



Welcome to the Eastern Wyoming College (EWC) Official Online Catalog

As an EWC student, this catalog serves as your comprehensive guide to official program and course requirements, helping you plan your academic journey and achieve your college completion goals. Use the links on the right to navigate through the various sections of the catalog.

The purpose of this catalog is to provide a valuable resource for students pursuing their education at EWC. Eastern Wyoming College reserves the right to modify its policies, procedures, and academic programs as necessary. Any updates or changes will be communicated through current class schedules, the college website, or email notifications to staff and students as determined by EWC.

If you have any questions regarding the EWC Online Catalog, please contact Academic Services at acadserv@ewc.wy.edu.

Eastern Wyoming College does not discriminate on the basis of race, color, national origin, marital status, sex (including pregnancy, gender identity, and sexual orientation), 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, Title IX, and Section 504, may be directed to the Director of Human Resources, 307-532-8330.

The Director can be reached at:

*Eastern Wyoming College
3200 West C Street
Torrington, WY 82240*

Alternatively you may contact:

*Wyoming Department of Education
Office for Civil Rights Coordinator
2300 Capitol Avenue 2nd Floor
Cheyenne, WY 82002-0050
307-777-7675*

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2026 - 2027 Calendar

Fall 2026 Semester

August 11 (Tuesday)	Douglas Campus New Student Orientation at 10:00am
August 14 (Friday)	Last day to submit a degree (or certificate) application for Fall 2026. 4:00pm
August 19 (Wednesday)	Residence Halls Open at 9:00am
August 19 (Wednesday)	Last day to submit required official, final transcripts for admission at 4:00pm
August 20 (Thursday)	Residence Halls Open at 9:00am
August 21 (Friday)	Torrington Campus New Student Orientation at 9:00am
August 21 (Friday)	Last day to submit a non-degree application for Fall 2026, 4:00pm
August 24(Monday)	Regular Semester (16 week) and Block A (8 week) Classes Begin
August 28 (Friday)	Last Day to Add/Drop Block A (8 week) Classes for 100% Tuition and Fee Refund at 4:00pm.
August 28 (Friday)	Last Day to Add Regular Semester (16 week) Classes
August 28 (Friday)	Drop for Non-Attendance - Faculty Roster Certifications due for Block A courses (8 week) at 4:00pm
Aug 31-Sep 2 (Mon-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin Aug. 31 and end for Block A courses (8 week) at 4:00pm on Sept 2
Aug 31-Sep 2 (Mon-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin Aug. 31 and end for regular semester courses (16 week) at 4:00pm on Sept 2
September 4 (Friday)	Last Day to Drop Regular Semester (16 week) Classes for 100% Tuition and Fee Refund
September 4 (Friday)	Last Day to Withdraw from Block A (8 week) Classes for 50% Tuition and Fee Refund at 4:00pm
September 7 (Monday)	Labor Day / No Classes / Campus Closed
September 9 (Wednesday)	First Scheduled Financial Aid Disbursement to Students' Accounts (Additional disbursements are scheduled each week on Tuesdays except when there is a holiday or break.)
September 18 (Friday)	Midterm Grades Due Block A (8 week)
September 18 (Friday)	Last Day to Withdraw from Regular Semester (16 week) Classes for 50% Tuition and Fee Refund at 4:00pm
September 25 (Friday)	Last Day to Withdraw from individual Block A (8 week) Classes (8 week) at 4:00pm / No Tuition or Fee Refund
October 14 (Wednesday)	Midterm Grades Due at 4:00pm Regular Semester (16 week)
October 16 (Friday)	End of Block A (8 week) Classes
October 16 (Friday)	Block A Final Grades Due at noon
October 19 (Monday)	Block B (8 week) Classes Begin
October 23 (Friday)	Last Day to Add/Drop Block B (8 week) Classes for 100% Tuition and Fee Refund at 4:00pm.
Oct 26-Oct 28 (Mon-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin Oct 26 and end for Block B courses (8 week) at 4:00pm on Oct 29

2026 - 2027 Calendar

Oct 26-Oct 30 (Mon-Fri)	Advising Week
October 30 (Friday)	Last Day to Withdraw from individual Regular Semester (16 week) Classes at 4:00pm / No Tuition or Fee Refund
October 30 (Friday)	Last Day to Withdraw from Block B (8 week) Classes for 50% Tuition and Fee Refund at 4:00pm
November 5 (Thursday)	Registration for Spring and Summer 2027 Semesters Opens for Sophomores
November 9 (Monday)	Registration for Spring and Summer 2027 Semesters Opens for All Students
November 13 (Friday)	Midterm Grades Due at 4:00pm Block B (8 week)
November 20 (Friday)	Last Day to Withdraw from individual Block B (8 week) Classes at 4:00pm / No Tuition or Fee Refund
November 20 (Friday)	Last Day to Withdraw from all Classes at 4:00pm / No Tuition or Fee Refund
November 23 (Monday)	Fall Break / No Classes
November 24 (Tuesday)	Fall Break / No Classes
November 25 (Wednesday)	Thanksgiving Break / No Classes / Campus Closed
November 26 (Thursday)	Thanksgiving Break / No Classes / Campus Closed
November 27 (Friday)	Thanksgiving Break / No Classes / Campus Closed
November 30 (Monday)	Classes Resume
December 14 (Monday)	Finals Week Begins
December 17 (Thursday)	End of Semester
December 19 (Saturday)	Residence Halls Close at Noon
December 21 (Monday)	Student Winter Break begins
December 22 (Tuesday)	All Grades Due online (by noon)

Spring 2027 Semester

January 8 (Friday)	Last day to submit a degree (or certificate) application for Spring 2027, 4:00pm
January 13 (Wednesday)	Last day to submit required official, final transcripts for admission at 4:00pm
January 15 (Friday)	Last day to submit a non-degree application for Spring 2027, 4:00pm
January 16 (Saturday)	Residence Halls Open at 9:00am
January 17 (Sunday)	Residence Halls Open at 9:00am
January 18 (Monday)	Wyoming Equality Day / No Classes / Campus Closed
January 19 (Tuesday)	Regular Semester (16 week) and Block A (8 week) Classes Begin
January 22 (Friday)	Last Day to Add/Drop Block A (8 week) classes for 100% Tuition and Fee Refund at 4:00pm.
January 22 (Friday)	Last Day to Add Regular (16 week) Classes

2026 - 2027 Calendar

Jan 25-27 (Mon-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin Jan. 25 and end for Block A courses (8 week) at 4:00pm on Jan. 27
Jan 25-27 (Mon-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin Jan. 25 and end for regular semester courses (16 week) at 4:00pm on Jan. 27
January 29 (Friday)	Last Day to Drop Regular Semester (16 week) Classes for 100% Tuition and Fee Refund
January 29 (Friday)	Last Day to Withdraw from Block A (8 week) Classes for 50% Tuition and Fee Refund at 4:00pm.
February 3 (Wednesday)	First Scheduled Financial Aid Disbursement to Students' Accounts (Additional disbursements are scheduled each week on Mondays except when there is a holiday or break.)
February 12 (Friday)	Midterm Grades Due at 4:00pm Block A (8 week)
February 12 (Friday)	Last Day to Withdraw from Regular Semester (16 week) Classes for 50% Tuition and Fee Refund at 4:00pm
February 12 (Friday)	Last Day to Withdraw from individual Block A (8 week) Classes at 4:00pm / No Tuition or Fee Refund
February 23 (Monday)	Last Day to Withdraw from Block A (8 week) Classes at 4:00pm / No Tuition or Fee Refund
March 10 (Wednesday)	Midterm Grades Due at 4:00pm Regular Semester (16 week)
March 12 (Friday)	End of Block A (8 week) Classes
March 12 (Friday)	Block A (8 week) Final Grades due at noon
March 15 (Monday)	Block B (8 week) Classes Begin
March 19 (Friday)	Last Day to Add/Drop Block B (8 week) Classes for 100% Tuition and Fee Refund at 4:00pm.
March 18 (Wednesday)	Last Day to Add Block B (8 week) Classes at 4:00pm
March 19 (Thursday)	Last Day to Drop Block B (8 week) Classes for 100% Tuition and Fee Refund at 4:00pm.
March 22 (Monday)	Spring Break Begins / No Classes
March 30 (Tuesday)	Easter Break Ends / Classes Resume
March 30-Mar 31 (Tues-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin Mar 30 and end for Block B courses (8 week) at 4:00pm on Mar 31
March 30-April 2 (Tues-Fri)	Advising Week
April 2 (Friday)	Last Day to Withdraw from individual Regular Semester (16 week) Classes at 4:00pm / No Tuition or Fee Refund
April 2 (Friday)	Last Day to Withdraw from Block B (8 week) Classes for 50% Tuition and Fee Refund at 4:00pm
April 8 (Thursday)	Registration for Fall 2027 Semester Opens for Sophomores Only
April 12 (Monday)	Registration for Fall 2027 Semester Opens for All Students
April 16 (Friday)	Midterm Grades Due at 4:00pm Block B (8 week)
April 23 (Friday)	Last Day to Withdraw from Block B (8 week) Classes at 4:00pm / No Tuition or Fee Refund
April 23 (Friday)	Last Day to Withdraw from All Classes at 4:00pm / No Tuition or Fee Refund
May 10 (Monday)	Finals Week Begins

2026 - 2027 Calendar

May 13 (Thursday)	End of Semester
May 14 (Friday)	Graduation
May 15 (Saturday)	Residence Halls Close at Noon
May 18 (Tuesday)	All Grades Due online (by noon)

Summer 2027 Semester

May 14 (Friday)	Last day to submit a degree (or certificate) application for Summer 2027, 4:00pm
May 19 (Wednesday)	Last day to submit required official, final transcripts for admission at 4:00pm
May 19 (Wednesday)	(12 week) Classes Begin
May 21 (Friday)	Last day to submit a non-degree application for Summer 2027, 4:00pm
May 22 (Saturday)	Residence Halls Open at 9:00am
May 23 (Sunday)	Residence Halls Open at 9:00am
May 24 (Monday)	Summer Regular Session Begins for (6A and 8 week classes)
May 28 (Friday)	Last Day to Add/Drop Block 6A (6 week), 8 week and 12 week Classes for 100% Tuition and Fee Refund at 4:00pm.
May 31 (Monday)	Memorial Day / No Classes / Campus Closed
June 1 (Tuesday)	Classes Resume
June 1-2 (Tues-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin June 1 and end for Block 6A courses (6 week) at 12:00pm on June 2
June 1-2 (Tues-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin June 1 and end for 8 week classes at 12:00pm on June 2
June 1-2 (Tues-Wed)	Drop for Non-Attendance - Faculty Roster Certifications begin June 1 and end for 12 week classes at 12:00pm on June 2
June 3 (Thursday)	First Scheduled Financial Aid Disbursement to Students' Accounts (Additional disbursements are scheduled each week on Mondays except when there is a holiday or break.)
June 4 (Friday)	Last Day to Withdraw from Block 6A (6 week) Classes for 50% Tuition and Fee Refund at 4:00pm
June 4 (Friday)	Last Day to Withdraw from (8 week) Classes for 50% Tuition and Fee Refund at 4:00pm
June 11 (Friday)	Last Day to Withdraw from 12 week Classes for 50% Tuition and Fee Refund at 4:00pm
June 11 (Friday)	Midterm Grades Due at 4:00pm Block 6A (6 week)
June 18 (Friday)	Midterm Grades Due at 4:00pm (8 week)
June 25 (Friday)	Last Day to Withdraw from individual 6A (6 week) Classes at 4:00pm / No Tuition or Fee Refund
June 25 (Friday)	Last Day to Withdraw from individual 8 week Classes at 4:00pm / No Tuition or Fee Refund
June 30 (Wednesday)	Midterm Grades Due at 4:00pm for 12 week classes
July 2 (Friday)	End of Block 6A (6 week) Classes

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July 2 (Friday)	Block 6A (6 week) Final Grades due at noon
July 5 (Monday)	Independence Day Observed/ No Classes / Campus Closed
July 6 (Tuesday)	Classes Resume
July 6 (Tuesday)	Block 6B (6 week) Classes Begin
July 9 (Friday)	Last Day to Add/Drop Block 6B (6 week) Classes for 100% Tuition and Fee Refund at 4:00pm.
July 12-13 (Mon-Tues)	Drop for Non-Attendance - Faculty Roster Certifications begin July 12 and end for Block 6B courses (6 week) at 12:00pm on July 13
July 16 (Friday)	Last Day to Withdraw from Block 6B (6 week) Classes for 50% Tuition and Fee Refund at 4:00pm
July 16 (Friday)	End of 8 week Classes
July 16 (Friday)	8 week Final Grades due at noon
July 23 (Friday)	Midterm Grades Due at 4:00pm Block 6B (6 week)
July 30 (Friday)	Last Day to Withdraw from individual 6B (6 week) Classes at 4:00pm / No Tuition or Fee Refund
July 30 (Friday)	Last Day to Withdraw from individual 12 week Classes at 4:00pm / No Tuition or Fee Refund
July 30 (Friday)	Last Day to Withdraw from all Classes at 4:00pm / No Tuition or Fee Refund
Aug 5 (Thursday)	Goshen County Fair Day/ No Classes/ Campus Closed
Aug 6 (Friday)	Classes Resume
August 11 (Wednesday)	End of 12 week classes
August 13 (Friday)	12 week classes Final Grades due at noon
August 13 (Friday)	End of Block 6B (6 week) Classes
August 13 (Friday)	Block 6B (6 week) Final Grades due at noon
August 13 (Friday)	End of Semester
August 13 (Friday)	All Grades Due online (by noon)

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 of 1948 in Torrington, Wyoming, Goshen County, as the Southeast University Center--an extension of the University of Wyoming and part of the Torrington Public School District Number 3. In June of 1956, voters in the Torrington Public School District approved the formation of the Goshen County Community College District as an independent political subdivision of the state with its own Board of Trustees. At that time, the institution's name was officially changed to Goshen County Community College.

Between the fall of 1956 and the fall of 1965, all public-school districts within Goshen County had voted to become part of the College District. In 1967, the institution was renamed Eastern Wyoming College, and in December 1968, the College District was officially designated as the Eastern Wyoming Community College District.

Following the reorganization in 1956, the institution experienced steady growth. Today, Eastern Wyoming College serves nearly 1,500 students in credit courses and approximately 500 students in non-credit activities. The College also operates a branch campus in Douglas and maintains Outreach Centers in Converse, Crook, Niobrara, Platte, and Weston counties.

Mission

Adopted 2025, Board Policy 1.0

Eastern Wyoming College champions student success through innovative learning, academic excellence, and community enrichment.

Strategic Pillars

Revised 2025, Administrative Regulation 1.01

Pillar 1: Cultivating success with our Students

A. Enhance Student-Centered Academic Outcomes

- Successful outcomes for our students is our business. Students will experience an engaging learning environment through rigorous and relevant curricula, innovative teaching practices, and applies learning experiences that respond directly to student needs, inspire lifelong learning, and prepare students for meaningful lives.

B. Champion a Comprehensive Student Success Framework

- As a comprehensive community college, our students vary in many ways. Our commitment to the whole student ensures removing barriers and providing access to personalized resources throughout their academic journey. Our framework emphasizes continuous support for the evolving needs of our students.

C. Invest in Facilities and Technology

- Evolving students and communities require an innovative and modern college. Our investment fosters an accessible, safe, and inspiring college setting that promotes academic achievement, student satisfaction, and advanced technology.

Pillar 2: Cultivating Success within our Community

A. Strengthen Strategic Community Partnerships

General Information

- Our college is an economic engine for local and regional development, and community well-being. We commit to building strong, collaborative partnerships with our communities to enrich student learning, workforce development, and community vitality.

B. Expand Community Visibility and Presence

- Promoting awareness of our college's mission and outcomes broaden access in the communities we serve. This will be achieved by expanding the college's presence throughout all service areas by engaging in community initiatives and extending our programs and services.

C. Become a Cultural and Recreational Hub

- Quality of life ranks high by the constituents within our region. Through strategic collaborations and community programming, our college aims to become a regional centerpiece for shared experiences-celebrating the arts, recreation, and local heritage in ways that strengthen the well-being of our residents.

Pillar 3: Cultivating Success within our College

A. Employee Attraction, Retention, and Development

- People are at the heart of our college, and through proactive initiatives, we attract and retain talented professionals and ensure our employees are able to perform at their best. We foster a supportive, inclusive culture where professional growth is prioritized, meaningful contributions are recognized, and work-life balance is respected.

B. Operational Efficiency and Effectiveness

- Our college is committed to advancing operational efficiency through system development, resource optimization, and ensuring responsible stewardship of institutional assets. We will continuously assess effectiveness through data-informed practices to ensure sustainable growth and responsiveness to evolving student and community needs.

C. Fostering a Culture of Innovation

- Innovation is the cornerstone of institutional excellence, where creative thinking is encouraged, calculated risks are supported, and new ideas flourish. By investing in change initiatives, we position our institution as a forward-thinking leader in higher education.

College Vision for the Future

Revised 2025, Board Policy 1.0

Eastern Wyoming College is committed to service and striving for excellence.

Student Philosophy Statement

Approved March 2025

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.

General Information

College Diversity Statement

Latest Revision November 14, 2017

Eastern Wyoming College envelopes a culture respective 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 environment for its growth, support, and future as it reveals who we are today and whom we will become tomorrow.

Governance

Revised August 13, 2024, Board Policy 1.1

On behalf of the district's citizens, the Eastern Wyoming College Board of Trustees is entrusted with the authority and responsibility for the effective governance of the College which include:

1. The Board of Trustees connects the College to the community to ensure outcomes of the institution match the expectations of the community.
2. The Mission, Vision, and Strategic Directions for Eastern Wyoming College are guided by the community. These Strategic Directions are also shared by the Trustees, President, and college community of faculty, staff and students.
3. The Board of Trustees is intent on meeting the expectations of the community through evidence-based, informed practices that support the learning and futures of our students.
4. The Board of Trustees believes in a culture of transparency and inclusion in setting the direction of the College.
5. Board members shall have authority only when acting as a Board in session and conducted in accordance with Wyoming Open Meeting statutes (W.S. §16-4-401 through 16-4-408).
6. The Eastern Wyoming College Board of Trustees is committed to active involvement of all internal College constituencies in the governance of the institution. This is provided via an ongoing participative process of shared governance. The Board of Trustees affirms this belief by supporting the right of faculty, staff, administration, and students to express ideas and opinions with the assurance their opinions will be given consideration regarding decisions of the College via their respective alliances.
 - Shared governance provides an avenue of shared commitment for continuous improvements in both college effort and resources. Shared governance provides for all major constituents of Eastern Wyoming College to contribute to policies, procedures and practices. The Board of Trustees is the ultimate decision-making body and the Board entrusts the President with day-to-day administration of the College.
7. The Board of Trustees establishes the Office of President and delegates to the President the execution of its policies. The President is responsible to the Board of Trustees for the organization and operation of the College, the execution of the College employees' duties, and the welfare of the student body. The President is expected to perform duties

General Information

contained in the President's job description and fulfill other responsibilities determined in annual goal-setting or evaluation meetings. The President has the authority to delegate to employees the responsibility for all or portions of these responsibilities; however, these responsibilities to the Board of Trustees reside solely with the President.

Board of Trustees

First Elected Term Expires

2022	2026	Jackie Van Mark, Chairperson
2022	2026	Rick Vonburg, Vice Chairperson
2019	2028	Randy Adams, Secretary
2022	2028	Katherine Patrick, Treasurer
2017	2028	Bob Baumgartner
2022	2026	Doug Mercer
2020	2028	Kurt Sittner

Advisory Board Member - Jim Willox (Annually appointed by the Converse County Commissioners)

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
info@hlcommission.org
www.hlcommission.org

Accreditation Commission for Education in Nursing (ACEN)
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
Telephone: 404.975.5000
www.acenursing.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

Wyoming State Board of Nursing
130 Hobbs Avenue, Suite B
Cheyenne, WY 82002
Telephone: 307.777.7601
wsbn.wyo.gov

American Welding Society
8669 NW 36 Street, Suite 130
Miami, FL 33166-6672
Telephone: 800.443.9353
www.aws.org

To obtain additional accreditation information, contact the Vice President of Douglas Campus at 307-624-7000 or visit the Accreditation web page.

General Information

Equal Employment Opportunity Statement

Eastern Wyoming College complies with all local, state and federal laws, and the college is dedicated to providing opportunities and recognizing the talent of all people within this 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, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, marital status, political belief, veteran status, disability, or genetic information. In accordance with the policy, Eastern Wyoming College affirms its commitment to non-discrimination in all matters relating to its educational admissions, programs, services and its employment practices as they relate to recruitment, hiring, selection, screening, testing, training, compensation, promotions, 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 EWC policy, regulation, rule or practice (Board Policy 3.0).

All administrators, faculty and staff committees, and others involved in employment decisions will comply with this policy. The Director of Human Resources is responsible for administering and coordinating the college's Equal Employment Opportunity Program.

Contact Information:

Director of Human Resources, Affirmative Action Officer
Tebbet Building 270, Eastern Wyoming College
3200 West C Street, Torrington, Wyoming 82240
307-532-8330

Admissions

Admission of Students

Eastern Wyoming College is an open enrollment institution that grants admission to four types of students (Board Policy 5.0):

- Degree or Certificate Seeking Students, including transfers from another college
- Non-degree Seeking Students
- High School Concurrent, Dual Enrollment, or Jump-start Students
- Non-Credit Students

General Admission Requirements

Minimum Age

An applicant must be at least seventeen (17) years of age to be admitted as a degree- or certificate-seeking or non-degree seeking undergraduate student.

Applicants under seventeen (17) years of age may be admitted only if they meet one (1) or more of the following criteria:

- Have earned a high school diploma; or
- Have completed a recognized high school equivalency credential (e.g., GED, HiSET, TASC); or
- Have completed secondary education through an approved home-school program in accordance with state law.

Parental/Guardian consent for Minors

Concurrent High School Applicants that will attend while still in high school must provide consent from a parent or legal guardian prior to registration. The consent form must acknowledge the student's enrollment in postsecondary coursework. The college reserves the right to require additional documentation to verify parental or legal guardian status.

Medical Requirement

Eastern Wyoming College 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. Some academic programs have specific medical requirements.

- **Nursing:** consult the EWC Nursing Admission Requirements in the EWC Nursing Student Handbook.
- **Veterinary Technology/Veterinary Aide:** Rabies Vaccination Requirement

Athletics Insurance Requirements

Eastern Wyoming College is a member of the National Junior College Athletic Association (NJCAA) and the rules of this organization govern the eligibility of all student athletes competing in intercollegiate athletics. See the NJCAA Eligibility Requirements website for more information.

The Eastern Wyoming College Athletic Department requires all NJCAA student athletes to have proof of primary health insurance coverage.

Admission for Degree and Certificate Seeking Students Application

Admissions

To be considered for admission (new or transfer) to EWC, prospective students must complete and submit an Admissions Application for the semester they wish to start.

High School Transcripts or Equivalency

Students enrolling in a Title IV eligible degree or certificate must also submit one of the following:

- **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 School Transcript.** Home schooled students must have completed a home-based educational program that meets the requirements of a basic education in the state it was completed.
- **General Education Development (GED) credential**
- **High School Equivalency Test (HiSET)**

All official, final transcripts or other documentation are required to be sent directly to the EWC Admissions office from the issuing institution.

Acceptance for Admission

Acceptance to the college does not guarantee admission to all majors. Specific programs may have prerequisites designed to facilitate successful completion. Enrollment in high demand programs may be based on special screening tools and/or "first-come, first-serve" registration. The right is reserved to deny admission to any applicant to certain programs, as per established and published procedures.

Test Scores

Some programs/courses require test scores. Test scores are not a requirement for Admission to EWC. If test scores are required in order to enroll in a program/course, EWC accepts ACT, SAT, or Accuplacer scores. These may be submitted directly from the applicant.

Notifications

Applicants will be notified when they have been accepted for admission to EWC and provided guidance regarding the next steps to follow in order to fully become a student.

Persons who have been denied admission will receive timely notification.

Denial of Admission, Continued Enrollment or Re-Enrollment

The College President may deny the admission, continued enrollment, or re-enrollment of:

- Any individual whose personal history and background indicates that his or her presence at the college would endanger the health, safety, welfare, or property of the college community or interfere with the orderly and effective performance of the college's functions; and/or
- Any individual who has misrepresented their credentials or background.

Consult Board Policy 5.0.1 for more information.

Admissions

Re-admission

Students who are not active at Eastern Wyoming College for two subsequent semesters (i.e. fall and spring) will be inactivated and must submit a new application for Admission and adhere to all admission requirements. Catalog requirements are determined by the catalog year in which a student is first admitted, provided the student either remains active or maintains continuous enrollment. Continuous enrollment is defined as enrollment in at least one credit-bearing course during a fall or spring semester each calendar year.

A student is considered active if enrolled in at least one credit-bearing course during a semester.

- Degree-seeking students who do not enroll at least once in two consecutive semesters (fall and spring) will be categorized as inactive.
- Inactive students must submit a new application for admission and adhere to the associated admissions requirement prior to returning.
- Continuous enrollment (for catalog retention purposes) is defined as enrollment in at least one course each academic year; inactive students returning after two semesters will be placed under current catalog requirements.

Admission for Non-degree Seeking Students

Persons who wish to take courses for credit but are not working toward a degree or certificate from EWC must meet the General Admission Requirements and submit a Non-degree Seeking Application. No other documents are required. Non-degree Seeking students are not eligible for Title IV financial aid.

Admission for High School Concurrent, Dual Enrollment, or Jump-start Students

High school students in the EWC service area may take courses for college credit and may also earn high school credit. Students must meet the required course prerequisites to be eligible for admission.

Interested high school students must complete a special registration form which requires signed permission from parents or guardians and a high school official.

High school graduates who have completed coursework through this process and wish to enroll as a degree-seeking student after high school must complete the degree-seeking application and fulfill the requirements for admission.

Admission for Non-Credit Students

Students seeking to audit for-credit courses or those interested in the Commercial Driver's License program should complete the non-degree seeking application. Those interested in Community Education courses should follow the procedure for enrolling in those courses.

Admissions

Special Populations

International Students

Persons with citizenship outside of the United States of America and meet the general admission requirements may be admitted with the following additional requirements (Administrative Regulation 5.9.1):

- Demonstrate the necessary English language skills.
- Prove the financial ability to meet the costs of attendance.
- Provide documentation of an MMR immunization and a TB immunization, negative TB test, and/or TB Status prior to being admitted.
- Have, and show proof of, medical insurance at the time of application and during enrollment.
- Provide an official copy of a general document credential evaluation, completed through a NACES (National Association of Credential Evaluation Services) accredited credentialing service, showing US high school diploma equivalency and an English translation of all supporting educational documents.
- Applicants with post-high school/college credits must provide a course-by-course level evaluation.

All application materials and correspondence must be in English.

Veteran Students

EWC welcomes veterans and assists them with planning their academic programs and with securing financial aid under the provisions of the Veterans Readjustment Benefits Act of 1966, the War Orphans Educational Assistance Act of 1956, and the Disabled Veterans Act.

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.

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.

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Classification Procedures

1. Residence classification shall be initiated for each student at the time the application for admission is accepted.
2. The following students are considered non-residents:
 - a. Individuals who are not U.S. citizens or permanent residents except as provided by C.2 or C.3 as follows.
 - b. 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.

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:

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1. 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.
2. 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.

Entrance Placement Testing

Prospective students must have an appropriate ACT or SAT score or take the ACCUPLACER placement exam(s) in Math, English, and Reading prior to registering for those classes requiring scores to aid in proper class placement and maximize academic success. Placement tests are administered in the EWC Academic Testing Center 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 guides for additional information or click on the Course Placement Guide link.

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

<i>English Placement Guide</i>		
Course Placement	ENGL 1009*	ENGL 1010
Next Gen ACCUPLACER (English)	200-249	250-300
ACT English	0-17	18
SAT Reading & Writing	10-30	31-40

*ENGL 1009 is a corequisite that allows a student to take ENGL 1010

<i>Reading Placement Guide</i>		
Course Placement	BIOL 1009*	BIOL 1010
Next Gen ACCUPLACER (Reading)	200-247	248-300
ACT Reading	0-20	21
SAT Reading & Writing	10-29	30-40

*BIOL 1009 is a corequisite that allows a student to take BIOL 1010

<i>Mathematics Placement Guide</i>					
Course Placement	MATH 0950* MATH 1009** MATH 1100 MATH 1500	MATH 1000 MATH 1409** BIOL 1010	MATH 1400 CHEM 1020 COSC 1010	MATH 1405	MATH 2200^ MATH 2350

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	BADM 1005 BIOL 1009	CHEM 1000 PHYS 1050			MATH 2355 PHYS 1110 PHYS 1310^^
Readiness Assessment Exam (RAE)¥	NO Requirements	1000 RAE	1400 RAE	1405 RAE	2200 RAE 2350 RAE
Next Generation ACCUPLACER	NO Requirements	QAS 250 - 300 Or AAF 225 - 249	AAF 250 - 300	Not Available	AAF 290 - 300
If an ACCUPLACER score is within 5 points of the cutoff, students may seek desired placement with a Math Placement Coordinator.					
ACT Math	NO Requirements	21 - 22	23 - 24	23 - 24 & 1405 RAE	25 +
SAT Math	NO Requirements	25 - 30	31 - 35	31 - 35 & 1405 RAE	36 - 40
Students at the high end of an ACT / SAT range may seek desired placement with a Math Placement Coordinator.					
HS Transcript in conjunction with SAT/ACT/ ACCUPLACER score	NO Transcript Requirements	One unit each of Algebra I and Geometry with a B average or better.	One unit each of Algebra 1, Geometry, and Algebra 2 with a B average or better.		

* MATH 0950 placement by Advisor and/or Math Placement Coordinator (*Section 0950_01 one credit hour, 0950_02 two credit hours, 0950_03 three credit hours*).

** MATH 1009 and MATH 1409 are corequisites that allow a student to take MATH 1000 and MATH 1400, respectively.

^ MATH 2200 requires MATH 1405 as a prerequisite.

^^PHYS 1310 requires MATH 2200 which may be taken concurrently.

¥ Readiness Assessment Exam (RAE): These exams are created by the EWC Math department to ensure students have the correct prerequisite knowledge needed to be successful in the course and are available in the Testing Center.

Semester Tuition and Fee Schedule

Tuition and fees are due in full by the first day of each semester. Payments can be made online through the MyEWC student portal, by mail, or in person at the Business Office. Payment plans

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are available from the Business Office for those students who qualify. Failure to pay tuition and fees may result in being administratively withdrawn from classes. Late payment fees may also apply. Students administratively withdrawn from classes for a delinquent balance are responsible for the entire balance owed. 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 EWC. Tuition rates are subject to change without notice upon approval of the Wyoming Community College Commission. The Board of Trustees reserves the right to change fees at any time.

Tuition Rates (2026-2027)

- **In State:** \$112 per Credit Hour
- **WUE:** \$168 per Credit Hour
- **Out-of-State:** \$336 per Credit Hour

The Western Undergraduate Exchange (WUE) tuition rate is calculated at approximately 1½ times the in-state 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.

The Out-of-State tuition rate for out-of-state residents (excluding WUE) and international residents is calculated at three times (3x) the in-state tuition rate.

