents, pathogenicity, laboratory diagnostics, and hosts 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. The laboratory portion of the course will allow students to utilize the knowledge acquired in the infectious diseases in those animals.

**Prerequisite:** VTTK 0005; and VTTK 1630 must be completed with a grade of C or better.

**Corequisite:** VTTK-L007 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

### **VTTK 2615 - Veterinary Anatomy and Physiology**

**Credits:** 4

The study of anatomy and physiology is essential for animal health care providers. Presentation of comparative gross and microscopic anatomy and physiology between species (canine, feline, equine, bovine, and others) is provided in multiple formats. Demonstration of location, variation and function of the tissues and organs is utilized to introduce the clinical relevance of structures and functions of the body

**Course Fees:** \$80

**Corequisite:** VTTK-L016 must be taken at the same time as this course.

**Pre/Corequisite:** VTTK 1925 and VTTK 1950; or BIOL 1000, BIOL 1010, CHEM 1000 or CHEM 1020 must be completed with a grade of C or better; or VTTK 1925 and VTTK 1950; or BIOL 1000, BIOL 1010, CHEM 1000 or CHEM 1020 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

# Courses of Instruction

## **VTTK 2620 - Animal Health II - Non-infectious**

**Credits:** 4

This course is a continuation of the VTTK 2610 course. It will focus on the causes, clinical appearance, treatment, and handling of noninfectious diseases in domestic animals, both companion and livestock. The areas of instruction to be covered include traumatic, metabolic, nutritional, immune mediated, neoplastic, congenital, toxicological, and physical causes of noninfectious diseases. The laboratory portion of the course will allow students to interact with patients thus allowing them to observe noninfectious diseases, perform testing, and administer treatments for companion animals and livestock. The diagnosing of disease and all surgery will be performed by a veterinarian.

**Course Note:** This course is required for the completion of the A.A.S. degree program in Veterinary Technology.

**Prerequisite:** VTTK 0005 must be successfully completed.

**Corequisite:** VTTK-L018 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

## **VTTK 2700 - Laboratory and Exotic Animals**

**Credits:** 3

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.

**Course Fees:** \$150

**Prerequisite:** VTTK 1700 must be completed with a grade of C or better; and ENGL 1005 or an appropriate score on the English and Reading placement exam. Any prerequisite course must be completed with a grade of C or better.

**Corequisite:** VTTK-L005 must be taken at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 2

## **VTTK 2750 - Clinical Problems**

**Credits:** 3

This course consists of one lecture hour per week on preparation for 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.

**Course Note:** Students must have successfully completed all required veterinary technology courses or be concurrently enrolled to take this course.

**Course Fees:** \$150

**Corequisite:** VTTK-L004 must be taken at the same time as this course.

**Lecture Hours:** 2

**Lab Hours:** 2

## **VTTK 2815 - Large Animal Techniques**

**Credits:** 4

Lecture material will cover the bovine, porcine, ovine, caprine, and equine species and poultry in basic disciplines of anatomy, physiology, parasitology, pharmacology, toxicology, nutrition, infectious diseases, metabolic diseases, reproduction, surgery, diagnostic imaging, dentistry, and reproduction.

## Courses of Instruction

Laboratory sessions include practical application of techniques commonly performed in large animal practices.

**Course Note:** This course is required for the Veterinary Aide Certificate Program. It is an elective for students in the Veterinary Technology Program who wish to acquire more large animal skills.

**Course Fees:** \$150

**Corequisite:** VTTK-L015 must be taken at the same time as this course.

**Pre/Corequisite:** VTTK 0005 must be taken previously or at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 2

### **VTTK 2816 - Large Animal Techniques II**

**Credits:** 2

This lecture/lab course is similar to Large Animal Techniques I; however, it will consist of advanced laboratory work with different large animal clinical procedures and surgeries that will be demonstrated. Procedures will be practiced by the students that they will utilize in large animal practice.

**Pre/Corequisite:** VTTK 0005 must be taken previously or at the same time as this course.

**Lecture Hours:** 1

**Lab Hours:** 2

### **VTTK 2900 - Nutrition in Veterinary Medicine**

**Credits:** 3

(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.

**Course Note:** Students cannot earn credit for both VTTK 2900 and ANSC 2900.

**Prerequisite:** CHEM 1000 or VTTK 1925. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3

### **VTTK 2950 - Clinical Experience III**

**Credits:** 3

This course consists of 240 hours of work experience during which the student works in a veterinary or veterinary-related institution that has been approved by the instructor. Evaluation forms are completed by the cooperating establishment. 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.

**Course Note:** This course is offered for S/U grade only.

**Pre/Corequisite:** VTTK 2750 must be completed with a grade of C or better; or VTTK 2750 must be taken at the same time as this course.

### **WELD 0500 - Intro to Shielded and Metal Arc Welding**

**Credits:** 1

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.

**Course Note:** This course is offered for S/U grade only.

**Lab Hours:** 2

# Courses of Instruction

## **WELD 0600 - Intro to Flux Cored Arc Welding**

**Credits:** 1

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.

**Course Note:** This course is offered for S/U grade only.

**Lab Hours:** 2

## **WELD 0700 - Virtual Reality ARC Welding**

**Credits:** 1

Instruction, study, and welding practice using a virtual reality welding simulator to supplement and enhance welding training.

**Lecture Hours:** 1/2

**Lab Hours:** 1

## **WELD 0800 - Maintenance and Repair Welding**

**Credits:** 1

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.

