

Degree Programs

Associate of Arts (AA) Degree

Associate of Arts in Teaching (AAT) Degree*

*See special note on page 52.

Associate of Science (AS) Degree

The Arkansas Higher Education Coordinating Board and the Higher Learning Commission of the North Central Association of Colleges and Schools have approved UACCB to offer the Associate of Arts, the Associate of Arts in Teaching and the Associate of Science degrees. The AA degree and AS degree programs are designed for students who wish to pursue a bachelor's degree at a four-year college or university.

Associate of Applied Science (AAS) Degrees

The Arkansas Higher Education Coordinating Board and the Higher Learning Commission of the North Central Association of Colleges have approved UACCB to offer the Associate of Applied Science degree. The AAS degree is not designed for transfer to a baccalaureate program, except the BAS baccalaureate degree. However, some courses in these programs may transfer to other institutions.

Disclaimer for the Associate of Applied Science: The Associate of Applied Science degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While many institutions do accept some courses in the AAS programs, the general rule is that courses in the AAS degree are not accepted in transfer toward a bachelor's degree. Students to whom transfer is important should get assurance in writing in advance from the institution to which they wish to transfer.

Technical Certificates

UACCB offers Technical Certificates in allied health, business, cosmetology, industrial technology and public service.

Certificates of Proficiency

Certificates of Proficiency are awarded for programs that are less than 18 hours.

Criminal Justice Institute Training for Current Police Officers

The Criminal Justice Institute of the University of Arkansas System and UACCB agree to offer an Associate of Applied Science degree, Technical Certificate and Certificate of Proficiency in Crime Scene Investigation and Law Enforcement Administration. The purpose of the collaboration is to enable those currently employed in the Criminal Justice field the opportunity to further their education.

Credit Programs

Basic Skills and/or preparatory courses may not be used to fulfill any degree/technical certificate or elective course requirement in a program of study. Basic Skills courses include:

- Prealgebra (PRE 0203)
- Reading Improvement (PRE 0303)
- Fundamentals of Writing (PRE 0113)
- Basic Writing (PRE 0503)
- Beginning Algebra (MTH 0003)
- Intermediate Algebra (MTH 0013)

ARTS AND HUMANITIES / MATH AND SCIENCE (TRANSFER DEGREE PROGRAMS)

Focus Areas under the Associate of Arts Degree

- Business
- General Education
- Liberal Arts

Focus Areas under the Associate of Science Degree

- Business
- General Education
- Life Sciences
- Mathematics and Physical Sciences

BUSINESS / TECHNOLOGY / PUBLIC SERVICE / INDUSTRIAL TECHNOLOGY

Associate of Applied Science Degree

- Business Services
 - Accounting Focus
 - Administrative Services Focus
 - Business Administration Focus
- Computer Information Systems
- Entrepreneurship Focus
- Medical Office Management
- Early Childhood Education
- General Technology
- Industrial Technology
 - HVAC Concentration
 - Welding Concentration
 - Electronics Technology Focus

Technical Certificates

- Business
 - Accounting Support
 - Clerical Services
 - Entrepreneurship
 - Software Applications
 - Web Design
- Cosmetology

Certificates of Proficiency

- Computer Information Systems/Networking
- Early Childhood Education
- Industrial Technology
- HVAC (Heating, Ventilation, Air Conditioning)
- Medical Billing and Coding
- Welding

NURSING AND ALLIED HEALTH

Associate of Applied Science Degree

- Emergency Medical Technician-Paramedic
- Registered Nursing – Program Options
 - Traditional
 - Online
 - Generic

Certificates of Proficiency

- Emergency Medical Technician-Basic (EMT-B)
- Nursing Assistant (NA)

Technical Certificates

- Emergency Medical Technician-Paramedic
- Practical Nursing

UNIVERSITY OF ARKANSAS COMMUNITY COLLEGE AT BATESVILLE GENERAL EDUCATION CORE CURRICULUM

The Arkansas Department of Higher Education has established a minimum core of general education courses that will transfer to **most** public Arkansas colleges or universities. The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses **taken after January 1, 2007** within Arkansas public colleges and universities. Students are guaranteed the transfer of applicable credits and the equitable treatment in the application of credits for the admissions and degree requirements. Course transferability is **not** guaranteed for courses listed in ACTS as “No Comparable Course.” Additionally, courses with a “D” frequently do not transfer and institutional policies may vary. ACTS may be accessed on the Internet by going to the ADHE website and selecting Course Transfer (<http://acts.adhe.edu>).

UACCB offers the following courses within the state minimum general education core:

English/Communications

Nine (9) hours required

ENG 1103	English Composition I
ENG 1203	English Composition II
SPC 1003	Oral Communication

Three (3) hours required from the following:

ENG 2113	World Literature I
ENG 2213	World Literature II
ENG 2313	Introduction to Fiction
PHI 1003	Introduction to Philosophy

Math

At least three (3) hours required from the following:

MTH 1023	College Algebra
MTH 1043	Quantitative Literacy*

Or any higher-level mathematics course for which College Algebra is a prerequisite.

**Quantitative Literacy is designed for Non-STEM majors. Students who plan to study any higher mathematics course will need to take College Algebra and not this course.*

Social Sciences

Nine (9) hours required

Three (3) hours required from the following:

HIS 1013	World Civilization I
HIS 1023	World Civilization II

Three (3) hours required from the following:

HIS 2003	United States History I
HIS 2013	United States History II
POS 2103	United States Government

Three (3) hours required from the following:

ECN 2013	Macroeconomics
ECN 2023	Microeconomics
GEO 2003	Introduction to Cultural Geography
HIS 1013	World Civilization I*
HIS 1023	World Civilization II*
HIS 2003	United States History I*
HIS 2013	United States History II*
POS 2103	United States Government*
PSY 1003	General Psychology
PSY 2013	Human Growth & Development

Life/Natural Sciences

Eight (8) hours required

Four (4) hours required from the following:

BIO 1033/1031	Biology for Gen Ed/Lab
BIO 1103/1101	Biology for Majors/Lab
BIO 1013/1011	Essentials of Anatomy and Physiology/Lab
BIO 1023/1021	Principles of Zoology/Lab
BIO 2003/2001	Anatomy & Physiology I/Lab
BIO 2013/2011	Anatomy & Physiology II/Lab
BIO 2203/2201	Microbiology/Lab

Four (4) hours required from the following:

CHM 1013/1101	Concepts of Chemistry/Lab
CHM 1103/1101	College Chemistry I/Lab
CHM 1123/1121	College Chemistry II/Lab
PHS 1003/1001	Physical Science/Lab
PHS 2014	Physics for Health Sciences

PSY 2023	Abnormal Psychology
SOC 2003	Principles of Sociology
SOC 2013	Social Problems
SOC 2023	Cultural Anthropology

**If not selected to meet another social science requirement.*

Fine Arts/Humanities

Six (6) hours required

Three (3) hours required from the following:

FAC 2003	Understanding Film
FAM 2003	Music
FAT 2013	Theater
FAV 1013	Introduction to Studio Art
FAV 2023	Visual Art

NOTE: Some institutions may accept or deny courses listed above. For specific information regarding the transfer of course work, students should contact the institution to which they are transferring.

Degree and Program Requirements

The following curricular guidelines are provided for students enrolled at UACCB. All degree/technical certificate guidelines specify the general education and major course requirements necessary to complete programs of study.

ARTS AND HUMANITIES / MATH AND SCIENCE (TRANSFER DEGREE PROGRAMS)

Associate of Arts Degree

The Associate of Arts degree is designed for students who wish to pursue a bachelor's degree at a four-year college or university. UACCB's AA degree consists of 47 credit hours of general education requirements and an additional 13 credit hours of electives. In the elective component, students may complete any 13 credit hours of college-level courses in order to complete the degree. The electives students choose with the assistance of an academic advisor will depend upon upper-level program intent. Two specific focuses offer choices to assist students who wish to transfer in the areas of business or liberal arts.

AA - GENERAL EDUCATION (60 hours)

CORE REQUIREMENTS

English/Communication - *Nine (9) hours required*

- English Composition I
- English Composition II
- Oral Communication

Math

At least three (3) hours required from the following:

- College Algebra
- Quantitative Literacy

Or any higher level math course for which College Algebra is a prerequisite.

**Quantitative Literacy is designed for Non-STEM majors. Students who plan to study any higher mathematics course will need to take College Algebra and not this course.*

Life/Physical Sciences - *Eight (8) hours required*

Four (4) hours required from the following:

- Biology for General Education / Lab
- Biology for Majors / Lab
- Essentials of Anatomy and Physiology / Lab
- Principles of Zoology / Lab
- Anatomy and Physiology I / Lab
- Anatomy and Physiology II / Lab

Four (4) hours required from the following:

- Concepts of Chemistry / Lab
- College Chemistry I / Lab
- Physical Science / Lab
- Physical Geology / Lab
- Physics for Health Sciences

Fine Arts/Humanities - *Nine (9) hours required*

**Three (3) hours required from the following:*

- Understanding Film
- Music
- Theater
- Introduction to Studio Art
- Visual Art

**Three (3) hours required from the following:*

- World Literature I
- World Literature II
- Introduction to Fiction
- Introduction to Philosophy

**Students can choose from either area for the additional three hours in Fine Arts/ Humanities.*

Social Sciences – *Fifteen (15) hours required*

Three (3) hours required from the following:

- World Civilization I
- World Civilization II

Three (3) hours required from the following:

- United States History I
- United States History II
- United States Government

Nine (9) hours required from the following:

- Macroeconomics
- Microeconomics
- Introduction to Cultural Geography
- United States History I*
- United States History II*
- United States Government*
- General Psychology
- Human Growth and Development
- Abnormal Psychology
- Principles of Sociology
- Cultural Anthropology

**If not selected to meet another social science requirement.*

Physical Education - *Three (3) hours required*

- Concepts of Physical Activity

Electives – *Thirteen (13) to Fifteen (15) hours*

To complete the elective component of the degree, students may select – with the approval of their advisor – any 13 to 15 hours of college-level credit not selected for general education or other requirements.

NOTE: Some institutions may accept or deny courses listed above. For specific information regarding the transfer of course work, students should contact the institution to which they are transferring.

AA – GENERAL EDUCATION – Suggested Course Sequence

Following is one suggested sequence in which requirements for the Associate of Arts General Education degree may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Note: This plan does not include Basic Skills classes or summer terms.

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ ENG 1103	English Composition I	3
__ PED 1003	Concepts of Physical Activity	3
__ MTH 1023 or 1043	College Algebra or Quantitative Literacy	3
__	Fine Arts/Humanities Course	3
__	Elective Credit Course	3

Spring Semester (15 Credit Hours)

__ ENG 1203	English Composition II	3
__ SPC 1003	Oral Communication	3
__ HIS 1013 or 1023	World Civilization I or II	3
__	Fine Arts/Humanities Course	3
__	Elective Credit Course	3

Fall Semester (16 Credit Hours)

__ HIS 2003, 2013, or POS 2103	US History I or II or US Government	3
__	Fine Arts/Humanities Course	3
__	Life Science Course/Lab	4
__	Social Science Course	3
__	Elective Credit Course	3

Spring Semester (16 Credit Hours)

__	Physical Science Course/Lab	4
__	Social Science Course	3
__	Social Science Course	3
__	Elective Credit Course	3
__	Elective Credit Course (<i>if required by degree plan</i>)	3

Total **60-62 Hours**

NOTE: This suggested course sequence represents a 62 hour degree plan. However, students are required to enroll only in 13 credit hours to satisfy the Elective component of the 60-62 credit hour Associate of Arts – General Education degree plan.