On Campus Fees (Torrington/Douglas Campuses)

In addition to tuition costs each student will be charged a fee of \$52 per credit hour, as follows:

- Student Activities: \$8
- Instructional Support: \$25
- Advising Fee: \$8
- Technology: \$11

Total Fees per Credit Hour (Torrington & Douglas Campuses): \$52

Outreach Fees (Chugwater, Glendo, Glenrock, Hulett, Lusk, Moorcroft, Newcastle, Sundance, Wheatland, and Upton)

In addition to tuition costs each student will be charged a fee of \$19 per credit hour, as follows:

- Outreach Support: \$8
- Advising Fee: \$8
- Technology: \$11

Total Fees per Credit Hour (Outreach): \$27

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2026-2027 Tuition and Fees

2026-2027 Tuition and Fees: Torrington and Douglas Campus			
Credit Hours	In-State	WUE	Out-of-State
1	\$164	\$220	\$388
2	\$328	\$440	\$776
3	\$492	\$660	\$1,164
4	\$656	\$880	\$1,552
5	\$820	\$1,100	\$1,940
6	\$984	\$1,320	\$2,328
7	\$1,148	\$1,540	\$2,716
8	\$1,312	\$1,760	\$3,104
9	\$1,476	\$1,980	\$3,492
10	\$1,640	\$2,200	\$3,880
11	\$1,804	\$2,420	\$4,268
12	\$1,968	\$2,640	\$4,656
13	\$2,132	\$2,860	\$5,044
14	\$2,296	\$3,080	\$5,432
15	\$2,460	\$3,300	\$5,820

2026-2027 Tuition and Fees: Outreach Sites (Glendo, Chugwater, Glenrock, Hulett, Lusk, Moorcroft, Newcastle, Sundance, Wheatland, and Upton)			
Credit Hours	In-State	WUE	Out-of-State
1	\$139	\$195	\$363
2	\$278	\$390	\$726
3	\$417	\$585	\$1,089
4	\$556	\$780	\$1,452
5	\$695	\$975	\$1,815
6	\$834	\$1,170	\$2,178
7	\$973	\$1,365	\$2,541
8	\$1,112	\$1,560	\$2,904
9	\$1,251	\$1,755	\$3,267
10	\$1,390	\$1,950	\$3,630
11	\$1,529	\$2,145	\$3,993
12	\$1,668	\$2,340	\$4,356
13	\$1,807	\$2,535	\$4,719
14	\$1,946	\$2,730	\$5,082
15	\$2,085	\$2,925	\$5,445

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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 and applies to face-to-face and online classes.

For enrollment in more than 15 credits, multiply the total number of enrolled credits for the term by appropriate tuition/fee charges (e.g. in-state) rate listed for the 1 credit line.

Senior Citizens

Senior citizens who are at least 60 years of age and are residents of Wyoming shall be allowed to enroll without tuition charges in any or all credit courses sponsored by EWC. They are expected to pay for all books and incidental charges for classes in which they enroll, including fees (Board Policy 5.4).

Tuition/Fee Refunds

Students who have complied with established policies and procedures may be entitled to a refund of tuition and fees for credit courses which they officially drop. No refunds will be processed for students who do not officially drop courses through the student registration portal. (Administrative Regulation 5.2.1).

- Refunds will be processed within a reasonable period. Any money owed to EWC will be withheld before any refunds are made.
- Extenuating circumstances in reference to a refund may be considered by following the student grievance process as defined in the Student Handbook.

Below are the 2026-2027 Semester refund tables for tuition and fees for courses of different lengths that are offered at EWC.

Fall 2026 - Begins Monday, August 24 *				
Course Length	Courses That Start at the Beginning of the Term		Courses That Start Later in the Term	
	100% Refund	50% Refund	100% Refund	50% Refund
1 - 3 weeks	Friday before class starts	Friday, Aug. 28	Friday before class starts	Day 5
4 - 8 weeks	Friday, August 28	Friday, Sept. 4	Day 5	Day 12
9 - 16 weeks	Friday, Sept. 4	Friday, Sept. 18	Day 12	Day 26

Spring 2027- Begins Tuesday, January 19 *				
Course Length	Courses That Start at the Beginning of the Term		Courses That Start Later in the Term	
	100% Refund	50% Refund	100% Refund	50% Refund
1 - 3 weeks	Friday before class starts	Friday, Jan. 22	Friday before class starts	Day 5

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4 - 8 weeks	Friday, Jan. 22	Friday, Jan. 29	Day 5	Day 12
9 - 16 weeks	Friday, Jan. 29	Friday, Feb. 12	Day 12	Day 26

Summer 2027- Begins Wednesday, May 19 *

Course Length	Courses That Start at the Beginning of the Term		Courses That Start Later in the Term	
	100% Refund	50% Refund	100% Refund	50% Refund
1 - 3 weeks	Friday before class starts	Friday, May 28	Friday before class starts	Day 5
4 - 8 weeks	Friday, May 28	Friday, June 4	Day 5	Day 12
9 - 16 weeks	Friday, May 28	Friday, June 11	Day 12	Day 26

* Refund table dates are based on courses starting on the start dates listed for each term. For courses that do not start on the first day of the term, the 1 - 3 weeks, 4 - 8 weeks, and 9 -12 weeks refund time-frames will begin on the Monday of the week a course begins and end on the corresponding Fridays, following the same 5 day, 12 day, and 26 day patterns respectively for the fall/spring semesters.

For students who have received scholarships, grants, or state aid, all or a portion of the refund may be returned to the funding source.

For students with federal financial aid, please refer to the Financial Aid section.

Residence halls and flexible cafeteria meal plans are available on the Torrington campus, providing students with on-campus housing, on-campus parking, scheduled meals, and the ability to build friendships with their classmates. Semi-private rooms with suites up to four student roommates are available, and private rooms may be available at an additional cost, in two different residence halls.

Housing and meal plan fees are due in full by the first day of each semester. Payments can be made online through the MyEWC student portal, by mail, or in person at the Business Office. Payment plans are available from the Business Office for those students who qualify. Late payment fees may also apply. Students administratively withdrawn from EWC for a delinquent balance are responsible for the entire balance owed. 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 EWC.

Residence Hall Fees, per Semester (2026-2027)

Eastern Hall		
Standard Room	Semi-Private (Option 1)	Private (Option 2)
Housing per Semester	\$1,798	\$2,410
Meal Plan per Semester	\$2,300	\$2,300

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Total per Semester	\$4,098	\$4,710
Total Annual Cost	\$8,196	\$9,420
Suite Room	Semi-Private (Option 3)	Private (Option 4)
Housing per Semester	\$2,005	\$2,686
Meal Plan per Semester	\$2,300	\$2,300
Total per Semester	\$4,305	\$4,986
Total Annual Cost	\$8,610	\$9,972

Lancer Hall		
Suite Room	Semi-Private (Option 5)	Private (Option 6)
Housing per Semester	\$2,101	\$2,815
Meal Plan per Semester	\$2,300	\$2,300
Total per Semester	\$4,401	\$5,115
Total Annual Cost	\$8,802	\$10,230
Summer 2027	Semi-Private	Private
Housing only per 5-day week M-F	\$140	\$185

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)

The cafeteria offers 19 meals a week: three meals a day Monday-Friday plus two meals each day Saturday-Sunday. All meal plan options are provided at \$2,300 per semester for 2026-2027. Meal Plans each semester include three options:

- Option 1: 19 cafeteria meals a week (three meals a day on Monday-Friday plus two meals 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. All meal plans and Munch Money are per semester and do not carry over from one semester to the next.

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Residence Hall & Meal Plan Refunds

If an on-campus resident withdraws from college or moves out of on-campus housing before the start of the semester or within the first twelve (12) calendar days of the start of the semester, they shall forfeit 100% of the housing security deposit. Students moving out of college housing after twelve (12) calendar days from the beginning of the semester shall forfeit 100% of the housing and meal plan charge assessment but will receive 100% of the housing security deposit if they officially check out of their room with a Housing Staff member (i.e., NO HOUSING AND MEAL PLAN REFUNDS after twelve (12) days). Students moving off campus may request to remain on their meal plan. 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. Please refer to the Residence Life Handbook for additional Residence Life information.

Housing & Meal Plan Refund Schedule			
	Refund Period & Refund Rates		
Full Semester	Before Day 1	Days 1 - 12	After Day 12
Housing Deposit	0%	0%	100%*
Housing Plan	100%	100%	0%
Meal Plan	100%	100%	0%

* If working with a Housing Staff member to officially checkout of the room.

Estimated Cost of Attendance

The two tables below provide an estimate of the average annual cost of attendance for a full-time student. One table is for those living on the Torrington campus, the other is for those living off-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.

<i>2026 - 2027 Estimated Annual Cost of Attendance, Living on Torrington Campus</i>			
Expense	WY Resident	WUE	Out-of-State
Tuition and Fees	\$4,920	\$6,600	\$11,640
Housing (average of all options)	\$4,606	\$4,606	\$4,606
Meals	\$4,600	\$4,600	\$4,600
*Course Fees (average)	\$400	\$400	\$400
Books, Course Materials, Supplies, and Equipment	\$600	\$600	\$600
Personal Expenses (varies)	\$1,660	\$1,660	\$1,660
Transportation (varies)	\$700	\$1,700	\$1,700
Total Estimated Cost Per Year	\$17,486	\$20,166	\$25,206

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<i>2026 - 2027 Estimated Annual Cost of Attendance, Living off-campus in Torrington</i>				
Expense	WY Resident		WUE	Out-of-State
	Living w/ parents	Living on own		
Tuition and Fees	\$4,920	\$4,920	\$6,600	\$11,640
** Housing (average of all options)	\$3,000	\$6,000	\$6,000	\$6,000
Meals	\$3,000	\$4,200	\$4,200	\$4,200
*Course Fees (average)	\$400	\$400	\$400	\$400
Books, Course Materials, Supplies, and Equipment	\$600	\$600	\$600	\$600
Personal Expenses (varies)	\$1,660	\$1,660	\$1,660	\$1,660
Transportation (varies)	\$700	\$700	\$1,700	\$1,700
Total Estimated Cost Per Year	\$14,280	\$18,480	\$21,160	\$26,200

* Some programs have course fees that directly affect the total estimated cost per year, and some years are different from others.

** Students attending at the Douglas Campus may experience higher costs for housing.
EWC has partnered with Follett to provide a special textbook purchasing program.

Textbooks / Course Materials

Lancer All Access is an all-inclusive course materials program that provides Eastern Wyoming College students with access to all required textbooks and resources including digital and physical materials. Follett works with the campus store to ensure all required digital materials appear in the student's Canvas and all required physical materials are prepared for pickup by the first day of class - as applicable. All students are automatically enrolled in the program at a flat rate of \$300 for full-time enrollment (or \$25 per credit hour), and students who are not interested in the material savings can opt out of the program each term with no penalty. Students who opt out of the program are responsible for finding and purchasing their own required materials. More information can be found at Lancer All Access Program.

Special Fees and Charges

<i>Special Fees and Charges</i>	
Item	EWC Charge
Audit Class Fee	Same as for-credit students
CLEP exam fee is paid directly to the College Board when registering for the exam. Plus, a proctor fee paid to EWC.	\$15 proctor fee
Course Fees (See Course / Lab Supply Fees list below)	Variable
Distance Course Fee	\$25 per course

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DSST exam fee is paid directly to DSST on the day of the exam. You cannot pre-pay. Plus, a proctor fee paid to EWC.	\$15 proctor fee
Field Studies Fee	Variable
* Graduation Fee	\$50
Diploma Replacement Fee	\$20
Institutional Challenge Examination	\$20 per course credit
Nursing - TEAS-VII Exam (Price may change.)	\$70
Official Transcript Fees - Electronic (ETX) - \$8.40 - Electronic PDF - \$9.40 - Mail/United States - \$16.80 - Certified Mail/U.S. - \$23.25 - Mail/International - \$16.25 - Express International - \$86.25 - Express/Canada/Mexico - \$70.25 - Express United States - \$50.25	Variable
Placement Test Fee (per session)	\$20
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
Rodeo Fee	\$30
Test Proctoring Fee for Out-of-State College (per test)	\$15
Workforce Development Fee	Variable
WorkKeys Assessment Fee/complete battery of three exams (Graphic Literacy, Applied Math & Workplace Documents)	\$55
WorkKeys Retakes	\$20 per individual exam

These fees are subject to change without notice.

*The graduation fee is mandatory for all students regardless of participation in the graduation ceremony. The 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
AGTK 1810 – Beginning Hydraulics	\$50
AGTK 1910 – Preventive Equipment Maintenance and Management	\$50
ANSC 1010 – Intro to Animal Science	\$25
ANSC 2020 – Feeds and Feeding	\$25
ART 2410 – Ceramics I	\$40
BARB 1510 - Intro to Barbering (Fees \$50 and Barber Kit \$800)	\$850

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BARB 1525 – Barbering Hair Fundamentals I	\$25
BARB 1530 – Barbering Hair Fundamentals II (Fees \$25 and Supple Fees \$55)	\$80
BARB 1615 - Chemical Applications for Barber Stylist	\$50
BARB 1675 – Barbering Assessment	\$25
BARB 2500 – Barbering Crossover (Barber Kit - \$800 and Fees - \$1750)	\$2550
BARB 2600 – Barbering Crossover for Hair Stylist (Barber Kit - \$800 and Fees - \$1750)	\$2550
BIOL 1000 – Principles of Biology	\$34
BIOL 1010 – General Biology I	\$34
BIOL 2020 – General Biology II	\$34
CHEM 1000 – Intro to Chemistry	\$35
CHEM 1020 – General Chemistry I	\$50
CHEM 1030 – General Chemistry II	\$50
CHEM 2420 – Organic Chemistry I	\$50
CHEM 2440 – Organic Chemistry II	\$50
CROP 2100 – Horticultural Science	\$25
CRMJ 2781 – Use of Force I	\$50
CRMJ 2791 – Use of Force II	\$50
CSMO 1505 – Nail Technology Lab (Nail Kit \$400 and Fees \$50)	\$450
CSMO – 1575 – Nail Technician Assessment	\$25
CSMO 1605 – Skin Technology Lab (Esthetics Kit \$300 and Fees \$75)	\$375
CSMO 1610 – Esthetics Concepts I	\$25
CSMO 1675 – Esthetics Assessment	\$25
CSMO 1700 – Intro to Hair Technology (Hair Kit \$700 and Fees \$25)	\$725
CSMO 1703 – Hair Technician Business	\$25
CSMO 1705 – Hair Fundamentals (Hair Kit)	\$25
CSMO 1715 – Intro to Hair Technology II	\$25
CSMO 1730 – Cosmetology Chemistry I	\$75
CSMO 1740 – Cosmetology Overview and Test Preparation (Hair Kit \$100 and Fees \$25)	\$125
CSMO 1775 – Hair Technician Assessment	\$25
CSMO 1780 – Clinical Applications I (Hair Kit \$100)	\$100
CSMO 1875 – Cosmetology Assessment	\$25
CSMO 2520 – Instructor Assessment	\$25
EDEX 2484 – Intro to Special Education	\$25
EDFD 2020 – Foundations of Education	\$25
EDUC 1470 – Classroom Observations and Substitute Training (prescreening)	\$110
EDUC 2100 – Practicum in Teaching	\$25
ELTR 151 – Modern Ag Electric Systems	\$50
GUNS 1500 – Intro to Firearms and Firearm Safety	\$10
GUNS 1505 – Firearms Bench Metal	\$75
GUNS 1510 – Firearms Machine Shop I	\$75
GUNS 1515 – Stock Duplicating	\$25
GUNS 1520 – Stockmaking (Gun Kit - \$280 and Fees - \$70)	\$350
GUNS 1525 – Firearms Conversion	\$375

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GUNS 1700 - Knifemaking	\$50
GUNS 1715 – Advanced Stock Duplicating	\$25
GUNS 1720 – Color Case Hardening	\$50
GUNS 1725 – Hand Loading and Ballistics	\$25
GUNS 1730 – Gunstock Checkering	\$100
GUNS 1735 – CNC (Computer Numerical Control)	\$25
GUNS 2500 – Firearms Machine Shop II	\$75
GUNS 2505 – Firearms Repair and Restoration	\$75
GUNS 2525 – Custom Gunmaking	\$75
GUNS 2550 – Firearms Metal Finishing	\$75
GUNS 2700 – Advanced Knifemaking	\$50
GUNS 2725 – Pistol Smithing	\$25
GUNS 2730 – Advanced Gunstock Checkering	\$25
HLED 1221 – Standard First Aid and CPR	\$35
HMSV 1060 – Case Management for Human Services (prescreening)	\$95
ITEC 2360 – Teaching and Learning with Education Technology	\$25
MCHT 1620 – Machine Tool Technology II	\$100
MEDA 1520 – Clinical Role of the Medical Assistant I	\$75
MEDA 1525 – Clinical Role of the Medical Assistant II	\$75
MEDA 1530 – Pharmacology for the Medical Assistant	\$50
MEDA 1800 – Phlebotomy Principles in Practice	\$100
MOLB 2210 – General Microbiology	\$45
NRST 1510 – Nursing Assistant	\$265
NRST 1550 – Certified Nursing Assistant II	\$75
NRST 1600 – Medication Aide	\$30
NURS 1100 – Professional Nursing Care in Health Promotion	\$550
NURS 1200 – Professional Nursing Care of the Patient in Chronic Illness	\$550
NURS 2300 – Professional Nursing Care of the Patient in Acute Illness	\$550
NURS 2400 – Professional Nursing Care of the Patient in Complex Illness	\$550
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
REWM 2000 – Principles of Rangeland Management	\$25
SOIL 2010 – Into to Soil Science	\$25
VTTK 1500 – Orientation to Veterinary Technology	\$150
VTTK 1510 – Clinical Techniques I	\$75
VTTK 1520 – Clinical Techniques II	\$75
VTTK 1550 – Practical Surgical and Medical Experience I	\$150
VTTK 1600 – Clinical Procedures	\$150
VTTK 1625 – Laboratory Analysis	\$110
VTTK 1628 - Urinalysis	\$75
VTTK 1629 – Clinical Chemistry	\$50
VTTK 1630 – Veterinary Hematology	\$110

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VTTK 1640 – Large Animal Procedures	\$150
VTTK 1750 – Veterinary Pharmacology	\$100
VTTK 1755 – Veterinary Parasitology	\$100
VTTK 2500 – Veterinary Anesthesia and Analgesia	\$150
VTTK 2505 – Diagnostic Imaging	\$150
VTTK 2550 – Practical Surgical and Medical Experience II	\$150
VTTK 2555 – Veterinary Dentistry	\$150
VTTK 2600 – Diagnostic Microbiology	\$110
VTTK 2610 – Animal Health I - Infectious	\$50
VTTK 2615 – Veterinary Anatomy and Physiology	\$150
VTTK 2620 – Animal Health II – Non-infectious	\$50
VTTK 2700 – Laboratory and Exotic Animals	\$200
VTTK 2750 – Clinical Problems	\$150
VTTK 2815 – Large Animal Techniques	\$150
VTTK 2816 – Large Animal Techniques II	\$75
WELD 1700 – General Welding	\$100
WELD 1755 – Shielded Meatal Arc Welding	\$167
WELD 1760 – Advanced Shielded Metal Arc Welding	\$167
WELD 1772 – Flux Cored Arc Welding	\$100
WELD 1773 – Gas Metal Arc Welding	\$100
WELD 1780 – Gas Tungsten Arc Welding – Plate	\$100
WELD 1781 – GTAW Welding for Gunsmithing	\$75
WELD 2500 – Structural Welding	\$167
WELD 2510 – Pipe Welding I	\$167
WELD 2520 – Pipe Welding II	\$167
WELD 2645 – SMAW and GTAW	\$100
WELD 2790 – Semiautomatic Pipe Welding	\$100

Financial Aid

Financial 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 Financial Aid - Eastern Wyoming College - It's A Great Decision 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 their 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 opportunities, and low-interest loans. Financial aid packages offer a range of resources that may help meet students' needs, based on available funding and enrollment levels. Students must reapply each academic year for most types of aid.

Student financial aid at EWC 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 in addition to state and institutional aid applications. The Hathaway Need-Based Scholarship, Wyoming's Tomorrow Scholarship program, 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** - 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.

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2. Federal Work-Study (FWS)

This is a limited-fund, need-based employment program. Students may work up to 15 hours per week. Most positions are on-campus.

3. Federal Direct Subsidized and Unsubsidized Loan

Low-interest loans are available to students. Repayment of the principal is deferred until the borrower either completes the education program or ceases to be enrolled at least half time. There is a four-step process for students to accept Direct loans.

See ewc.wy.edu/federal-direct-loans/ for details.

4. Federal Direct Parent Loan for Undergraduate Students (PLUS)

Parents may be able to borrow for a dependent student's educational expenses. Parents who are credit-worthy, as demonstrated in a credit check, must generally begin repayment 60 days after the loan has been fully disbursed to the student's tuition account. The Financial Aid Offer Letter will include the maximum amount a parent can borrow but the PLUS loan must be requested at www.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's Tomorrow Scholarship Program
3. Wyoming Works
4. Tuition and fees waiver for survivors or dependents of emergency responders
5. Wyoming Overseas Combat Veterans tuition and fees waiver

Institutional

1. Institutional Scholarships and Foundation Awards
2. Activity 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

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is available in the Financial Aid Office and online at ewc.wy.edu/work-study/. All students must complete a FAFSA each year to be considered for student employment options.

Military Aid

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)
 - Federal Tuition Assistance
 - Wyoming National Guard Educational Assistance Plan
 - 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 student's enrollment;
- Assess a late penalty fee;
- 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.

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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 1st every year for the next academic year. Students, parents, and spouses (if filing separately) will need to consent to Direct Data Exchange (DDX) from the IRS directly into the FAFSA to receive aid other than unsubsidized loans. 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 via email 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. Special or Unusual Circumstances may apply. If a student believes they have a special or unusual circumstance, they can complete a form found on the Financial Aid website. The student may be required to provide additional information to EWC's Financial Aid Office to determine eligibility. Additional information can be found at <https://ewc.wy.edu/admissions-financial-aid/financial-aid/>.

General Eligibility Requirements for Federal Aid

To be eligible to receive federal student aid, a student must:

- Be a U.S. citizen or eligible non-citizen;
- Have a valid Social Security Number (unless from the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau);
- 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); and
- Be making Satisfactory Academic Progress.

Verification of Federal Aid

An applicant may be required to provide documentation to verify or validate FAFSA information. This process may be required if the application is selected for verification

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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 Aid Index (SAI) is inaccurate; or if application information is in conflict with other information.

If additional documentation is required, the Financial Aid Office will notify the applicant via email. A student will not be eligible to receive a financial aid offer until all required documents have been submitted and reviewed. Students can see in real-time the status of their account by logging into Self Service. 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 their 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 [https://ewc.wy.edu/verification information/](https://ewc.wy.edu/verification%20information/).

Communication regarding awards and additional information needed to calculate student aid will be done through the student's EWC email and the Financial Aid Self Service in the student's MyEWC student portal.

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 they received, but did not earn for the semester. The date of a student's official withdrawal 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 a portion of a course but does not successfully complete any full semester course may also be subject to Return of Title IV regulations (Administrative Regulation 5.1.2). A student who never begins attendance in one or more classes may be subject to a recalculation of aid based on enrollment status. A student's last date of attendance is reported to the Department of Education, loan servicers, and/or lenders, and subsequent loan

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disbursements may be canceled. 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, they earned 30 percent of the assistance they were originally scheduled to receive. Since aid is typically disbursed near the beginning of a semester, the student may be responsible for repaying unearned aid they have already received to the appropriate federal program. Once the student has completed more than 60 percent of the payment period, they are considered to have earned 100% of their 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 the college. 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, they 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 30 days of performing the refund calculation. EWC notifies students with post-withdrawal disbursements via a mailed letter that they have 30 days to request the Title IV funds to use

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towards outstanding tuition, fees, room, and meal charges. 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.

Scholarships

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 <https://ewc.wy.edu/hathaway-scholarships/> or visit hathaway scholarship.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's Tomorrow Scholarship Program

Wyoming's Tomorrow Scholarship is a new state-funded scholarship program for adults enrolling at one of Wyoming's eight community colleges, or the University of Wyoming, to pursue a degree or certificate. You can receive up to \$1,800 per semester if enrolled in 12 credit hours or more, for up to four full-time academic terms.

Wyoming's Tomorrow Scholarship (previously known as Kickstart) programs were created by the Wyoming State Legislature under State Statute WS 21-16-19.

You are eligible if:

- You've been a Wyoming resident for no less than one year immediately preceding application or not less than a total of three years at any time before application;
- You're 24 years of age or older when you begin school;
- You've completed and filed a Free Application for Federal Student Aid (FAFSA) for the academic year for which you are applying for a scholarship and have unmet financial need;
- You agree to register with the Wyoming Department of Workforce Services by completing a new account registration at wyomingatwork.com.

You may not be eligible if:

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- You are currently receiving a scholarship under the Hathaway Scholarship program;
- Are not a United States citizen or a permanent resident alien who meets the definition of an eligible noncitizen under federal Title IV requirements or requirements of a subsequent similar federal enactment;
- Owe a refund under a federal Title IV student financial aid program, or a subsequently enacted similar federal student financial aid program or a student financial aid program administered through the state;
- Are incarcerated; or
- Previously received a scholarship under this scholarship program of four full-time academic terms or a total of \$7,200 in scholarships for unmet financial need.

State statute requires recipients of this scholarship to register with the Wyoming Department of Workforce Services by completing a new account registration at wyomingatwork.com. By registering, you will have access to information and career resources designed specifically for Wyoming residents' needs, and to help you prepare for your job search, see jobs available in Wyoming and connect with employers looking to hire. You will be asked by a financial aid advisor to sign a form stating you have registered along with the Wyoming's Tomorrow Scholarship application.

Information you provide in registering at wyomingatwork.com will be used to track the performance of the scholarship program. No information will be released by the Wyoming Department of Workforce Services that identify an individual in any way. Please read our privacy policy for further information.

Wyoming Works

Wyoming Works provides programs and resources for adult students to learn a skill and secure employment. The program makes available individual grants for students enrolling in approved programs.

Eastern Wyoming College offers degrees and certificate programs supported by a grant program through the state of Wyoming. Wyoming Works (WW) grants can help you pay for training that leads to a great job. Award amounts vary, up to \$3360 per calendar year. For full details of this state funded program, visit the legislation page. Below is a summary.

Eligibility Requirements:

- Must complete the FAFSA form, demonstrating financial need.
- Must be a U.S. citizen.
- Must be a Wyoming resident.
- As required, must be registered in an approved program.
- Must maintain satisfactory academic progress in the program.

You are not eligible if:

- You are currently receiving or eligible to receive the Hathaway scholarship.
- You are currently in default on a federal Title IV education loan.

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- You owe a refund under a federal Title IV student financial aid program or a subsequently enacted similar federal student financial aid program, or a student financial aid program administered.

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) before a student can be considered for awards. Other institutional, Foundation, and outside scholarships may require a separate application process or information, or have different deadlines. Go to <https://ewc.wy.edu/admissions-financial-aid/scholarships-grants/> for details.

Institutional aid comes in many forms:

1. ACTIVITY GRANTS

Activity Grants are available, at the coach's discretion, to high school graduates with special ability in men's and women's basketball, women's volleyball, men's and women's rodeo, men's and women's golf, Esports, livestock judging, and livestock showing.

2. DEPARTMENT SCHOLARSHIPS

Department Scholarships are available to students who meet the requirements as determined by 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. Students can apply through the MyEWC student portal.

3. INSTITUTIONAL and FOUNDATION SCHOLARSHIPS

Eastern Wyoming College provides a large number of scholarships for students. Students are encouraged to view the list of scholarships and requirements at <https://ewc.wy.edu/admissions-financial-aid/scholarships-grants/>.

Note: A complete FAFSA application is required to be eligible for disbursement of these awards excluding some Foundation Scholarships.

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 provide general demographic information, and complete academic and qualification questions by visiting

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the MyEWC student portal and clicking the Scholarship App button. Students should sign 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 to the EWC Scholarships & Grants web page. Students can request a list of Financial Aid and Scholarships from the Financial Aid Office.

Activity grants, Department Scholarships, and institutional awards specifically for tuition and/or fees are limited to 18 credits per academic semester. Enrollment in more than 18 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 EWC. Students are notified only if awarded a scholarship or grant and are not sent "denial letters." Foundation scholarships require recipients to send a thank you note to the donor; we will reach out to selected scholarship recipients with instructions to complete this requirement.

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 307-532-8327 for additional information.

To apply, students must complete the appropriate Application for VA Education Benefits. This form is available online at va.gov. For benefits other than those listed above, contact the Veterans Administration at 1-888-442-4551 or online at benefits.va.gov/gibill/. Current rates are available at benefits.va.gov/gibill/ as well.

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

Wyoming National Guard Educational Assistance Plan

Subject to available state funds, all current members of the Wyoming Army or Air National Guard 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

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The basic need formula is represented by the following calculation:

Cost of Attendance *minus* Student Aid Index (SAI) *equals* Financial Need

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
- Housing
- Meals
- Transportation
- Personal expenses

Depending on when a student's financial aid package is determined, it is likely that the Financial Aid Office will calculate the Cost of Attendance assuming full-time enrollment (12+ credit hours). The Cost of Attendance will be recalculated after the add/drop deadline, at which point it will be based on the student's actual enrollment. This may require that financial aid be recalculated. Please see EWC's website at 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.

Student Aid Index (SAI)

The Student Aid Index (SAI) is an eligibility index number that the financial aid office uses to determine how much federal student aid a student would receive while attending the school. This number results from the information provided by the student on their FAFSA form. This number is not a dollar amount of aid eligibility or what a student's family is expected to provide. A negative SAI indicates the student has a higher financial need. Since the SAI 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.

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 actively 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 canceled for less than full-time enrollment. If a student's attendance level drops below

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full time after an offer of 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 or a credit balance, a student who has opted out of the Follett All-Access Bookstore program and has a credit balance after other direct expenses are covered can use the credit to charge books at the EWC Bookstore. Signing the receipt for the books is the student authorization to use their aid balance. However, if a student changes enrollment and their credit balance changes, they could be responsible for covering those charges at the bookstore through their student account. *Students are allowed 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 will be available approximately one week after that period. Funds received after that date will be processed, posted, and disbursed weekly throughout each semester. Students who have signed up for direct deposit will receive their refund to their account on Fridays after disbursement (unless there is a holiday or school is closed). Students who do not sign up for direct deposit will have their refund checks mailed to their permanent address weekly. The first refund date of each semester is listed in the online Academic Calendar.

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, 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.

U.S. Department of Education (ED) mandates that each schools establishes and enforces Satisfactory Academic Progress (SAP) Policy in order to participate in federal Title IV aid programs. Federal Title IV aid programs include Pell Grant, SEOG, Direct Student/Parent

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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:

- Maintain a cumulative GPA of at least 2.00.
- Complete at least 66.6667% of attempted credits.*
- Do not attempt more than 150% of the number of credits required to complete the program in which the student is enrolled.

As an example, for those enrolled in CSMO AAS, it takes 74 credits to graduate. The maximum time frame for this program would be 111 attempted credits (74 x 150%).

*Attempted credits are any credits 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.