**Course Note:** This course is offered for S/U grade only.

**Lab Hours:** 2

## **WELD 1505 - Intro to Welding and Machining**

**Credits:** 1

This course is designed as a general orientation and a transition to college for all new Welding students and transfer students who have less than thirty semester hours. Students will gain exposure to academic and career components of the welding field. Through field-related content, students will explore and understand the college and career environments, identify resources, develop academic and career goals, and acquire soft skills essential to job acquisition and success.

**Lecture Hours:** 1

## **WELD 1520 - Welding for Fun**

**Credits:** 2

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.

**Lecture Hours:** 1

**Lab Hours:** 2

## **WELD 1650 - Print Reading and Welding Symbols**

**Credits:** 3

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.

**Lecture Hours:** 3

## **WELD 1700 - General Welding**

**Credits:** 3

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



# Courses of Instruction

practices will be included.

**Course Fees:** \$75

**Lecture Hours:** 1

**Lab Hours:** 5

## **WELD 1755 - Shielded Metal Arc Welding**

**Credits:** 5

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.

**Course Fees:** \$125

**Lecture Hours:** 1

**Lab Hours:** 9

## **WELD 1760 - Advanced Shielded Metal Arc Welding**

**Credits:** 4

This course provides the training in shielded metal arc welding (SMAW) to develop the manual skills necessary to produce high quality multi-pass fillet and groove welds on medium thickness mild steel plates with backing in all positions.

**Course Fees:** \$125

**Prerequisite:** WELD 1755 must be completed with a grade of C or better.

**Lab Hours:** 8

## **WELD 1772 - Flux Cored Arc Welding**

**Credits:** 2

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.

**Course Fees:** \$75

**Lab Hours:** 4

## **WELD 1773 - Gas Metal Arc Welding**

**Credits:** 2

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.

**Course Fees:** \$75

**Lab Hours:** 4

## **WELD 1780 - Gas Tungsten Arc Welding - Plate**

**Credits:** 3

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.

**Course Fees:** \$75

**Lab Hours:** 6

## **WELD 1781 - GTAW Welding for Gunsmithing**

**Credits:** 2

Students will learn the proper method of TIG welding as it pertains to gunsmithing. Typically welding a smooth surface to a barreled surface and other types of TIG welding that are not commonly used.

**Course Fees:** \$75

# Courses of Instruction

**Lecture Hours:** 1

**Lab Hours:** 2

## **WELD 1850 - Fundamentals of Fabrication**

**Credits:** 2

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, WELD 1772, or WELD 1773; and WELD 1650. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

## **WELD 2500 - Structural Welding**

**Credits:** 5

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.

**Course Fees:** \$125

**Lecture Hours:** 1

**Lab Hours:** 9

## **WELD 2510 - Pipe Welding I**

**Credits:** 4

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.

**Course Fees:** \$125

**Lecture Hours:** 1

**Lab Hours:** 7

## **WELD 2520 - Pipe Welding II**

**Credits:** 5

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.

**Course Fees:** \$125

**Lecture Hours:** 1

**Lab Hours:** 8

## **WELD 2540 - Pipe Layout and Fabrication**

**Credits:** 2

This course will provide the fundamentals of Layout and Fabrication of a weldment consisting of plate and typical pipe connections.

**Prerequisite:** MATH 1500 must be completed with a grade of C or better.

**Lecture Hours:** 1

**Lab Hours:** 2

# Courses of Instruction

## **WELD 2645 - SMAW and GTAW**

**Credits:** 2

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.

**Course Note:** This course is offered for S/U grade only.

**Course Fees:** \$75

**Lab Hours:** 4

## **WELD 2670 - Welding Inspection Technology**

**Credits:** 3

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.

**Lecture Hours:** 3

## **WELD 2680 - Welding Metallurgy**

**Credits:** 3

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 hard-facing applications.

**Lecture Hours:** 3

## **WELD 2790 - Semiautomatic Pipe Welding**

**Credits:** 2

This course provides the student with a thorough technical understanding of Gas Metal Arc Welding and Flux Cored Arc Welding preparation for pipe welding. It develops the skills necessary to produce quality groove welds on 2- and 5-inch schedule 80 carbon steel pipe in all positions using GMAW for the root pass and FCAW for fill and cover passes.

**Course Fees:** \$75

**Prerequisite:** WELD 1772 and WELD 1773. Any prerequisite must be completed with a grade of C or better.

**Lecture Hours:** 1/2

**Lab Hours:** 4

## **WMST 1080 - Intro to Women's Studies**

**Credits:** 3

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.

**Lecture Hours:** 3

## **ZOO 2015 - Human Anatomy**

**Credits:** 4

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-

## Courses of Instruction

professional programs are encouraged to take this course.

**Corequisite:** ZOO-L001 must be taken at the same time as this course.

**Pre/Corequisite:** BIOL 1000 or BIOL 1010 must be completed with a grade of C or better; or BIOL 1000 or BIOL 1010 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **ZOO 2025 - Human Physiology**

**Credits:** 4

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 preprofessional programs are encouraged to take this course.

**Prerequisite:** ZOO 2015 must be completed with a grade of C or better.

**Corequisite:** ZOO-L002 must be taken at the same time as this course.

**Lecture Hours:** 3

**Lab Hours:** 3

### **ZOO 2450 - Principles of Fish and Wildlife Management**

**Credits:** 3

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 BIOL 1010. Any prerequisite course must be completed with a grade of C or better.

**Lecture Hours:** 3