AA - GENERAL EDUCATION/LIBERAL ARTS FOCUS (60 hours)

CORE REQUIREMENTS

English/Communication - *Nine (9) hours required*

- English Composition I
- English Composition II
- Oral Communication

Math

At least three (3) hours required from the following:

- College Algebra
 - Quantitative Literacy (see course description)
- Or any higher level math course for which College Algebra is a prerequisite.

Life/Physical Sciences - *Eight (8) hours required*

Four (4) hours required from the following:

- Biology for General Education / Lab
- Biology for Majors / Lab
- Essentials of Anatomy and Physiology / Lab
- Principles of Zoology / Lab
- Anatomy and Physiology I / Lab
- Anatomy and Physiology II / Lab

Four (4) hours required from the following:

- Concepts of Chemistry / Lab
- College Chemistry I / Lab
- Physical Science / Lab
- Physical Geology / Lab
- Physics for Health Sciences

Fine Arts/Humanities - *Nine (9) hours required*

**Three (3) hours required from the following:*

- Understanding Film
- Music
- Theater
- Introduction to Studio Art
- Visual Art

**Three (3) hours required from the following:*

- World Literature I
- World Literature II
- Introduction to Fiction
- Introduction to Philosophy

*Students can choose from either area for the additional three hours in Fine Arts/ Humanities.

Social Sciences – *Fifteen (15) hours required*

Three (3) hours required from the following:

- World Civilization I
- World Civilization II

Three (3) hours required from the following:

- United States History I
- United States History II
- United States Government

Nine (9) hours required from the following:

- Macroeconomics
- Microeconomics
- Introduction to Cultural Geography
- World Civilization I*
- World Civilization II*
- United States History I*
- United States History II*
- United States Government*
- General Psychology
- Human Growth and Development

- Abnormal Psychology
 - Social Problems
 - Principles of Sociology
 - Cultural Anthropology
- *If not selected to meet another social science requirement.*

Physical Education - *Three (3) hours required*

- Concepts of Physical Activity

Liberal Arts Focus ** - *Thirteen (13) hours required from the following:*

- Principles of Zoology / Lab
- Biology for General Education / Lab
- Biology for Majors/Lab
- Microbiology / Lab
- College Chemistry II / Lab
- Introduction to Computers
- Computer Software Applications
- Strategies for College Success
- Macroeconomics
- Microeconomics
- World Literature I
- World Literature II
- Introduction to Fiction
- Creative Writing
- American Literature I
- American Literature II
- Understanding Film
- Music
- Theater
- Acting I
- Acting II
- Drawing I
- Drawing II
- Introduction to Painting
- Introduction to Studio Art
- Visual Art
- Physical Geology / Lab
- Introduction to Cultural Geography
- World Civilization I
- World Civilization II
- United States History I
- United States History II
- The American Civil War
- The Vietnam War
- Arkansas History
- Trigonometry
- Calculus I, Calculus and Analytic Geometry
- Calculus II, Calculus and Analytic Geometry
- Calculus III, Calculus and Analytic Geometry
- Introduction to Philosophy
- Physics for Health Sciences
- United States Government
- General Psychology
- Human Growth and Development
- Abnormal Psychology
- Psychology of Adjustment
- Principles of Sociology
- Social Problems
- Cultural Anthropology
- Spanish I
- Spanish II
- Spanish III
- Spanish IV

** Courses taken for General Education may not be applied to the Liberal Arts Focus.

AA - LIBERAL ARTS FOCUS – Suggested Course Sequence

Following is one suggested sequence in which requirements for the Associate of Arts General Education/Liberal Arts Focus degree may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Note: This plan does not include Basic Skills classes or summer terms.

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
___ ENG 1103	English Composition I	3
___ PED 1003	Concepts of Physical Activity	3
___ MTH 1023 or 1043	College Algebra or Quantitative Literacy	3
___	Fine Arts/Humanities Course	3
___	Liberal Arts Elective Course	3

Spring Semester (15 Credit Hours)

___ ENG 1203	English Composition II	3
___ SPC 1003	Oral Communication	3
___ HIS 1013 or 1023	World Civilization I or II	3
___	Fine Arts/Humanities Course	3
___	Liberal Arts Elective Course	3

Fall Semester (16 Credit Hours)

___ HIS 2003, 2013, or POS 2103	US History I or II or US Government	3
___	Fine Arts/Humanities Course	3
___	Life Science Course/Lab	4
___	Social Science Course	3
___	Liberal Arts Elective Course	3

Spring Semester (16 Credit Hours)

___	Physical Science Course/Lab	4
___	Social Science Course	3
___	Social Science Course	3
___	Liberal Arts Elective Course	3
___	Liberal Arts Elective Course (<i>if required by degree plan</i>)	3
	Total	60-62 Hours

NOTE: This suggested course sequence represents a 62 hour degree plan. However, students are required to enroll only in 13 credit hours to satisfy the Elective component of the 60-62 credit hour Associate of Arts – Liberal Arts Focus degree plan.

AA - GENERAL EDUCATION/BUSINESS FOCUS (62 hours)

CORE REQUIREMENTS

English/Communication - *Nine (9) hours required*

- English Composition I
- English Composition II
- Oral Communication

Math

At least three (3) hours required from the following:

- College Algebra
- Quantitative Literacy (see course description)
- Or any higher level math course for which College Algebra is a prerequisite.*

Life/Physical Sciences - *Eight (8) hours required*

Four (4) hours required from the following:

- Biology for General Education / Lab
- Biology for Majors / Lab
- Essentials of Anatomy and Physiology / Lab
- Principles of Zoology / Lab
- Anatomy and Physiology I / Lab
- Anatomy and Physiology II / Lab

Four (4) hours required from the following:

- Concepts of Chemistry / Lab
- College Chemistry I / Lab
- Physical Geology / Lab
- Physical Science / Lab
- Physics for Health Sciences

Fine Arts/Humanities - *Nine (9) hours required*

**At least (3) hours required from the following:*

- Understanding Film
- Music
- Theater
- Introduction to Studio Art
- Visual Art

**Three (3) hours required from the following:*

- World Literature I
- World Literature II
- Introduction to Fiction
- Introduction to Philosophy

*Students can choose from either area for the additional three hours in Fine Arts/ Humanities.

Social Sciences – *Fifteen (15) hours required*

Three (3) hours required from the following:

- World Civilization I
- World Civilization II

Three (3) hours required from the following:

- United States History I
- United States History II
- United States Government

Nine (9) hours required from the following:

- Macroeconomics*
- Microeconomics*
- Introduction to Cultural Geography
- World Civilization I*
- World Civilization II*
- United States History I*
- United States History II*
- United States Government*
- General Psychology
- Human Growth and Development
- Abnormal Psychology
- Principles of Sociology
- Social Problems
- Cultural Anthropology

**If not selected to meet another social science requirement.*

Physical Education - *Three (3) hours required*

- Concepts of Physical Activity

Business Focus ** - *Fifteen (15) hours required from the following:*

- Principles of Accounting I **
- Principles of Accounting II
- Introduction to Business
- Business Communications
- Legal Environment of Business
- Statistics
- Macroeconomics
- Microeconomics
- Survey of Calculus/Business Calculus

** Required Course

AA – BUSINESS FOCUS – Suggested Course Sequence

Following is one suggested sequence in which requirements for the Associate of Arts General Education/Business Focus degree may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Note: This plan does not include Basic Skills classes or summer terms.

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ ENG 1103	English Composition I	3
__ PED 1003	Concepts of Physical Activity	3
__ MTH 1023 or 1043	College Algebra or Quantitative Literacy	3
__	Fine Arts/Humanities Course	3
__	Business Elective Course	3

Spring Semester (15 Credit Hours)

__ ENG 1203	English Composition II	3
__ SPC 1003	Oral Communication	3
__ HIS 1013 or 1023	World Civilization I or II	3
__	Fine Arts/Humanities Course	3
__	Business Elective Course	3

Fall Semester (16 Credit Hours)

__ HIS 2003, 2013 or	US History I or II or	
POS 2103	US Government	3
__	Fine Arts/Humanities Course	3
__	Life Science Course/Lab	4
__	Social Science Course	3
__	Business Elective Course	3

Spring Semester (16 Credit Hours)

__	Physical Science Course/Lab	4
__	Social Science Course	3
__	Social Science Course	3
__	Business Elective Course	3
__	Business Elective Course	3
	Total	62 Hours

Associate of Arts in Teaching Degree

The Associate of Arts in Teaching degree (AAT), a statewide degree plan, is currently undergoing a statewide review by the Arkansas Department of Higher Education (ADHE) to ensure compliance with new teacher certification and licensure standards and requirements. ADHE has requested that all Arkansas colleges and universities place the AAT degree on "hold" beginning Fall Semester 2014. Until such time that the review of the degree is completed, ADHE has recommend that students interested in teacher certification pursue the Associate of Arts (AA) General Education degree. UACCB students are encouraged to take EDU 2003 Introduction to Teaching and EDU 2103 Introduction to K12 Educational Technology as electives as part of the AA degree (see an academic advisor for current information on the status of this degree).

Associate of Science Degree

The Associate of Science degree is designed for students who wish to pursue a bachelor's degree in a science or math field at a four-year college or university. UACCB's AS degree consists of 43 credit hours of general education requirements and 17 credit hours of college-level courses to complete the degree. **It is advised that students work with a science advisor to select courses most relevant to their plans for transfer.**

AS – GENERAL EDUCATION (60 hours)

CORE REQUIREMENTS IN GENERAL EDUCATION

English/Communication - *Nine (9) hours required*

- English Composition I
- English Composition II
- Oral Communication

Math

At least three (3) hours required from the following:

- College Algebra
- Or any higher level math course for which College Algebra is a prerequisite.*

Life/Physical Sciences - *Sixteen (16) hours required*

At least four (4) hours required from the following:

- Biology for Majors / Lab
- Botany / Lab
- Principles of Zoology / Lab
- Anatomy and Physiology I / Lab
- Anatomy and Physiology II / Lab
- Microbiology / Lab

At least four (4) hours from the following:

- Concepts of Chemistry / Lab
- College Chemistry I / Lab
- College Chemistry II / Lab
- Organic and Biochemistry / Lab
- Physics for Health Sciences

Fine Arts/Humanities - *Six (6) hours required*

At least (3) hours required from the following:

- Understanding Film
- Music
- Theater
- Introduction to Studio Art
- Visual Art

At least three (3) hours required from the following:

- World Literature I
- World Literature II
- Introduction to Fiction
- Introduction to Philosophy

Social Sciences – *Nine (9) hours required*

Three (3) hours required from the following:

- World Civilization I
- World Civilization II

Three (3) hours required from the following:

- United States History I
- United States History II
- United States Government

Three (3) hours required from the following:

- Macroeconomics
- Microeconomics
- World Civilization I*
- World Civilization II*

- United States History I*
- United States History II*
- United States Government*
- General Psychology
- Human Growth and Development
- Abnormal Psychology
- Principles of Sociology
- Social Problems
- Cultural Anthropology

**If not selected to meet another social science requirement.*

Electives – *Seventeen (17) hours required*

To complete the elective component of the degree, students may select from the following list any 19 hours of college-level credit not previously selected for general education requirements above. Students should be aware of degree requirements at institutions to which they may transfer and should take a relevant selection of courses to be chosen with the approval of their science/math academic advisor.