Graded Courses and Financial Aid SAP			
Grade	Cumulative GPA	Attempted Credit	Completed Credit
A - D	Yes	Yes	Yes
F	Yes	Yes	No
S	No	Yes	Yes
U, W	No	Yes	No
I (incomplete)**	No	Yes	No
Repeats	Highest Earned Grade	Yes	Yes
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 are approaching, reach or exceed maximum time frame and/or have less than a 2.00 cumulative GPA and/or have less than a 66.6667% completion rate are no longer eligible for federal Title IV financial aid and any state or institutional awards that require SAP. These students receive a TRM (terminated due

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to not meeting the required GPA or completion rate) 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 number of credits needed to complete their degree or certificate must submit an SAP Appeal when the FAFSA for the upcoming academic year 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 complete their degree before they reach the maximum time frame are placed on Probation with an Academic Plan for the estimated number of terms to complete the degree/certificate.

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 mitigated 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 incidents, 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.) may be denied, depending on circumstances surrounding the appeal.

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

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 (one allowed term of Probation) status. Students on Probation are Title IV aid eligible for

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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 their 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 status of Petition for Extension Approved "PEA" and will be monitored each semester to ensure they are meeting terms of appeal.

MAX students who fail to meet the probation requirements receive the calculated SAP status based on their cumulative GPA, pace, and time frame and will be ineligible for any financial aid until they regain good academic standing.

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

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 vs. 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 I Student Eligibility, Chapter I School Determined Requirements, Satisfactory Academic Progress (SAP)

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

Federal Pell Grant Duration of Eligibility

Receipt of Federal Pell Grant has a lifetime limit of 12 full-time semesters or its equivalent.

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Federal Direct Loan Limits

Federal Direct Loans have annual and aggregate limits set by the U.S. Department of Education.

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

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 Time Frame calculations.

Students who transfer to EWC mid-year and who used federal aid at another college during the same academic year will have their federal aid eligibility reduced as federally mandated annual maximums must be considered.

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 Eastern Wyoming College (EWC) serves as the Home institution, the student must be enrolled in at least one EWC course, and any Host institution course(s) must apply toward the student's EWC degree or certificate program. The Office of Financial Aid oversees all Consortium Agreements, and the required forms are available on the EWC website and from the Financial Aid Office.

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 email notification, and updated offer notifications will be available online in the MyEWC student portal under the Financial Aid section. 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

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much more by logging onto their MyEWC account at ewc.wy.edu and then clicking the MyEWC Services button. Students can contact EWC's Help Desk for any issues with their MyEWC username or password at 307.534.2912, option 3.

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.

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/>.

CreditTransfer

Credit Transfer from Other Schools or Universities

Transfer credit includes college courses accepted from other regionally-accredited colleges or universities. Such course work must be considered equivalent or comparable to course work required by Eastern Wyoming College.

Students transferring to EWC must have the registrar or records office of the previous school(s) send an official transcript to Eastern Wyoming College Admissions Office to complete their application for admission. Once all final transcripts have been received by the Admissions Office, the Office of the Registrar will create an electronic record of all courses that transfer to EWC. EWC degrees require a minimum of 25% of the credit that must be earned "in residency", from Eastern Wyoming College. Credit is awarded credit hour for credit hour. Quarter hours are recognized as two-thirds (2/3) of a semester hour. Course work completed with a grade of "C" or better will be eligible for transfer. Transfer GPA does not transfer nor is it added to the EWC cumulative GPA.

Evaluations are not accomplished for students admitted as non-degree seeking.

Standard Administrative Policy and Procedure

1. **Lower-Division** transfer credit is evaluated for equivalency centrally within the Office of the Registrar.

- a. EWC's Academic Departments with external accreditation and/or licensure requirements work closely with academic offices to ensure transfer equivalencies comply with these external review agencies' requirements.
- b. Representatives from EWC participate in a state-wide CCNS committee to evaluate and determine equivalencies for all lower-division common courses offered at all public institutions in the state of Wyoming.
- c. If a lower-division course has no equivalent to a EWC course, it will transfer as an elective (ELEC 1000 or ELEC 2000, depending on the course number at the sending institution).

2. **Upper-Division** transfer credit is evaluated for equivalency by faculty within the applicable academic unit. Equivalencies determined by faculty will be recorded in Colleague.

- a. If an upper-division course has no equivalent to an EWC course, it will transfer as ELEC 2000 (depending on the course number at the sending institution).

3. **Second Degrees.** The bulk of credit will be transferred as a block of credit. Full general education requirements will be satisfied if:

- a. The student has earned:

CreditTransfer

- An **Associate of Arts (A.A.), Associate of Science (A.S.), Associate of Applied Science (A.A.S.), Bachelor's degree**, or higher; **and**
 - The credential is from an institution recognized by one of the **regional accrediting bodies** (e.g., HLC, MSCHE, NECHE, NWCCU, SACSCOC, WSCUC).
- b. The degree was officially conferred and is verified through an **official transcript**.

Only courses necessary for completion of degree requirements will be loaded individually.

4. Limitations & Exceptions

While general education requirements are considered satisfied, the following apply:

- a. **Program-Specific Requirements:**
Some EWC programs may require specific courses (e.g., math, science, writing, technical prerequisites) for accreditation or professional preparation. These requirements must still be met (no less than 70 % of the learning outcomes) even if general education is otherwise satisfied.
- b. **Residency Requirement:**
Students must still meet EWC's credit residency requirement to earn an EWC degree.
- c. **Statewide or Program-Level Mandates:**
Programs governed by state, professional, or licensure agencies may impose additional coursework that cannot be waived.
- d. **Applied Degrees:** Courses taken as part of an applied degree program or offered as an applied course may not be eligible for transfer into a nonapplied degree program.

5. **International credit** (including most study-abroad credit) for coursework completed at nationally accredited higher education institutions abroad is evaluated and awarded based on the standard evaluation process.

- a. For programs holding program-level accreditation, faculty should be consulted for course equivalency.

6. **Vocational/Career** training-related credit (e.g., Welding, Auto Repair/Mechanic, Fire Science, Farrier coursework, etc.) cannot be applied to an academic Associate of Arts or Science degree program. It may, however, transfer for an Associate of Applied Science.

Reverse Transfer

Reverse Transfer Policy

Eastern Wyoming College (EWC) supports students who transfer to four-year institutions before completing their associate's degree by participating in a Reverse Transfer process. This policy

CreditTransfer

enables eligible students to combine credits earned at EWC and at a four-year institution (e.g., the University of Wyoming) to complete an associate degree, without additional cost or burden. By awarding the credential students have earned, EWC reinforces its commitment to student success, workforce readiness, and degree completion.

This policy applies to:

1. Former EWC students who have transferred to a four-year institution while enrolled in a bachelor's (or higher) degree program.
2. Partner institutions, including but not limited to the University of Wyoming, other Wyoming community colleges, and institutions participating via WyoTransfer or other articulation frameworks.

Eligibility Criteria

To participate in Reverse Transfer, students must:

1. **Opt-In Consent:** Provide written consent (e.g., via institutional form) allowing the four-year institution to share academic records / transcripts with EWC for review. This consent should comply with FERPA and institutional data-sharing agreements.
2. **Minimum Credit Requirements:**
 - Have completed at least **60 total semester credit hours** (or the threshold defined jointly by EWC and UW / partners), inclusive of credits earned at EWC and elsewhere.
 - Have earned at least **15 credit hours from EWC** (or another minimum as defined in agreement), consistent with UW's existing reverse transfer criteria.
3. **Academic Standards:** Meet EWC's minimum grade point average requirement for graduation (e.g., 2.0 GPA), and satisfy any program- or degree-specific requirements.
4. **Degree Audit:** Complete an internal audit (via EWC Registrar's Office) to verify that combined coursework (EWC + transfer institution) fulfills all requirements for the applicable associate degree (AA, AS, AAS, etc.).

Process / Procedures

1. **Notification & Opt-In**
 - Partner institutions (e.g., UW) will identify eligible students and send notification (email or portal message) inviting them to opt in. This aligns with UW's current reverse transfer structure. This may also be done via the National Student Clearinghouse for other institutions.
 - The notification will include a link/form for students to provide consent to share transcript data with EWC's Registrar.

CreditTransfer

2. Transcript Sharing

- Upon receiving consent, the four-year institution will securely transmit the student's transcripts (or relevant course data) to EWC.

3. Degree Audit & Evaluation

- EWC's Registrar (or designated Records Office) will perform a combined audit of credits earned at EWC and at the partner institution to assess if the student meets associate degree requirements.
- Degree requirements include general education/core courses, major-specific courses (if applicable), residency (if required), and other institutional policies.

4. Awarding the Associate Degree

- If the student meets all requirements, EWC will confer the associate degree (AA, AS, AAS, etc.).
- EWC will apply no additional fee for evaluation or awarding the degree, mirroring UW's approach.
- Upon awarding, EWC will issue an updated transcript indicating the conferment of the degree.
- EWC will send a confirmation of the completed degree to the four-year institution to update the student's academic record.

5. General Education / Transfer Credit Policy Alignment

- EWC will recognize UW (or other partner institution) lower-division general education credits for reverse transfer purposes, as outlined in existing UW-EWC articulation or block transfer agreements.
- EWC and UW will maintain articulation and block transfer agreements (via WyoTransfer) to ensure clear pathways and degree requirement alignment.

6. Fee Waivers or Substitutions for Graduate Assessments *(If Applicable)*

- For students who complete the reverse transfer associate degree and then return to or remain at a four-year institution for upper-division coursework, EWC may establish a policy to **waive or substitute graduation fees or assessments** (e.g., capstone, comprehensive exams) with upper-division coursework.
- Specific terms (which assessments or fees are covered; what upper-division substitution is acceptable) will be defined in a Memorandum of Understanding (MOU) between EWC and the partner institution(s), ensuring academic integrity and alignment with institutional policies.

7. Student Communication & Support

- EWC (Registrar, Advising) will actively promote the Reverse Transfer option to students via orientation, advising, and the WyoTransfer portal.
- Advisers at both EWC and partner institutions will be trained to assist students in understanding the benefits, consent process, and academic audit.

CreditTransfer

- Students will be informed of the timeline for evaluation, degree conferment, and transcript updates.

Data Sharing & Privacy

- EWC and partner institutions will formalize a data-sharing agreement (if not already in place) consistent with FERPA and institutional policies.
- Student consent for transcript sharing must be explicit, documented, and revocable.
- Institutions must ensure secure transfer and storage of academic records.

Financial Aid Considerations

- Reverse transferring the associate degree should not negatively impact students' federal financial aid, loans, or scholarships (consistent with UW's policy).
- Students with private scholarships or conditions based on degree status should consult their financial aid office to confirm any implications.

Continuous Review & Governance

- EWC's Registrar, as needed to ensure alignment with statewide practices, UW policies, and WyoTransfer systems.
- Amendments to the policy (e.g., credit thresholds, required GPA, fee waivers) will be approved through EWC's governance structure and documented as needed.

Academic Procedures and Regulations

Academic Procedures and Regulations

Student Information

All EWC 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.

Registration

Academic Advisors

When students have completed the admissions process at EWC, they are assigned an academic advisor. Students should speak with their advisor about academic planning and progress, and should consult advisors in order to request academic changes and to initiate graduation or transfer plans.

Admission Catalog

Students are expected to follow the degree requirements outlined in the catalog at the time of their initial admission. Those who change their major or interrupt their studies for one academic year will be subject to the degree requirements of the most current catalog, which may be different. Students may also opt to transition to the latest catalog version; however, this can only be done between semesters and requires completion of all degree requirements specified in the updated catalog.

Student Classification

Student classification is based on the number of credit hours earned.

- **Freshman:** less than 30 credit hours
- **Sophomore:** 30 credit hours or more, or students with degrees

Student registration will typically open to sophomores, then freshmen, then new students.

Registration Requirements

Only students who have completed and met all admission requirements may register for classes. If placement testing is necessary, students must complete that process prior to meeting with their academic advisor. See the Admissions section of the catalog.

Students shall meet with their assigned academic advisor to review their academic goals, confirm their chosen major, and build a plan of study. Students shall work with their academic advisor to develop a class schedule and register for the current semester.

Students shall make appropriate arrangements with the Financial Aid Office and the Business Office to fulfill financial obligations with the college.

All information requested during registration is vital and important to the student and the college. Students must supply accurate and complete information as requested. If address, legal name, field of study, advisor, telephone number, or any other such information changes after

Academic Procedures and Regulations

enrollment, the student shall promptly inform the Registrar's Office. Falsification of records may result in suspension from classes.

Academic holds or financial holds will impede the registration process and should be addressed as soon as possible.

Change of Registration

Add & Drop Period

Students desiring to add or drop courses after their initial registration for each semester should do so via EWC Smart Plan after discussing it with their advisor. Students will need to confirm these actions in EWC Self-Service before the published deadlines. Refer to the academic calendar at the front of this catalog or the EWC website for these dates.

The following applies to students adding and/or dropping classes:

- No grade is recorded on the student's permanent academic record for classes dropped prior to the last day to drop as published each semester.
- Classes may be added after the start of the course prior to the last day to add as published each semester.
- Classes added after the Last Day to Add require signature of the student and approval from the Instructor of the Course, Advisor, associated Program Director/Department Head, and the Registrar.

Withdrawal Period

Withdrawing from a course is a special type of drop that happens after the Last Day to Drop and runs through the Last Day to Withdraw From Classes. Refer to the academic calendar at the front of this catalog or the EWC website for these dates.

There are three types of withdrawals:

Withdrawal From Individual Classes (Board Policy 5.2)

It is the responsibility of the student to officially withdraw from classes; ceasing attendance in classes does not constitute an official withdrawal from a class. A student wishing to withdraw from an individual class must do so via EWC Smart Plan. Student athletes must obtain a Student Initiated Course Withdrawal form from their Academic Advisor. Students may withdraw from individual classes before the withdrawal deadline for each course to receive a grade of W (Withdrawal). The completed form must be submitted to the Registrar's Office for processing prior to the published deadline. A grade of W (Withdrawal) is not computed in the student's grade point average. Withdrawal from a class does not release a student from any unmet financial obligation.

Withdrawal From College (Board Policy 5.2)

Withdrawal from Eastern Wyoming College is the official discontinuance of attendance. Students wishing to withdraw must obtain a College Withdrawal form from the Registrar's Office. The completed form must be returned to the Registrar's Office. A student who follows this procedure will receive a grade of W (Withdrawal) on their transcript for each of the classes in which the student is enrolled, and the grade of W will not compute into the student's grade

Academic Procedures and Regulations

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. Withdrawal from college does not release a student from any financial obligations. Withdrawal from college must occur before the withdrawal deadline for full semester classes.

Institutional Withdrawal (Board Policy 5.3)

The Vice President of Student and Academic 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 5.13.

Roster Certification Requirement

1. All faculty must complete Roster Certification by the deadline established each term by the Registrar's Office, generally by 4pm on the last business day of the **first week of classes**.

During certification, faculty must confirm:

- Students who have **begun academic engagement**, and
- Students who have **never attended** and therefore are subject to administrative drop.

2. Faculty Authority to Drop Never-Attending Students

Under this policy, faculty are authorized and expected to mark a student as never attended for students **who have never attended during the first week of the course and then the student will be dropped**.

Faculty must submit this through:

- The Roster Certification submission

This action ensures:

- Compliance with Federal Title IV financial aid rules
- Accuracy of enrollment and census data
- Reduction of academic and financial liability for students who did not begin attendance

3. Documentation of Non-Attendance

Before submitting a drop, faculty must document absence of academic engagement using verifiable evidence, such as:

- Attendance records
- LMS activity logs
- Assignment non-submission
- Lack of participation in required course meetings or discussions

Documentation should be retained through the end of the term.

4. Student Notification

Students dropped for non-attendance will receive:

Academic Procedures and Regulations

- A notification from the Registrar's Office
- Instructions to contact Advising for placement in alternate courses during Block B

5. Exceptions and Instructor Discretion

Faculty may choose **not** to drop a non-attending student if:

- The student has communicated extenuating circumstances (e.g., illness, technology failure, family emergency), and
- The faculty member affirms the student can still meet learning outcomes

Any exceptions should be reported.

6. Late Start, Block, or Eight-Week Classes

For classes beginning after the standard term start date, the "first week" is defined as:

- The first five business days following the published start date of that course section.

7. Continuous Review and Compliance

EWC's Registrar's Office and Academic Affairs will review this policy annually to ensure it remains aligned with:

- Federal and state regulations
- Wyoming Community College Commission (WCCC) guidance
- Best practices used across Wyoming community colleges and the University of Wyoming

Limitations of Courses Offered

Eastern Wyoming College reserves the right to cancel any course. Certain courses are offered irregularly and based on demand. The listing of available courses in this catalog does not imply a contractual obligation to offer these courses.

Repeating Courses

With approval of the academic advisor, a student may repeat courses to better a previous grade. In such cases, both credit entries and both grades appear on the student's record. The credit from any given course (or equivalent course on another campus) is applicable to degree requirements only once. The credit and the grade earned in the last attempt are used in calculating the cumulative grade point average. Variable credit courses are not considered as repeat courses unless the instructor provides written certification that the course content was, in fact, repeated. A student cannot repeat a course in which a grade of 'I' (Incomplete) has been assigned.

Repeating courses may affect Veterans Educational benefits and Federal Aid. [Ends Fall 2026] [Effective Spring 2027]: A student may repeat courses to better a previous grade up to three total attempts. In such cases, both credit entries and both grades appear on the student's record. The credit from any given course (or equivalent course on another campus) is applicable to degree requirements only once. The credit and the highest grade earned 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 cannot repeat a course in which a grade of 'I' (Incomplete) has been assigned.

Academic Procedures and Regulations

Repeating courses may affect Veterans Educational benefits and Federal Aid. Repeating courses with a satisfactory grade of C or better requires approval.

Auditing Courses

The privilege of auditing a credit class is available with approval of the student's academic 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 tuition and 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 because they are not applicable to degree requirements.

Independent Study

Independent study is determined on a case-by-case basis by an instructor and approved by the Executive Dean of Academics. Independent studies are considered exceptional circumstances and are not used routinely.

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

Change Degree Program, Certificate, Catalog or Academic Advisor

This procedure is applicable to degree or certificate seeking students. Non-degree seeking students must submit an Application for Admission to switch to a degree or certificate seeking. To clarify, non-degree seeking students cannot utilize the Change in Degree Program, Certificate, Catalog, or Advisor form to declare a degree or certificate program. They may utilize the form to request a change of academic advisor.

The Change in Degree Program, Certificate, Catalog, or Advisor form is available from the student's academic advisor or the Registrar's Office. The student must obtain the appropriate signatures for the change being requested to include academic advisor(s) signatures and a financial aid representative signature, even if the student is not currently utilizing financial aid funds. Eligibility for some federal financial aid programs is contingent upon the type of degree a student is seeking (certificate program or associate degree), the length of that program (less than one year, one year, or two years), as well as previously attempted and earned credits, as well semester and cumulative grade point average.

Completed Change in Degree Program, Certificate, Catalog, or Advisor forms must be returned to the Registrar's Office for processing. Change forms submitted before or during the drop/add period at the start of each semester will be effective immediately. Change forms submitted after this deadline are effective at the start of the subsequent semester.

Initial Assignment of Degree/Certificate and Educational Goal

Academic Procedures and Regulations

Initial degree/certificate and educational goal is assigned in the system based on a student's application for Admission to EWC. Students who wish to pursue a program or educational goal which varies from the program and educational goal listed on student's original Application for Admission must complete and sign the Change in Degree Program, Certificate, Catalog, or Advisor form. Students who submit an application for admission to a selective admissions program (such as nursing or gunsmithing) and are not admitted to the selective admission program will be required to complete a Change in Degree Program, Certificate, Catalog, or Advisor form before being activated for advising and registration.

Catalog Change

Students must complete and sign a Change in Degree Program, Certificate, Catalog, or Advisor form when changing to a catalog which is different from the catalog assigned based on the student's Application for Admission or the catalog in effect at the time of a previous change form.

Changing from an Associate's Degree to a Certificate Program (or Certificate to Associate's Degree)

Students must complete and sign a Change in Degree Program, Certificate, Catalog, or Advisor form when seeking a change from an associate's degree to a certificate program or vice versa.

Adding a Degree Program or Certificate

Students wishing to add a degree program or certificate to the current degree or certificate program declared on their student record must complete the Change in Degree Program, Certificate, Catalog, or Advisor form.

Credit Hour

Eastern Wyoming College (EWC) awards credit on a semester system term. The EWC Board (Board Policy 4.3) requires the following information be adhered to when student contact hours are computed to ensure accurate credit and student contact hour requirements in the published course and program requirements. The standard measurement of class time is a "Base Contact Hour" which is equivalent to a minimum of 750 minutes of direct instruction. In online and hybrid courses, a portion of these contact hours may take place online as indicated in the course syllabus. Contact hours for directed study and independent study classes represent the expectation that the student will work the same number of hours on their own, with faculty oversight. The "Base Contact Hour" does not include the time that students are expected to spend studying and preparing for class (approximately two hours for every hour in class or 1,500 minutes of out-of-class student work for every 750 minutes of direct instruction).

Credit hour

A unit of measure representing the equivalent of an hour (50 minutes) of instruction per week over the entire term. This measurement unit is applied toward the total number of credit hours needed for completing the requirements of a degree, diploma, certificate, or other recognized postsecondary credential. For most instructional types at Eastern Wyoming College, fifty (50) minutes is considered an hour of "classroom or direct faculty instruction." One Base Contact

Academic Procedures and Regulations

Hour is equivalent to a minimum of 750 minutes of direct instruction. For Internships, and Practicums, sixty (60) minutes is considered an hour. This unit is awarded based on the fulfillment of these minute minimums, regardless of the total length of the calendar term.

Base Contact Hour

The Faculty Base Contact Hour represents a standard measurement of consumption of faculty resources by students. It consists of the number of scheduled minutes of instructional activity involving direct contact of faculty with students in a given term utilizing a particular method of instruction.

Full-time Equivalency (FTE)

A calculation that translates student credit hours into an equivalent number of full-time, full-year students. The calculation varies depending on the level of student. The full-time equivalent for an undergraduate student is 45 student credit hours, or 15 credits for three terms.

Semester System Term

One Base Contact Hour = a minimum of 750 minutes. This translates to a minimum of fifteen 50-minute hours per semester.

One Credit Hour = 50 minutes contact + 100 minutes outside work over 15 weeks for a total of 2,250 minutes of student effort.

Credit Hour Load

Enrollment in twelve credit hours in a semester 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 19 hours. Students must obtain and complete the Semester Overload Request Form from their Academic Advisor for authorization to exceed the limit of 19 credit hours.

Certain programs outlined under the Programs of Instruction section of the catalog will identify a semester totaling 19 hours or more. *Program Specific Maximum: 22 credit hours is allowed for high-credit programs with a minimum cumulative gpa requirement of 2.5 (Cosmetology/Veterinary Technician/Welding). A student in these programs or their advisor may need to contact the Office of the Registrar to allow for this exception as needed on a semester basis. Students should work with their Academic Advisors to determine the best way to complete all program requirements.

Challenge Exams

Eastern Wyoming College offers Institutional Challenge Examinations for some courses, allowing students enrolled in an EWC program to earn credit by demonstrating proficiency. To inquire about exam availability, students must contact the appropriate Department Head or Program Director. If there is a challenge exam available, students must submit the Application for Institutional Challenge Exams to the instructor and Department Head/Program Director. If approved by the instructor, Department Head/Program Director, and Executive Dean of Academics, a fee of \$20 per credit hour will be assessed and then the exam can be administered.

Academic Procedures and Regulations

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 is equivalent to C or better. Entries will be made on the student's transcript only if the grade of S is obtained.

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 as credit 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 EWC 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 EWC. 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 EWC Academic Testing Center. For copies of the DANTES policy and information about scheduling an appointment, call 307-532-8288. A fee is assessed for each DSST examination (payable to vendor) plus a \$15 administration fee (payable to EWC Business Office).

College Level Examination Program

Eastern Wyoming College administers subject examinations of the College Level Examination Program (CLEP). CLEP examinations may not be repeated within six months from the time the examinations were administered. Students may earn credit through the subject examinations by scoring at or above the score recommended by the Council on College-Level Examinations. Entries on the student's records will state that the credits earned were by CLEP examinations along with the title of the examination. A maximum of 15 semester hours of credit by examination may be earned toward EWC graduation requirements.

Students may designate the institution they wish to receive their scores and should be aware that not all colleges have the same policies regarding acceptance of credit by examination. Therefore, students should confirm with the college or university to which they are transferring that the credit by examination will transfer. The transfer of CLEP scores to EWC from other accredited institutions will be determined by the Executive Dean of Academics.

CLEP examinations are administered by appointment only in the EWC Academic Testing Center. For an appointment, call 307-532-8288. A fee is assessed for each CLEP examination (payable to vendor) plus a \$15 administration fee (payable to EWC Business Office)

Academic Procedures and Regulations

Eastern Wyoming College courses for which CLEP credit may be earned			
EWC Courses	Sem Hours	Required CLEP Examination	Minimum Score Required
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
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 EWC Academic Testing Center for current listing.

Grades

Midterm Deficiency grades are found in EWC Self-service through the MyEWC student portal and alerts are sent 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 academic advisor for recommendations.

Final grades are posted in the week immediately following the close of each semester. Final grades are available to students in EWC Self-service through the MyEWC student portal under Grades.

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

Academic Procedures and Regulations

campus before the student's last scheduled exam. Requests to change a final exam must be approved by the Vice President for Academic and Student Services.

Grades

It is the procedure of the College that the value of the student's work is not determined entirely by what the student may know upon examination. The student's 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:

Grading System		
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)
*I	0	Incomplete. A student who is unable to complete the coursework required in any designated course may receive an incomplete grade of "I" 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 by the end of the subsequent academic semester, the grade of "I" will revert to a grade of "F".
*W	0	Withdrawal
*IW	0	Institutional Withdrawal
S, *U	0	Satisfactory and Unsatisfactory
*AU	0	Audit. Students must signify at the time of registration whether or not they are taking courses for audit. There will be no opportunity to change this decision after enrollment.

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, DANTES, and courses which are offered for S/U grade only. Students should be aware that while credit may be awarded through such exams for EWC requirements, not all institutions will transfer credit earned through these methods.

Neither the "S" nor "U" grade carry grade points and neither will be included in the calculation of a student's grade point average. Both "S" and "U" grades will count as hours attempted and "S" grades will count as hours earned. Once issued, an "S" grade cannot be converted to a letter grade.

Academic Procedures and Regulations

*For financial aid purposes, grades of F, I, W, IW, U, and Audit (AU) do not count toward successful completion of classes.

The Student Grievance and Student Complaint Policy (Board Policy 5.13) will be followed for disputed grades.

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, I, 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 points)
- 3 hour course C (2 points)
- 4 hour course B (3 points)
- 4 hour course A (4 points)
- 2 hour course B (3 points)

The computation for the grade point average is as follows:

Hours		Grade Points		Course Points
3	X	4	=	12
3	X	2	=	6
4	X	3	=	12
4	X	4	=	16
2	X	3	=	6
16				52

52 points divided by 16 hours = 3.25 GPA

Semester Grade Point Average

The sum of all grade points earned in a semester divided by all applicable credits attempted.

Academic Procedures and Regulations

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 best attempt of a repeated course are used in calculating the grade point average. Grades earned for transfer credits are excluded from the EWC Cumulative GPA.

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 I (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.

Academic Standing - Satisfactory Academic Progress

Coding

A student either currently or formerly enrolled shall have on their 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

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 the student is enrolled.** A student on Academic Probation will be allowed to re-enroll only after meeting with the student's assigned Academic Advisor. The student will be strongly advised to consider repeating classes in which the student previously received either a D, F, or Unsatisfactory (U).

If at the end of the probationary period, the student:

- Achieves a 2.00 Cumulative GPA or higher, the student will be placed on Good Standing.
- Achieves a 2.00 Semester GPA or higher, but the Cumulative GPA is below 2.00, the student will remain on Academic Probation.
- Fails to achieve a minimum Semester GPA of 2.00, the student will be placed on Academic Suspension.

Academic Procedures and Regulations

Academic Suspension

A student who is subject to Academic Suspension is not permitted to re-enroll until the student has:

1. Filed a **Petition for Academic Reinstatement** (obtained from the EWC Registrar's Office) with the Vice President of Student and Academic 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:

- Achieves a 2.00 Cumulative GPA or higher, the student will be placed on Good Standing.
- Achieves a 2.00 Semester GPA or higher, but the Cumulative GPA is below 2.00, the student will be placed on Academic Probation.
- Fails to achieve a minimum Semester GPA of 2.00, the student 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, the student:

1. Files a **Petition for Academic Reinstatement** (obtained from the EWC Registrar's Office) with the Vice President of Student and Academic Services (the student may be requested to appear for a personal interview with the Academic Reinstatement Committee), and;
2. Meets with the Vice President of Student and Academic Services to agree on a plan for how the student will achieve academic Good Standing.
3. Once the plan is approved, the student may take no more than nine hours each semester from EWC all of which must be repeated attempts of classes in which the student received either a D, F, or Unsatisfactory (U) previously.
4. If, after two semesters under the agreed-upon plan, the student has not achieved academic Good Standing, the student will be dismissed for one academic year.
5. 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 two 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 courses with unsuccessful grades of D or F are no longer

Academic Procedures and Regulations

part of the cumulative grade point average, and will not help satisfy EWC graduation requirements.

Only returning EWC students may petition for Academic Amnesty. Eligibility requires at least five years of absence from EWC. Application must be made for which Amnesty is sought no later than the 90th calendar day of the subsequent Fall or Spring semester that the student returns after the minimum five year absence. The petition shall be submitted to the office of the Registrar and approved by the Appeals Committee. 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 and further information can be obtained in the EWC Registrar's Office.

Graduation

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

Students must submit an Intent to Graduate application by the last business day of the first month of each semester for the semester of intended completion (Spring = January, Fall = August or Summer = May). Anticipated summer graduates wishing to participate in May graduation ceremonies must submit this application by March 15th. This application is done through Self-Service in the MyEWC student portal. The Graduation fee must be paid to order a cap and gown and receive a diploma.

If students are taking classes from other colleges, they need to have transcripts sent from the other institution at the end of each semester to the EWC Registrar's Office in Torrington if they are using those classes to meet graduation requirements. Students who have an incomplete (I) and plan to graduate have 4 weeks from the last day of finals in which to finish the incomplete. If they do not finish the incomplete in that time, they will need to reapply to graduate in the subsequent 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 studentaid.gov prior to graduation.

Academic Procedures and Regulations

Outcomes Assessment

Each program at Eastern Wyoming College has Program Learning Outcomes (PLOs). They are embedded and assessed in required courses, to ensure graduates demonstrate proficiency of essential competencies upon graduation.

Catalog Under Which a Student may Graduate

The catalog in use at the time a student first enrolls and completes credit classes offered through EWC determines the degree or certificate requirements for graduation. However, returning students who have a break of two consecutive semesters, 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 change their program of study.

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

Students who wish to do so may earn more than one degree at Eastern Wyoming College if the areas of concentration are different

- Students must consult an advisor when planning a degree. The advisor must approve the planned program of study for the additional degree.
- Students must complete the degree requirements listed in the current year's catalog for the second degree.
- A student may receive as many different degrees at graduation as they have earned at that point.
- A maximum of 52 semester hours of credit from the first degree may be applied toward the second degree.
- For each degree earned, 15 credit hours must be un-duplicated courses.