- Principles of Accounting I
- Biological Science/Lab
- Biology for Majors/Lab
- Botany/Lab
- Principles of Zoology/Lab
- Anatomy & Physiology I/Lab
- Anatomy & Physiology II/Lab
- Microbiology/Lab
- Pathophysiology for Health Care
- Field Techniques in Science
- College Chemistry I/Lab
- College Chemistry II/Lab
- Organic and Biochemistry/Lab
- Visual Basic Net Programming
- Introduction to Programming
- Macroeconomics
- Physical Geology/Lab
- Cell Biology w/Lab **
- Genetics w/Lab**
- Organic Chemistry I w/Lab **
- Organic Chemistry II w/Lab **
- Physics for Health Sciences
- Trigonometry
- Survey of Calculus
- Calculus I
- Calculus II
- Calculus III
- Statistics
- Medical Terminology
- Physics for Health Science
- General Psychology
- Human Growth and Development
- Abnormal Psychology

****Lyon College courses require several prerequisites and must be taken in proper sequence. See an advisor for assistance.**

AS - GENERAL EDUCATION – Suggested Course Sequence

Following is one suggested sequence in which requirements for the Associate of Science degree in General Education may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively. **The sequence of courses greatly varies, depending on your major. You must be assigned to a science advisor to determine the proper sequence. Below is only a sample.**

Fall Semester (13 hours)

Course Number	Course Title	Credit Hours
__ ENG 1103	English Composition I	3
__ BIO 1101	Biological Science Laboratory	1
__ BIO 1103	Biology for Majors	3
__	Fine Arts or Humanities elective	3
__ MTH 1023	College Algebra	3

Spring Semester (16 to 17 hours)

__ ENG 1203	English Composition II	3
__ MTH 1013/Elective	Trigonometry or ASGE elective	3-4
__ BIO	Life Science Laboratory elective	1
__ BIO	Life Science elective	3
__ SOC 2003	Sociology	3
__ SPC 1003	Oral Communication	3

Summer Semester

If no LYON courses are used as electives, summer courses may be taken.

Fall Semester (16 to 17 hours)

__ HIS/POS	US History I/II or US Government elective	3
__ ENG	World Literature I/II	3
__ PSY 1003	General Psychology	3
__ CHM	Chemistry Lab elective	1
__ CHM	Chemistry elective	3
__	ASGE elective	3-4

Spring Semester (15 to 17 hours)

__ HIS	World Civilization I/II elective	3
__ FA/ENG/PHI	Fine Arts or Humanities elective	3
__ PSY 2013	Human Growth and Development	3
__	ASGE elective	3-4
	Total Hours	60-62

The following is a list of electives that may be used in the ASGE degree plan. These need to be selected with the help of an advisor and knowledge of the transfer Institution's requirements.

ACC 1013	Principles of Accounting I (or higher)	MTH 2015	Calculus II (S)
BIO 1103/1101	Biology for Majors/Lab	MTH 2024	Calculus III (upon demand)
BIO 1123/1121	Principles of Zoology/Lab	MTH 2053	Statistics
BIO 2003/2001	Anatomy & Physiology I/Lab	OFA 1053	Medical Terminology
BIO 2013/2011	Anatomy & Physiology II/Lab	PHS 2014	Physics for Health Science (S)
BIO 2203/2201	Microbiology/Lab	PSY 1003	General Psychology
BIO 2103	Pathophysiology for Health Care (upon demand)	PSY 2013	Human Growth and Development
BIO 2301	Field Techniques in Science (S)	PSY 2023	Abnormal Psychology
CHM 1103/1101	College Chemistry I / Lab (F)	LYON BIO 250*	Cell Biology W/ Lab (F) (CHM I & II prereq) *
CHM 1123/1121	College Chemistry II / Lab (S)	LYON BIO 252*	Genetics W/ Lab (S) (BIO250 prereq) *
CHM 2113/2111	Organic and Biochemistry / Lab (S)	LYON CHM 210*	Organic Chemistry I w/ Lab (F) (CHM I & II prereq) *
CIS 2153	Introduction to Programming (F)	LYON CHM 220*	Organic Chemistry II w/ Lab (S) (CHM 210 prereq) *
ECN 2013	Macroeconomics		
GEL 1003/1001	Physical Geology/Lab (S)		
MTH 1013	Trigonometry		
MTH 2003	Survey of Calculus (S)		
MTH 2005	Calculus I (F)		

* UACCB students can take classes at Lyon College through the COPS agreement as elective courses.

AS – GENERAL EDUCATION LIFE SCIENCES FOCUS (60 hours)

CORE REQUIREMENTS

English/Communication - *Nine (9) hours required*

- English Composition I
- English Composition II
- Oral Communication

Math

At least three (3) hours required from the following:

- College Algebra
- Or any higher level math course for which College Algebra is a prerequisite.*

Life/Physical Sciences - *Sixteen (16) hours required*

At least four (4) hours required from the following:

- Biology for Majors / Lab
- Botany / Lab
- Principles of Zoology / Lab
- Microbiology / Lab

At least four (4) hours from the following:

- College Chemistry I / Lab
- College Chemistry II / Lab
- Physics for Health Sciences

Fine Arts/Humanities - *Six (6) hours required*

At least (3) hours required from the following:

- Understanding Film
- Music
- Theater
- Introduction to Studio Art
- Visual Art

At least three (3) hours required from the following:

- World Literature I
- World Literature II
- Introduction to Fiction
- Introduction to Philosophy

Social Sciences – *Nine (9) hours required*

Three (3) hours required from the following:

- World Civilization I
- World Civilization II

Three (3) hours required from the following:

- United States History I
- United States History II
- United States Government

Three (3) hours required from the following:

- Macroeconomics
- Microeconomics
- World Civilization I*
- World Civilization II*
- United States History I*
- United States History II*
- United States Government*
- General Psychology
- Human Growth and Development
- Abnormal Psychology
- Principles of Sociology
- Social Problems
- Cultural Anthropology

**If not selected to meet another social science requirement.*

Electives – *Seventeen (17) hours required*

Students should be aware of degree requirements at institutions to which they may transfer and should take a relevant selection of courses to be chosen with the approval of their science/math academic advisor.

- Principles of Accounting I
- Principles of Zoology/Lab
- Botany/Lab
- Anatomy & Physiology I/Lab
- Anatomy & Physiology II/Lab
- Microbiology/Lab
- Pathophysiology for Health Care
- Field Techniques in Science
- College Chemistry I/Lab
- College Chemistry II/Lab
- Organic and Biochemistry/Lab
- Cell Biology w/Lab **
- Genetics w/Lab**
- Organic Chemistry I w/Lab **
- Organic Chemistry II w/Lab **
- Physics for Health Sciences
- Trigonometry
- Survey of Calculus
- Calculus I
- Calculus II
- Calculus III
- Statistics

**Lyon College courses require several prerequisites and must be taken in proper sequence. See a science advisor for assistance.

AS – GENERAL EDUCATION LIFE SCIENCES FOCUS – Suggested Course Sequence

Following is one suggested sequence in which requirements for the Associate of Science degree in General Education – Life Science Focus may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (14 Credit Hours)

Course Number	Course Title	Credit Hours
__ ENG 1103	English Composition I	3
__ BIO 1101	Biological Science Laboratory	1
__ BIO 1103	Biology for Majors	3
__ CHM 1101	College Chemistry I Laboratory (F)	1
__ CHM 1103	College Chemistry I (F)	3
__ MTH 1023	College Algebra	3

Spring Semester (14 Credit Hours)

__ ENG 1203	English Composition II	3
__ MTH 1013	Trigonometry	3
__ BIO 1121	Zoology Laboratory (S)	1
__ BIO 1123	Zoology (S)	3
__ CHM 1121	College Chemistry II Laboratory (S)	1
__ CHM 1123	College Chemistry II (S)	3

The sequence of second year courses greatly varies, depending on your major. Below is only a sample.

Fall Semester (18 Credit Hours)

__ MTH 2005	Calculus I (F)	5
__ BIO 250*/CHM 210*	Cell Biology w/ Lab (LYON)	4
	or Organic CHM I w/ Lab (LYON)	
__ HIS/POS	US History I/II or US Government elective	3
__ FA	Fine Arts elective	3
__ SPC/PSY	Oral Comm/Psychology	3

Spring Semester (16 to 18 Credit Hours)

__ BIO 252*/CHM 220*	Genetics with Lab	4
	or Organic Chemistry II with Lab	
__ HIS	World Civ. I/II elective	3
__ ENG/PHI	Humanities elective	3
__ SPC/PSY	Oral Comm/Psychology	3
	Total Credit Hours	60-62

* UACCB students can take classes at Lyon College through the COPS agreement.

AS – GENERAL EDUCATION MATHEMATICS AND PHYSICAL SCIENCES FOCUS (60 hours)

CORE REQUIREMENTS

English/Communication - *Nine (9) hours required*

- English Composition I
- English Composition II
- Oral Communication

Math – *Three (3) hours required*

- College Algebra
- Or any higher level math course for which College Algebra is a prerequisite.*

Life/Physical Sciences – *Sixteen (16) hours required*

At least four (4) hours required from the following:

- Biology for Majors/ Lab
- Microbiology / Lab

At least four (4) hours from the following:

- College Chemistry I / Lab
- College Chemistry II / Lab
- Physics for Health Sciences

Fine Arts/Humanities - *Six (6) hours required*

At least (3) hours required from the following:

- Understanding Film
- Music
- Theater
- Introduction to Studio Art
- Visual Art

At least three (3) hours required from the following:

- World Literature I
- World Literature II
- Introduction to Fiction
- Introduction to Philosophy

Social Sciences – *Nine (9) hours required*

Three (3) hours required from the following:

- World Civilization I
- World Civilization II

Three (3) hours required from the following:

- United States History I
- United States History II
- United States Government

Three (3) hours required from the following:

- Macroeconomics
- Microeconomics
- World Civilization I*
- World Civilization II*
- United States History I*
- United States History II*
- United States Government*
- General Psychology
- Human Growth and Development
- Abnormal Psychology
- Principles of Sociology
- Social Problems
- Cultural Anthropology

**If not selected to meet another social science requirement.*

Mathematics or Physical Science Focus - Seventeen (17) hours required

Students must consult with a science advisor for selection of courses. Students should be aware of degree requirements at institutions to which they may transfer and should take a relevant selection of courses.

- Principles of Zoology / Lab
- Organic and Biochemistry / Lab
- Physics for Health Sciences
- Trigonometry
- Calculus I, Calculus and Analytic Geometry
- Calculus II, Calculus and Analytic Geometry
- Calculus III, Calculus and Analytic Geometry
- Statistics

AS – GENERAL EDUCATION MATHEMATICS AND PHYSICAL SCIENCES FOCUS – Suggested Course Sequence

Following is one suggested sequence in which requirements for the Associate of Science with a Mathematics and Sciences Focus may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (16 Credit Hours)

Course Number	Course Title	Credit Hours
__ ENG 1103	English Composition I	3
__ HIS 1013	World Civilization I/II	3
__ MTH 1023	College Algebra	3
__ SPC 1003	Oral Communication	3
__ BIO 1101	Biological Science Laboratory	1
__ BIO 1103	Biology for Majors	3

Spring Semester (15 Credit Hours)

__ ENG 1203	English Composition II	3
__ MTH 1013	Trigonometry	3
__	Fine Arts/Humanities Elective	3
__ HIS 2003/2013	United States History I/II	3
__ PSY 1003	General Psychology	3

Fall Semester (16 Credit Hours)

__ BIO 2201	Microbiology Laboratory	1
__ BIO 2203	Microbiology	3
__ CHM 1101	College Chemistry I Laboratory (F)	1
__ CHM 1103	College Chemistry I (F)	3
__ MTH 2005	Calculus I (F)	5
__	Fine Arts/Humanities Elective	3

Spring Semester (12 to 13 Credit Hours)

__ CHM 1121	College Chemistry II Laboratory (S)	1
__ CHM 1123	College Chemistry II (S)	3
__ MTH 2015	Calculus II (S)	5
__	Social Science Elective	3
	Total Credit Hours	60-62

Associate of Science in Business Degree

The Associate of Science in Business degree is designed for students who wish to pursue a bachelor's degree in business at a four-year college or university. UACCB's AS in Business degree consists of 44 credit hours of general education requirements and 18 credit hours in business classes.

Students in the AS in Business program should research university programs as early as possible. Each college of business has selected their particular directed elective, so students should become informed about specific universities. Students should be aware there are no substitutions to this degree plan.

AS – BUSINESS (62 hours)

CORE REQUIREMENTS (no substitutions)

English/Communication - *Nine (9) hours Required*

- English Composition I
- English Composition II
- Oral Communication

Math - *Six (6) hours required*

- College Algebra
- Survey of Calculus / Business Calculus (S)

Life/Physical Sciences - *Eight (8) hours required*

At least four (4) hours required from the following:

- Biology for General Education / Lab
- Biology for Majors / Lab
- Principles of Zoology / Lab
- Microbiology / Lab
- General Botany / Lab

At least four (4) hours from the following:

- College Chemistry I / Lab
- College Chemistry II / Lab
- Physical Science / Lab
- Physical Geology / Lab

Fine Arts/Humanities - *Six (6) hours required*

Three (3) hours required from the following:

- Music
- Theater
- Visual Art

Three (3) hours required from the following:

- World Literature I
- World Literature II

Social Sciences – *Fifteen (15) hours required*

Three (3) hours required from the following:

- World Civilization I
- World Civilization II

Three (3) hours required from the following:

- United States History I
- United States History II
- United States Government

Nine (9) hours required from the following:

- Macroeconomics
- Microeconomics
- Principles of Sociology

Business Focus – *Eighteen (18) hours required*

To complete the business component of the degree, students must take the following courses. Students should be aware there are no course substitutions for this degree. The directed elective is based upon the transfer institutions requirement and the student should take the university's required course with the approval of their academic advisor.

- Principles of Accounting I
- Principles of Accounting II
- Computer Software Applications
- Legal Environment of Business
- Statistics
- Directed Elective*

**Consult academic advisor on transfer institution's requirement*

Recommended directed electives for participating institutions:

Arkansas State University	Business Communications
Arkansas Tech	Introduction to Business
Henderson State University	Business Communications
UCA	Business Communications
UA – Fort Smith	Business Communications
UA – Little Rock	Introduction to Business
UA – Monticello	Introduction to Business
UA – Pine Bluff	Introduction to Business
Southern Arkansas University	Introduction to Business

AS - BUSINESS – Suggested Course Sequence

Following is one suggested sequence in which requirements for the Associate of Science degree in Business may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Note: This plan does not include Basic Skills classes or summer terms.

Fall Semester (16 hours)

Course Number	Course Title	Credit Hours
__ ENG 1103	English Composition I	3
__ BIO 1031	Biological for General Education Lab	1
__ BIO 1033	Biology for General Education	3
__ MTH 1023	College Algebra	3
__ SOC 2003	Sociology	3
__ CIS 1053	Computer Software Applications	3

Spring Semester (16 hours)

__ ENG 1203	English Composition II	3
__ MTH 2003	Survey of Calculus / Business Calculus(S)	3
__ ECN 2013	Macroeconomics	3
__ PHS 1001	Physical Science Lab	1
__ PHS 1003	Physical Science	3
__ HIS/POS	US History I/II or US Government	3

Fall Semester (15 hours)

__ ACC 1013	Principles of Accounting I	3
__ SPC 1003	Oral Communication	3
__ HIS	World Civilization I/II	3
__ ENG	World Literature I/II	3
__ ECN 2023	Microeconomics	3

Spring Semester (15 hours)

__ ACC 1023	Principles of Accounting II	3
__ BUS 2033	Legal Environment of Business	3
__ BUS 2053	Statistics	3
__	Fine Arts/Humanities elective	3
__ Directed Elective	Business Communications or Intro to Business (Determined by transferring university)	3
	Total Credit Hours	62

AAS Accounting Focus (60 hours)

General Education Core

- Introduction to Computers
- English Composition I
- English Composition II
- Technical Math or other college level math course
- Oral Communication
- Social Science Elective

Business Core Curriculum

- Principles of Accounting I
- Introduction to Business
- Business Communications
- Legal Environment of Business
- Computer Software Applications
- Beginning Keyboarding

Major Courses

- Principles of Accounting II
- Computerized Accounting (S)
- Accounting Applications (S)
- Payroll Accounting (S)
- Federal Income Tax (F)
- Cost Accounting (F)
- Applied Electronic Spreadsheet (Excel)
- Internship

Technical Certificate – Accounting Support (30 hours)

General Education Core

- Introduction to Computers
- English Composition I
- Technical Math or other college level math course

Technical Education Core

- Principles of Accounting I
- Business Communications
- Computer Software Applications

Major Courses

- Principles of Accounting II
- Applied Electronic Spreadsheet (Excel)
- Computerized Accounting (S)
- Payroll Accounting (S)

AAS Accounting Focus – Suggested Course Sequence (60 hours)

Following is one suggested sequence in which requirements for the Associate of Applied Science degree with a Accounting Focus may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ ACC 1013	Principles of Accounting I	3
__ CIS 1053	Computer Software Applications	3
__ ENG 1103	English Composition I	3
__ MTH 1003	Technical Math <u>or</u> other college level math course	3
__ OFA 1003	Beginning Keyboarding	3

Spring Semester (15 Credit Hours)

__ ACC 1023	Principles of Accounting II	3
__ ACC 2023	Payroll Accounting (S)	3
__ BUS 1013	Introduction to Business	3
__ CIS 1003	Introduction to Computers	3
__ ENG 1203	English Composition II	3

Fall Semester (15 Credit Hours)

__ ACC 2033	Federal Income Tax (F)	3
__ ACC 2043	Cost Accounting (F)	3
__ BUS 1023	Business Communications	3
__ CIS 2013	Applied Electronic Spreadsheet (Excel)	3
__ SPC 1003	Oral Communication	3

Spring Semester (15 Credit Hours)

__ ACC 2053	Accounting Applications(S)	3
__ ACC 1033	Computerized Accounting (S)	3
__ BUS 2033	Legal Environment of Business	3
__ BUS 2653	Internship	3
__	Social Science Elective	3
	Total Credit Hours	60

Technical Certificate Accounting Support – Suggested Course Sequence (30 hours)

Following is one suggested sequence in which requirements for a Technical Certificate in Business Services with a focus in Accounting Support may be completed in one year. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

__ ACC 1013	Principles of Accounting I	3
__ CIS 1003	Introduction to Computers	3
__ CIS 1053	Computer Software Applications	3
__ ENG 1103	English Composition I	3
__ MTH 1003	Technical Math <u>or</u> other college level math course	3

Spring Semester (15 Credit Hours)

__ ACC 1023	Principles of Accounting II	3
__ ACC 1033	Computerized Accounting (S)	3
__ ACC 2023	Payroll Accounting (S)	3
__ BUS 1023	Business Communications	3
__ CIS 2013	Applied Electronic Spreadsheet (Excel)	3
	Total Credit Hours	30

AAS Administrative Services Focus (60 hours)

General Education Core

- Introduction to Computers
- English Composition I
- English Composition II
- Technical Math **or** other college level math course
- Oral Communication
- Social Science Elective

Business Core Curriculum

- Principles of Accounting I
- Introduction to Business
- Business Communications
- Legal Environment of Business
- Computer Software Applications
- Beginning Keyboarding

Major Courses

- Human Resource Management
- Applied Electronic Spreadsheet (Excel)
- Advanced Keyboarding (S – even years)
- Records Management (F)
- Administrative Office Procedures (S)
- Internship
- Approved Business Elective
- Approved Business Elective

Technical Certificate – Clerical Services (30 hours)

General Education Core

- Introduction to Computers
- English Composition I
- Technical Math **or** other college level math course

Technical Education Core

- Principles of Accounting I
- Business Communications
- Computer Software Applications
- Beginning Keyboarding

Major Courses

- Advanced Keyboarding (S – even years)
- Records Management (F)
- Administrative Office Procedures (S)

AAS Administrative Services Focus – Suggested Course Sequence

Following is one suggested sequence in which requirements for the Associate of Applied Science degree with an Administrative Services Focus may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ ACC 1013	Principles of Accounting I	3
__ ENG 1103	English Composition I	3
__ CIS 1053	Computer Software Applications	3
__ MTH 1003	Technical Math <u>or</u> other college level math course	3
__ OFA 1003	Beginning Keyboarding	3

Spring Semester (15 Credit Hours)

__ BUS 1023	Business Communications	3
__ CIS 1003	Introduction to Computers	3
__ ENG 1203	English Composition II	3
__ OFA 1013	Advanced Keyboarding (S – even years)	3
__ SPC 1003	Oral Communication	3

Fall Semester (18 Credit Hours)

__	Business Elective	3
__	Business Elective	3
__	Social Science Elective	3
__ BUS 1013	Introduction to Business	3
__ CIS 2013	Applied Electronic Spreadsheet	3
__ OFA 1043	Records Management (F)	3

Spring Semester (12 Credit Hours)

__ BUS 2653	Internship	3
__ BUS 2033	Legal Environment of Business	3
__ BUS 2043	Human Resource Management	3
__ OFA 2033	Administrative Office Procedures (S)	3
	Total Credit Hours	60

Technical Certificate Clerical Services – Suggested Course Sequence (30 hours)

Following is one suggested sequence in which requirements for a Technical Certificate in Business Services with a focus in Clerical Support may be completed in one year. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (18 Credit Hours)

__ ACC 1013	Principles of Accounting I	3
__ CIS 1053	Computer Software Applications	3
__ ENG 1103	English Composition I	3
__ MTH 1003	Technical Math <u>or</u> other college level math course	3
__ OFA 1003	Beginning Keyboarding	3
__ OFA 1043	Records Management (F)	3

Spring Semester (12 Credit Hours)

__ BUS 1023	Business Communications	3
__ CIS 1003	Introduction to Computers	3
__ OFA 1013	Advanced Keyboarding (S – even years)	3
__ OFA 2033	Administrative Office Procedures (S)	3
	Total Credit Hours	30

AAS Business Administration Focus (60 hours)

General Education Core

- Introduction to Computers
- English Composition I
- English Composition II
- Technical Math **or** other college level math course
- Oral Communication
- Social Science Elective

Business Core Curriculum

- Principles of Accounting I
- Introduction to Business
- Business Communications
- Legal Environment of Business
- Computer Software Applications

Major Courses

- Principles of Accounting II or
- Payroll Accounting (S)
- Human Resource Management
- Principles of Finance (F)
- Principles of Marketing
- Small Business Management (S)
- Applied Electronic Spreadsheet (Excel)
- Database Management
- Macroeconomics or
- Microeconomics
- Internship

Technical Certificate – Software Applications (30 hours)

General Education Core

- Introduction to Computers
- English Composition I
- Technical Math **or** other college level math course