Please review the Financial Aid Academic Progress section 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.

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

- Engaged Citizens
- Critical Thinkers
- Effective Communicators
- Technologically Fluent

Transcripts and Transferring

Transcripts

Eastern Wyoming College is excited to offer transcript ordering on-line through the National Student Clearinghouse. This automated service is a great way to stay informed regarding the status of your transcript request! Order updates will be emailed or texted to you. Your credit or debit card will be charged the amount when your school sends your transcript(s). If you have issues ordering your transcript please contact registrar@ewc.wy.edu

We encourage you to use the electronic transcript delivery, as this is the most expedient way to send the record and will be processed immediately. Please remember that transcript type MAILED options, processing time is 3-5 business days after the order is received from the Clearinghouse. Transcripts will not be available the same day an order is placed. Transcript requests are processed in the order they are received.

If you are a CURRENT student and want to ensure that this semester's grades appear on your record, please select the "After Grades are Posted" processing option in the delivery options. If you are a CURRENT student and want to ensure that your anticipated degree appears on your record, please select the "After Degree is Awarded" processing option in the delivery options.

For students requesting official transcripts for PharmCAS or AMCAS, or to include with a Law or scholarship application, a maximum of two pages may be uploaded with your request to include with your official transcript. You will be presented with the option while placing your order.

GED Transcripts are NOT available through our transcript request link. Please contact WY HSEC Program 307-777-8703 or www.diplomasender.com

Clearinghouse Notifications

- **Electronic Transcripts** - Must be retrieved **using a desktop or laptop computer** due to security features applied to the document. Mobile device and tablet access to the Download Center is blocked.
- **Payment** - If a cost is involved, payment will be accepted with any major credit card or debit card. Your credit or debit card is not charged until your school sends your transcript(s). However, if you use a debit card, your bank may put a hold on your funds when we pre-authorize your payment. If you have any questions about a pre-authorization, please contact your bank.

Terms of Use

- **Permitted Use of Service** - The public ordering link is designed and intended to be used exclusively by students and alumni ordering their own transcripts. Any use of the service outside of this specific purpose is strictly prohibited and constitutes a violation of our Terms of Use which may result in potential legal action.

Transcripts and Transferring

Your Information - The personal identifiers you provide as part of your order, which may include your social security number and/or student ID, will be transmitted to your institution to locate your education records and create your transcript. By providing such information, you authorize the use and disclosure of the provided personal identifiers for this purpose.

Transferring

Students wishing to transfer credits or associate degrees from EWC are strongly encouraged to work with an advisor at the institution where they plan to enroll at least one semester prior to completing credits at EWC. Students can review an unofficial transcript from within EWC Self-service from the MyEWC student portal. Transferring students will need to request an official transcript from EWC to complete enrollment at another institution, which can also be ordered through EWC Self-service or from the Transfer Request link on the EWC homepage.

University of Wyoming

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.

- 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.
- 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.
- 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.
- Community college graduates with an associate of applied science degree (AAS) may 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.

Other Colleges

Eastern Wyoming College has articulation agreements with other educational institutions, including the following. Students are encouraged to contact these colleges for further information to complete Bachelor's Degrees after graduation from EWC.

Black Hills State University	National American University
Spearfish, SD	Rapid City, SD

Transcripts and Transferring

Chadron State College
Chadron, NE

Olds College
Alberta, Canada

Regis University
Denver, CO

Upper Iowa University
Fayette, IA

South Dakota School of Mines
Rapid City, SD

Valley City State University
Valley City, ND

University of Phoenix
Phoenix, AZ

Wyoming Law Enforcement Academy
Douglas, WY

University of Wyoming
Laramie, WY

Student Conduct

Student Conduct

Eastern Wyoming College recognizes 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 EWC, 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 EWC Student Code of Conduct (Board Policy 5.12).

Attendance

Students are 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. An instructor is authorized to withdraw a student from a course for excessive, unexcused absences that exceed 20% of the scheduled sessions for the semester or if the student has been absent six (6) consecutive class hours in the course.

Students shall be responsible for all course requirements from the start of the course, not from the time at which the course was added to their schedule. Each instructor shall establish an attendance requirement for each course and publish it in the course syllabus (Board Policy 5.8).

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 of Academic and Student Services for a leave of absence. Although a leave of absence accounts for absences from classes, it does not relieve the student from making up all work missed, nor does it excuse the student from going through the regular withdrawal process 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. Actions constituting violations of academic integrity include, but are not limited to, the following:

Cheating

Includes, but is not limited to, using any unauthorized assistance for academic work, use of unauthorized electronic devices, and use of resources beyond those authorized by a faculty

Student Conduct

member in writing papers, preparing reports, solving problems, or carrying out other assignments. Also included is acquiring, without permission, tests or other academic material belonging to a member of the college faculty or staff.

Collusion

Includes, but is not limited to, assisting another to commit an act of academic dishonesty such as paying or coercing someone to acquire unauthorized academic material, taking a test, completing or working on an assignment for someone else, unauthorized group work, or allowing someone to do these things for one's own benefit.

Fabrication

Includes, but is not limited to, falsifying data, information, or citations in completing an academic assignment or other institutional document. This also consists of providing false or deceptive information to an instructor concerning the completion of an assignment.

Plagiarism

Includes, but is not limited to, using someone else's words, ideas, or other original material that is not common knowledge without attribution to the source. This definition applies to all student-submitted work, including discussions, assignments, and assessments. Examples include submitting someone else's words, ideas, or materials as one's own, including printed or on-line materials, manuscripts, oral discussion, and the work of other students; inadequate paraphrasing and/or direct copying of material without academic citations, failure to acknowledge the use of AI-generated content, and self-plagiarism, which includes the unauthorized submission for credit of academic work that was previously submitted for credit or grade in another course.

For a first offense, a student will be subject to disciplinary action by the instructor, 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 Procedure included in the Student Grievance and Student Complaint Policy (Board Policy 5.13, AR 5.13.1 & 5.13.2).

Interventions

Faculty may also make use of technology to assist in detecting plagiarism or protecting the integrity of the testing environment. Students may be required to install certain software on their devices if using them for coursework.

Turnitin is a cloud-based text review service utilized by EWC for originality checking, including improper citations or potential plagiarism, and the use of AI-generated content. 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 the Turnitin privacy and copyright policy at their website.

Student Conduct

Respondus LockDown Browser is free computer software used to lock down the testing environment such that students are unable to copy, print, access other applications, or visit other websites during an online exam. Students may also be required to use a webcam to record themselves during an online exam using Respondus Monitor. Students can view privacy information regarding the Respondus Lock-down Browser and Respondus Monitor at the Respondus website.

Sexual Harassment Policy

Eastern Wyoming College strives to create a working and learning environment that is desirable for all employees and students and adheres to all state and federal guidelines. Eastern Wyoming College endorses the definition of sexual harassment provided under A) Title VII of the Civil Rights Act of 1964 with reference to B) Title IX of the Educational Amendments Act of 1972, i.e., below:

A. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment.

B. No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

Sexual harassment of employees or students is reprehensible, illegal and will not be tolerated at EWC. 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 EWC upon any finding of sexual harassment (Board Policy 3.12).

All complaints of sexual harassment will be investigated. Student complaints should be registered with the Vice President of Student and Academic Services or the Human Resources Director. 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 student who violates this policy will be subject to prompt and appropriate discipline. Such discipline may result in the student being expelled from EWC. No employee or student shall suffer reprisal from EWC as a consequence of filing a "good faith" complaint. Further information can be found under the Student Code of Conduct (Board Policy 5.12) policy.

Complaint Log

Eastern Wyoming College maintains a record of all formal student complaints received in the office of the President, or the Vice President of Academic and Student Services. Student complaints are defined as those which are non trivial in nature, either academic or nonacademic, made formally in writing, signed by a student, and addressed to and submitted to an

Student Conduct

organizational officer with the responsibility to handle the complaint. The formal Complaint Log is maintained in the office of the Vice President of Student and Academic Services and contains the following information:

- Date the complaint was first formally submitted to an appropriate officer
- Nature of the complaint (e.g. dispute about a grade, allegation of sexual harassment etc.)
- Steps taken by EWC to resolve the complaint
- Eastern Wyoming College's final decision regarding the complaint including referral to outside agencies
- Any other external actions initiated by the student to resolve the complaint, if known to the institution (e.g. lawsuit, EEOC investigation, etc.)

Eastern Wyoming College 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.

Student Grievance and Student Complaint Policy

Complaints 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 Policy 5.12) that addresses how behavioral and other issues, including student complaints, are addressed by the College.

Please see Board Policy 5.13 for Student Grievance and Student Complaint Policy.

Student Information

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 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.

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.

Eastern Wyoming College 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.

Student Information

Violations of the Copyright Law Can Have Serious Consequences

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 Information Technology 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.

Civil Liability

Persons found to have infringed may be held liable for substantial damages and attorney(s) fees. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed.

For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees.

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 five (5) years in prison and a fine of \$250,000.

For more information, please visit the U.S. Copyright Office website.

Eastern Wyoming College Notification of Rights under FERPA for Postsecondary Institutions

PRIVACY RIGHTS OF PARENTS AND STUDENTS - Buckley Amendment General Statement

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 (Board Policy 5.7).

In this regard, EWC 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

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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 of Student and Academic 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 by contacting the Vice President of Student and Academic Services, who is responsible for the record. Students should 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 their 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 (PII) 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
 - A student serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing their tasksA school official has a legitimate educational interest if the official needs to review an education record in order to fulfill their 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 EWC to comply with the requirements of FERPA. Persons wishing to file a complaint under FERPA or PPRA should do so by completing the FERPA or PPRA complaint form at the U.S. Department of Education File A Complaint web page.

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Directory Information

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that EWC, with certain exceptions, obtain a student's written consent prior to the disclosure of personally identifiable information from their 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 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
- 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 EWC may be obtained in the office of the Vice President of Student and Academic Services.

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

Student Information

Many students and parents are concerned about the issue of personal safety on college campuses. Eastern Wyoming College (EWC) employs security measures that help ensure students enjoy their time at the College as free as possible from any threats to safety and well-being.

Crime is a national problem that affects all communities and college campuses. To minimize the occurrence of crime incidents, college administrators, residence life and physical plant staff members, the city and county law enforcement authorities, and the students themselves must work together to ensure that students and their possessions are protected as much as possible.

The Crime Awareness and Campus Security Act of 1990

The Campus Security Act (1990, 1994) and the Jeanne Clery Act (1998) are federal laws that require colleges and universities to disclose information about crime on and around their campuses to students, employees and prospective students. The Eastern Wyoming College crime statistics may be found on the EWC Consumer Information web page. The EWC Campus Crime and Security policy (Board Policy 2.1, AR 2.1.1, and AR 2.12), procedures, and statistics are available upon request from the Vice President of Student and Academic Services.

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/Facilities Concerns

The Facilities 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.

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. (Board Policy 3.11, AR 3.11.1)

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 academic advisor) so that an "Accident and Injury Report" may be completed.

Eastern Wyoming College 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

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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.

For students on the Douglas campus, EWC works closely with the Douglas Police Department and the Converse County Sheriff's Department.

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 911, and then following up by contacting the Vice President of Student and Academic 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 on the Torrington campus and dial directly to the police dispatch office.

Non-emergency situations should be reported to the Vice President of Student and Academic Services located in the Student Services Office, 307-532-8260, between 8:00 am and 5:00 pm Monday through Friday. The Student Services Office serves as the student assistance and information center for the campus. The Vice President of Student and Academic 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 of Student and Academic 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.

Students on the Douglas Campus may use the 911 system for emergencies. Non-emergency situations should be reported to the Vice President of Douglas Campus Office, 307-624-7010, between 8:00 am and 5:00 pm Monday through Friday.

Programs sponsored by community/campus organizations, residence life, college staff, and local law enforcement personnel provide sessions each academic year on topics including personal

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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.

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 (one (1) time annually)
- Residence Hall educational programming (3-4 times during academic year)
- College Studies classes (every semester)
- Employee in-service activities (two (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.

In the event that a situation arises, either on- or off-campus, that, in the judgment of the Vice President of Student and Academic Services, 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 CivicReady text messaging system. Warnings will also be issued on the EWC website and on the electronic bulletin boards at the Information Center and Student Services. For the Douglas Campus, the Vice President of the Douglas Campus determines when a warning should be issued. Warnings for the Douglas campus also appear on the EWC website and local electronic bulletin boards (Board Policy 2.11).

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 of Student and Academic Services by phone at 307-532-8260, in person at the EWC Student Services Office, or to the Torrington Police Department at 307-532-7001. For the Douglas campus, please contact the Vice President of Douglas Campus Office, 307-624-7010, or the Douglas Police Department Phone: 307-358-3311.

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Eastern Wyoming College adheres to the requirements set forth in the Violence Against Women Act (VAWA). Information regarding the College's VAWA compliance efforts is located on the EWC Consumer Information web page.

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. Students in Douglas can find similar resources at the Converse Hope Center. Educational programming and literature on date rape education, risk reduction and EWC response is available through Residence Life and other Student Services offices.

Victims of a sexual assault at EWC 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 of Student and Academic 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 EWC, 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 EWC, or only the latter. A college employee will guide the victim through the available options and support the victim in their 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. For the Douglas campus, please contact the Douglas Police Department Phone: 307-358-3311.

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.

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The EWC crime statistics, policies, and procedures may be found on the EWC website by clicking the "Consumer Information" link located at the bottom of any web 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 provides a link to the information regarding registered sex offenders anywhere in the United States, available through Community Notification website.

During business hours, Eastern Wyoming College facilities (excluding residence halls) are 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 facilities staff. Over extended breaks, the doors of all residence 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.

Eastern Wyoming College does not employ a police staff. However, the facilities 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 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 of Student and Academic Services and/or the facilities staff in a timely manner.

The following regulations of Eastern Wyoming College conform to the City of Torrington and Wyoming State Laws and Regulations affecting alcohol and controlled substance abuse. For the Douglas campus, the City of Douglas laws, ordinances and regulations will apply.

- The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance on the EWC campus, in residence halls, or at any college-sanctioned events is prohibited. Such an act is a crime under Wyoming State Laws.
- Possession and/or use of alcoholic beverages is prohibited on the EWC campus, in residence halls, or any college sanctioned event except as allowed by Board Policy 2.14.

Per Wyoming State Statute 12-6-101: Any person under the age of 21 who has any alcoholic or malt beverage in his possession or who is drunk or under the influence of alcoholic liquor, malt beverages, or a controlled substance on any street or in any public place is guilty of a misdemeanor under Wyoming State Law (Board Policy 3.14, AR 3.14.1).

In addition, students who violate the College Alcohol and Illegal Drug Policy (Board Policy 2.1) on campus or at College activities off campus are subject to discipline under the Student Code of Conduct (Board Policy 5.12) and, when appropriate may be referred to counseling. **Students who are recipients of federal aid must notify the college within five (5) days of any criminal drug statute conviction for a violation occurring on or off college premises while receiving federal aid. Students may be required at their own expense to participate satisfactorily in a substance abuse assistance or rehabilitation program.**

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Please refer to the Student Code of Conduct (Board Policy 5.12) for more detailed information on disciplinary measures that can be taken by the College related to illicit alcohol and drug use. Eastern Wyoming College 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.

Illegal Possession

Any person under the age of 21 who has any alcoholic beverage in their 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 persons under 21 is 0.02% as opposed to a BAC of 0.08% for those of legal age. A 0.02% 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 one (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:

Reducing Risk

- Walk with others when possible
- Be especially cautious during evening hours
- Keep keys ready
- Use sidewalks and well-lit pathways
- When walking alone, be careful about those approaching from any direction
- Call 911 in an on-campus building or utilize the Emergency-Only telephones found outside on the Torrington campus if suspicious activity is noticed or danger is impending

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Lock It Up

- Use the locks on exterior building doors, individual rooms and offices, and vehicles
- Keep windows secured
- Store valuables out of sight

Weapons

Weapons are not allowed on EWC campuses through June 30, 2025. The Wyoming legislature has enacted legislation regarding certain concealed weapons. Prior to July 1, 2025, Eastern Wyoming College will be implementing changes to its policies and administrative regulations which will be updated in the EWC Board Policies.

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 local police department or the Vice President of Student and Academic Services as soon as possible. Help the 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, and 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 through Thursday, and from 6 pm - 6 am, Friday and Saturday.

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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 midnight Sunday-Thursday nights and at 2 am on Friday and Saturday nights (Saturday and Sunday mornings). 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 by building or room number.

Crime Statistics

Individuals can access the EWC crime statistics report directly from the EWC Consumer Information web page

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 Consumer Information web page. Other Student Right-To-Know information, such as Athletic Participation and Financial Support, is also available on the Consumer Information webpage, or upon request in the office of the Vice President of Student and Academic Services.

Reporting Concerns Regarding Animal Treatment

Whistleblower Statement

All animals used at EWC must be handled, housed, treated, cared for, and transported in a humane and ethical manner in accordance with federal law and college rules (Board Policy 3.23). 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 (IACUC)* 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 IACUC.
- All complaints and documentation will be brought to the attention of 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 IACUC and, if warranted, appropriate measures will be taken.
- All complaints, violations and recommendations for subsequent action will be forwarded to the IACUC Institutional Official by calling the EWC Information Office at 307-532-8200 who will direct the call to a member of the IACUC team.

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* The Institutional Animal Care and Use Committee 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.

Support Services

Support 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.

Academic Testing Centers

There are Academic Testing Centers on both EWC Campuses offering proctored testing for:

- EWC exams
- Course exams for other colleges or universities
- ACCUPLACER Placement Tests
- HiSET - High School Equivalency Certification Exams
- WorkKeys - Qualification exam for either the Hathaway Scholarship or National Career Readiness Certificate
- TEAS - Nursing Program admittance requirement
- CLEP - College Level Examination Program

Please visit the EWC Testing Services web page for more information about these services.

Douglas Campus

The Testing Center on the Douglas Campus is located in the main building, Room 139. This center is set up for direct proctor observation with computer stations for online testing and tables for paper exams. Online proctoring is also available. Twenty-four hours notice is required for all testing appointments and only offered between the hours of 8:00am - 5:00pm, Monday through Friday.

Torrington Campus

The Testing Center on the Torrington Campus is located in Tebbet Building room T133. This center has a multi-station computer lab that includes cameras for observation and direct computer supervision and has work tables for paper exams. A private room is also available for users needing accommodations such as a distraction-reduced testing environment, a reader, a scribe, and/or increased time. Twenty-four hours notice is required for all testing appointments and only offered between the hours of 8:00am - 5:00pm, Monday through Friday, and some online proctoring is available.

Library

Located on the Torrington Campus 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 EWC. Resources are selected to support the instructional and recreational needs of the college and community. The Library also provides access to online databases, on and off

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campus, all of which make the library part of the world-wide library community. These databases can be accessed through the EWC Library website.

The Library is open during the day and four evenings a week. 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 library, access is provided through interlibrary loan. For the convenience of library patrons, free wireless printing is available. 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, which is located in the Tebbet Building room T140 on the Torrington Campus, is open 8:00am - 8:00pm, Monday through Friday.

Student Success Center Mission

The Student Success Center provides a student-centered learning environment that offers academic support services to EWC students. Our goal is to cultivate an environment conducive to academic achievement and success. We work to empower all of our students to thrive while fostering personal development.

Tutoring Services

Our peer-to-peer services are available in several subjects. They can also help you set goals, create schedules, and assist with study skills. No appointment required.

Other Services

- NetTutor: Free, 24/7, online tutoring that can be accessed through Canvas.
- Workspace for online tutoring or Zoom testing
- Space available for student study groups
- Private study spaces
- Computer lab
- Free printing

Food Pantry

The Student Success Center houses the student food pantry.

Becoming a Tutor

Tutors must have received a grade of B or better in the course(s) they will tutor and should have a cumulative GPA of at least 3.0. Tutors are generally hired based on their academic records and recommendations from faculty.

Support Services

Tutors must complete the Tutor Essential online course that equips them with the tools and tactics necessary to become great tutors. Tutor Essential aligns with the College Reading and Learning Association (CRLA) Certification Training and counts towards 4 hours of Level 1 Certification training.

Students may tutor either for pay or for credit. Students tutoring for pay must determine their eligibility for payment through the Financial Aid office.

Accommodations

Eastern Wyoming College is committed to providing information, accommodation services, and agency referral to students with any type of documented physical, cognitive, or psychological disability (Board Policy 5.14). Our goal is 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 EWC 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.

Visit the Disability Services web page for available services and contact information.

The EWC Bookstore is a one-stop destination for textbooks, supplies, EWC apparel, snacks, beverages, and gift items. The bookstore is conveniently located in the main building on the Torrington campus next to Student Services and Financial Aid.

Bookstore Information

EWC has partnered with Follett to provide a special textbook purchasing program that limits students' textbook costs. The Lancer All Access program is an all-inclusive course materials program that provides Eastern Wyoming College students with access to all required textbooks and resources, digitally delivered through Canvas before the first day of class and all required physical materials are prepared for pickup by the first day of class - as applicable. All students are automatically enrolled in the program, and students who are not interested in the material savings can opt out of the program each term with no penalty. Students who opt out of the program are responsible for finding and purchasing their own required materials.

Students who opt out of this program can shop in-store or online. Bookstore staff will assist students in navigating online and in-person delivery of textbooks and materials. 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.

Shopping online is a stress-free way for the student to get their books and all school supplies without having to stand in line during the busy first week of classes. In the event the book is not in stock, bookstore staff will access every Follett store in the country to quickly provide the course materials to students. Book returns are allowed for 30 days after purchase with store receipt. Store hours are Monday - Friday 8 am - 5 pm during semester rush. The rest of the year,

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store hours are Monday - Thursday, 9 am - 4 pm and Friday 9 am - 1 pm Summer hours: Monday - Thursday 9 am - 3 pm and Friday 8 am to 12 pm.

Counseling Services

The Counseling Office is committed to promoting student's academic, social, and personal success. The primary objective is to provide comprehensive support, enabling students to overcome challenges and thrive throughout their college journey.

Counselors provide a comprehensive, on-campus approach that is both free of charge and confidential. It includes crisis intervention, individual counseling, group counseling, preventative services, outreach and education, referral services, crisis response, accessibility and inclusivity, and stigma reduction. Visit the LancersCARE web page for more information.

College and Career Readiness Center

The College and Career Readiness 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. Participants benefit from a program of study that utilizes individual career pathways and curriculum aligned to the College and Career Readiness standards. Throughout the program, participants employ participatory learning strategies, participate in flipped classrooms, prepare for post secondary 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.

Curriculum 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 post secondary education, instruction in career pathways tracks, workforce literacy, English language acquisition, and high school equivalency preparation.

Community Education / Continuing Education

The mission of Community Education 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, and youth classes. Community Education also offers ED2GO classes for online, independent learning. The classes are designed to expand learners' horizons and to keep them inspired. The classes vary in length from one session for a few hours to multiple class sessions over several weeks. It is the goal of Community Education to offer new and exciting classes each year, while maintaining community favorites. Visit the Community Education web page for a schedule of offerings or call 307-532-8213.

Support Services

Community Education 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 Community Education Director, 307-532-8213 or commmed@ewc.wy.edu.

Outreach Program

The college works cooperatively with its K-12 partners in the six-county service area of eastern Wyoming to provide a wide variety of classes, programs, activities, and services. Many of the high schools offer concurrent enrollment classes, an option whereby high school students may earn college credit while taking classes in their high schools from high school instructors who have been approved by EWC. Students may also take dual enrollment classes whereby they enroll in online or face to face classes that are taught by EWC faculty. For dual enrollment, the high school must approve the college credits as part of the high school curriculum.

In addition, the college has outreach coordinators who serve the communities in the EWC service area by planning and coordinating credit and non-credit classes.

The college has a branch campus in Douglas which offers day and evening course offerings in general education, health technology, nursing, mathematics, gunsmithing, social sciences, and workforce development.

Eastern Wyoming College offers quality education to every part of the service area through online education, providing students the opportunity to take college credit classes and earn a degree. Courses are offered in many core areas, including general education, health technology, business, education, social sciences and human development. Visit the Outreach web page to learn more.

The Associate of Arts Degree, the Associate of Science Degree, the Associate of Applied Science Degree, or certificates may be earned entirely in the EWC outreach service area, providing the student completes a minimum of 25% of the credit hour requirements for the selected program through EWC.

For questions about outreach please contact the Vice President of Douglas Campus at 307-624-7000.

Workforce Development / Continuing Education

Eastern Wyoming College offers a comprehensive workforce training and continuing education program designed to support individuals, employers, and communities throughout the EWC service area. Training opportunities include, but are not limited to, business development, healthcare certifications, industry training, workplace safety, computer technology, and welding. Continuing education opportunities are also available for professionals requiring licensure or ongoing training, including construction trades, real estate, insurance, education, healthcare, and

Support Services

law enforcement. The department works closely with community organizations, public agencies, and regional businesses to support workforce development and strengthen local economic growth.

Commercial Driver License (CDL)

Eastern Wyoming College Workforce Development offers a non-credit Commercial Driver License (CDL) Entry-Level Driver Training (ELDT) Program for individuals seeking to enter the transportation industry. The program is typically delivered in a 40-50 hour format and is offered regularly with daytime, evening, and weekend scheduling options.

The program provides comprehensive training designed to prepare students for CDL licensure and endorsements. Eastern Wyoming College is an approved third-party CDL testing site, allowing students to complete both training and testing through the college. All instruction and testing meet the requirements of the Federal Motor Carrier Safety Administration (FMCSA) for Entry-Level Driver Training and are delivered through an FMCSA-registered training provider. Training opportunities include:

- Entry-Level CDL training
- Class B to Class A upgrade training
- Hazardous Materials (Hazmat) endorsement preparation
- Passenger and School Bus endorsement
- Restricted Class A training for Hotshot drivers

Eastern Wyoming College also offers a CDL training option for eligible high school seniors during their second semester, providing an early pathway into the transportation workforce. For additional information, contact the Director of the CDL Program at 307-532-8365.

Customized Training

Eastern Wyoming College Workforce Development partners with regional employers to provide customized workforce training tailored to specific organizational needs. These programs are designed to deliver targeted skill development in a flexible, short-term format that can be scheduled and delivered quickly.

Customized training may include areas such as:

- Leadership and management development
- Lean processes and continuous improvement
- Office and administrative skills
- Accounting and financial fundamentals
- Inventory and operations management
- Workplace technology and productivity tools

Programs are developed in collaboration with employers to address specific workforce needs and can be delivered on-site at business locations, at EWC facilities, or at other locations throughout the college's service area. Training may be offered for credit or non-credit, depending on employer needs and participant goals.

Support Services

Organizations interested in developing customized workforce training opportunities are encouraged to contact the Dean of Workforce and Career Technical Education at 307-534-2925.

GEAR UP

Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) is a federally-funded, statewide grant in Wyoming that provides services to 2,000 seventh through twelfth grade, income-eligible students as well as first-year college freshmen each year.

The GEAR UP goal of increasing the number of eligible students who are prepared to enter and succeed in post-secondary education is accomplished by:

- Providing academic support, college preparation, and family services through GEAR UP offices located in each of the seven community colleges in Wyoming.
- Providing educator training and school improvement initiatives through a partnership with the Wyoming Department of Education.

For more information, please visit the EWC GEAR UP website.

GEAR UP Wyoming is funded through a grant from the U.S. Department of Education totaling \$4,019,424 annually with an additional \$4,019,424 provided by in-kind and scholarship contributions.

Instructional Technology

The purpose of this department is to support faculty as they develop distance learning courses and expand distance learning offerings. With training in instructional design 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 systems, consultation and support for adding web or video components to traditional 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.

Information Technology

The Information Technology Department provides a wide range of services to the students and staff of EWC. 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 on evenings and weekends in the Student Success Center and Library. High speed internet access is provided to users on the Torrington campus (up to 10 Gbps!!), and the Douglas campus (up to 1 Gbps) in both wired and wireless formats. Residence halls on the Torrington campus provide both wired and wireless internet access in student rooms. Similar, but more limited, computer access and internet services are available to students enrolled at the Guernsey, Glenrock, Hulett, Lusk, Moorcroft, Newcastle, Sundance, Wheatland and Upton outreach sites, in partnership with host agencies.

Support Services

All EWC students are eligible for a free license of Office 365. Contact itservicedesk@ewc.wy.edu to get your copy.

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 (Board Policy 7.3).

Campus Life

Campus Life

On-Campus Housing

On-campus housing provides students with an opportunity to easily meet individuals from a variety of backgrounds, to establish lifetime friendships, and to 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. Visit the EWC Housing web page for more information.

Food Services

Eastern Wyoming College Food Services is a home away from home, offering nutritious and comforting meals designed to enhance the college experience. In partnership with Sodexo, EWC proudly provides sophisticated, industry-leading dining options tailored specifically to the diverse tastes and nutritional needs of students. Students can conveniently explore daily menus, view detailed nutrition information, and stay informed about special dining events using a mobile app, ensuring a satisfying and well-rounded experience on campus.

Beyond daily dining, EWC Food Services, in collaboration with Sodexo, offers an extensive array of catering services perfect for clubs, organizations, and special campus events. Whether for a casual gathering, formal banquet, or anything in between, the Sodexo catering team delivers delicious, high-quality cuisine that meets the specific needs of any event. To explore detailed meal plan options, menus, and learn more about the exceptional food service offerings available at EWC, please visit the dedicated EWC web page at Sodexo.

Student Center

The EWC Student Center is where fun, food, and friends collide, creating one of the most memorable spaces on campus. Whether challenging classmates at the foosball or pool tables, or cheering favorite teams on big-screen TVs, there is always something engaging happening here. The welcoming front atrium offers abundant natural light, making it an ideal spot for studying, relaxing between classes, or simply hanging out with friends.

As part of the convenient food service plan, the Student Center also serves delicious grill-style options guaranteed to delight and nourish students throughout the day. Located amongst other campus amenities, the Student Center serves as the central hub for student life, ensuring that when grabbing a quick bite or spending downtime with friends, everything a student needs is just steps away. Visit the Student Center web page.

Motor Vehicle Information

Traffic

State and local laws apply to the college campus. Violations may be reported to local law agencies for enforcement. Please remember that pedestrians have the right of way.

Campus Life

Parking

The college has designated handicap spaces throughout its campus which may be used for parking of vehicles by individuals possessing a proper permit. Additionally, there is restricted parking marked throughout the campus. Any driver who illegally parks a vehicle on campus is subject to a citation, and the college may have the vehicle towed at the owner's expense.

Torrington Campus

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. Large vehicles and trailers must be parked in the unpaved areas west of CTEC or in marked parking lanes on West C Street.

Campus Activities and Organizations

There are 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.

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 who have an interest in agriculture, regardless of major. 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 National Block and Bridle Convention. One advantage of joining Block and Bridle is that membership transfers to any other college/university that participates in Block and Bridle.

Campus Ventures

Campus Ventures is an interdenominational Christian ministry in Wyoming, Nebraska, and South Dakota. Their motto is, "To figure out life and faith." This happens through individual or small group mentoring-or discipling relationships among Christ followers. This is done in an effort to equip college and university students with Godly vision, character, and skills to prepare them for His Glory and service to the body of Christ. Learn more from the Campus Ventures website.

Cosmetology Club

The Cosmetology Club is for students 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.

Campus Life

Douglas Campus Student Senate

The Douglas Campus Student Senate (DCSS) is the governing agency of the EWC Douglas student body. Membership (at-large) includes all academic credit fee-paying students attending the Douglas Campus. The mission of the DCSS 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. Elected members and representatives of the DCSS are provided opportunities for leadership, service, and involvement. The DCSS membership is involved in disbursement of student activity funds. All Douglas students are welcome to attend monthly meetings. This group is available only on the Douglas campus.

Gender and Sexuality Alliance

The Gender & Sexuality Alliance brings together LGBTQ+ students (Lesbian, Gay, Bisexual, Transgendered, Queer/Questioning, and others) and allies to have a voice on the EWC campus. This organization exists to raise awareness of LGBTQ+ individuals, their positions, issues and concerns; to provide social and educational resources and connections; and, to increase the visibility of LGBTQ+ persons and their allies. The GSA plans social and educational opportunities for all students. Membership is open to all students.

Golf Club

The main purpose of the Golf Club is to fundraise money for the Mens and Womens Golf teams, primarily through the annual Foundation golf tournament, calcutta, auction, golf in the halls, and the golf kids camp. The Golf Club also promotes the teams in a positive manner and are representatives of athletics at EWC.

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 work with administration to advise and implement, policies, regulations, and procedures for the improvement of residence hall living; coordinate housing activities; maintain close two-way communication between the student residents and the college; provide opportunities for the residents to participate in residence hall government; and, evaluate environmental factors which influence the general welfare of residents.

Intercollegiate Athletics

Eastern Wyoming College belongs to Region IX of the National Junior College Athletic Association. It is also a member of the Livestock Judging Coaches Association and the National Intercollegiate Rodeo Association - Central Rocky Mountain Region. The intercollegiate competitive programs for women consist of: volleyball, basketball, golf, rodeo, and Esports. The intercollegiate athletic programs for men consist of: basketball, golf, rodeo, and Esports. Athletic scholarships/grants are available in all of these sports.

Campus Life

Line & Swing Dancing Club

This club meets every Thursday at 6:30 p.m. in the Auditorium on campus. All students & faculty are welcome to come and learn how to dance to outstanding western and pop music. The club is also open to the public.

Livestock Judging Team

The livestock judging team is a competitive organization with the goal of instilling decision-making, leadership, and public speaking skills in students that participate. The team attends contests and practices country-wide throughout the entirety of the school year. Sophomore team members have the opportunity to participate in national competitions including the National Western Stock Show, Houston Livestock Show and Rodeo, American Royal, and the North American International Livestock Exposition. Members must maintain a 2.0 GPA, be enrolled in a minimum of 12 credit hours per semester, and attend all practices held.

Livestock Fitting and Showing Club

The Livestock Fitting and Showing Club is designed to increase participant knowledge about the livestock show industry and to promote a higher scholastic standard and closer relationship among students interested in the show industry. The club helps support the EWC Show Team which follows the National Code of Show Ring Ethics.

Phi Theta Kappa

Phi Theta Kappa is the recognized academic honor society for community colleges. The Alpha Omicron Lambda chapter at EWC was established in 1989. This esteemed organization 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 are eligible for membership. Students who qualify are asked to join in the fall and spring semesters and, upon gaining membership, are encouraged to become involved in supporting academic success, civic duty, and service to others.

Rodeo Club

The Rodeo Club is designed to promote intercollegiate rodeo at EWC. It supports an increased interest in rodeos and other western activities and helps establish a closer relationship among students interested in those activities. The rodeo team is a member of the National Intercollegiate Rodeo Association.

SkillsUSA

SkillsUSA is proud to champion the skilled trades in America. It is a student-led partnership of education and industry that builds the future skilled workforce this nation depends on with graduates who are career ready on day one. Students may participate in industry-related field trips, leadership skill development, community service, social events, attend club-sponsored forums, and compete at state/national competitions/leadership activities. 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 and ability to share with others what makes EWC special. They are ambassadors of the college and

Campus Life

represent it at many social and recruitment functions. They also provide tours of the Torrington campus to prospective students and community members. Interested students should contact the Director of Admissions and Enrollment Management or the Admissions Coordinator.

Student Nurses Association

EWC-SNA is a charter division of the National Student Nurses Association (NSNA). This group falls under the umbrella of the American Nurses Association (ANA), a group geared toward the advocacy of nursing and healthcare. EWC-SNA focuses on creating student nurse leaders in the classroom and community. To join, students must be accepted into the EWC Nursing program. The group teaches in the community and holds fundraising events. This group is available on both the Douglas and Torrington campuses.

Student Senate

The Student Senate is the governing agency of the college 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 EWC students. The membership is involved in disbursement of student activity funds. All students are welcome to attend regular Senate meetings.

Tabletop Gaming Club

The purpose of the Tabletop Gaming Club is to enable students to engage in critical thinking and interpersonal communication while simultaneously providing many students an outlet for some fantastical fun, friendship, and camaraderie. The Club provides an entertaining pastime for a variety of students through acting, tactics, and shared storytelling experiences; teaches individuals how to participate and start their own groups for tabletop gaming events far and wide; and, protects the campus from imminent dragon attacks and similarly fantastical incursions.

Veterans Club

Through local and regional networking, the Veterans Club brings together veterans, their families, and student members to forge a path toward achievement and success by connecting members with necessary resources.

Veterinary Technology Club

The Veterinary Technology Club is designed to promote interest in the profession of veterinary technology. Students practice their skills by offering monthly dog washes to the public as a fundraiser. Other activities include dog park cleanup, vaccination clinics, Trunk-or-Treat, picnics, and educational field trips. Past trips have included the Denver Zoo, Downtown Aquarium, and Denver Museum of Natural History. Club members have the opportunity to attend a national veterinary conference in Orlando or Las Vegas their second year. The Club owns a small cow herd and students help calve-out the cows. Membership is open to all students who have an interest in veterinary medicine and animal care.

Program Information

Program Information

General Education Philosophy Statement

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 with a given discipline.

Every student within the EWC service area has the opportunity to take college credit courses through distance education.

Classes are offered via the Internet, using both synchronous and asynchronous interaction. Eastern Wyoming College offers courses in many core areas including general education, business, science, agriculture, 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:

- Are you very comfortable 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 e-mail, messaging systems, online discussions, or web conferences?
- 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?

If the answer is yes, 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 visit the EWC Distance Learning web page.

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

Institutional Learning Outcomes

By successfully completing their general education core requirements, Eastern Wyoming College graduates will be:

- Engaged Citizens
- Critical Thinkers
- Effective Communicators
- Technologically Fluent

Program Information

General Education Requirements

General Education Course Requirements are criteria established by the EWC Curriculum and Learning Council to apply when considering if a course should be designated as a general education course. These criteria include laboratory science, quantitative reasoning, communication, social and behavioral science, U.S. and Wyoming Constitution, arts, culture, and humanities, and freshman foundations.

Laboratory Science Requirement

As a result of completing general education courses in this area, students will be able to comprehend and apply the basic principles of science and scientific inquiry methods. Courses in this category are concerned with the natural processes that govern Earth and its inhabitants, as well as the universe, through systematic observations and experimentation, formation and verification of theories, and computational methods in a laboratory setting. In these courses, students will use scientific methods as a way of understanding the world; learn content and principles within the natural sciences; and evaluate claims from a scientific perspective. Courses used to satisfy the general education laboratory science requirement for graduation must be selected from the following courses:

AECL 1000 - Agroecology Credits: 4

ANTH 1100 - Intro to Biological Anthropology Credits: 4

BIOL 1000 - Principles of Biology Credits: 4

BIOL 1010 - General Biology I Credits: 4

**BIOL 2400 - General Ecology Credits: 3

** BIOL 2410 - Intro to Field Ecology Credits: 2

**** Note: Both BIOL 2400 and BIOL 2410 must be taken to meet the Laboratory Science Requirement.**

CHEM 1000 - Intro to Chemistry Credits: 4

CHEM 1020 - General Chemistry I Credits: 4

CHEM 1030 - General Chemistry II Credits: 4

* CSMO 1705 - Hair Fundamentals Credits: 4

GEOL 1100 - Physical Geology Credits: 4

GEOL 1470 - Environmental Geology Credits: 4

PHYS 1050 - Intro to Physics Credits 4

PHYS 1110 - General Physics I Credits: 4

PHYS 1120 - General Physics II Credits: 4

PHYS 1310 - College Physics I Credits: 4

PHYS 1320 - College Physics II Credits: 4

MOLB 2210 - General Microbiology Credits: 4

MOLB 2240 - Medical Microbiology Credits: 4

*VTTK 1625 - Laboratory Analysis Credits: 1

* VTTK 1630 - Veterinary Hematology Credits: 3

* VTTK 1755 - Veterinary Parasitology Credits: 2

* VTTK 2610 - Animal Health I - Infectious Credits: 4

* WELD 1755 - Shielded Metal Arc Welding Credits: 5

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ZOO 2015 - Human Anatomy Credits: 4

ZOO 2025 - Human Physiology Credits: 4

* Permitted for AAS Programs Only

Quantitative Reasoning Requirement

As a result of completing general education courses in this area, students will be able to comprehend and use quantitative concepts and methods to interpret and critically evaluate data and effectively problem-solve in a variety of contexts demanding quantitative literacy.

Courses that fulfill the mathematics requirement aim to develop critical skills in quantitative analysis and deductive reasoning by: representing mathematical and quantitative information symbolically, graphically, numerically, and verbally; applying quantitative methods to investigate routine and novel problems, using calculations/procedures, mathematical and/or statistical modeling, prediction, and evaluation; interpreting mathematical and quantitative information, and drawing logical inferences from representations such as formulas, equations, graphs, tables, and schematics. Courses used to satisfy the quantitative reasoning requirement for graduation must be selected from the following courses:

* BADM 1005 - Business Mathematics I Credits: 3

MATH 1000 - Problem Solving Credits: 3

MATH 1100 - Number and Operations for Elementary School Teachers Credits: 3

MATH 1105 - Data Analysis, Probability, and Algebra for Elementary School Teachers Credits: 3

MATH 1400 - College Algebra Credits: 4

MATH 1405 - Trigonometry Credits: 3

* MATH 1500 - Applied Technical Mathematics Credits: 3

MATH 2200 - Calculus I Credits: 4

MATH 2205 - Calculus II Credits: 5

MATH 2350 - Business Calculus Credits: 4

STAT 2050 - Fundamentals of Statistics Credits: 4

* VTTK 1751 - Pharmaceutical Calculations Credits: 3

* Permitted for AAS Programs Only

Communication Requirement

As a result of completing general education courses in this area, students will be able to effectively use the English language, writing and speaking with clarity, coherence, and persuasiveness.

Courses in this category are concerned with the effective use of the English language from a variety of perspectives, both oral and written, and for a variety of purposes.

Students in A.A., A.S., and A.D.N. programs are required to complete **ENGL 1010** and need to verify with their advisers which second approved communication course they should complete for their specific degree requirement.

Students in A.A.S. programs are required to complete **ENGL 1005 or ENGL 1010**.

Program Information

Courses used to satisfy the second communication requirement for graduation include the following courses:

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

Social and Behavioral Science Requirement

As a result of completing general education courses in this area, students will have developed a deeper understanding of the scientific study of human society and social relationships and the scientific study of human action and behavior in society. Courses used to satisfy the human behavior requirement for graduation must be selected from the following courses:

AGEC 1010 - Agricultural Macroeconomics Credits: 3
AGEC 1020 - Agriculture Microeconomics Credits: 3
ANTH 1200 - Intro to Cultural Anthropology Credits: 3
ANTH 1300 - Intro to Archaeology Credits: 3
CRMJ 2020 - Fundamentals of Leadership Credits: 3
ECON 1010 - Macroeconomics Credits: 3
ECON 1020 - Microeconomics Credits: 3
* ENTR 1500 - Intro to Entrepreneurship Credits: 2
* ENTR 1520 - Creating a Business Plan Credits: 2
* ENTR 2500 - Small Business Operations Management Credits: 2
GEOG 1000 - World Regional Geography Credits: 3
GEOG 1020 - Human Geography Credits: 3
MGT 2020 - Fundamentals of Leadership Credits: 3
MKT 2100 - Principles of Marketing Credits: 3
POLS 1000 - American and Wyoming Government Credits: 3
POLS 1200 - Non-Western Political Cultures Credits: 3
PSYC 1000 - General Psychology Credits: 3
PSYC 2000 - Research Psychological Methods Credits: 4
PSYC 2080 - Biological Psychology Credits: 3
PSYC 2210 - Drugs and Behavior Credits: 3
PSYC 2300 - Psychology of Child Development Credits: 3
PSYC 2330 - Psychology of Adjustment Credits: 3
PSYC 2340 - Psychopathology Credits: 3
PSYC 2380 - Social Psychology Credits: 3
SOC 1000 - Sociological Principles Credits: 3
SOC 1100 - Social Problems Credits: 3
SOWK 2000 - Intro to Social Work Credits: 3
* Permitted for AAS Programs Only

U.S. and Wyoming Constitution Requirement

The following courses can be used to satisfy the U.S. and Wyoming Constitutions Requirement:

Program Information

HIST 1211 - U.S. to 1865 Credits: 3

HIST 1221 - U.S. from 1865 Credits: 3

POLS 1000 - American and Wyoming Government Credits: 3

* POLS 1500 - Applied Technical U.S. and Wyoming Government Credits: 2

* * POLS 1100 - Wyoming Government Credits: 1

* Permitted for AAS Programs Only

* * This course is intended to complete the Wyoming Government component when the U.S. Constitution requirement is met through transfer credit from another state.

Arts, Culture and Humanities Requirement

As a result of completing general education courses in this area, students will have a deeper appreciation and understanding of: the creative process, artistic expression; the role and value of the arts in society and culture; the role of the value of the human condition and human experiences; and, the role of diversity, culture and its expression. Courses used to satisfy the arts, culture and humanities requirement for graduation must be selected from the following courses:

AMST 2110 - The American Mosaic Credits: 3

ART 1000 - General Studio Art Credits: 3

ART 1005 - Drawing I Credits: 3

ART 1010 - Intro to Art Credits: 3

ART 1110 - Foundation: Two-Dimensional Credits: 3

ART 1120 - Foundation: Three-Dimensional Credits: 3

ART 1130 - Foundation: Color Theory Credits: 3

ART 1178 - Adobe Photoshop I Credits: 3

ART 2005 - Drawing II Credits: 3

ART 2010 - Art History I Credits: 3

ART 2020 - Art History II Credits: 3

ART 2074 - Art for the Elementary and Middle School Teacher Credits: 3

ART 2210 - Painting I Credits: 3

ART 2310 - Sculpture I Credits: 3

ART 2410 - Ceramics I 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

EDEL 2280 - Literature for Children Credits: 3

ENGL 2011 - Literature for Young Adults Credits: 3

ENGL 2020 - Literature, Media, and Culture 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

Program Information

ENGL 2435 - Literatures in English III Credits: 3
* ENTK 2501 - Intro to Computer Aided Drafting I Credits: 1
* GUNS 1520 - Stockmaking Credits: 5
* GUNS 1730 - Gunstock Checkering Credits: 2
HIST 1110 - Western Civilization I Credits: 3
HIST 1120 - Western Civilization II Credits: 3
HIST 1211 - U.S. History to 1865 Credits: 3
HIST 1221 - U.S. History 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
MUSC 1000 - Intro to Music Credits: 3
MUSC 1378 - College Band Credits: 1
MUSC 1390 - Jazz Ensemble Credits: 1
MUSC 1400 - Collegiate Chorale Credits: 1
MUSC 2018 - Music for Elementary Classroom Teachers Credits: 3
PHIL 1000 - Intro to Philosophy Credits: 3
RELI 1000 - Intro to Religion Credits: 3
SOSC 1000 - Intro to Religion Credits: 3
SOSC 2300 - Ethics in Practice Credits: 3
* Permitted for AAS Programs Only

Freshman Foundation Requirement

As a result of completing general education courses in this area, students will have a deeper appreciation of the importance of persistence for success in college by providing them with the academic, personal, and life management tools needed to function effectively and complete their course of study and revolve around three major issues: Navigating the system, academic focus, and transition to college. The following courses can be used to satisfy the freshman foundation requirement:

EDFD 2020 - Foundations of Education Credits: 3
HMDV 1000 - College Studies Credits: 1
*HMDV 1500 - Human Development: Empowerment Credits: 3
AGRI 1000 - Issues in Agriculture Credits: 3
CRMJ 1010 - Current Issues in Criminal Justice Credits: 3
HMSV 1010 - Orientation to Human Services Credits: 3
*VTTK 1505 - Intro to Veterinary Science Credits: 1
*WELD 1505 - Intro to Welding and Machining Credits: 1
* Permitted for AAS Programs Only

Program Information

Associate of Arts Degree and Associate of Science Degree Requirements

Students seeking the associate of arts or associate of science degree must complete a minimum of 32 hours in general education at the 1000-1499 level or 2000-2499 level, including a course in the U.S. and Wyoming Constitutions. Students must fulfill the minimum course requirements of the categories listed below. Students must select the remainder of their courses from required courses and approved electives in their degree programs. Students must complete the program with a cumulative grade point average of 2.00 or better and take a minimum of 15 semester hours from EWC applicable towards graduation. These degrees are considered transfer degrees.

<i>AA & AS Required Course Categories</i>	
Categories	Min Credit Hours Required
Laboratory Science	4
Quantitative Reasoning	3
Communication	3
• ENGL 1010	3
Social and Behavioral Science	3
• U.S. and Wyoming Constitutions course	3
Arts, Culture and Humanities	3
General Education Electives to be chosen from categories above	9
Freshman Foundation	1
Total General Education Requirements	32
Total Academic Department Requirements	28
Total Minimum Degree Credits	60

Associate Degree in Nursing Degree Requirements

Students seeking the associate degree in nursing must complete program prerequisites in quantitative, science, and English courses. Students must take 36 hours in general education at the 1000-1499 level or 2000-2499 level, including a course in the U.S. and Wyoming Constitutions, an Arts, Culture, and Humanities elective course, and 36 hours of nursing course work. Students must select the remainder of their courses from required courses and approved electives in the Nursing program. Students must complete the program with a cumulative grade point average of 2.50 or better and take a minimum of 15 semester hours from EWC applicable towards graduation. This is considered a transfer degree.

<i>ADN Required Course Categories</i>	
Categories	Min Credit Hours Required
Laboratory Science	16

Program Information

Quantitative Reasoning	4
Communication	3
• ENGL 1010	3
• COMM 2010	
Social and Behavioral Science	3
• U.S. and Wyoming Constitutions course	3
Arts, Culture and Humanities	3
Freshman Foundation	1
Total General Education Requirements	36
Total Academic Department Requirements	36
Total Minimum Degree Credits	72

Associate of Applied Science Degree Requirements

Students seeking the associate of applied science degree must complete a minimum of 15 credits in general education, including a course in the U.S. and Wyoming Constitutions. Students must complete at least one course in each of the three general education areas indicated below. Students must select the remainder of their courses from required courses and approved electives in their degree programs. Students must complete the program with a cumulative grade point average of 2.00 or better and take a minimum of 15 semester hours from EWC applicable towards graduation. These degrees are considered non-transfer degrees, though some may transfer into a BAS program.

<i>AAS Required Course Categories</i>	
Categories	Min Credit Hours Required
Quantitative Reasoning	3
Communication	3
U.S. and Wyoming Constitutions course	2
Freshman Foundation	1
General Education Electives to be chosen from the following categories: • Laboratory Science • Social and Behavioral Science • Arts, Culture and Humanities	6
Total General Education Requirements	15
Total Academic Department Requirements	45
Total Minimum Degree Credits	60

Program Information

Certificate Requirements

Certificates will be awarded to students in certificate programs who complete curriculum requirements specified for the respective programs, with a cumulative grade point average of 2.00 or better.

Programs of Instruction

Programs of Instruction

Program ID	Program Title
AGBP.CD	Agriculture – Beef Production Certificate (1 Year)
AGCP.CD	Agriculture – Crop Production Certificate (1 Year)
FRCH.AAS	Agriculture – Farm & Ranch Management
AGPC.CD	Agriculture – Modern Agriculture Systems Certificate (1 Year)
AGBSS.AS	Agriculture Business and Sciences
BIOL.AS	Biology
BSAD.AAS	Business Administration
BADM.AS	Business Administration
COMM.AA	Communications
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
CJCR.AA	Criminal Justice
DTSC.CD	Data Science Certificate (1 year)
ELED.AA	Education – Elementary and Early Childhood
SCED.AA	Education – Secondary
ENTR.C	Entrepreneurship Certificate (Less than 1 Year)
GUNS.AAS	Gunsmithing (Available at Douglas Campus Only)
HMSV.AA	Human Services
INST.AA	Interdisciplinary Studies
INST.AS	Interdisciplinary Studies
MATH.AS	Mathematics
MEDA.CD	Medical Assistant Certificate (1 Year)
NURS.ADN	Associate Degree in Nursing
PHSC.AS	Pre-Health Science
PVET.AS	Preprofessional Veterinary Medicine
SOSC.AA	Social Science
VTAD.CD	Veterinary Aide Certificate
VTTK.AAS	Veterinary Technology
MTT.CD	Welding – Machine Tool Technology Certificate
WJTK.C	Welding – Plate Certificate
WJSP.CD	Welding Specialist Certificate
WJTK.CD	Welding and Joining Technology Certificate
WJTK.AAS	Welding and Joining Technology

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.

Programs of Instruction

Each program at Eastern Wyoming College has Program Learning Outcomes (PLOs). They are embedded and assessed in required courses, to ensure graduates demonstrate proficiency of essential competencies upon graduation.

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 their 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.

Agriculture - Beef Production Certificate (1 Year)

The Beef Production Certificate provides the foundational education and training in beef production. Successful students in this program will have the basic knowledge to raise cattle. Graduates will have the knowledge needed to complete the certification for Beef Quality Assurance (BQA) and take the Wyoming State Artificial Insemination Exam. Students completing 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 - Computer Technology in Agriculture **Credits: 3**
- Approved Program Electives **Credits: 10**

Total Credits 16

Spring Semester

- AGECE 2010 - Farm-Ranch Business Records **Credits: 3**
- ANSC 2020 - Feeds and Feeding **Credits: 4**
- Approved Program Electives **Credits: 9**

Total Credits 16

Total Credits 32

Approved Program Electives

- AECL 1000 - Agroecology **Credits: 4**

Programs of Instruction

- AGECE 1970 - Internship **Credits: 2**
- AGECE 2020 - Farm-Ranch Business Management **Credits: 3**
- AGECE 2150 - Agri-Business Finance **Credits: 3**
- AGECE 2300 - Agricultural Marketing **Credits: 2**
- AGECE 2510 - Agribusiness, Marketing, Commodities, and Sales **Credits: 3**
- AGRI 1470 - Agricultural Internship I **Credits: 1 - 7**
- AGRI 2470 - Agricultural Internship II **Credits: 1 - 7**
- ANSC 1210 - Livestock Judging I **Credits: 2**
- ANSC 2070 - Livestock Behavior and Handling **Credits: 2**
- ANSC 2135 - Livestock Production and Management **Credits: 4**
- ANSC 2320 - Livestock Health and Management **Credits: 3**
- CROP 2300 - Field Crop Production **Credits: 3**
- ELTR 1515 - Modern Ag Electric Systems **Credits: 2**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- TTD 1500 - Novice CDL Training **Credits: 5**
- WELD 1700 - General Welding **Credits: 3**

Agriculture - Crop Production Certificate (1 Year)

The Crop Production Certificate provides the foundational education and training in crop production. Successful students in this program would have the basic knowledge to produce a wide range of crops. In this program students will be prepared to take the Wyoming Commercial Applicators License Exam. Students completing 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 - Computer Technology in Agriculture **Credits: 3**
- AGTK 1920 - Precision Ag 1 - Mechanical Systems **Credits: 3**
- CHEM 1000 - Intro to Chemistry **Credits: 4**

Total Credits 17

Spring Semester

- CROP 2300 - Field Crop Production **Credits: 3**
- Approved Program Electives **Credits: 13**

Total Credits 16

Programs of Instruction

Total Credits 33

Approved Program Electives

- AGECE 1970 - Internship **Credits: 2**
- AGECE 2010 - Farm-Ranch Business Records **Credits: 3**
- AGECE 2510 - Agribusiness, Marketing, Commodities, and Sales **Credits: 3**
- AGRI 1470 - Agricultural Internship I **Credits: 1 - 7**
- AGRI 2470 - Agricultural Internship II **Credits: 1 - 7**
- CROP 2100 - Horticultural Science **Credits: 3**
- CROP 2150 - Pest Identification and Management **Credits: 2**
- ELTR 1515 - Modern Ag Electric Systems **Credits: 2**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- TTD 1500 - Novice CDL Training **Credits: 5**
- WELD 1700 - General Welding **Credits: 3**

Agriculture - Farm & Ranch Management, AAS

The Associate of Applied Science Degree in Farm and Ranch Management provides the knowledge and skills needed to efficiently operate a farm or ranch and gain employment in many other jobs within the ag industry. This degree is designed for those who want to enter the workforce directly after graduation, rather than transferring to a four-year university. 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 - Computer Technology in Agriculture **Credits: 3**
- ANSC 1010 - Intro to Animal Science **Credits: 4**

or

- AECL 1000 - Agroecology **Credits: 4**
- Approved Program Electives **Credits: 6**

Total Credits 16

Spring Semester

- AGECE 2010 - Farm-Ranch Business Records **Credits: 3**

Programs of Instruction

- ANSC 1010 - Intro to Animal Science **Credits: 4**

or

- AECL 1000 - Agroecology **Credits: 4**
- ANSC 2020 - Feeds and Feeding **Credits: 4**

or

- CROP 2300 - Field Crop Production **Credits: 3**
- Approved Program Electives **Credits: 5**

Total Credits 15-16

Sophomore Year

Fall Semester

- 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 Program Electives **Credits: 6**

Total Credits 14

Spring Semester

- AGECE 2150 - Agri-Business Finance **Credits: 3**
- AGECE 2300 - Agricultural Marketing **Credits: 2**
- AGECE 2395 - AG Capstone Project **Credits: 2**
- ENGL 1005 - Applied Technical Writing **Credits: 3**
- Constitutional Requirement **Credits: 2-3**
- Approved Program Electives **Credits: 3**

Total Credits 15-16

Total Credits 60-62

Programs of Instruction

Approved Program Electives

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

Agriculture - Modern Agriculture Systems Certificate (1 Year)

This program provides students with the knowledge and skills needed to successfully incorporate precision agriculture into a business operation. Upon successful completion of this certificate, students will be prepared to take the FAA UAV pilot's license exam. Students completing 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 - Computer Technology in Agriculture **Credits: 3**
- AGTK 1910 - Preventive Equipment Maintenance and Management **Credits: 2**
- AGTK 1920 - Precision Ag 1 - Mechanical Systems **Credits: 3**
- Approved Program Electives **Credits: 5**

Total Credits 16

Spring Semester

- AGTK 1940 - Precision Ag 2 - Software Systems **Credits: 3**
- ELTR 1515 - Modern Ag Electric Systems **Credits: 2**
- Approved Program Electives **Credits: 12**

Total Credits 17

Total Credits 33

Approved Program Electives

- AECL 1000 - Agroecology **Credits: 4**
- AGECE 1970 - Internship **Credits: 2**
- AGECE 2510 - Agribusiness, Marketing, Commodities, and Sales **Credits: 3**
- AGRI 1470 - Agricultural Internship I **Credits: 1 - 7**
- AGRI 2470 - Agricultural Internship II **Credits: 1 - 7**
- AGTK 1810 - Beginning Hydraulics **Credits: 3**
- AGTK 1930 - UAV License and Registration **Credits: 2**
- TTD 1500 - Novice CDL Training **Credits: 5**

Programs of Instruction

- WELD 1700 - General Welding **Credits: 3**

Agriculture Business and Sciences, AS

The Agriculture Business and Science Associate in Science degree program is designed to develop a foundation in Agriculture studies and prepare students to continue their education at a four-year college or university. Students may work with their advisors to focus their studies toward general agriculture, agribusiness, agricultural communications, agroecology/agronomy, or animal science. Other colleges or universities may have other requirements and students should work with their EWC advisors to plan for other college requirements.

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 - Computer Technology in Agriculture **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- Approved Program Electives **Credits: 3**

Total Credits 16

Spring Semester

- BIOL 1010 - General Biology I **Credits: 4**
- AGECEC 1020 - Agriculture Microeconomics **Credits: 3**
- Communication Electives **Credits: 3**
- Approved Program Electives **Credits: 4**

Total Credits 14

Sophomore Year

Fall Semester

- AGECEC 1010 - Agricultural Macroeconomics **Credits: 3**
- CHEM 1000 - Intro to Chemistry **Credits: 4**

or

- CHEM 1020 - General Chemistry I **Credits: 4**

Programs of Instruction

- MATH 1400 - College Algebra **Credits: 4**
- Constitutional Requirements **Credits: 3**

Total Credits 14

Spring Semester

- AGECE 2395 - AG Capstone Project **Credits: 2**
- Arts, Culture & Humanities **Credits: 3**
- General Education Electives for AA, AS, and ADN Programs **Credits: 4**
- Approved Program Electives **Credits: 7**

Total Credits 16

Total Credits 60

Approved Program Electives

Take any course numbered 1000-1499 or 2000-2499 with the following prefixes: ACCT, AGECE, AGRI, ANSC, COMM, CHEM, CROP, ECON, ENTO, SOIL, STAT or REWM.

Or any of the following courses:

BIOL 2020 - General Biology II **Credits: 4**

MATH 2350 - Business Calculus **Credits: 4**

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

Programs of Instruction

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

Total Credits 14

Sophomore Year

Fall Semester

- COSC 1010 - Computational Thinking and Programming **Credits: 3**
- MATH 2200 - Calculus I **Credits: 4**
- Social & Behavioral Science **Credits: 3**
- Approved Program Electives **Credits: 6**

Total Credits 16

Spring Semester

- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Arts, Culture & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Program Electives **Credits: 4**

Total Credits 14

Total Credits 60

Approved Program Electives

- AECL 1000 - Agroecology **Credits: 4**
- BIOL 1390 - Intro to Science Research I **Credits: 1-4**
- BIOL 2100 - Intro to Research and Analysis **Credits: 4**
- BIOL 2400 - General Ecology **Credits: 3**
- BIOL 2410 - Intro to Field Ecology **Credits: 2**
- 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**
- PHYS 1110 - General Physics I **Credits: 4**
- PHYS 1120 - General Physics II **Credits: 4**
- REWM 2000 - Principles of Rangeland Management **Credits: 3**
- SOIL 2010 - Intro to Soil Science **Credits: 4**
- ZOO 2450 - Fish and Wildlife Management in the Anthropocene **Credits: 3**

Programs of Instruction

Business Administration, AAS

The purpose of this program is to provide students with entry level business skills that meet a broad variety of industry's demands. It emphasizes the areas of accounting, office management, and computer applications. This degree is designed for students who plan to earn a two-year degree and enter the business workforce post-graduation.