Technical Education Core

- Principles of Accounting I
- Computer Software Applications
- Beginning Keyboarding

Major Courses

- Applied Electronic Spreadsheet (Excel)
- Database Management (F)
- Internet/Webpages/Software Platform
- Word Processing (Even years)

AAS Business Administration – Suggested Course Sequencing

Following is one suggested sequence in which requirements for the Associate of Applied Science degree with a Business Administration Focus may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (12 Credit Hours)

Course Number	Course Title	Credit Hours
__ ACC 1013	Principles of Accounting I	3
__ ENG 1103	English Composition I	3
__ CIS 1053	Computer Software Applications	3
__ MTH 1003	Technical Math <u>or</u> other college level math course	3

Spring Semester (15 Credit Hours)

__ BUS 1013	Introduction to Business	3
__ CIS 1003	Introduction to Computers	3
__ CIS 2013	Applied Electronic Spreadsheet	3
__ ENG 1203	English Composition II	3
__ SPC 1003	Oral Communication	3

Fall Semester (18 Credit Hours)

__ BUS 2513	Principles of Marketing (F)	
__ BUS 1023	Business Communications	3
__ BUS 2033	Legal Environment of Business	3
__ BUS 2253	Principles of Finance (F)	3
__ CIS 2063	Database Management (F)	3
__	Social Science Elective*	3

*Note – recommend General Psychology or Sociology

Spring Semester (15 Credit Hours)

__ BUS 2043	Human Resource Management	3
__ ACC 1023	Principles of Accounting II OR	
__ ACC 2023	Payroll Accounting (S)	3
__ BUS 2653	Internship	3
__ BUS 2753	Small Business Management (S)	3
__ ECN 2013	Macroeconomics OR	3
__ ECN 2023	Microeconomics	
	Total Credit Hours	60

Technical Certificate Software Applications – Suggested Course Sequence (30 hours)

Following is one suggested sequence in which requirements for a Technical Certificate in Business Services with a focus in Software Applications may be completed in one year. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

__ CIS 1053	Computer Software Applications	3
__ CIS 2063	Database Management (Access) (F)	3
__ ENG 1103	English Composition I	3
__ MTH 1003	Technical Math <u>or</u> other college level math course	3
__ OFA 1003	Beginning Keyboarding	3

Spring Semester (15 Credit Hours)

__ ACC 1013	Principles of Accounting I	3
__ CIS 1003	Introduction to Computers	3
__ CIS 2013	Applied Electronic Spreadsheet (Excel)	3
__ CIS 2253	Internet/WebPages/Software Platform	3
__ OFA 1063	Word Processing (S – even years)	3
	Total Credit Hours	30

AAS Computer Information Systems/Networking Focus (59 hours)

General Education Core

- Introduction to Computers
- English Composition I
- English Composition II
- Technical Math **or** other college level math course
- Oral Communication
- Social Science Elective

Business Core Curriculum

- Principles of Accounting I
- Introduction to Business
- Business Communications
- Legal Environment of Business
- Computer Software Applications

Major Courses

- PC Hardware Repair I (F)
- Introduction to Programming (F)
- Networking Hardware I (F)
- Networking Software (S)
- Networking Hardware II (S)
- Internet/Webpages/Software Platform
- Computer Security
- Internship

Certificate of Proficiency – CIS/Networking (11 hours)

Major Courses

- PC Hardware Repair I (F)
- Networking Hardware I (F)
- Networking Hardware II (S)

AAS CIS/Networking – Suggested Course Sequencing

Following is one suggested sequence in which requirements for the Associate of Applied Science degree with a CIS/Networking Focus may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (12 Credit Hours)

Course Number	Course Title	Credit Hours
__ ENG 1103	English Composition I	3
__ MTH 1003	Technical Math <u>or</u> other college level math course	3
__ CIS 1053	Computer Software Applications	3
__ CIS 1033	PC Hardware Repair I (F)	3

Spring Semester (15 Credit Hours)

__ ENG 1203	English Composition II	3
__ CIS 1003	Introduction to Computers	3
__ CIS 2253	Internet/Webpages/Software Platform	3
__ BUS 1013	Introduction to Business	3
__	Social Science Elective	3

Fall Semester (16 Credit Hours)

__ SPC 1003	Oral Communication	3
__ CIS 2214	Networking Hardware I (F)	4
__ CIS 2153	Introduction to Programming (F)	3
__ BUS 1023	Business Communications	3
__ BUS 2033	Legal Environment of Business	3

Spring Semester (16 Credit Hours)

__ ACC 1013	Principles of Accounting I	3
__ CIS 2223	Networking Software (S)	3
__ CIS 2224	Networking Hardware II (S)	4
__ CIS 2233	Computer Security (S)	3
__ BUS 2653	Internship	3
	Total Credit Hours	59

AAS Computer Information Systems/PC Hardware Repair Focus (61 Credit Hours)

General Education Core

- ___ Introduction to Computers
- ___ English Composition I
- ___ English Composition II
- ___ Technical Math or other college level math course
- ___ Social Science Elective
- ___ Oral Communication

Technical Education Core

- ___ Computer Software Applications
- ___ Introduction to Business
- ___ Principles of Accounting I
- ___ Business Communication
- ___ Legal Environment of Business

Major Courses

- ___ PC Hardware I
- ___ PC Hardware II
- ___ Computer Security
- ___ Networking Hardware I
- ___ Networking Software
- ___ Internet/Webpages/Software Platform
- ___ Networking Hardware II
- ___ PC Troubleshooting

AAS CIS/PC Hardware Repair Focus – Suggested Course Sequencing

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ CIS 1003	Intro to Computers	3
__ ENG 1103	English Comp I	3
__ CIS 1033	PC Hardware I	3
__ BUS 1013	Introduction to Business	3
__ Varies	Social Science Elective	3

Spring Semester (16 Credit Hours)

__ ENG 1203	English Comp II	3
__ CIS 2223	Networking Software	3
__ MTH 1003	Technical Math <u>or</u> other college level math course	3
__ CIS 2034	PC Hardware II	4
__ CIS 2233	Computer Security	3

Fall Semester (14 Credit Hours)

__ CIS 2044	PC Troubleshooting	4
__ CIS 2224	Networking Hardware I	4
__ BUS 1023	Business Communication	3
__ BUS 2033	Legal Environment of Business	3

Spring Semester (16 Credit Hours)

__ SPC 1003	Oral Communication	3
__ CIS 2224	Networking Hardware II	4
__ CIS 1053	Computer Software Applications	3
__ CIS 2253	Internet/Web Pages/Software Platform	3
__ ACC 1013	Principles of Accounting I	3

Total Credit Hours	61
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AAS Computer Information Systems / Web Design Focus (60 hours)

General Education Core

- Introduction to Computers
- English Composition I
- English Composition II
- Technical Math or other college level math course
- Oral Communication
- Social Science Elective

Business Core Curriculum

- Principles of Accounting I
- Introduction to Business
- Business Communications
- Legal Environment of Business
- Computer Software Applications
- Beginning Keyboarding

Major Courses

- Computer Security (S)
- Computer Graphics (every S, also F, even years)
- Internet/Webpages/Software Platform
- Web Development (S, odd years)
- Internet Business Fundamentals (F, odd years)
- Web Development Software (F, even years)
- Internship
- Approved Business Elective

Technical Certificate – Web Design (30 hours)

General Education Core

- Introduction to Computers
- English Composition I
- Technical Math or other college level math course

Technical Education Core

- Computer Software Applications

Major Courses

- Computer Security (S)
- Computer Graphics (every S, also F, even years)
- Internet/Webpage/Software Platform
- Web Development Software (F, even years)
- Web Development (S, odd years)
- Internet Business Fundamentals (F, odd years)

AAS CIS/Web Design – Suggested Course Sequencing

Following is one suggested sequence in which requirements for the Associate of Applied Science degree with a CIS/Web Design Focus may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

Course Number	Description	Credit Hours
__ ENG 1103	English Composition I	3
__ CIS 2253	Internet/Webpage/Software Platform	3
__ CIS 1051	Computer Software Applications	3
__ MTH 1003	Technical Math or other college level math course	3
__ CIS 2263	Internet Business Fundamentals (F, odd years)	3

Spring Semester (15 Credit Hours)

__ ACC 1013	Principles of Accounting I	3
__ OFA 1003	Beginning Keyboarding	3
__ CIS 1103	Computer Graphics (every S, also F, even years)	3
__ CIS 2233	Computer Security (S)	3
__ ENG 1203	English Composition II	3

Fall Semester (15 Credit Hours)

__ BUS 1013	Introduction to Business	3
__ BUS 1023	Business Communications	3
__ CIS 2513	Web Development Software (F, even years)	3
__ CIS 1003	Introduction to Computers	3
__	Approved Business Elective	3

Spring Semester (15 Credit Hours)

__ BUS 2033	Legal Environment of Business	3
__ BUS 2653	Internship	3
__ SPC 1003	Oral Communication	3
__ CIS 2413	Web Development (S, odd years)	3
__	Social Science Elective	3
	Total Credit Hours	60

Technical Certificate CIS/Web Design – Suggested Course Sequence (30 hours)

Following is one suggested sequence in which requirements for a Technical Certificate in Business Services with a focus in CIS/Web Design may be completed in one year. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

__ CIS 1003	Introduction to Computers	3
__ CIS 2253	Internet/WebPage/Software Platform	3
__ ENG 1103	English Composition I	3
__ CIS 2513	Web Development Software (F, even years)	3
__ MTH 1003	Technical Math or other college level math course	3

Spring Semester (15 Credit Hours)

__ CIS 2233	Computer Security (S)	3
__ CIS 1103	Computer Graphics (every S, also F, even years)	3
__ CIS 2413	Web Development (S, odd years)	3
__ CIS 2263	Internet Business Fundamentals (F, odd years)	3
__ CIS 1053	Computer Software Applications	3
	Total Credit Hours	30

AAS Entrepreneurship Focus (60 hours)

General Education Core

- English Composition I
- English Composition II
- Introduction to Computers
- Technical Math **or** other college level math course
- Oral Communication
- Social Science Elective

Major Courses

- Introduction to Entrepreneurship
- Professional Selling/Advertising
- Feasibility and Funding
- Principles of Accounting II
- Business Ethics
- Principles of Management
- Principles of Marketing
- Small Business Management Seminar (S)

Business Core Curriculum

- Principles of Accounting I
- Introduction to Business
- Business Communications
- Legal Environment of Business
- Computer Software Applications
- Beginning Keyboarding

Technical Certificate – Entrepreneurship Focus (30 hours)

College level placement scores in English or writing and reading or completion of PRE 0503 (Basic Writing) and PRE 0303 (Reading Improvement) with at least a C average when placement test scores require. Grade of C or better in MTH 0003 (Beginning Algebra); or Enhanced ACT math score of 17-18; or an ASSET score of 37 or above in Intermediate Algebra; or a Compass score of 46 or above in Intermediate Algebra.