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 1005 - Applied Technical Writing **Credits: 3**

or

- ENGL 1010 - English Composition I **Credits: 3**
- FIN 1000 - Personal Finance **Credits: 3**
- Freshman Foundations **Credits: 1**
- Approved Program Electives **Credits: 3**
- Approved Electives **Credits: 2**

Total Credits 15

Spring Semester

- BADM 1000 - Intro to Business **Credits: 3**
- BADM 1005 - Business Mathematics I **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Program Electives **Credits: 3**
- Approved Electives **Credits: 3**

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, Culture & Humanities **Credits: 3**

Programs of Instruction

- Approved Electives **Credits: 3**

Total Credits 15

Spring Semester

- ACCT 2110 - Quickbooks Accounting **Credits: 2**
- BADM 1395 - Business Administration Capstone **Credits: 3**
- MGT 2100 - Principles of Management **Credits: 3**
- Approved Program Electives **Credits: 3**
- Approved Electives **Credits: 4**

Total Credits 15

Total Credits 60

Approved Program Electives

Take any course at the 1000 or above level with the following prefixes: ACCT, AGECE, BADM, ECON, ENTR, IMGT, MTG, or MKT.

Approved Electives

Take any course at the 1000 or above level.

Business Administration, AS

The Associate of Science degree in Business Administration provides students with a strong foundation in business principles while completing the first two years of coursework toward a bachelor's degree. During this program, students pursuing majors such as accounting, marketing, management, and finance follow a common curriculum, ensuring a well-rounded introduction to key business concepts.

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

Programs of Instruction

Spring Semester

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

Total Credits 14

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**
- BADM 2395 - Business Administration Capstone **Credits: 1**
- ECON 1020 - Microeconomics **Credits: 3**
- MATH 2355 - Mathematical Applications for Business **Credits: 4**
- MGT 2100 - Principles of Management **Credits: 3**
- Approved Elective **Credits: 2**

Total Credits 16

Total Credits 60

Approved Electives

Take any course numbered 1000-1499 or 2000-2499.

Programs of Instruction

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**
- Social & Behavioral Science **Credits: 3**
- Approved Communication Electives **Credits: 3**

Total Credits 13-14

Spring Semester

- COMM 1040 - Intro to Communication Theory **Credits: 3**
- COMM 2010 - Public Speaking **Credits: 3**
- ENGL 2020 - Literature, Media, and Culture **Credits: 3**
- Laboratory Science **Credits: 4**
- General Education Electives for AA, AS, and ADN Programs **Credits: 3**

Total Credits 16

Sophomore Year

Fall Semester

- COMM 1030 - Interpersonal Communication **Credits: 3**
- Constitutional Requirements **Credits: 3**

Programs of Instruction

- Approved Program Electives **Credits: 9**

Total Credits 15

Spring Semester

- COMM 2395 - Capstone: Communication **Credits: 1**
- Approved Program Electives **Credits: 15**

Total Credits 16

Total Credits 60-61

Approved Communication Electives

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

Approved Program Electives

Take any course numbered 1000-1499 or 2000-2499 with the following prefixes: ART, AMST, ANTH, BADM, COMM, ECON, ENGL, FCSC, FREN, GEOG, HIST, MGT, MKT, MUSC, PEAC, PHIL, PHYS, POLS, PSYC, RELI, SOC, SOSC, SOWK, SPAN, or STAT.

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 with a grade of "C" or better.

Freshman Year

Fall or Spring Semester

- 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**

Programs of Instruction

Total Credits 12

Total Credits 12

Note:

Federal Financial Aid is not available for this certificate program.

Cosmetology - Barber Stylist Technician Certificate (1 Year)

"Effective Fall 2026, the Barber Stylist Technician Certificate is *on hiatus* and is not currently accepting applications for new students. Current students enrolled in the program will be supported through a completion plan to ensure all degree requirements are met."

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. Students with a felony conviction should 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

Programs of Instruction

- BARB 1510 - Intro to Barbering **Credits: 4**
- BARB 1525 - Barbering Hair Fundamentals I **Credits: 6**
- BARB 1550 - General Science of Barbering **Credits: 3**
- BARB 1615 - Chemical Applications for Barber Stylist **Credits: 4**

Total Credits 17

Spring Semester

- BARB 1500 - Clinical Applications I **Credits: 6**
- BARB 1505 - Clinical Applications II **Credits: 6**
- BARB 1520 - Business of Barbering **Credits: 3**
- BARB 1530 - Barbering Hair Fundamentals II **Credits: 2**

Total Credits 17

Summer Semester

- BARB 1535 - Clinical Applications III **Credits: 4**
- BARB 1625 - Techniques in Barbering **Credits: 2**
- BARB 1675 - Barbering Assessment **Credits: 1**

Total Credits 7

Total Credits 41

Cosmetology - Barbering Technician Certificate (1 Year)

"Effective Fall 2026, the Barbering Technician Certificate is *on hiatus* and is not currently accepting applications for new students. Current students enrolled in the program will be supported through a completion plan to ensure all degree requirements are met."

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. Students with a felony conviction should advise the

Programs of Instruction

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.

Freshman Year

Fall Semester

- BARB 1510 - Intro to Barbering **Credits: 4**
- BARB 1525 - Barbering Hair Fundamentals I **Credits: 6**
- BARB 1550 - General Science of Barbering **Credits: 3**

Total Credits 13

Spring Semester

- BARB 1500 - Clinical Applications I **Credits: 6**
- BARB 1505 - Clinical Applications II **Credits: 6**
- BARB 1520 - Business of Barbering **Credits: 3**
- BARB 1530 - Barbering Hair Fundamentals II **Credits: 2**
- BARB 1675 - Barbering Assessment **Credits: 1**

Total Credits 18

Total Credits 31

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. Students with a felony conviction should advise the Program

Programs of Instruction

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. 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 1675 - Esthetics Assessment **Credits: 1**
- CSMO 1725 - General Cosmetology Science II **Credits: 3**
- CSMO 1810 - Clinical Applications VIII **Credits: 1-6 (6 credits required)**

Total Credits 10

Total Credits 24

Note:

Federal Financial Aid is not available for this certificate program.

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

Programs of Instruction

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. Students with a felony conviction should 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.

Freshman Year

Fall Semester

- CSMO 1700 - Intro to Hair Technology **Credits: 4**
- CSMO 1720 - General Cosmetology Science **Credits: 3**

Total Credits 7

Spring Semester

- CSMO 1703 - Hair Technician Business **Credits: 2**
- CSMO 1705 - Hair Fundamentals **Credits: 4**
- CSMO 1715 - Intro to Hair Technology II **Credits: 3**
- CSMO 1780 - Clinical Applications I **Credits: 3**
- CSMO 1785 - Clinical Applications II **Credits: 3**

Total Credits 15

Summer Semester

- CSMO 1745 - Techniques in Cosmetology **Credits: 3**
- CSMO 1775 - Hair Technician Assessment **Credits: 1**
- CSMO 1810 - Clinical Applications VIII **Credits: 1-6 (5 Credits Required)**

Total Credits 9

Programs of Instruction

Total Credits 31

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. Students with a felony conviction should 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.

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 1575 - Nail Technician Assessment **Credits: 1**
- CSMO 1720 - General Cosmetology Science **Credits: 3**
- CSMO 1795 - Clinical Applications IV **Credits: 6**

Total Credits 18

Total Credits 18

Note: Federal Financial Aid is not available for this certificate program.

Programs of Instruction

Cosmetology, AAS

The Cosmetology program is an 1600 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. Students with a felony conviction should 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 1700 - Intro to Hair Technology **Credits: 4**
- 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**

Programs of Instruction

- 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 1705 - Hair Fundamentals **Credits: 4**
- CSMO 1715 - Intro to Hair Technology II **Credits: 3**
- CSMO 1785 - Clinical Applications II **Credits: 3**

Total Credits 21

Sophomore Year

Fall Semester

- CSMO 1730 - Cosmetology Chemistry I **Credits: 3**
- CSMO 1735 - Cosmetology Chemistry 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 Overview and Test Preparation **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)**
- CSMO 1875 - Cosmetology Assessment **Credits: 1**

- ENGL 1005 - Applied Technical Writing **Credits: 3**

or

- ENGL 1010 - English Composition I **Credits: 3**
- Constitutional Requirements **Credits: 2-3**

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 Credits 74+

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 this program may also be restricted to individuals for the same reasons. Please consult with a department faculty advisor for 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 1001 - 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**
- Freshman Foundations **Credits: 1**
- Approved Electives **Credits: 2**

Total Credits 15

Spring Semester

- CRMJ 2210 - Criminal Law I **Credits: 3**

Programs of Instruction

- PSYC 1000 - General Psychology **Credits: 3**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**

or

- STAT 2070 - Introductory Statistics for the Social Sciences **Credits: 4**
- Social & Behavioral Science **Credits: 3**
- Approved Electives **Credits: 3**

Total Credits 16

Sophomore Year

Fall Semester

- COMM 2010 - Public Speaking **Credits: 3**
- CRMJ 2400 - Criminology **Credits: 3**
- Laboratory Science **Credits: 4**
- Social & Behavioral Science **Credits: 3**
- Approved Electives **Credits: 3**

Total Credits 16

Spring Semester

- CRMJ 2395 - Criminal Justice Capstone Project **Credits: 1**
- PSYC 2000 - Research Psychological Methods **Credits: 4**
- SOSC 2300 - Ethics in Practice **Credits: 3**
- Approved Electives **Credits: 5**

Total Credits 13

Total Credits 60

Approved Electives

Take any course numbered 1000-1499 or 2000-2499.

Data Science Certificate (1 Year)

Data science is a new and developing interdisciplinary field, which involves using scientific methods, algorithms, processes, and systems to extract insights and knowledge from structured and unstructured data. It combines aspects of statistics, computer science, and discipline-specific

Programs of Instruction

knowledge to analyze and interpret complex data sets. The goal of data science is to make informed decisions, predictions, and optimizations based on the insights gained from the data. An academic discipline, programs in Data Science exist predominantly at the graduate level. In recent years, more programs are being started at the undergraduate level. University of Wyoming School of Computing is developing a Data Science, BS degree, expected to launch Fall, 2025. There are now several community college Data Science programs across the country, and a national push to introduce data science courses within programs at the introductory level. The EWC Data Science Certificate is designed to introduce students to key data science concepts, tools, and techniques. The goal for the certificate is to give students these basic skills necessary to apply data science tools in the workplace. The certificate is also a first opportunity to introduce students to this field and provide a potential pipeline for students to transfer to the University of Wyoming.

Freshman Year

Fall Semester

- COMP 2000 - Computing and Society **Credits: 3**
- COSC 1010 - Computational Thinking and Programming **Credits: 3**
- Approved Math/Computer Science Foundation Elective **Credits: 4**

Total Credits 10

Spring Semester

- COMP 2395 - Data Science Capstone **Credits: 1**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Approved Data Science Elective **Credits: 1-4**

Total Credits 6-9

Total Credits 16-19

Approved Math/Computer Science Foundation Electives

Must complete one of the following courses:

- COSC 1030 - Computer Programming **Credits: 4**
- MATH 2200 - Calculus I **Credits: 4**
- MATH 2350 - Business Calculus **Credits: 4**
- MATH 2355 - Mathematical Applications for Business **Credits: 4**

Approved Data Science Electives

Must complete one of the following courses:

- AIML 1030 - Intro to Machine Learning **Credits: 3**
- BIOL 2100 - Intro to Research and Analysis **Credits: 4**

Programs of Instruction

- GIST 2200 - Spatial Data Visualization **Credits: 3**
- AIML 1490, COMP 1490, or COSC 1490 Topics Course **Credits: 1-4**

Education - Elementary and Early Childhood, AA

The Elementary and Early Childhood Education Program prepares students to make meaningful contributions in early childhood and elementary education. With transferable coursework leading to a baccalaureate degree, the program combines theory and practice through classroom observations in partner school districts. Students can also become certified substitute teachers in the state of Wyoming, gaining professional experience while contributing to the community and earning a degree.

These hands-on opportunities build confidence and skills, preparing scholars for student teaching and careers in education or childcare. To ensure readiness, students must pass a criminal background check. Graduates may qualify for roles such as childcare worker, preschool teacher, substitute teacher, center director, nanny, or K-6 teacher in a public, private, or alternative school setting.

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**
- or
- EDEC 2000 - Engaging Families in Early Childhood Settings **Credits: 3**
- EDFD 2020 - Foundations of Education **Credits: 3**
- EDUC 1470 - Classroom Observations and Substitute Training **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1100 - Number and Operations for Elementary School Teachers **Credits: 3**

Total Credits 15

Spring Semester

- BIOL 1000 - Principles of Biology **Credits: 4**
- or

Programs of Instruction

- CHEM 1000 - Intro to Chemistry **Credits: 4**
- EDFD 2450 - Human Lifespan Development **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**
- PSYC 1000 - General Psychology **Credits: 3**

Total Credits 16

Sophomore Year

Fall Semester

- EDEC 1020 - Intro to Early Childhood Education **Credits: 3**
- or
- EDEC 2000 - Engaging Families in Early Childhood Settings **Credits: 3**
 - EDFD 2100 - Educational Psychology **Credits: 3**
 - ITEC 2360 - Teaching and Learning with Education Technology **Credits: 3**
 - POLS 1000 - American and Wyoming Government **Credits: 3**
 - General Education Electives for AA, AS, and ADN Programs **Credits: 3**

Total Credits 15

Spring Semester

- EDEL 2140 - Teaching Literacy in the Elementary School **Credits: 3**
- EDEL 2280 - Literature for Children **Credits: 3**
- EDEX 2484 - Intro to Special Education **Credits: 3**
- EDUC 2100 - Practicum in Teaching **Credits: 3**
- General Education Electives for AA, AS, and ADN Programs **Credits: 3**

Total Credits 15

Total Credits 61

Programs of Instruction

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. With transferable coursework leading to a baccalaureate degree, the program combines theory and practice through classroom observations in partner school districts. Students can also become certified substitute teachers in the state of Wyoming, gaining professional experience while contributing to the community and earning a degree.

With transferable coursework leading to a baccalaureate degree, the program provides students with the knowledge and skills necessary to become teachers in the following content areas: agriculture, science, math, history, social studies, and English.

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**
- EDUC 1470 - Classroom Observations and Substitute Training **Credits: 3**
- ENGL 1010 - English Composition I **Credits: 3**

- MATH 1000 - Problem Solving **Credits: 3**

or

- MATH 1400 - College Algebra **Credits: 4**
- Approved Program Electives **Credits: 3**

Total Credits 15-16

Spring Semester

- ENGL 2020 - Literature, Media, and Culture **Credits: 3**

or

Programs of Instruction

- COMM 2010 - Public Speaking **Credits: 3**
- PSYC 1000 - General Psychology **Credits: 3**
- Constitutional Requirements **Credits: 3**
- General Education Electives for AA, AS, and ADN Programs **Credits: 6**

Total Credits 15

Sophomore Year

Fall Semester

- EDFD 2100 - Educational Psychology **Credits: 3**
- ITEC 2360 - Teaching and Learning with Education Technology **Credits: 3**
- Arts, Culture & Humanities **Credits: 3**
- Laboratory Science **Credits: 4**
- General Education Electives for AA, AS, and ADN Programs **Credits: 3**

Total Credits 16

Spring Semester

- EDEX 2484 - Intro to Special Education **Credits: 3**
- EDUC 2100 - Practicum in Teaching **Credits: 3**
- Approved Program Electives **Credits: 9**

Total Credits 15

Total Credits 61-62

Approved Program Electives

Take any course numbered 1000-1499 or 2000-2499 with the following prefixes: ACCT, AGECE, AGRI, AECL, AMST, ANSC, ANTH, ART, BIOL, BADM, CHEM, COMM, ECON, EDEC, EDEL, EDFD, ENGL, FCSC, FREN, GEOG, GEOL, HLED, HIST, MGT, MKT, MATH, MOLB, MUSC, PHIL, PEAC, PEAT, PEPR, PHYS, POLS, PSYC, REWM, RELI, SOC, SOSC, SOWK, SOIL, SPAN, STAT, or ZOO.

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.

Programs of Instruction

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**

Total Credits 18

Total Credits 18

Approved Electives

Take any course at the 1000 or above level.

Note: Federal Financial Aid is not available for this certificate program.

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, including a background check. Please visit <https://ewc.wy.edu/academic-services/majors/gunsmithing/>. For more information, visit the Gunsmithing program web page or contact the EWC Gunsmithing instructor at 307.624.7000.

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**

Programs of Instruction

- GUNS 1515 - Stock Duplicating **Credits: 2**
- Freshman Foundations **Credits: 1**
- Quantitative Reasoning **Credits: 3-4**

Total Credits 15-16

Spring Semester

- ENGL 1005 - Applied Technical Writing **Credits: 3**

or

- ENGL 1010 - English Composition I **Credits: 3**
- GUNS 1520 - Stockmaking **Credits: 5**
- GUNS 1525 - Firearms Conversion **Credits: 4**
- WELD 1781 - GTAW Welding for Gunsmithing **Credits: 2**
- Approved Program Electives **Credits: 2**

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**
- General Education Electives for AAS Programs **Credits: 3**
- Approved Program Electives **Credits: 2**

Total Credits 15-16

Spring Semester

- GUNS 1960 - Field Studies **Credits: 1**
- GUNS 2525 - Custom Gunmaking **Credits: 5**
- GUNS 2550 - Firearms Metal Finishing **Credits: 2**
- Approved Program Electives **Credits: 6**

Total Credits 14

Total Credits 60-62

Approved Program Electives

Programs of Instruction

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

Interdisciplinary Studies, AA

The purpose of this program is to offer students 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 students work with their 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 their 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**
- Quantitative Reasoning **Credits: 3-4**
- General Education Electives for AA, AS, and ADN Programs **Credits: 7**

Total Credits 14-15

Spring Semester

- Communication Electives **Credits: 3**
- Social & Behavioral Science **Credits: 3**
- Approved Electives **Credits: 9**

Total Credits 15

Sophomore Year

Fall Semester

- Arts, Culture & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Laboratory Science **Credits: 4**
- Approved Electives **Credits: 6**

Total Credits 16

Spring Semester

- ISAA 2395 - Interdisciplinary Studies Capstone **Credits: 1**

Programs of Instruction

- Arts, Culture & Humanities **Credits: 3**

or

- Social & Behavioral Science **Credits: 3**
- Approved Electives **Credits: 11**

Total Credits 15

Total Credits 60-61

Approved Electives

Take any course numbered 1000-1499 or 2000-2499.

Interdisciplinary Studies, AS

The purpose of this program is to offer students the 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 students work with their academic advisor to select appropriate classes. Degree requirements vary greatly at four-year institutions, so students should consult the catalog of the college or university of their choice for information on specific program requirements.

Note: Depending on choices made in General Education selections, students may need as few as 22 or as many as 28 program elective credits to reach the degree minimum of 60 total hours. 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**
- Quantitative Reasoning **Credits: 3-4**
- General Education Electives for AA, AS, and ADN Programs **Credits: 8**

Total Credits 15-16

Spring Semester

- Communication Electives **Credits: 3**
- Social & Behavioral Science **Credits: 3**

Programs of Instruction

- Approved Electives **Credits: 9**

Total Credits 15

Sophomore Year

Fall Semester

- Arts, Culture & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Laboratory Science **Credits: 4**
- Approved Electives **Credits: 5**

Total Credits 15

Spring Semester

- ISAS 2395 - Interdisciplinary Studies Capstone **Credits: 1**
- Laboratory Science **Credits: 4**

or

- Quantitative Reasoning **Credits: 3-4**
- Approved Electives **Credits: 11**

Total Credits 15-16

Total Credits 60-62

Approved Electives

Take any course numbered 1000-1499 or 2000-2499.

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.

Programs of Instruction

Freshman Year

Fall Semester

- ENGL 1010 - English Composition I **Credits: 3**
- MATH 2200 - Calculus I **Credits: 4**
- Freshman Foundations **Credits: 1**
- Laboratory Science **Credits: 4**
- Approved Electives **Credits: 3**

Total Credits 15

Spring Semester

- MATH 2205 - Calculus II **Credits: 4**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Communication Electives **Credits: 3**
- Laboratory Science **Credits: 4**

Total Credits 15

Sophomore Year

Fall Semester

- COSC 1010 - Computational Thinking and Programming **Credits: 3**
- MATH 2210 - Calculus III **Credits: 4**
- Laboratory Science **Credits: 4**
- Social & Behavioral Science **Credits: 3**

Total Credits 14

Spring Semester

- MATH 2250 - Elementary Linear Algebra **Credits: 3**
- MATH 2395 - Mathematics Capstone **Credits: 1**
- Arts, Culture & Humanities **Credits: 3**
- Constitutional Requirements **Credits: 3**
- Approved Electives **Credits: 6**

Total Credits 16

Total Credits 60

Approved Electives

Programs of Instruction

Take any course numbered 1000-1499 or 2000-2499.

Medical Assistant Certificate (1 Year)

This certificate prepares a student to work as a manager of the healthcare team in ambulatory care facilities, including outpatient centers, clinical and physicians' offices. Medical assistants perform administrative and clinical tasks under the direction of a physician or licensed healthcare provider. Students will learn to draw blood, collect lab specimens, administer medications, document health records, and assist in clinical procedures. Medical assistants may also take medical histories and record vital signs. A criminal background check and urine drug screen are required to be eligible for practicum experiences.

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

Freshman Year

Fall Semester

- BADM 1005 - Business Mathematics I **Credits: 3**
- or
- MATH 1400 - College Algebra **Credits: 4**
- HIT 1550 - Medical Office Administrative Skills **Credits: 3**
- HLTK 1200 - Medical Terminology **Credits: 3**
- MEDA 1520 - Clinical Role of the Medical Assistant I **Credits: 3**
- ZOO 1200 - Human Biology **Credits: 3**
- or
- ZOO 2015 - Human Anatomy **Credits: 4**

Total Credits 15-17

Spring Semester

- COMM 1030 - Interpersonal Communication **Credits: 3**
- MEDA 1525 - Clinical Role of the Medical Assistant II **Credits: 3**
- MEDA 1530 - Pharmacology for the Medical Assistant **Credits: 3**
- MEDA 1800 - Phlebotomy Principles in Practice **Credits: 3**
- MEDA 1970 - Medical Assistant Practicum **Credits: 3**

Total Credits 15

Total Credits 30-32

Programs of Instruction

Nursing, ADN

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 2026, 2028, 2030). Admission into the Night Cohort at the Douglas and Torrington campuses occurs every two years on the ODD years (Admission: Fall 2025, 2027, 2029).

Please note that this program has strict admittance requirements. Please view the Nursing web page for information about pre-requisites and an application checklist. That web page includes a link to the Nursing Handbook. Be sure to review the information within the handbook for specific requirements of students in the program. For more information contact the EWC Director of Nursing at 307-624-7026.

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 this program may also be restricted to individuals for the same reasons. Please consult with the Nursing Director for any concerns in this area.

This program is designed to articulate with the BSN program at the University of Wyoming. Students should work closely with an advisor if they intend to pursue a bachelor's degree at the University of Wyoming.

The Associate Degree Nursing program at Eastern Wyoming College at the Torrington and Douglas campuses located in Torrington, WY and Douglas, WY is accredited by the:

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

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree nursing program is continuing accreditation. View the public information disclosed by the ACEN regarding this program on the ACEN website Search Programs page.

Program Prerequisites

Programs of Instruction

Program prerequisites include the following courses and requirements. The prerequisite courses will count toward the total program credits:

- BIOL 1010 - General Biology I **Credits: 4**
- ENGL 1010 - English Composition I **Credits: 3**
- MATH 1400 - College Algebra **Credits: 4**
- ZOO 2015 - Human Anatomy **Credits: 4**
- Arts, Culture & Humanities **Credits: 3**
- Freshman Foundations **Credits: 1**
- Test of Essential Academic Skills (TEAS)
- Active Wyoming CNA certificate (If you are currently working in the healthcare field or you are working as a CNA in another state, please contact the Nursing Director regarding this requirement.)

Total Credits 19

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

- NURS 2400 - Professional Nursing Care of the Patient in Complex Illness **Credits: 9**
- POLS 1000 - American and Wyoming Government **Credits: 3**

Programs of Instruction

Total Credits 12

Total Credits 72

Pre Health Science, AS

The Pre Health Science AS is designed and intended to provide students with foundational knowledge for the pursuit of a four-year degree in health science. Areas of specialty in health science that students may be interested in pursuing may include medicine, dentistry, physical therapy, chiropractic, optometry, and kinesiology. Additional credit hours may be needed for pre-requisite requirements for the selected transfer 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 1400 - College Algebra **Credits: 4**
- Freshman Foundations **Credits: 1**

Total Credits 16

Spring Semester

- CHEM 1030 - General Chemistry II **Credits: 4**
- MATH 1405 - Trigonometry **Credits: 3**
- PSYC 1000 - General Psychology **Credits: 3**
- Communication Electives **Credits: 3**
- Approved Program Electives **Credits: 3-4**

Total Credits 16-17

Sophomore Year

Fall Semester

- PHYS 1050 - Concepts of Physics **Credits: 4**

or

- PHYS 1110 - General Physics I **Credits: 4**

Programs of Instruction

- ZOO 2015 - Human Anatomy **Credits: 4**
- Constitutional Requirements **Credits: 3**
- Approved Program Electives **Credits: 3-4**

Total Credits 14-15

Spring Semester

- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- ZOO 2025 - Human Physiology **Credits: 4**
- Arts, Culture & Humanities **Credits: 3**
- Approved Program Electives **Credits: 3-4**

Total Credits 14-15

Total Credits 60-63

Approved Program Electives

- BIOL 1390 - Intro to Science Research I **Credits: 1-4**
- CHEM 2420 - Organic Chemistry I **Credits: 4**
- CHEM 2440 - Organic Chemistry II **Credits: 4**
- FCSC 1141 - Principles of Nutrition **Credits: 3**
- HLTK 1200 - Medical Terminology **Credits: 3**
- MATH 2200 - Calculus I **Credits: 4**
- MOLB 2210 - General Microbiology **Credits: 4**
- MOLB 2240 - Medical Microbiology **Credits: 4**
- PHYS 1120 - General Physics II **Credits: 4**
- PSYC 2300 - Psychology of Child Development **Credits: 3**
- PSYC 2340 - Psychopathology **Credits: 3**

Preprofessional Veterinary Medicine, AS

Veterinary medicine focuses on maintaining the health and welfare of animals. Veterinarians diagnose and treat sick and injured animals. They prescribe drugs, perform surgery, and control animal diseases. Veterinarians have the opportunity to work with many species of animals including lab animals, companion animals, farm animals, and wildlife.

Students who follow the AS in Pre-Professional Veterinary Medicine track will be prepared to attend a transfer institution to complete their pre-veterinary medicine coursework that will then allow them to apply to a veterinary school to receive a Doctor of Veterinary Medicine degree. Pre-Vet students should plan their classes with the help of an EWC advisor to meet the requirements of their chosen transfer institution and their selected veterinary school. Students must complete all program requirements, including approved electives, with a grade of "C" or better.

Programs of Instruction

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

- ENGL 2020 - Literature, Media, and Culture **Credits: 3**

or

- COMM 2010 - Public Speaking **Credits: 3**
- STAT 2050 - Fundamentals of Statistics **Credits: 4**
- Constitutional Requirements **Credits: 3**
- Social & Behavioral Science **Credits: 3**
- Approved Program Electives **Credits: 3**

Total Credits 16

Sophomore Year

Fall Semester

- PVET 2395 - Pre-Veterinary Medicine Capstone **Credits: 1**
- Arts, Culture & Humanities **Credits: 3**
- Approved Program Electives **Credits: 11**

Total Credits 15

Spring Semester

- Approved Program Electives **Credits: 16**

Total Credits 16

Total Credits 63

Programs of Instruction

Approved Program 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**
- PHYS 1310 - College Physics I **Credits: 4**
- PHYS 1320 - College Physics II **Credits: 4**
- ZOO 2015 - Human Anatomy **Credits: 4**
- ZOO 2025 - Human Physiology **Credits: 4**

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 work, victims' advocate, domestic violence work, community health, behavioral therapist, child adoption specialist, probation officer, substance abuse counselor, crisis intervention specialist, school counselor, international relations, archaeology, museum curation, or forensic anthropology. The Social Science program at Eastern Wyoming College is designed to provide the student with core knowledge in such areas as anthropology, history, human services, political science, psychology and sociology.

Program Notes:

Students interested in pursuing a degree in Anthropology at a transfer institution are advised to take the following: ANTH 1100 (as the laboratory science general education course), ANTH 1200 , ANTH 1300 , ANTH 2070 , and ANTH 2460 .

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 career in Human Services are advised to take the following: HMSV 1010 , HMSV 1060 , HMSV 1460 , and HMSV 2460 . 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 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 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:

Programs of Instruction

- COMM 2010 - Public Speaking
- 2 Lab Science Electives
- or 1 Lab Science 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**
- Arts, Culture & Humanities **Credits: 3**

or

- Social & Behavioral Science **Credits: 3**
- Freshman Foundations **Credits: 1**

Total Credits 13-14

Spring Semester

- Arts, Culture & Humanities **Credits: 3**
- Communication Electives **Credits: 3**
- Arts, Culture & Humanities **Credits: 9**
- or
- Social & Behavioral Science **Credits: 9**

Total Credits 15

Sophomore Year

Fall Semester

Programs of Instruction

- Constitutional Requirements **Credits: 3**
- Laboratory Science **Credits: 4**
- Approved Program Electives **Credits: 8**

Total Credits 15

Spring Semester

- SOSOC 2395 - Social Science Capstone Experience **Credits: 1**
- Social & Behavioral Science **Credits: 3**
- Approved Program Elective **Credits: 4**
- Approved Electives **Credits: 9**

Total Credits 17

Total Credits 60-61

Approved Program Electives

Take any course numbered 1000-1499 or 2000-2499 with the following prefixes: AMST, ANTH, COMM, CRMJ, ECON, FCSC, GEOG, HIST, HMSV, MGT, PHIL, POLS, PSYC, RELI, SOC, SOSOC, SOWK, SPAN, or STAT.

Approved Electives

Take any course numbered 1000-1499 or 2000-2499.

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. Students may elect to continue their education in pursuit of an Associate of Applied Science degree in Veterinary Technology, as a majority of credits from the certificate program transfer directly into the Veterinary Technology program.

The one-year certificate program covers care of both small animals and large animals through lecture classes and laboratories. Students are required to spend 100 hours of observation/experience at approved veterinary clinics. The Veterinary Aide Certificate is designed to be completed in two semesters.

Programs of Instruction

Students are responsible for the animal care of veterinary technology animals housed at EWC. Students are also required to provide enrichment of animals in Animal Care classes. Entrance requirements include passing a criminal background check and completion of a pre-exposure rabies vaccination series.

Prior to or upon admission to the Veterinary Aide Program, it is recommended that a student complete eight (8) hours of observation at a veterinary clinic/practice of their choice shadowing a veterinary technician. A signed clinical observation form can be submitted to the Director of Eastern Wyoming College Veterinary Technology Program by email at cmitchell@ewc.wy.edu before the first day of classes.

Note: All students must complete their pre-exposure rabies vaccinations, which is a series of two vaccinations, prior to the first day of classes.

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

Freshman Year

Fall Semester

- VTTK 1500 - Orientation to Veterinary Technology **Credits: 3**
- VTTK 1501 - Animal Care I **Credits: .5**

- VTTK 1505 - Intro to Veterinary Science **Credits: 1**

or

- HMDV 1000 - College Studies **Credits: 1**
- VTTK 1510 - Clinical Techniques I **Credits: 3**

or

- VTTK 1600 - Clinical Procedures **Credits: 3**
- VTTK 1628 - Urinalysis **Credits: .5**
- VTTK 1700 - Veterinary Medical Terminology **Credits: 2**
- VTTK 1925 - Applied Principles of Chemistry for Veterinary Technology **Credits: 2**

or

- VTTK 1950 - Applied Principles of Biology for Veterinary Technology **Credits: 2**

or

Programs of Instruction

- BIOL 1000 - Principles of Biology **Credits: 4**

or

- BIOL 1010 - General Biology I **Credits: 4**

or

- CHEM 1000 - Intro to Chemistry **Credits: 4**

or

- CHEM 1020 - General Chemistry I **Credits: 4**

- Approved Program Electives **Credits: 3**

Total Credits 15-17

Spring Semester

- ENGL 1005 - Applied Technical Writing **Credits: 3**

or

- ENGL 1010 - English Composition I **Credits: 3**

- VTTK 1502 - Animal Care II **Credits: .5**

- VTTK 1520 - Clinical Techniques II **Credits: 4**

or

- VTTK 2620 - Animal Health II - Non-infectious **Credits: 4**

- VTTK 2501 - Animal Care III **Credits: .5**

- VTTK 2815 - Large Animal Techniques **Credits: 4**

or

- VTTK 2610 - Animal Health I - Infectious **Credits: 4**

and

- VTTK 2816 - Large Animal Techniques II **Credits: 2**

Programs of Instruction

- Approved Program Electives **Credits: 3**

Total Credits 15-17

Total Credits 30-34

Approved Program Electives

- VTTK 1550 - Practical Surgical and Medical Experience I **Credits: 3**
- VTTK 1600 - Clinical Procedures **Credits: 3**
- VTTK 1629 - Clinical Chemistry **Credits: .5**
- VTTK 1630 - Veterinary Hematology **Credits: 3**
- VTTK 1640 - Large Animal Procedures **Credits: 1.5**
- VTTK 1650 - Veterinary Nutrition **Credits: 2**
- VTTK 1750 - Veterinary Pharmacology **Credits: 4**
- VTTK 1751 - Pharmaceutical Calculations **Credits: 3**
- VTTK 1755 - Veterinary Parasitology **Credits: 2**
- VTTK 1759 - Co-Requisite for VTTK 1751 **Credits: 1**
- VTTK 1925 - Applied Principles of Chemistry for Veterinary Technology **Credits: 2**
- VTTK 2502 - Animal Care IV **Credits: .5**
- VTTK 2505 - Diagnostic Imaging **Credits: 3**
- VTTK 2615 - Veterinary Anatomy and Physiology **Credits: 4**
- VTTK 2700 - Laboratory and Exotic Animals **Credits: 3**
- VTTK 2816 - Large Animal Techniques II **Credits: 2**

Veterinary Technology, AAS

Veterinary Technology comprises an aggregate of techniques and skills utilized by a technician in the practice of Veterinary Medicine. Professional veterinary technicians work under the direction of a licensed veterinarian. Technicians work in veterinary practices, both general and specialized, biomedical research, exotic medicine, wildlife medicine, lab animal medicine, government, military, and livestock operations 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.

A minimum of 400 hours of observation and clinical experience at approved clinics is required. Successful students must pass comprehensive written, oral, and skills assessment at the end of this program.

The Veterinary Technology Program is accredited by the American Veterinary Medical Association's (AVMA) Committee on Veterinary Technician Education and Activities (CVTEA) and completion of the AAS in Veterinary Technology degree allows graduates to take the Veterinary Technician National Examination (VTNE). Passing the VTNE allows graduates to apply for licensure in numerous states.

Programs of Instruction

Students are responsible for the animal care of veterinary technology animals housed at EWC. Students are also required to provide enrichment of animals in Animal Care classes as required by AVMA accreditation.

Prior to or upon admission to the Veterinary Technology Program and before commencement of veterinary technology classes, each student must complete eight (8) hours of observation at a veterinary clinic/practice of their choice shadowing a veterinary technician. A signed clinical observation form must be submitted to the Director of Eastern Wyoming College Veterinary Technology Program by email at cmitchell@ewc.wy.edu before the first day of classes. Accepted students must complete a criminal background check and a series of pre-exposure rabies vaccination

Note: All students must complete their Pre-Exposure Rabies Vaccinations, which is a series of two vaccinations, prior to the first day of classes.

Students must complete all program requirements, including three comprehensive assessments (Written, Oral, and Skills), and approved electives, with a grade of "C" or better.

Freshman Year

Fall Semester

- VTTK 1500 - Orientation to Veterinary Technology **Credits: 3**
- VTTK 1501 - Animal Care I **Credits: .5**
- VTTK 1505 - Intro to Veterinary Science **Credits: 1**
- VTTK 1628 - Urinalysis **Credits: .5**
- VTTK 1700 - Veterinary Medical Terminology **Credits: 2**
- VTTK 1751 - Pharmaceutical Calculations **Credits: 3**
- VTTK 1759 - Co-Requisite for VTTK 1751 **Credits: 1**
- Approved Program Electives **Credits: 4**

Total Credits 15

Spring Semester

- VTTK 1502 - Animal Care II **Credits: .5**
- VTTK 1600 - Clinical Procedures **Credits: 3**
- VTTK 1629 - Clinical Chemistry **Credits: .5**
- VTTK 1630 - Veterinary Hematology **Credits: 3**
- VTTK 1650 - Veterinary Nutrition **Credits: 2**
- VTTK 1750 - Veterinary Pharmacology **Credits: 4**
- VTTK 1755 - Veterinary Parasitology **Credits: 2**
- VTTK 2615 - Veterinary Anatomy and Physiology **Credits: 4**

Total Credits 19

Sophomore Year

Programs of Instruction

Fall Semester

- VTTK 1550 - Practical Surgical and Medical Experience I **Credits: 3**
- VTTK 1640 - Large Animal Procedures **Credits: 1.5**
- VTTK 2500 - Veterinary Anesthesia and Analgesia **Credits: 4**
- VTTK 2501 - Animal Care III **Credits: .5**
- 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 20-21

Spring Semester

- ENGL 1005 - Applied Technical Writing **Credits: 3**
- or
- ENGL 1010 - English Composition I **Credits: 3**
 - VTTK 2502 - Animal Care IV **Credits: .5**
 - VTTK 2505 - Diagnostic Imaging **Credits: 3**
 - VTTK 2550 - Practical Surgical and Medical Experience II **Credits: 3**
 - VTTK 2555 - Veterinary Dentistry **Credits: 2.5**
 - VTTK 2620 - Animal Health II - Non-infectious **Credits: 4**
 - VTTK 2750 - Clinical Problems **Credits: 3**
 - Approved Electives **Credits: 2**

Total Credits 21

Total Credits 80-81

Note: VTTK 2510 - Clinical Experience I, VTTK 2520 - Clinical Experience II, and VTTK 2950 - Clinical Experience III (400 hours **in total**) to be scheduled during Fall, Spring, or Summer as determined appropriate by the advisor and student.

Approved Program Electives

- BIOL 1000 - Principles of Biology **Credits: 4**
- 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**

Programs of Instruction

Approved Electives

Take any course at the 1000 or above level.

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 Program Electives **Credits: 1**

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 Program Electives **Credits: 5-6**

Total Credits 15-16

Total Credits 30-32

Approved Program 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**

Total Credits 12

Total 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**
- WELD 2773 - Advanced Gas Metal Arc Welding **Credits: 2**
- Approved Electives **Credits: 8**

Total Credits 15

Spring Semester

- WELD 1780 - Gas Tungsten Arc Welding - Plate **Credits: 3**
- WELD 2510 - Pipe Welding I **Credits: 4**
- WELD 2520 - Pipe Welding II **Credits: 5**

Programs of Instruction

- Approved Electives **Credits: 3**

Total Credits 15

Total 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 with 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 Program Electives **Credits: 1**

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**

Total Credits 15

Total Credits 30

Approved Program Electives

Programs of Instruction

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 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.

Graduates will be 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**

Programs of Instruction

- WELD 2670 - Welding Inspection Technology **Credits: 3**
- Freshman Foundations **Credits: 1**

Total Credits 14

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**

Total Credits 15

Sophomore Year

Fall Semester

- ENGL 1005 - Applied Technical Writing **Credits: 3**
- or
- ENGL 1010 - English Composition I **Credits: 3**
 - MATH 1500 - Applied Technical Mathematics **Credits: 3**
 - WELD 1780 - Gas Tungsten Arc Welding - Plate **Credits: 3**
 - WELD 2500 - Structural Welding **Credits: 5**
 - WELD 2773 - Advanced Gas Metal Arc Welding **Credits: 2**

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 2790 - Semiautomatic Pipe Welding **Credits: 2**
- Constitutional Requirement **Credits: 2-3**

Total Credits 15-16

Total Credits 60-61

Courses of Instruction

Course Numbering System

All courses are distinguished by number and title.

Course Numbers for Variable Courses

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.

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 of Student and Academic Services for specific course descriptions.

Course Prerequisites and Waivers

Course Prerequisites and Waivers

Many courses have prerequisites that must be met before enrollment in courses indicated in 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 department head/program director or the Vice President of Student and Academic Services.

Course Corequisites

Some courses have corequisites which may be required to be taken at the same time as the courses that indicate corequisites in the course description, unless the student has already completed the corequisite course.

Courses of Instruction

Accounting-Business

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 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 bachelors 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

Courses of Instruction

ACCT 2020 - Principles of Accounting II

Credits: 3

A basic course for those preparing for a bachelors 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.

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

Artificial Intelligence / Machine Learning

AIML 1015 - Artificial Intelligence Literacy

Credits: 3

This course introduces students to the fundamental concepts, uses, and implications of

Courses of Instruction

artificial intelligence (AI) in modern life and work.

Students will explore how AI systems learn from data, examine examples of generative AI, and evaluate the opportunities and limitations of these technologies. Emphasis is placed on developing AI literacy--the ability to understand, question, and effectively use AI tools--along with critical awareness of ethical, social, and professional considerations such as bias, privacy, and accountability.

Lecture Hours: 3

AIML 1030 - Intro to Machine Learning

Credits: 3

This course introduces students to the foundational concepts and methods of machine learning, focusing on how computers use data to identify patterns, make predictions, and support decision-making. Topics include data acquisition and preparation, supervised and unsupervised learning techniques, and model evaluation. Emphasis is placed on understanding algorithmic reasoning and developing practical skills with common machine learning tools.

Prerequisite: COSC 1010 and STAT 2050. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 3

Agricultural Economics

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 1020 - Agriculture Microeconomics

Credits: 3

A description and analysis of price determination, resource allocation, market structures, international economics, and current economic issues.

Course Note: Students cannot earn credit for both AGEC 1020 and ECON 1020.

Lecture Hours: 3

Courses of Instruction

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

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,

Courses of Instruction

and the function and operation of various lending agencies.

Prerequisite: AGE 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 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

AGEC 2510 - Agribusiness, Marketing, Commodities, and Sales

Credits: 3

This course provides an introduction to the principles and practices of agricultural marketing, commodity markets, and agricultural sales. Students will learn how agricultural products move from producers to consumers through the market place utilizing marketing strategies, the role of global and domestic market forces, how commodity prices are formed and managed through futures and hedging, and selling process used by producers and agribusinesses to communicate value, build relationships, and close sales in the agriculture industry.

Lecture Hours: 3

Agriculture

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

Courses of Instruction

explore and understand the whole college environment, to identify and utilize campus resources, and to develop academic and career goals.

Lecture Hours: 3

AGRI 1010 - Computer Technology 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 1470 - Agricultural Internship I

Credits: 1 - 7

This class is designed to provide a work-related experience for agriculture students. It will emphasize concepts, skills and attitudes needed for employment in farm, ranch, or agri-business management and production. Each credit hour equals 40 hours of work at the internship site. The student must consult the instructor before enrolling in this course. The course requires variable hours of work time depending on the number of credit hours the student enrolls in, completion of a resume, job application, learning objectives, mock interview and letter of application.

Course Note: Students can only take this course one time for credit. This course is offered for S/U grade only.

Other Time: 40 work hours per credit hour is required.

AGRI 2470 - Agricultural Internship II

Credits: 1 - 7

This class is designed to provide additional work-related experiences beyond the Agricultural Internship I course for agriculture students. It will emphasize concepts, skills and attitudes needed for employment in farm, ranch, or agri-business management and production. Each credit hour equals 40 hours of work at the internship site. The student must consult the instructor before enrolling in this course. The course requires variable hours of work time depending on the number of credit hours the student enrolls in, completion of a resume, job application, learning objectives, mock interview and letter of application.

Course Note: Students can only take this course one time for credit. This course is offered for S/U grade only.

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Other Time: 40 work hours per credit hour required.

Agriculture Technology

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.

Course Fees: \$50

Lecture Hours: 3

AGTK 1910 - Preventive Equipment Maintenance and Management

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.

Course Fees: \$50

Lecture Hours: 2

AGTK 1920 - Precision Ag 1 - Mechanical Systems

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

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AGTK 1940 - Precision Ag 2 - Software Systems

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.

Lecture Hours: 2

Lab Hours: 2

Agroecology

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

American Studies

AMST 2110 - The American Mosaic

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

Animal Science-Agriculture

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.

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Course Fees: \$25

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 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,

Courses of Instruction

circulation, metabolism, and excretion; and specific feeding programs for various classes of domestic and companion animals.

Course Fees: \$25

Lecture Hours: 3

Lab Hours: 2

ANSC 2070 - Livestock Behavior and Handling

Credits: 2

Students will learn the principles of proper handling, proper management and husbandry procedures/practices, proper animal care (including cattle, swine, sheep, and goats), treatment methods, and the application of those principles and methods relative to today's production and industry settings. Teaches basic behavior of livestock species including cattle, swine, sheep, and goats. Apply knowledge to effectively learn humane handling techniques and facility design for low-stress management.

Lecture Hours: 2

ANSC 2135 - Livestock Production and Management

Credits: 4

Students will learn the principles of managing the life cycle and production of livestock. The course will develop a process by which students are able to integrate life cycle management into production decisions to maximize the economic return to the production system. Genetics, reproduction, herd development and management along with other modern production principles will be taught in a hands-on environment.

Lecture Hours: 3

Lab Hours: 2

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

Courses of Instruction

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

Topics in this course include a brief review of chemical principles relevant to nutrition; classification of nutrients and feeds; basic anatomy and physiology of the digestive systems of domestic animals; basic nutritive processes including ingestion, digestion, absorption, circulation, metabolism, and excretion; specific feeding programs for various classes of cattle, swine, horses, and companion animals. Basic ration formulations for beef cattle and small animals are stressed as are other species on a comparative basis.

Prerequisite: CHEM 1000 or VTTK 1925. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 3

Anthropology

ANTH 1100 - Intro to Biological Anthropology

Credits: 4

Biological Anthropology introduces you to the study of the bio-cultural diversity of humans. The interaction between culture and biology produces a variety of human biological adaptations that are traced through the following avenues: the fossil record of primates, primate behavior, and the genetic makeup of modern populations.

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Lecture Hours: 3

Lab Hours: 2

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

ANTH 1300 - Intro to Archaeology

Credits: 3

Archaeology is the study of the human past through material remains. This course covers archaeological methods and theories for reconstructing ancient societies. Emphasis is placed on archaeological questions, scientific methods, and culture change. Topics include such concepts as the adoption of agriculture, response to environmental change, the emergence of complex societies, and ethics in the discipline.

Lecture Hours: 3

ANTH 2070 - Introduction to Museology

Credits: 3

This course introduces students to the various roles and responsibilities of museum professionals in the areas of leadership and management, collections, exhibits, education and engagement, and security.

Lecture Hours: 3

ANTH 2460 - Field Studies: Archaeological Field School

Credits: 6

This course covers field and basic laboratory methods in archaeology for data collection, analysis and interpretation of cultural material. Emphasis is placed on archaeological questions, scientific methods, heritage preservation and culture change. The course also provides an introduction to the basics of site management and directing research. This course requires 270 hours of field work.

Prerequisite: ANTH 1300 must be completed with a grade of C or better.

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Art

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

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

Courses of Instruction

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 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.

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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.

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Lecture Hours: 1

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

Barbering Technology

BARB 1500 - Clinical Applications I

Credits: 6

This is a required course for the barber and barber stylist student and focuses on the hands-on application techniques in all areas, within the scope of practice, of barbering to the public. To include, but not limited to, the following content: Hands-on practice, within the scope of practice of Barber and Barber stylist, in a school clinic floor setting. Emphasis should be placed on men's services and include minimum number of services such as straight razor shaves on men and men's hair cutting skills.

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Course Note: Students must be enrolled in the Barbering Technician or the Barber Stylist Technician program to take this course.

Lab Hours: 180

BARB 1505 - Clinical Applications II

Credits: 6

This is a required course for the barber and barber stylist student and focuses on the hands-on application techniques in all areas, within the scope of practice, of barbering to the public. Hands-on practice, within the scope of practice of Barber and Barber Stylist, in a school clinic floor setting. Emphasis should be placed on men's services and include minimum number of services such as straight razor shaves on men and men's hair cutting skills.

Course Note: Students must be enrolled in the Barbering Technician or the Barber Stylist Technician program to take this course.

Lab Hours: 180

BARB 1510 - Intro to Barbering

Credits: 4

This course focuses on the theory and practical application techniques of facials and straight razor shaving for barber students. This course will include facials and shaving theory including practical applications of skin and disorders of the skin, preparations, procedures, products, materials, and facial implements, theory of massage and facial treatments; use of electrical appliances, currents, and specialized machines for treatments, honing and stropping; shaving face and neck on the male client. All content and practical applications should focus on these services for the male client.

Course Note: Students must be enrolled in the Barbering Technician or Barber Stylist Technician program to take this course.

Course Fees: \$50

Supply Fees: \$800 Barber Kit

Other Time: 96 hours lecture/lab

BARB 1520 - Business of Barbering

Credits: 3

This course will take the barbering student through the process of business ownership, business principles and related concepts. To include, but not limited to, the following content: Opening a barber shop and business plan, regulations and laws, insurance, types of employment and compensation, shop operations, policies, practices, personnel, booking client/working the front desk, advertising, retail and salesmanship, client communications, client retention, and public relations. This course should also explore social media and the benefits of using social media in

Courses of Instruction

business.

Course Note: Students must be enrolled in the Barbering Technician or Barber Stylist Technician program to take this course.

Lecture Hours: 45

BARB 1525 - Barbering Hair Fundamentals I

Credits: 6

This course covers the structure of hair, hair care and shampooing practices, the introduction to basic foundational hair cutting and beard trimming. To include, but not limited to the following content: Related theory and practical applications in hair structure, hair diseases and disorders, foundational hair cutting skills, clipper cutting (with and without guards), shampooing, and rinse.

Course Note: Students must be enrolled in the Barbering Technician or Barber Stylist Technician program to take this course.

Course Fees: \$25

Other Time: 144 hours lecture/lab

BARB 1530 - Barbering Hair Fundamentals II

Credits: 2

This course is an extension of BARB 1525 and will cover the applications of hairstyling principles as it relates to barbering. To include, but not limited to, the following content: A continuation of concepts learned in BARB 1525 along with fading and tapering, blow-drying, thermal curling, braiding, and hair replacement services.

Course Note: Students must be enrolled in the Barbering Technician or Barber Stylist Technician program to take this course.

Course Fees: \$25

Supply Fees: \$55

Other Time: 96 hours lecture/lab

BARB 1535 - Clinical Applications III

Credits: 4

This is a required course for the barber and barber stylist student and focuses on the hands-on application techniques in all areas, within the scope of practice, of barbering to the public. To include, but not limited to the following content: Hands-on practice, within the scope of practice of Barber and Barber Stylists, in a school clinic floor setting. Emphasis should be placed on men's services and include minimum number of services such as straight razor shaves on men and men's hair cutting skills.

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Course Note: Students must be enrolled in the Barber Stylist Technician program to take this course.

Lab Hours: 120

BARB 1550 - General Science of Barbering

Credits: 3

This course will explore the barbering sciences. Topics to include, but not limited to, the following content: Infection control, microbiology, anatomy, physiology, pH and electricity.

Course Note: Students must be enrolled in the Barbering Technician or Barber Stylist Technician program to take this course.

Lecture Hours: 45

BARB 1615 - Chemical Applications for Barber Stylist

Credits: 4

This course is for the barber stylist technician and focuses on the theory and direct application techniques in hair coloring, chemical texturizing, and relaxing as it relates to barber stylist. To include, but not limited to, the following content: Related theory and practical applications of chemical re-arranging, perms and relaxers, temporary, non-oxidative and oxidative color, bleaching highlighting, toning, special effects, and corrective color.

Course Note: Students must be enrolled in the Barber Stylist Technician program to take this course.

Course Fees: \$50

Other Time: 96 hours lecture/lab

BARB 1625 - Techniques in Barbering

Credits: 2

This course will explore new, innovative and advanced techniques as they relate to areas of barbering. To include, but not limited to, the following content: Any time of advanced techniques or expansion of previously learned techniques. This course is about getting the Barber Stylist ready for the barber shop. The Barber Board of Examiners allows 50 clock hours to be used at the faculty and program discretion. This could include field trips, barber shows, and similar community events to enhance the educational experience for the student. Also provide opportunity for guest barbers to give demonstrations or for a Q and A panel.

Course Note: Students must be enrolled in the Barber Stylist Technician program to take this course.

Courses of Instruction

Lab Hours: 60

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 or Barber Stylist Technician program to take this course.

Course Fees: \$25

Lab Hours: 30

BARB 2500 - Barbering Crossover

Credits: 6

This course fulfills the requirements for the course of study for current Wyoming licensed cosmetologists to crossover to barbering as set forth by the Wyoming Board of Barber Examiners. To include, but not limited to the following content: Fifty hours in clipper techniques; shear, razor and clipper techniques in tapering and fading, including related theory, safety, and infection control. One hundred hours of shaving and beard trimming; shaving face and neck, use of clippers and shears on the beard including related theory, safety, and infection control.

Course Note: A current Wyoming License in Cosmetology or related field is required to take this course.

Course Fees: \$1,750

Supply Fees: \$500 Barber Kit

Other Time: 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 Barber Examiners.

Course Note: A current Wyoming License in Cosmetology or related field is required before taking this course.

Course Fees: \$1,750

Supply Fees: \$800

Other Time: 200 hours lecture/lab

Courses of Instruction

Biology

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.

Course Fees: \$34

Corequisite: BIOL-L004 must be taken at the same time as this course.

Lecture Hours: 3

Lab Hours: 3

BIOL 1009 - Critical Science Skills

Credits: 1

BIOL 1009 is a course devoted to improving students' critical thinking, quantitative, reading and writing skills as a corequisite to BIOL 1010. This course is intended to develop the logical skills necessary for success in the Natural Sciences. Key concepts may include: reading a science article, writing as a scientist, scientific math and statistics skills (including computation, unit conversion, concepts of probability and statistical significance, and significant digits), science study skills, the language of science, lab equipment and safety skills, lab note-taking, and reading and following directions.

Course Note: This course is offered for S/U grade only.

Prerequisite: An appropriate score on the English, Math, and Reading placement exam.

Corequisite: BIOL 1010 must be taken at the same time as this course.

Lecture Hours: 1

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.

Course Fees: \$34

Prerequisite: An appropriate score on the Math and Reading placement exam.

Corequisite: BIOL-L001 must be taken at the same time as this course.

Lecture Hours: 3

Lab Hours: 3

Courses of Instruction

BIOL 1390 - Intro to Science Research I

Credits: 1-4

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. Students can only take this course one time for credit.

Lab Hours: 2-8

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.

Course Fees: \$34

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 2100 - Intro to Research and Analysis

Credits: 4

Students analyze data in the context of biology research projects. Provides a foundation in research design, probability, and inference. Basic computational skills are emphasized to support graphical and formal analyses of research data.

Prerequisite: BIOL 1010 or COSC 1010. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 4

BIOL 2390 - Intro to Science Research II

Credits: 1-4

This course is a continuation of Intro to Science Research I. It allows motivated students to continue to perform scientific research at a higher level than Science Research I. Students in Science Research II will be in class with Science Research I students, but will be expected to be more self-sufficient in all aspects of research (for example, designing experiments, collecting data, analyzing results, and writing scientific literature). Students are also expected to provide

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leadership for a small group of Science Research I students, being a "project leader" for an experiment.

Course Note: Students can only take this course one time for credit.

Prerequisite: BIOL 1390 must be completed with a C or better.

Lab Hours: 2-8

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

Business Administration

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

Courses of Instruction

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.

Lecture Hours: 3

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 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.

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Lecture Hours: 3

BADM 2395 - Business Administration Capstone

Credits: 1

This final course seeks to integrate concepts learned in the courses in the Business Administration program. Students will demonstrate proficiency in their understanding of the program learning outcomes: 1. execute the journal entry process; 2. create financial statements for businesses; 3. analyze financial statements using standard financial metrics; and 4. utilize technology and remain current with trends in the business sector.

Course Note: Students should have sophomore standing to register for this course.

Lecture Hours: 1

Chemistry

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.

Course Fees: \$35

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.

Course Fees: \$50

Corequisite: CHEM-L003 must be taken at the same time as this course.

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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.

Lecture Hours: 3

Lab Hours: 3

CHEM 1030 - General Chemistry II

Credits: 4

A continuation of CHEM 1020.

Course Fees: \$50

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.

Course Fees: \$50

Prerequisite: CHEM 1030 must be completed with a grade of C or better.

Lecture Hours: 3

Lab Hours: 3

CHEM 2440 - Organic Chemistry II

Credits: 4

The second semester of a two-semester sequence. Emphasis is placed on the structural

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differences of organic compounds and the mechanistic concepts of organic reactions.

Course Fees: \$50

Prerequisite: CHEM 2420 must be completed with a grade of C or better.

Lecture Hours: 3

Lab Hours: 3

Communication and Mass Media

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 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

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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 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 newswriting 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

Computer Applications

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.

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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

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

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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 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

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software package.

Lecture Hours: 1/2

Lab Hours: 1

Computer Science

COSC 1010 - Computational Thinking and Programming

Credits: 3

An introduction to computer programming that emphasizes good software design principles and fundamental programming skills. It aims to provide students with an understanding of the role computation can play in solving problems.

Prerequisite: An appropriate score on the Math placement exam.

Lecture Hours: 2

Lab Hours: 2

COSC 1030 - Computer Programming

Credits: 4

An introduction to computer programming in C++. The course emphasizes basic software design, expands the students' knowledge of programming language syntax, and expands the students' ability to think and design in an object-oriented paradigm. Introduces the students to UML, pseudocode, and simple planning for the design of software. Also introduces the students to templates and the C STL.

Prerequisite: COSC 1010 must be completed with a grade of C or better.

Lecture Hours: 3

Lab Hours: 2

Computing

COMP 2000 - Computing and Society

Credits: 3

This exploratory course is an introduction to critical thinking about computing and its use and role in society. This course will lead students to develop their own understanding and perspectives around computing applications, ethics, and ideas that will be important for their future careers as well as their personal use of digital technologies.

Lecture Hours: 3

COMP 2395 - Data Science Capstone

Credits: 1

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Students design and complete a data-driven project that incorporates data acquisition, management, analysis, visualization, and communication. Using computational and statistical tools, students will execute appropriate analytical techniques, create effective visualizations, and present their findings. The course introduces data science concepts synthesizing discipline knowledge from certificate coursework and emphasizes ethical decision-making throughout the data life cycle.

Course Note: This course should be taken in the student's graduation semester.

Lecture Hours: 1

Construction Technology

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

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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 students choice.

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

Cosmetology

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.

Lecture Hours: 45

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.

Course Fees: \$50

Supply Fees: \$400 Nail Kit

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Lecture Hours: 75

Lab Hours: 75

CSMO 1575 - Nail Technician Assessment

Credits: 1

This course prepares Nail Technician students to successfully complete a comprehensive exam by reviewing essential knowledge and skills gained throughout the program.

Course Note: Students must be enrolled in the Nail Technician program to take this course.

Course Fees: \$25

Lab Hours: 30

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.

Lecture Hours: 45

CSMO 1605 - Skin Technology Lab

Credits: 3

This is an opportunity for the cosmetology and/or esthetic student to Learn and practice applications necessary for skin care services.

Course Note: Students must be enrolled in the Cosmetology or Esthetics program to take this course.

Course Fees: \$75

Supply Fees: \$300 Esthetics Kit

Lab Hours: 104

CSMO 1610 - Esthetics Concepts I

Credits: 2

This course introduces students to the safe and effective use of facial machines and skin specific protocols used in professional skincare services.

Course Note: Students must be enrolled in the Cosmetology or Esthetics program to take this course.

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Course Fees: \$25

Other Time: 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.

Course Fees: \$25

Lab Hours: 30

CSMO 1700 - Intro to Hair Technology

Credits: 4

This course covers the basic structure of hair, haircare 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.

Course Fees: \$25

Supply Fees: \$700 Hair Kit

Other Time: 90 hours lecture/lab

CSMO 1703 - Hair Technician Business

Credits: 2

This course introduces the essential business practices for aspiring hair technicians, including client management, professional communication, salon operations, and foundational financial skills needed to succeed in the beauty industry.

Course Note: Students must be enrolled in the Hair Technician Certificate program to take this course.

Course Fees: \$25

Prerequisite: CSMO 1700 must be completed with a grade of C or better.

Other Time: 45 hours lecture/lab

CSMO 1705 - Hair Fundamentals

Credits: 4

This course continues practice with hair protocols and focuses on the knowledge and practice in

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the chemical service area.

Course Note: Students must be enrolled in the Cosmetology or Hair Technician program to take this course.

Course Fees: \$25

Prerequisite: CSMO 1700 must be completed with a grade of C or better.

Other Time: 90 hours lecture/lab

CSMO 1715 - Intro to Hair Technology II

Credits: 3

This course is a continuation of CSMO 1700; hair, haircare practices and hair design.

Course Note: Students must be enrolled in the Cosmetology or Hair Technician program to take this course.

Course Fees: \$25

Lecture Hours: 35

Lab Hours: 37

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.

Lecture Hours: 45

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.

Lecture Hours: 45

CSMO 1730 - Cosmetology Chemistry I

Credits: 3

This course explores the comprehensive properties of hair and the resulting effects of chemical and physical services.

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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: \$75

Prerequisite: CSMO 1700, CSMO 1703, CSMO 1705, and CSMO 1715. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 45

CSMO 1735 - Cosmetology Chemistry II

Credits: 3

This course continues CSMO 1730 with the chemical and physical effects of services, and explores hair addition variables.

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 1703, CSMO 1705, and CSMO 1715. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 45

CSMO 1740 - Cosmetology Overview and Test Preparation

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.

Course Fees: \$25

Supply Fees: \$100 Hair Kit

Prerequisite: CSMO 1730 and CSMO 1735. Any prerequisite course must be completed with a grade of C or better.

Other Time: 45 or 90 hours lecture/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 or have instructor approval to take this course.

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Lecture Hours: 36

Lab Hours: 36

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.

Course Fees: \$25

Lab Hours: 30

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.

Supply Fees: \$100 Hair Kit

Lab Hours: 90

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.

Lab Hours: 90

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.