General Education Core

- English Composition I
- Introduction to Computers
- Technical Math **or** other college level math course

Major Courses

- Introduction to Entrepreneurship
- Professional Selling/Advertising
- Feasibility and Funding
- Business Ethics
- Principles of Management
- Small Business Management Seminar (S)

AAS Entrepreneurship Focus – Suggested Course Sequencing

Following is one suggested sequence in which requirement for the Associate of Applied Science degree with an Entrepreneurship focus may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (18 Credit Hours)

Course Number	Description	Credit Hours
__ ENG 1103	English Composition I	3
__ CIS 1003	Introduction to Computers	3
__ MTH 1003	Technical Math	3
__ BUS 1013	Introduction to Business	3
__ OFA 1003	Beginning Keyboarding	3

Spring Semester (15 Credit Hours)

__ ENG 1203	English Composition II	3
__ ETR 1003	Introduction to Entrepreneurship	3
__ BUS 1023	Business Communications	3
__ CIS 1053	Computer Software Applications	3
__ ACC 1013	Principles of Accounting I	3

Fall Semester (15 Credit Hours)

__ SPC 1003	Oral Communication	3
__ ACC 1023	Principles of Accounting II	3
__ BUS 2013	Principles of Management	3
__ BUS 2113	Business Ethics	3
__ ETR 2003	Professional Selling/Advertising	3

Spring Semester (15 Credit Hours)

__ BUS 2033	Legal Environment of Business	3
__ BUS 2513	Principles of Marketing	3
__ BUS 2753	Small Business Management (S)	3
__ ETR 2033	Feasibility and Funding	3
__	Social Science Elective	3
	Total Credit Hours	60

AAS Medical Office Management (60 hours)

The Medical Office Management AAS degree program includes a broad exposure to the functional areas of business and the technical courses required to develop those skills necessary for competence as a medical office manager. In order to earn the AAS in Medical Office Management, students must complete the following courses:

General Education Core

- Introduction to Computers
- English Composition I
- English Composition II
- Technical Math or other college level math course
- Oral Communication
- Social Science Elective

Business Core Curriculum

- Computer Software Applications
- Health Care Data Content (F)
- Beginning Keyboarding
- Word Processing (S – even years)
- Medical Terminology

Major Courses

- Principles of Accounting I
- Essentials of Anatomy and Physiology
- Internship
- Human Resource Management
- Legal Concepts in Health Care (S)
- Medical Diagnosis Coding and Billing (S)
- Medical Outpatient Coding and Billing (F)
- Records Management (F)
- Administrative Office Procedures (S)

Certificate of Proficiency, Medical Billing and Coding (12 hours)

Major Courses

- Essentials of Anatomy and Physiology
- Medical Diagnosis Coding and Billing (S)
- Medical Outpatient Coding and Billing (F)
- Medical Terminology

AAS Medical Office Management – Suggested Course Sequencing

Following is one suggested sequence in which requirements for the Associate of Applied Science degree in Medical Office Management may be completed within two years. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ ACC 1013	Principles of Accounting I	3
__ ENG 1103	English Composition I	3
__ MTH 1003	Technical Math	3
__ OFA 1003	Beginning Keyboarding	3
__ OFA 1053	Medical Terminology	3

Spring Semester (15 Credit Hours)

__ CIS 1053	Computer Software Applications	3
__ ENG 1203	English Composition II	3
__ OFA 1063	Word Processing (S –even years)	3
__ MOM 2023	Medical Diagnosis Coding and Billing (S)	3
__ BUS 2043	Human Resource Management	3

Fall Semester (12 Credit Hours)

__ HIT 2003	Health Care Data Content	3
__ MOM 2033	Medical Outpatient Coding and Billing (F)	3
__ OFA 1043	Records Management (F)	3
__ CIS 1003	Introduction to Computers	3
__	Social Science Elective	3

Spring Semester (18 Credit Hours)

__ OFA 2033	Administrative Office Procedures (S)	3
__ SPC 1003	Oral Communication	3
__ MOM 2013	Legal Concepts in Health Care (S)	3
__ BUS 2653	Internship	3
__ BIO 1013	Essentials of Anatomy and Physiology	3
	Total Credit Hours	60

Technical Certificate – Cosmetology (42 hours)

The cosmetology program is designed to provide students with the theoretical and practical instruction required as a prerequisite to qualify for licensure examination by the Arkansas Department of Health Cosmetology Section. Students will be trained in hygiene and sanitation, physiotherapy, cosmetricity, physiology and histology anatomy, neurology, mycology, osteology, hairdressing, manicuring, aesthetics, salesmanship, shop management, and shop department.

Students must complete the UACCB admission process to the college which include the following:

- Complete an application for admission
- Submit official copies of high school, college or GED transcripts
- Copy of immunization record showing proof of two MMR (measles, mumps, rubella) shots
- ACT, ASSET, COMPASS or SAT scores that are less than 5 years old

All documents must be submitted to the UACCB Enrollment Center prior to enrolling.

Courses

- ___ Cosmetology I
- ___ Cosmetology II
- ___ Cosmetology III

Note: This is a new program with the first class scheduled to be admitted for Spring Semester 2015. The program will only accept 25 students per class. Available class seats will be filled at the beginning of each semester.

EARLY CHILDHOOD EDUCATION

The AAS in Early Childhood Education is designed to meet the competencies required for the Birth through Pre-Kindergarten Teaching Credential which is required by Act 187 passed by the Arkansas Legislature during the 2009 session. This degree will allow a graduate to apply for the Birth through Pre-Kindergarten Teaching Credential from the Division of Early Care and Education of the Department of Human Services. It will allow the graduate to be the lead teacher in a non-public school classroom or in a Head Start classroom as they continue to pursue a Bachelor's degree from another institution of higher education. The student will also be qualified to serve as a para-professional in a public school pre-kindergarten classroom. It will not allow the graduate to be the lead teacher in a public school pre-kindergarten classroom. In order to be employed in a childcare facility, personnel must present evidence of a negative TB test to the employer.

AAS Early Childhood Education (60 hours)

General Education Core

- English Composition I
- English Composition II
- Technical Math or other college level math course
- Introduction to Business
- Oral Communication

Social Science Core (Choose one)

- General Psychology
- Principles of Sociology

Development Education Core

- Foundations of Early Childhood Education*
- Child Growth and Development*
- Environments for Young Children*
- Field Experience
- Practicum

- Introduction to K-12 Educational Technology (spring)
- * *These courses must be enrolled in as a block for CDA.*

Teaching Credential Core

- Child Guidance (S)
- Preschool Curriculum (F)
- Infant/Toddler Curriculum (S)
- Literacy and Language Arts for Early Childhood (summer, odd)
- Math and Science for Early Childhood (summer, even)
- Future Perspectives of Early Childhood (S)

Electives (Choose two of the following courses)

- Health, Safety, and Nutrition (summer, odd)
- Program Administration (S)
- Special Needs (summer, even)

Technical Certificate Early Childhood Education (27 hours)

General Education Core

- English Composition I
- Technical Math or other college level math course

Development Education Core

- Foundations of Early Childhood Education*
- Child Growth and Development*
- Environments for Young Children*
- Field Experience

- Child Guidance (S)
- Intro to K-12 Educational Technology (spring, summer)
- * *These courses must be enrolled in as a block for CDA.*

Electives (Choose one of the following courses)

- Preschool Curriculum (F) *or*
- Special Needs (summer, even)

Certificate of Proficiency Early Childhood Education (9 hours)

The Early Childhood Education Certificate provides performance-based training covering such topics as professionalism, child development and behavior, the learning environment, and program management designed to meet academic requirements established by the Council for Early Childhood Professional Recognition for the Child Development Associate (CDA) credential. UACCB's Early Childhood Education curriculum provides 135 hours of instruction to prepare students to earn CDA certification in order to work in childcare and family day care settings. If the student has completed 480 hours working in a preschool, the student is eligible to take ECE1303 Field Experience with the Early Childhood block of courses. To be eligible for admission, applicants must be admitted to UACCB and submit proof of negative TB test.

Major Courses

- Foundations of Early Childhood Education*
- Child Growth and Development*
- Environments for Young Children*

* *These courses must be enrolled in as a block for CDA.*

AAS Early Childhood Education – Suggested Course Sequencing

Following is one suggested sequence in which requirements for the Associated of Applied Science degree in Early Childhood Education may be completed within a two-year period. Students are encouraged to consult with their adviser for a plan that best meets their needs. Course Titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (12 hours)

Course Number	Description	Credit Hours
__ MTH 1003	Technical Math or other college level math course	3
__ *ECE 1003	Foundations of Early Childhood Education	3
__ *ECE 1103	Child Growth and Development	3
__ *ECE 1203	Environments for Young Children	3

* taken as a block for CDA

Spring Semester (12 hours)

__ ENG 1103	English Composition I	3
__ ECE 2003	Child Guidance (S)	3
__ ECE 2203	Infant/Toddler Curriculum (S)	3
__ ECE 1303	Field Experience	3

Summer Semester (6 hours)

__ ECE 2943	Math and Science for Early Childhood (summer, even years)	3
__ EDU 2103	Introduction to K-12 Edu. Technology (spring & summer)	3

Fall Semester (12 hours)

__ ECE 2103	Preschool Curriculum (F)	3
__	Social Science Elective	3
__ ECE 2303	Practicum	3
__ ENG 1203	English Composition II	3

Summer Semester (6 hours)

__ ECE 2923	Literacy and Language Arts for Early Childhood (summer)	3
__ ECE	Approved Elective (summer, odd years)	3

Spring Semester (12 hours)

__ BUS 1013	Introduction to Business	3
__ SPC 1003	Oral Communication	3
__ ECE	Approved Elective Program Administration (S)	3
__ ECE 2993	Future Perspectives in Early Childhood (S)	3
	Total Credit Hours	60

Technical Certificate Early Childhood Education – Suggested Course Sequence (27 hours)

Following is one suggested sequence in which requirements for a Technical Certificate in Early Childhood Education may be completed in one year. Students are encouraged to consult with their advisors for a plan that best meets their needs. Course titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

__ *ECE 1003	Foundations of Early Childhood Education	3
__ *ECE 1103	Child Growth and Development	3
__ *ECE 1203	Environments for Young Children	3
__ ECE 1303	Field Experience	3
__ ECE 1103	English Composition I	3

Spring Semester (9 Credit Hours)

__ ECE 1003	Child Guidance (S)	3
__ MTH 1003	Technical Math or other college level math course	3
__	Approved Elective	3

Summer Semester (3 Credit Hours)

__ EDU 2103	Introduction to K-12 Educational Technology (spring & summer)	3
	Total Credit Hours	27

CRIMINAL JUSTICE

The Criminal Justice AAS degree program is designed to address the needs of three different types of students - those students wishing to begin a career in criminal justice/law enforcement; those already working in the field of law enforcement; and those students wishing to complete a program of study and transfer to a baccalaureate institution in order to complete a bachelor degree. The program is not intended to be a substitute for Police Academy training.

AAS Criminal Justice (60 hours)

General Education Core

- English Composition I
- English Composition II
- Technical Math **or** other college level math course
- General Psychology
- Principles of Sociology
- Oral Communication

Technical Education Core

- Introduction to Criminal Justice
- Law Enforcement Ethics
- Criminal Procedures and Evidence (S)
- Criminal Investigations (S)
- Police Community Relations (F)
- Arkansas Criminal Law
- Introduction to Forensic Science (F)
- Juvenile Justice (F)
- Legal Writing (S)
- United States Government

Approved Electives (must complete 12 hours)

- Abnormal Psychology
- Principles of Accounting I
- Legal Environment of Business
- Human Resource Management
- Introduction to Computers
- *Special Topics in Criminal Justice
- Basic-EMT
- Any Fine Arts Course
- United States History I
- United States History II
- Social Problems
- Cultural Anthropology
- Spanish I
- Spanish II
- Any General Science Course
- Computer Software Applications

NOTE: The Division Chair of Business, Technology and Public Service may specifically approve other courses if they meet a student's specific educational objective.

*Up to six hours equivalent credit in Special Topics will be given to persons for a combination of a certificate of completion from the Arkansas Law Enforcement Training Academy and other approved professional development hours.

Criminal Justice Institute Training for Current Law Enforcement Officers

In partnership with the Criminal Justice Institute of the University of Arkansas System, UACCB provides career-training opportunities for men and women who are currently employed in the criminal justice field. Students enrolling in the CJI training program must complete the enrollment process as described in the Admissions section of this catalog. Students must independently enroll with the CJI to complete the CJI courses.

Students completing the CJI training and a general studies body of courses will be eligible to obtain a certificate of proficiency, technical certificate and associate of applied science degree in Crime Scene Investigation and/or Law Enforcement Administration. Please refer to the student's advisor for more information.

AAS Criminal Justice – Suggested Course Sequencing

Following is **one** suggested sequence in which requirements for the Associated of Applied Science degree in Criminal Justice may be completed within a two-year period. Students are encouraged to consult with their advisor for a plan that best meets their needs. Course Titles followed by (F) or (S) are offered only in the fall or spring semester respectively.

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ ENG 1103	English Comp I	3
__ PSY 1003	General Psychology	3
__ CRJ 1103	Intro to Criminal Justice	3
__ CRJ 1203	Law Enforcement Ethics	3
__ CRJ 2303	Intro to Forensics (F)	3

Spring Semester (15 Credit Hours)

__ ENG 1203	English Comp II	3
__ POS 2103	U.S. Government	3
__ CRJ 1303	Criminal Procedure/Evidence (S)	3
__ CRJ 1403	Criminal Investigations (S)	3
__	Approved Elective	3

Fall Semester (15 Credit Hours)

__ MTH 1003	Technical Math <u>or</u> other college level math course	3
__ SPC 1003	Oral Communication	3
__ CRJ 2403	Juvenile Justice (F)	3
__ CRJ 2103	Police Community Relations (F)	3
__	Approved Elective	3

Spring Semester (15 Credit Hours)

__ CRJ 2503	Legal Writing	3
__ CRJ 2203	Arkansas Criminal Law	3
__ SOC 2003	Principles of Sociology	3
__	Approved Elective	3
__	Approved Elective	3
	Total Credit Hours	60

AAS GENERAL TECHNOLOGY (60 HOURS)

The General Technology AAS degree program is an individualized program of study in which students select courses from two or more technical disciplines and develop a coherent technical program. With both a major technical focus and support courses directly related to a career objective, students can tailor the degree program to meet their specific needs. In order to earn the AAS in General Technology, students must complete a general education core consisting of:

ENG	1103	English Composition I	3
ENG	1203	English Composition II	3
MTH	1003	Technical Math	
		<u>or</u> other college level math course	3
		Social Science Elective	3
			12

In addition to the General education core courses, degree-seeking General Technology students must complete a minimum of 24-semester credit hours from one of the following technical majors:

- Accounting
- Administrative Services
- Computer Information Systems/Networking
- Computer Information Systems/PC Hardware Repair
- Computer Information Systems/Web Design
- Entrepreneurship
- Business Administration
- Medical Office Management
- Industrial Technology

In order to complete the General Technology degree program, the student will select a minimum of 24 credit hours in a minor area of study. Each student enrolling in the General Technology degree program will be required to develop a degree plan indicating his/her major and minor. **The student's program of study must be approved by the appropriate Division Chair.**

INDUSTRIAL TECHNOLOGY

The UACCB Industrial Technology program provides students with knowledge and skills necessary for successful employment as entry-level Industrial Technicians in a variety of industries. Students enrolled in the Industrial Technology program specialize in one of two disciplines: welding or Heating, Ventilation, and Air Conditioning (HVAC). Industrial Technology certificates and degrees include:

- Certificate of Proficiency in Welding or HVAC (15 – 18 credit hours)
- Technical Certificate in Welding or HVAC (28 credit hours)
- Associate of Applied Science (AAS) Degree with a welding or HVAC focus (60 credit hours)

All credit hours earned in an Industrial Technology Certificate of Proficiency program count toward the corresponding credit hour requirements for an Industrial Technology Technical Certificate or AAS degree. Likewise, all credit hours earned in an Industrial Technology Technical Certificate program count toward the corresponding credit hour requirements for an Industrial Technology AAS degree.

Certificates of Proficiency

- Welding
- Heating, Ventilation and Air Conditioning (HVAC)

Technical Certificates

- Industrial Technology
(Welding or HVAC Concentration available)

Associate of Applied Science Degrees

- Industrial Technology, Mechanical Technology Focus
(Welding or HVAC Concentration available)

Industrial Technology Certificates of Proficiency

Welding Certificate of Proficiency (15 Credit Hours)

- CP Welding
 - Technical Methods
 - Engineering Drawings
-

HVAC Certificate of Proficiency (18 Credit Hours)

- Technical Methods
- DC Electricity
- AC Electricity
- HVAC Fundamentals
- HVAC Controls and Troubleshooting
- Introduction to Sheet Metal

Industrial Technology Certificates of Proficiency – Suggested Course Sequencing

Welding Certificate of Proficiency

Fall Semester (15 Credit Hours)

Course Number	Course Titles	Credit Hours
__ IND 1009	Certificate of Proficiency Welding	9
__ IND 1013	Technical Methods	3
__ IND 1023	Engineering Drawings	3
	Total Credit Hours	15

HVAC Certificate of Proficiency

Fall Semester (12 Credit Hours)

Course Number	Course Titles	Credit Hours
__ IND 1013	Technical Methods	3
__ IND 1033	DC Electricity	3
__ IND 1043	AC Electricity	3
__ IND 1073	Introduction to Sheet Metal	3

Spring Semester (6 Credit Hours)

__ IND 1053	HVAC Fundamentals	3
__ IND 1063	HVAC Controls Troubleshooting	3
	Total Credit Hours	18

Industrial Technology Technical Certificate (28 Credit Hours)

General Education Core (10 Credit Hours)

- Writing for the Workplace
 - Technical Math
-

Choose one of the following technical focus areas:

Welding (21 Credit Hours)

- CP Welding
- Technical Methods
- Engineering Drawings
- AutoCAD
- Industrial Safety

OR

HVAC (21 Credit Hours)

- Technical Methods
- DC Electricity
- AC Electricity
- Introduction to Sheet Metal
- HVAC Fundamentals
- HVAC Controls and Troubleshooting
- Industrial Safety

Industrial Technology Technical Certificate – Suggested Course Sequencing

Industrial Technology - Welding Focus

Fall Semester (16 Credit Hours)

Course Number	Course Title	
__ IND 1009	CP Welding	9
__ IND 1013	Technical Methods	3
__ IND 1023	Engineering Drawings	3

Spring Semester (13 Credit Hours)

__ ENG 1004	Writing for the Workplace	4
__ MTH 1003	Technical Math	3
__ IND 2003	Industrial Safety	3
__ IND 2033	AutoCad	3
	Total Credit Hours	28

Industrial Technology - HVAC Focus

Fall Semester (15 Credit Hours)

Course Number	Course Title	
__ MTH 1003	Technical Math	3
__ IND 1013	Technical Methods	3
__ IND 1033	DC Electricity	3
__ IND 1043	AC Electricity	3
__ IND 1073	Introduction to Sheet Metal	3

Spring Semester (13 Credit Hours)

__ ENG 1004	Writing for the Workplace	4
__ IND 1053	HVAC Fundamentals	3
__ IND 1063	HVAC Controls Troubleshooting	3
__ IND 2003	Industrial Safety	3
	Total Credit Hours	28

AAS Industrial Mechanical Technology (60 Credit Hours) Welding or HVAC Concentration

General Education Core

- Computer Software Applications
- Writing for the Workplace
- English Composition I
- Technical Math
- Social Science Elective

Major Courses

- Technical Methods
- Engineering Drawings
- DC Electricity
- AC Electricity
- Industrial Safety
- Electric Motor Control
- Technical Physics
- AutoCAD
- Fluid Power
- Programmable Logic Controllers
- Industrial Technology Capstone

Choose **ONE** of the following technology concentrations:

Welding

- CP Welding

OR

HVAC

- HVAC Fundamentals
- HVAC Controls Troubleshooting
- Introduction to Sheet Metal

AAS Industrial Mechanical Technology – Welding Concentration Suggested Course Sequencing

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ IND 1009	CP Welding	9
__ IND 1013	Technical Methods	3
__ IND 1023	Engineering Drawings	3

Spring Semester (16 Credit Hours)

__ ENG 1004	Writing for the Workplace	4
__ MTH 1003	Technical Math	3
__ Varies	Social Science Elective	3
__ IND 2033	AutoCAD	3
__ IND 2003	Industrial Safety	3

Fall Semester (15 Credit Hours)

__ CIS 1053	Computer Software Applications	3
__ IND 2043	Fluid Power	3
__ IND 1033	DC Electricity	3
__ IND 1043	AC Electricity	3
__ IND 2023	Technical Physics	3

Spring Semester (14 Credit Hours)

__ ENG 1103	English Composition I	3
__ IND 2013	Electric Motor Control	3
__ IND 2054	Programmable Logic Controllers	4
__ IND 2104	Industrial Technology Capstone	4
	Total Credit Hours	60

AAS Industrial Mechanical Technology – HVAC Concentration Suggested Course Sequencing

Fall Semester (15 Credit Hours)

Course Number	Course Title	Credit Hours
__ MTH 1003	Technical Math	3
__ IND 1013	Technical Methods	3
__ IND 1033	DC Electricity	3
__ IND 1043	AC Electricity	3
__ IND 1073	Introduction to Sheet Metal	3

Spring Semester (16 Credit Hours)

__ ENG 1004	Writing for the Workplace	4
__ IND 1053	HVAC Fundamentals	3
__ IND 1063	HVAC Controls Troubleshooting	3
__ IND 2003	Industrial Safety	3
__ IND 2013	Electric Motor Control	3

Fall Semester (15 Credit Hours)

__ CIS 1053	Computer Software Applications	3
__ ENG 1103	English Composition I	3
__ IND 1023	Engineering Drawings	3
__ IND 2023	Technical Physics	3
__ IND 2043	Fluid Power	3

Spring Semester (14 Credit Hours)

__ Varies	Social Science Elective	3
__ IND 2033	AutoCAD	3
__ IND 2054	Programmable Logic Controllers	4
__ IND 2104	Industrial Technology Capstone	4
	Total Credit Hours	60

NURSING AND ALLIED HEALTH

Criminal Background: Students within the Division of Nursing and Allied Health may be required to complete criminal background check procedures prior to enrolling in respective programs and/or prior to becoming eligible to apply for certification and/or licensure. Criminal background information will be reported to respective certifying or licensing agencies and may be reported to clinical practicum sites.

English as a Second Language: The Arkansas State Board of Nursing requires all nursing students who speak English as a second language must demonstrate proof of English proficiency prior to admission to any Arkansas nursing program. Applicants to whom this applies should contact the Division Chair of Nursing and Allied Health for more information.

Science courses: All science courses must have been completed with a grade of C or better within 5 years of the application semester. For the Practical Nursing and Generic RN programs, this is the end of the Spring semester (May). LPN to RN application semester is Summer II (August).

An applicant for the LPN to RN tracks may be granted an extension of this deadline provided he/she can provide proof of having completed an LPN education program within the past 12 months or have at least 1200 work hours per year as an LPN providing direct patient care.