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Prerequisite: CSMO 1500 or CSMO 1600. Any prerequisite course must be completed with a grade of C or better.

Lab Hours: 180

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 or CSMO 1600. Any prerequisite course must be completed with a grade of C or better.

Lab Hours: 180

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.

Lab Hours: 180

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.

Lab Hours: 30 - 180

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

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program to take this course.

Lab Hours: 30 - 180

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.

Course Fees: \$25

Lab Hours: 30

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.

Course Note: A current Wyoming License in Cosmetology or related field is required to take this course.

Lecture Hours: 60

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.

Course Note: A current Wyoming License in Cosmetology or related field is required to take this course.

Other Time: 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.

Lecture Hours: 45

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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.

Lab Hours: 135

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.

Lab Hours: 30

Criminal Justice

Some of the criminal justice courses along with HMDV 1000 - College Studies and PEAC 1001 - Health and Wellness are offered at the Wyoming Law Enforcement Academy (WLEA). Students enrolled at WLEA may choose to earn 14-18 credits through EWC during their basic training. For more information, contact the office of the Vice President for Academic Services.

CRMJ 1001 - 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 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

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solutions in a responsible and professional manner.

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 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 CRMJ 2020 and MGT 2020.

Lecture Hours: 3

CRMJ 2040 - 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 1001 must be completed with a grade of C or better; or CRMJ 1001 must be taken at the same time as this course.

Lecture Hours: 3

CRMJ 2045 - 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 1001 must be completed with a grade of C or better; or CRMJ 1001 must be taken at the same time as this course.

Lecture Hours: 3

CRMJ 2050 - Crisis Intervention

Credits: 3

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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 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 1001 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 1001 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 1001 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 2365 - Foundations of Community-Based Corrections

Credits: 3

This course is designed to introduce the correctional process as it is applied in a community setting, and specifically focuses on probation, parole, and other community-based strategies for dealing with the offender.

Prerequisite: CRMJ 1001 and CRMJ 2350. Any prerequisite course must be completed with a

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grade of C or better.

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 1001 and CRMJ 2350. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 3

CRMJ 2395 - 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 students graduation semester.

Lecture Hours: 1

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 laws pertaining to the juvenile.

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Prerequisite: CRMJ 1001 must be completed with a grade of C or better.

Lecture Hours: 3

CRMJ 2470 - 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 1001 must be completed with a grade of C or better; or CRMJ 1001 must be taken at the same time as this course.

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 1001 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.

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Course Fees: \$50

Prerequisite: CRMJ 1001 and CRMJ 2781. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 2

Lab Hours: 2

Crop Science-Agriculture

CROP 2100 - Horticultural Science

Credits: 3

Introduces students to the growth, development, production, propagation, utilization, and environmental requirements for fruit, vegetable and ornamental crops. Intended as an introductory horticultural science course.

Course Fees: \$25

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 - Field Crop Production

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

Culinary Arts

CULA 1505 - Sanitation

Credits: 1

Applied Food Service Sanitation covers the latest developments, procedures, current government

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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

Economics

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.

Course Note: Students cannot earn credit for both ECON 1020 and AGEC 1020.

Lecture Hours: 3

Education

EDUC 1470 - Classroom Observations and Substitute Training

Credits: 3

An opportunity for pre-service and prospective substitute teachers to gain experience in classrooms in preparation for teaching. The student works with elementary, middle, and high

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school teachers to develop a greater understanding of effective teaching and classroom management.

Course Note: This course requires a prescreen background check to be completed.

Course Fees: \$110 (Includes fee for prescreen background check)

Other Time: Students will be required to participate in at least 30 clock hours of practicum experiences in an educational setting.

Lecture Hours: 2

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.

Course Note: This course requires a prescreen background check to be completed prior to enrollment.

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.

Course Note: This course requires a prescreen background check to be completed prior to enrollment.

Course Fees: \$25

Prerequisite: ENGL 1010 and EDFD 2020. Any prerequisite course must be completed with a grade of "C" or better.

Lecture Hours: 1

Lab Hours: 3

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

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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

Education-Early Childhood

EDEC 1020 - Intro to Early Childhood Education

Credits: 3

Students will explore the field of early childhood and elementary education in this introductory course. Through lectures, discussions, research, and active participation, students will gain foundational knowledge of early childhood education. The course emphasizes how teachers create environments and design curricula that incorporate developmentally appropriate practices and address cultural, linguistic, and ability-based diversity. Students will also examine curriculum development, and professional ethics as they relate to the field of early childhood and elementary education.

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.

Course Note: This course requires a prescreen background check to be completed prior to enrollment.

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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

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.

Course Note: This course requires a prescreen background check to be completed prior to enrollment.

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

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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

Education-Educational Foundations

EDFD 2020 - Foundations of Education

Credits: 3

An introductory course designed for students considering a teaching career. This course helps first-year students understand academic and interpersonal expectations while exploring the historical and contemporary development of education in the United States.

Course Note: This course requires a prescreen background check to be completed prior to enrollment.

Course Fees: \$25

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

Courses of Instruction

Education-Elementary

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

Education-Exceptional Children

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.

Course Fees: \$25

Prerequisite: EDFD 2020 must be completed with a grade of C or better.

Lecture Hours: 3

Electrical Technology

ELTR 1515 - Modern Ag Electric Systems

Credits: 2

This course introduces students to AC and DC electricity. This will include the principles of voltage, current, resistance and power.

Course Fees: \$50

Lecture Hours: 2

Courses of Instruction

Engineering Technology

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.

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

English

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.

Lecture Hours: 3

ENGL 1009 - Co-Requisite for ENGL 1010

Credits: 2

This course provides supplemental instruction, reading, and writing practice in the fundamentals

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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.

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 research papers.

Prerequisite: ENGL 1009 or 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.

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

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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

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

Courses of Instruction

Entrepreneurship

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, patents and intellectual property law.

Lecture Hours: 2

Courses of Instruction

Family and Consumer Science

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.

Course Note: This course requires a prescreen background check to be completed prior to enrollment.

Lecture Hours: 2

Lab Hours: 3

Finance

FIN 1000 - Personal Finance

Credits: 3

An introductory course in managing personal finances. Topics covered include financial

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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

French-Language

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

Geography

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

Courses of Instruction

Geology

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

Geospatial Information Science and Technology

GIST 2200 - Spatial Data Visualization

Credits: 3

Covers fundamental principles, concepts, and applications of spatial data visualization. Students will learn to find, understand, and act on spatial patterns, associations and trends, and to use and critique powerful graphical representations of spatial data including 3D maps, web maps, interactive graphics, and animations.

Prerequisite: COSC 1010 must be completed with a grade of C or better.

Lecture Hours: 3

Gunsmithing

GUNS 1500 - Intro to Firearms and Firearm Safety

Credits: 1

Courses of Instruction

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.

Course Fees: \$25

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.

Courses of Instruction

Course Fees: \$70

Supply Fees: \$280 Gunstock Kit

Lecture Hours: 2

Lab Hours: 6

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: \$375

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.

Course Fees: \$50

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.

Course Fees: \$25

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.

Course Fees: \$50

Lecture Hours: 1

Lab Hours: 2

Courses of Instruction

GUNS 1725 - Hand Loading and Ballistics

Credits: 2

This class will teach students techniques for case reloading and rifle ballistics.

Course Fees: \$25

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.

Course Fees: \$100

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.

Course Fees: \$25

Lecture Hours: 1

Lab Hours: 2

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.

Courses of Instruction

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: \$75

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: \$75

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: \$75

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.

Course Fees: \$50

Prerequisite: GUNS 1700 must be completed with a grade of C or better.

Courses of Instruction

Lecture Hours: 1

Lab Hours: 2

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.

Course Fees: \$25

Lecture Hours: 1

Lab Hours: 2

GUNS 2730 - Advanced Gunstock Checkering

Credits: 2

Focuses on use of basic hand and electric checkering tools to checker a gunstock.

Course Fees: \$25

Prerequisite: GUNS 1730 must be completed with a grade of C or better.

Lecture Hours: 1

Lab Hours: 2

GUNS 2970 - Gunsmithing Internship

Credits: 3 or 6

This class is designed to provide work related experiences and to enhance skills, concepts, and attitudes required for employment in the firearm manufacturing and/or repair industry.

Course Note: Students must meet a minimum of 240 hours internship to meet the requirement for 3 credits, and a minimum of 480 hours internship to meet the requirement for 6 credits.

Prerequisite: GUNS 1500, GUNS 1505, GUNS 1510, GUNS 1515, GUNS 1520, GUNS 1525, and WELD 1781. Any prerequisite course must be completed with a grade of C or better.

Health Education-Physical & Health Education

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

Courses of Instruction

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

Health Information Technology

HIT 1550 - Medical Office Administrative Skills

Credits: 3

This course provides instruction in the administrative duties and responsibilities of the medical assistant role in medical office and clinic settings. Clerical topics, such as verbal, written, and electronic communication; maintenance of patient records; and appointment scheduling will be covered. Medical office financial processes, including billing and collection, coding, banking procedures, handling of insurance forms, as well as equipment and supply inventory management will be included. Medical law and ethic topics are included. Simulated computer data entry for patient records, procedure and diagnostic codes, insurance processing, and electronic transmission of claims will be integrated in learning activities,

Lecture Hours: 3

Health Technology

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

Courses of Instruction

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

History

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.

Courses of Instruction

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 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.

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.

Courses of Instruction

Pre/Corequisite: HIST 2290 must be completed with a grade of C or better; or HIST 2290 must be taken at the same time as this course.

Human Development

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

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 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

Courses of Instruction

so that students acquire the disciplines that distinguish life-long learners.

Course Note: This course may be substituted for both HMDV 1000 and HMDV 1050 for EWC degree and elective requirements.

Lecture Hours: 3

HMDV 1510 - Professionalism 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.

Lecture Hours: 1

Human Services

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

Courses of Instruction

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 requires a prescreen background check to be completed.

This course is offered for a S/U grade only.

Prerequisite: 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 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.

Information Management

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

Courses of Instruction

Instructional Technology-Education

ITEC 2360 - Teaching and Learning with Education Technology

Credits: 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: This course can be taken for 1 credit if the student has previously completed this course for less than 3 credits.

Course Fees: \$25

Lecture Hours: 3

Interdisciplinary Studies AA

ISAA 2395 - Interdisciplinary Studies Capstone

Credits: 1

This capstone will revisit and assess experiences in various General Education courses in the student's educational background. Students should take this course during their graduation semester. As part of the course, students compile and submit a portfolio of academic artifacts selected from prior coursework and provide reflective explanations connecting their work to program learning outcomes.

Course Note: This course should be taken in the student's graduation semester.

Lecture Hours: 1

Interdisciplinary Studies AS

ISAS 2395 - Interdisciplinary Studies Capstone

Credits: 1

This capstone will revisit and assess experiences in various General Education courses in the student's educational background. Students should take this course during their graduation semester. As part of the course, students compile and submit a portfolio of academic artifacts selected from prior coursework and provide reflective explanations connecting their work to program learning outcomes.

Course Note: This course should be taken in the student's graduation semester.

Lecture Hours: 1

Courses of Instruction

Internet

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

Library Science-Education

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

Machine Tool Technology

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.

Courses of Instruction

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: \$100

Prerequisite: MCHT 1610 must be completed with a grade of C or better.

Lecture Hours: 1

Lab Hours: 4

Management-Business

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 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

Courses of Instruction

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

Marketing

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

Mathematics

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

Courses of Instruction

polynomials. Technology is integrated with traditional skill practice throughout the course.

Course Note: This course is offered for S/U grade only.

Lecture Hours: 1-3

MATH 1000 - Problem Solving

Credits: 3

This course is specifically designed to satisfy basic mathematics requirements at many colleges for 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.

Lecture Hours: 3

Courses of Instruction

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.

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

Courses of Instruction

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.

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 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: 4

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: 4

MATH 2210 - Calculus III

Credits: 4

A continuation of MATH 2205 including partial derivatives, multiple integrals, line/surface integrals, and vector calculus. 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: 4

Courses of Instruction

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 2200 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.

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

Includes the mathematics of finance; systems of linear equations and matrices; linear programming; sets, counting, and probability. Students will learn to use Excel spreadsheets to solve business application problems.

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 2395 - Mathematics Capstone

Credits: 1

Students will design, develop, and present an in-depth exploration of a mathematical topic selected from an instructor-provided list as a culminating experience in the Associate of Science in Mathematics Program. This course emphasizes the integration of mathematical knowledge gained throughout the program with research, analysis, and communication skills.

Course Note: This course should be taken in the student's graduation semester.

Lecture Hours: 1

Courses of Instruction

Medical Assistant

MEDA 1520 - Clinical Role of the Medical Assistant I

Credits: 3

This course is designed to provide the student with the theory and practical applications associated with the clinical role of a medical assistant. Course topics will provide the students with the knowledge and skills necessary to assist the healthcare provider with routine and emergent medical care for patients in a variety of healthcare settings. The student will be required to complete a background check and drug screen.

Course Note: This course requires a prescreen background check to be completed prior to enrollment.

Course Fees: \$75

Corequisite: MEDA-L001 must be taken at the same time as this course.

Pre/Corequisite: ZOO 1200 or ZOO 2015 must be completed with a grade of C or better; or ZOO 1200 or ZOO 2015 must be taken at the same time as this course.

Lecture Hours: 2

Lab Hours: 3

MEDA 1525 - Clinical Role of the Medical Assistant II

Credits: 3

This course is designed to provide the student with advanced theory and skills associated with the clinical role of a medical assistant. Course topics include respiratory and cardiac testing, assisting with minor surgical procedures, and sterile technique in a variety of health settings. Patient teaching, screenings, and health promotion will be discussed.

Course Fees: \$75

Prerequisite: MEDA 1520 must be complete with a grade of C or better.

Corequisite: MEDA-L002 must be taken at the same time as this course.

Lecture Hours: 1.5

Lab Hours: 3

MEDA 1530 - Pharmacology for the Medical Assistant

Credits: 3

This course is designed to provide the student with the principles of pharmacology related to the medical assistant profession. Emphasis is placed on correlation of drug therapy and pathologic conditions, patient education regarding medications, and researching drugs using a drug reference. The course includes the use, action, side effects, contraindications, and routes of administration of drugs most commonly administered in a medical office. Legal considerations as they apply to the scope of practice of a medical assistant will be discussed. Successful

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demonstration of medication preparation and administration in the skills lab setting is required. This course does not meet requirements for the nursing program.

Course Fees: \$50

Prerequisite: MEDA 1520 must be completed with a grade of C or better.

Corequisite: MEDA-L003 must be taken at the same time as this course.

Lecture Hours: 1.5

Lab Hours: 3

MEDA 1800 - Phlebotomy Principles in Practice

Credits: 3

This course introduces the student to laboratory tests and procedures routinely performed in a medical facility or medical office setting. Content will include fundamental principles of medical lab practice, disposal of biohazard materials, specimen collection, diagnostic testing, safety, and quality control methods.

Course Fees: \$100

Prerequisite: ZOO 1200 or ZOO 2015 must be completed with a grade of C or better.

Lecture Hours: 1.5

Lab Hours: 3

MEDA 1970 - Medical Assistant Practicum

Credits: 3

This course provides the student with opportunities to apply theoretical knowledge, skills, and behaviors in the role of a medical assistant in ambulatory settings. The student is required to complete a minimum of 160 practicum hours in a designated healthcare agency. Weekly classroom activities are designed to assist the student in transitioning to the professional workplace. Preparation for the certificate examination and assessment of job readiness are emphasized. A cleared criminal background check and drug screen are required prior to practicum experiences. Successful course completion is necessary for medical assistant certification eligibility.

Course Note: This course requires a prescreen background check to be completed prior to enrollment.

Prerequisite: HIT 1550 must be completed with a grade of C or better.

Pre/Corequisite: MEDA 1525, MEDA 1530, and MEDA 1800 must be completed with a grade of C or better; or MEDA 1525, MEDA 1530, and MEDA 1800 must be taken at the same time as this course.

Other Time: 160 Clinical Hours

Lecture Hours: 1

Courses of Instruction

Molecular Biology

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.

Course Fees: \$45

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 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

Music

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 1378 - College Band

Credits: 1

Courses of Instruction

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

This ensemble class is devoted to the preparation of choral music in a variety of styles for concert performance. Students will enhance their vocal skills and abilities through rehearsal and exercises related to vocal technique. See instructor for interview prior to registering.

Course Note: Instructor permission is required to register for this class.

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.

Courses of Instruction

Lecture Hours: 3

Nursing

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: \$550

Prerequisite: BIOL 1010, ENGL 1010, MATH 1400, and ZOO 2015; and HMDV 1000 or HMDV 1500; and an Arts, Culture & Humanities course. 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: 10

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: \$550

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: 10

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

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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: \$550

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

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: \$550

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: 14

Nursing Studies

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

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. This course requires a prescreen background check to be completed prior to enrollment.

Courses of Instruction

Course Fees: \$265

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.

Course Fees: \$75

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.

Course Note: This course is offered for S/U grade only.

Course Fees: \$30

Prerequisite: NRST 1550 must be successfully completed.

PE Activity-Physical & Health Education

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 1273 is not allowed.

Lecture Hours: 1

Lab Hours: 1

Courses of Instruction

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 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 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 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

PEAC 1041 - Personal Defense

Credits: 1

Students will learn to defend themselves, and others, from bodily harm against hostile

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actions. They will learn the use of reasonable force, avoiding injury, and how to quickly overcome their assailant(s). The course incorporates specialized training methods used to challenge students both physically and mentally. This style of training strengthens the spirit and develops the ability to deal with confrontations under stressful conditions. Most importantly, students will gain the knowledge and mindset needed to avoid being victimized; the fight you always win, is the one you were never in.

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 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 or PEAC 1033 is not allowed.

Lab Hours: 2

Max: 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).

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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

Philosophy

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

Physical Education-Athletics

PEAT 1000 - Varsity I:

Credits: 1

This is the first course in a series of varsity sport classes including Men's and Women's Basketball, Esports, Men's and Women's Golf, Rodeo, and Women's 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

Courses of Instruction

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.)

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 Men's and Women's Basketball, Esports, Men's and Women's Golf, Rodeo, and Women's 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 Men's and Women's Basketball, Esports, Men's and Women's Golf, Rodeo, and Women's 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 Men's and Women's Basketball, Esports, Men's and Women's Golf, Rodeo, and Women's 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.

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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

Physical Education Professional-Physical & Health Education

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

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 2091 - Sports Officiating

Credits: 2

The purpose of the course is to study officiating requirements for sports and games with an emphasis on mechanics, rule interpretation, and enforcement.

Lecture Hours: 2

Lab Hours: 1

PEPR 2110 - Foundations of Coaching

Credits: 3

Courses of Instruction

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

Physics

PHYS 1050 - Concepts of Physics

Credits: 4

Physics 1050 is an introductory level, lab-based physics course that introduces the physical world. It is for students whose background in math and science is minimal; recommended for students in the Pre Allied Health Program. Three lecture hours per week are supplemented by two hours per week of laboratory work.

Corequisite: PHYS-L001 must be taken at the same time as this course.

Lecture Hours: 3

Lab Hours: 2

PHYS 1110 - General Physics I

Credits: 4

First course of two-semester sequence. Introduces elementary college physics without calculus. Primarily for premedical, predental, preoptometry, prephysical therapy, and other students requiring insight into workings of the physical world. Includes classical mechanics, gravitation and heat. Laboratory sessions will illustrate principles studied.

Course Note: Students receiving credit for PHYS 1110 cannot receive credit for PHYS 1050, PHYS 1210, or PHYS 1310.

Prerequisite: MATH 1400 and MATH 1405. Any prerequisite course must be completed with a grade of 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

Second course of two-semester sequence. Completes introduction to elementary college physics without calculus. Primarily for premedical, predental, preoptometry, prephysical therapy, and other students requiring insight into workings of the physical world. Includes electricity, magnetism, optics, and modern physics. Laboratory sessions will illustrate principles studied.

Courses of Instruction

Course Note: Students receiving credit for PHYS 1120 cannot receive credit for PHYS 1050, PHYS 1220, or PHYS 1320.

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

PHYS 1310 - College Physics I

Credits: 4

First course of two semester sequence. Provides thorough introduction to physics with calculus, for students pursuing an undergraduate degree in physics, engineering, or other areas in science, mathematics and technology requiring the highest levels of sophistication. Includes classical mechanics, gravitation and mechanical waves. Laboratory sessions illustrate principles studied and meaning of physical measurement.

Course Note: Students receiving credit for PHYS 1310 cannot receive credit for PHYS 1050, PHYS 1110, or PHYS 1210.

Prerequisite: MATH 2200 must be completed with a grade of C or better.

Corequisite: MATH 2205 and PHYS L004 must be taken at the same time as this course.

Lecture Hours: 3

Lab Hours: 3

PHYS 1320 - College Physics II

Credits: 4

Follows PHYS 1310 and continues introduction to physics with calculus. Includes electricity, magnetism, and thermodynamics. Laboratory sessions illustrate principles studied and meaning of physical measurement.

Course Note: Students receiving credit for PHYS 1320 cannot receive credit for PHYS 1050, PHYS 1120 or PHYS 1220.

Corequisite: PHYS L005 must be taken at the same time as this course.

Pre/Corequisite: MATH 2205 must be completed with a grade of C or better; or MATH 2205 must be taken at the same time as this course.

Lecture Hours: 3

Lab Hours: 3

Courses of Instruction

Political Science

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 POLS 1000 and POLS 1500.

Lecture Hours: 3

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.

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 1500 - Applied Technical 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 1500 and POLS 1000.

Lecture Hours: 2

POLS 2000 - Current Issues in American Government

Credits: 3

Courses of Instruction

The purpose of this course is to introduce the student to public analysis and the process of decision making. Attention will be devoted to current issues and topics in American government.

Prerequisite: POLS 1000 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. This course requires a minimum of 40 hours per week during the Legislation Session.

Course Note: Instructor permission is required to register for this course.

Prerequisite: POLS 1000 must be completed with a grade of C or better.

Preprofessional Veterinary Medicine

PVET 2395 - Pre-Veterinary Medicine Capstone

Credits: 1

This course is required to successfully complete the AS degree in Pre-Professional Veterinary Medicine. It is designed to prepare students for completing their pre-professional program at a transfer school and subsequently applying for admission to a College of Veterinary Medicine. Students will complete the outcomes assessment for the Pre-Professional Veterinary Medicine degree.

Lecture Hours: 1

Psychology

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

Courses of Instruction

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 1001 and PSYC 1000. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 3

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.

Courses of Instruction

Prerequisite: PSYC 1000 must be completed with a grade of C or better.

Lecture Hours: 3

PSYC 2300 - Psychology of Child Development

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 - Psychopathology

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

Courses of Instruction

Range Ecology and Watershed Management

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.

Course Fees: \$25

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

Religion

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 1000.

Lecture Hours: 3

Social Science

SOSC 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 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.

Courses of Instruction

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: Students must be majoring in social science and enroll in this course during their semester of graduation.

Lecture Hours: 1

Social Work

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

Sociology

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

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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 Science-Agriculture

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.

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Course Fees: \$25

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.

Lecture Hours: 3

Lab Hours: 2

Spanish-Language

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

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Statistics

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 linear regression and correlation.

Course Note: Credit cannot be earned for both STAT 2050 and STAT 2070.

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

Truck Driving Training

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

Courses of Instruction

Transportation (DOT) medical examination certificate and valid Social Security card on the first day of class.

Veterinary Technology

The background check is required prior to enrollment in veterinary technology (VTTK) courses as noted in the course descriptions. The background check covers drug convictions, animal abuse, and general criminal history information.

Completion of a Rabies Vaccination Series is required with enrollment in initial veterinary technology (VTTK) courses in which animals are used. This requirement is noted in the course descriptions.

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 Note: This course requires a prescreen background check and a rabies vaccination series to be completed previously or at the same time as this course.

Course Fees: \$150

Corequisite: VTTK-L001 must be taken at the same time as this course.

Lecture Hours: 2

Lab Hours: 2

VTTK 1501 - Animal Care I

Credits: .5

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 requires a rabies vaccination series to be completed previously or at the same time as this course.

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.

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Lab Hours: 1

VTTK 1502 - Animal Care II

Credits: .5

This course is a continuation of Animal Care I.

Course Note: This course requires a rabies vaccination series to be completed before taking this course.

Prerequisite: 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.

Course Note: This course requires a prescreen background check and a rabies vaccination series to be completed previously or at the same time as this course.

Course Fees: \$75

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

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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. This course requires a prescreen background check and a rabies vaccination series to be completed previously or at the same time as this course.

Course Fees: \$75

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.

Course Note: This course requires a successful prescreen background check and completion of a rabies vaccination series.

Course Fees: \$150

Prerequisite: VTTK 1600, and VTTK 1630. Any prerequisite course must be completed with a grade of C or better.

Pre/Corequisite: 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

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 small animals. Sessions include practical application of clinical procedures commonly performed by veterinary technicians in the treatment of small animals.

Course Note: This course requires a successful prescreen background check. This course requires a rabies vaccination series to be completed previously or at the same time as this course.

Course Fees: \$150

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Prerequisite: 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.

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 Note: This course requires a rabies vaccination series to be completed previously or at the same time as this course.

Course Fees: \$110

Lecture Hours: 1

Lab Hours: 1

VTTK 1628 - Urinalysis

Credits: .5

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.

Course Note: This course requires a rabies vaccination series to be completed before taking this course.

Course Fees: \$75

Other Time: 1 hour lecture/lab

VTTK 1629 - Clinical Chemistry

Credits: .5

Clinical chemistry is a lecture/laboratory course which provides 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 Note: This course requires a rabies vaccination series to be completed before taking this course.

Course Fees: \$50

Other Time: 1 hour lecture/lab

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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: \$110

Corequisite: VTTK-L008 must be taken at the same time as this course.

Lecture Hours: 2

Lab Hours: 2

VTTK 1640 - Large Animal Procedures

Credits: 1.5

This course will include lectures on procedures that veterinary technicians will utilize in large animal clinical practice. Food animal and equine procedures will be covered in lecture and then demonstrated and practiced in laboratory sessions. Topics included are animal behavior, physical exam, restraint, patient history, bandaging, IV catheterizations, medication administration, venipuncture, nasogastric intubation, quality assurance, reproduction, and emergency medicine.

Course Note: This course requires a successful prescreen background check and completion of a rabies vaccination series.

Course Fees: \$150

Prerequisite: VTTK 1500 and VTTK 1600. Any prerequisite course must be completed with a grade of C or better.

Corequisite: VTTK-L020 must be taken at the same time as this course.

Lecture Hours: 1

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.

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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

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.

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 Note: This course requires a successful prescreen background check to be completed previously or at the same time as this course.

Course Fees: \$100

Prerequisite: BIOL 1000, BIOL 1010, CHEM 1000, CHEM 1020, or VTTK 1925. Any prerequisite course must be completed with a grade of C or better.

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

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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 1759 Co-Requisite for VTTK 1751. Required enrollment in VTTK 1759 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: \$100

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.

Corequisite: VTTK-L006 must be taken at the same time as this course.

Lecture Hours: 2

Lab Hours: 1

VTTK 1759 - Co-Requisite for VTTK 1751

Credits: 1

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: 2

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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

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VTTK 2501 - Animal Care III

Credits: .5

This course is a continuation of Animal Care II.

Course Note: This course requires a rabies vaccination series to be completed previously or at the same time as this course.

Lab Hours: 1

VTTK 2502 - Animal Care IV

Credits: .5

This course is a continuation of Animal Care III.

Course Note: This course requires a rabies vaccination series to be completed previously or at the same time as this course.

Prerequisite: VTTK 2501 must be completed with a grade of S.

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

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Experience I.

Course Note: This course requires a rabies vaccination series to be completed previously or at the same time as this course.

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.

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 40 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 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.

Course Fees: \$150

Prerequisite: VTTK 1550 and VTTK 2500. Any prerequisite course must be completed with a grade of C or better.

Lecture Hours: 2

Lab Hours: 2

VTTK 2555 - Veterinary Dentistry

Credits: 2.5

Lectures will focus on learning and applying techniques in preventive care, periodontics, endodontics, orthodontics, client education and dental radiology techniques. The student will acquire knowledge of dental diseases, diagnostic techniques, therapeutic techniques and equipment. Laboratory sessions consist of students gaining hands-on experience utilizing dental equipment, dental imaging programs, and performing dental cleanings (under the

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supervision of a veterinarian).

Course Fees: \$150

Prerequisite: VTTK 1550 and VTTK 2500. Any prerequisite course must be completed with a grade of C or better.

Corequisite: VTTK-L019 must be taken at the same time as this course.

Lecture Hours: 1

Lab Hours: 3

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: \$110

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.

Course Note: This course requires a rabies vaccination series to be completed before taking this course.

Course Fees: \$50

Prerequisite: 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

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and function of the tissues and organs is utilized to introduce the clinical relevance of structures and functions of the body

Course Fees: \$150

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

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.

This course requires a rabies vaccination series to be completed before taking this course.

Course Fees: \$50

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 vivarium animals kept by the Veterinary Technology Department.

Course Note: This course requires a prescreen background check and a rabies vaccination series

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to be completed previously or at the same time as this course.

Course Fees: \$200

Prerequisite: VTTK 1700 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 assessment for the Veterinary Technology Program will be administered and students must complete each of the three comprehensive assessments including Written, Oral, and Skills with a grade of C or better.

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. Laboratory sessions include practical application of techniques commonly performed in large animal practices. The Veterinary Aide Program assessment will be administered in this class for all Veterinary Aide students.

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.

This course requires a rabies vaccination series to be completed previously or at the same time as this course.

Course Fees: \$150

Corequisite: VTTK-L015 must be taken at the same time as this course.

Lecture Hours: 3

Lab Hours: 2

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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. The Veterinary Aide Program assessment will be administered in this class for Veterinary Aide students.

Course Note: This course requires a rabies vaccination series to be completed previously or at the same time as this course.

Course Fees: \$75

Lecture Hours: 1

Lab Hours: 2

VTTK 2950 - Clinical Experience III

Credits: 3

This course consists of 320 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.

Welding Technology

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 1650 - Print Reading and Welding Symbols

Credits: 3

This course teaches the fundamentals of shop print interpretation as applied in the welding trade,

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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 practices will be included.

Course Fees: \$100

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: \$167

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: \$167

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.

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Course Fees: \$100

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: \$100

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: \$100

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

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

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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: \$167

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: \$167

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: \$167

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.

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Lecture Hours: 1

Lab Hours: 2

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: \$100

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 2773 - Advanced Gas Metal Arc Welding

Credits: 2

The study of Advanced Gas Metal Arc Welding (GMAW) fundamentals and safety. This course provides training to develop the manual skills necessary to make high quality GMAW welds using short circuit, spray, and pulsed spray transfer on mild steel and aluminum plates.

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Prerequisite: WELD 1773 must be completed with a grade of C or better.

Lab Hours: 5

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: \$100

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

Zoology

ZOO 1200 - Human Biology

Credits: 3

This course provides an overview of human biology. The necessary structures and functions that support the human body will be emphasized. Cellular processes such as biological chemistry, reproduction, and genetics will be introduced. Body systems such as the nervous system, cardiovascular system, musculoskeletal system will be examined. Anatomical and physiological aspects of the human body and their relationship to health and disease will be explored.

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-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

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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 - Fish and Wildlife Management in the Anthropocene

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