The Admission and Progression Committee will review each applicant's request on a case-by-case basis. Proof of meeting these criteria may include, but is not limited to, Practical Nursing transcript and/or record of work place setting and hours worked record. Applicants who cannot provide satisfactory proof of meeting the above criteria will not be considered for an extension.

Computer courses: Computer courses must have been taken within 5 (five) years of application to the RN program.

AAS EMT- Paramedic and EMT- Paramedic Technical Certificate

The Emergency Medical Technician-Paramedic AAS Program consists of general education courses plus three semesters of concentrated EMS Paramedic courses, including classroom instruction, hospital and ambulance clinical experiences, and field internship with an Advanced Life Support EMS service provider. Students who complete all general education and EMS – Paramedic courses with a grade of C or better will receive an Associate of Applied Science degree.

Students who have completed EMT 1107 Basic Emergency Medical Technician with a grade of C or better may enroll in EMT 2099 Paramedic I and must be certified as an EMT Basic by Arkansas Department of Health prior to enrolling in EMT 2217 Paramedic II.

To be eligible for enrollment in any EMT Paramedic option, AAS or Technical Certificate, the student must:

- provide copy of current EMT-B or EMT-I certification and American Heart Association Healthcare Provider CPR certification. *Certifications must remain current throughout the program.*
- provide proof of the following immunizations to the Division of Nursing and Allied Health:
 - two (2) MMR vaccinations or positive titer
 - negative tuberculin skin test (TST) or documentation of appropriate follow-up care in case of positive test results
 - Hepatitis B series or signed informed consent waiver

A criminal background check is required by Arkansas Department of Health for licensure. This check will be done at the student's expense near the end of this program.

AAS EMT- Paramedic Course Requirements (60 Credit Hours)

Must be completed prior to enrolling in EMT 2099 Paramedic I.

Course Number	Course Title	Credit Hours
__ *BIO 1013/1011	Essentials of Anatomy and Physiology w/ Lab	4
__ ENG 1103	English Composition I	3
__ ENG 1203	English Composition II	3
__ MTH 1003	Technical Math or other college level math course	3
ONE of the following		
__ PSY 1003	General Psychology	3
or		
__ SOC 2003	Principles of Sociology	
Technical Education Core		
__ EMT 1107	Basic Emergency Medical Technician	7
__ OFA 1053	Medical Terminology	3
Technical Major		
__ EMT 2099	Paramedic I (spring)	9
__ EMT 2217	Paramedic II (summer)	7
__ EMT 2218	Paramedic III (fall)	18
	Total Credit Hours	60

*BIO 2003/2001 Anatomy and Physiology I & Lab and BIO 2013/2011 Anatomy and Physiology II & Lab may be substituted.

Technical Certificate EMT- Paramedic (34 Credit Hours)

Required Prerequisites

Course Number	Course Title	Credit Hours
__ EMT 1107	Basic Emergency Medical Technician	7

Technical Major

__ EMT 2099	Paramedic I (spring)	9
__ EMT 2217	Paramedic II (summer)	7
__ EMT 2218	Paramedic III (fall)	18
	Total Credit Hours	34

The Paramedic Technical Certificate is awarded to students who:

- Earn a grade of C or above in each required course in the Paramedic curriculum
- Fulfill all Paramedic program requirements
- Complete all the requirements prescribed in the UACCB graduation requirements

Students entering any educational option for EMT Paramedic program, including Associate of Applied Science and Technical Certificate, must be certified as an EMT Basic. To be eligible for any of the EMT Paramedic options, the student must:

- Complete all courses with a grade of C or above
- Provide copies of current EMT-B or EMT-I certification and American Heart Association Healthcare Provider Basic Life Support certification. Certifications must remain current throughout the program.
- Provide proof of the following immunizations to the Division of Nursing and Allied Health:
 - Two (2) MMR vaccinations or positive titer
 - Negative TB skin test or proof of appropriate treatment and/or follow-up for a positive TB skin test
 - Hepatitis B series or informed consent waiver

A criminal background check is required by Arkansas Department of Health for licensure. This check will be done at the student's expense near the end of this program.

Emergency Medical Technician-Basic

A one-semester course serving as an introduction to the study of emergency medical services and the basic principles, procedures, and techniques of prehospital emergency care. The emphasis of this course is to provide the student with a basic knowledge of human anatomy and physiology, spinal immobilization techniques, basic splinting and wound management. Successful completion of this course prepares the student to apply for the National Registry EMT-B Examination. Certification as an EMT-B is required for progression in the Paramedic Program.

Students entering the EMT-Basic program must:

- provide proof of American Heart Association Healthcare Provider CPR certification that remains current throughout the program
- provide proof of the following immunizations:
 - Two (2) MMR vaccinations or positive titer (serologic immunity)
 - Negative TB skin test or proof of appropriate treatment and/or follow-up for a positive TB skin test
 - Hepatitis B series

The EMT-B Certificate of Proficiency is awarded to students who:

- Earn a grade of C or above in the EMT-B curriculum
- Fulfill all EMT-B program requirements
- Complete all the UACCB graduation requirements

To be eligible to apply for the National Registry EMT-B Certification Examination, the student must be 18 years of age and have a high school diploma or GED.

Course Requirements

Credit Hours

__ EMT 1107 Basic Emergency Medical Technician (F, S)

7
7

Total Credit Hours

A criminal background check is required by Arkansas Department of Health for licensure. This check will be done at the student's expense near the end of this program.

Nursing Program Applicant Information

Application and Kaplan Nurse Entrance Test: Enrollment in the Practical Nursing (PN) and Registered Nursing (RN) programs is limited to those students who meet program specific admission criteria. Applicants who meet the following criteria will be considered for admission:

- Complete all pre-requisites with a grade of C or better
- GPA of 2.0 or better
- *Submit program application and Kaplan Nurse Entrance Test (NET) scores within specified timeframe
- *Demonstrate the potential to succeed in a nursing program through Kaplan NET scores (Class may be filled by applicants who score higher than minimum scores.)
 - 50% minimum score for PN program
 - 60% minimum score for RN program

**The Kaplan NET may be attempted one time per application period. Applicants not chosen for admission and those who must reapply due to non-progression beyond their first semester may choose to re-use Kaplan NET scores during the program's next application period, or they may choose to re-test. The applicant's highest score will be considered during the admission selection process. Kaplan NET scores older than one year may not be used.*

Previous nursing program attendance: Eligibility for admission to a UACCB nursing program may be affected by previous nursing program attendance. Applicants who have withdrawn, been dismissed, or otherwise not completed any other nursing program must submit a letter of good standing from the Dean/ Director of the nursing program(s) previously attended. Letter must be on school's official letterhead, signed by Dean/Director and mailed or faxed to the Division Chair for Nursing and Allied Health.

Criminal Background: Students entering the PN or RN program are required to complete criminal background check procedures upon acceptance in respective programs and at the time of licensure application at program completion. Criminal background information will be reported to clinical practicum affiliates upon request.

English as a Second Language: The Arkansas State Board of Nursing requires all nursing students who speak English as a second language to demonstrate proof of English proficiency prior to admission to any Arkansas nursing program. Applicants to whom this applies should contact the Division Chair of Nursing and Allied Health for more information.

Science courses: All science courses must have been completed with a grade of C or better within 5 years of the application semester. For the Practical Nursing and Generic RN programs, this is the end of the Spring semester (May). LPN to RN application semester is Summer II (August). An applicant for the LPN to RN tracks may be granted an extension of this deadline provided he/she can provide proof of having completed an LPN education program within the past 12 months or have at least 1200 work hours per year as an LPN providing direct patient care. The Admission and Progression Committee will review each applicant's request on a case-by-case basis. Proof of meeting these criteria may include, but is not limited to, Practical Nursing transcript and/or record of work place setting and hours worked record. Applicants who cannot provide satisfactory proof of meeting the above criteria will not be considered for an extension.

Computer courses: Computer courses must have been taken within 5 (five) years of application to the RN program.

AAS Registered Nursing

The Division of Nursing and Allied Health offers an Associate of Applied Science degree in Registered Nursing. The three entry options offered for this program are as follows.

- Generic entry option that is available for the non-nurse
- Two LPN to RN options for the licensed practical nurse who holds a current unencumbered LPN license, including:
 1. On campus LPN to RN option in the traditional classroom setting
 2. Online LPN to RN option

Graduates of the AAS Registered Nursing program who meet Arkansas State Board of Nursing requirements are eligible to apply for the National Council Licensure Examination for Registered Nurses (NCLEX RN).

Admission to the AAS RN program is a selective application process. Applicants must:

- Be a resident of Arkansas
- Submit an application to the RN program prior to the published deadline
- Score at or above the 60th percentile on the pre-admission screening test or until the program is filled with qualified applicants
- Submit official transcript(s) for all college coursework and LPN program (LPN to RN applicants) to the UACCB Enrollment Center
- Complete all required prerequisite courses with a grade of "C" or better.
- Have a cumulative GPA of 2.0 or higher is required for admission to and completion of the program

Applicants who are applying to the Generic entry option RN program or the Practical Nursing program will not be accepted if they are lacking more than 8 (eight) credit hours of general education pre-requisites that must be completed during the summer semester prior to starting the program.

Applicants who are applying to LPN to RN traditional and online tracks will not be accepted if they are lacking more than 18 (eighteen) credit hours of general education pre-requisites that must be completed during the fall semester prior to starting the program.

Students who are taking prerequisite courses at the time of application may be selected for **conditional** admission. Any student who is admitted conditionally due to lack of completed prerequisites must submit official transcripts to the Division of Nursing and Allied Health that indicate all prerequisite courses have been completed with a grade of C or better prior to the beginning of class. The student who fails to meet ALL admission requirements prior to the beginning of classes will not be granted admission and will not be allowed to attend any RN program courses.

Applicants who are admitted must provide proof of the following to the Division of Nursing and Allied Health by the published deadlines.

- Proof of two (2) MMR vaccinations or positive titer (serologic immunity).
- Hepatitis B series immunization.
- Negative TB skin test or proof of appropriate treatment for positive skin test.
- Current American Heart Association (AHA) CPR certification. Certification must include AHA Healthcare Provider Basic Life Support and remain effective throughout the duration of the program.
- Completion of criminal background check.

Students attending the AAS RN program are required to:

- Complete all corequisite courses with a grade of C or better
- Complete mandatory and random drug screening
- Maintain reliable internet access throughout the program
- Maintain Arkansas residency
- Maintain an unencumbered LPN license (LPN to RN options only)
- Complete a criminal background check

AAS Registered Nursing Course Requirements (70 Credit Hours)

Generic entry option applicants must complete NAH 1507 Health Skills I or CNA1107 Nursing Assistant with a grade of C or better prior to entering the program. Current licensure/certification as a CNA may be substituted.

These courses must be taken prior to admission into the RN program.

Course Number	Course Title	Credit Hours
__ BIO 2003 / 2001	Anatomy and Physiology I w/ Lab*	4
__ BIO 2013 / 2011	Anatomy and Physiology II w/ Lab*	4
__ ENG 1103	English Comp I	3
__ ENG 1203	English Comp II	3
__ CIS 1053	Computer Software Applications*	3
__ MTH 1023	College Algebra	3
		20

These courses may be taken during the nursing program.

__ BIO 2203 / 2201	Microbiology w/ Lab*	4
__ PSY 1003	General Psychology	3
__ PSY 2013	Human Growth and Development	3
		10

RN (AAS degree)

__ NRN 1506	**Nursing Theory I	6
__ NRN 1513	**Nursing Practicum I	3
__ NRN 2208	Nursing Theory II	8
__ NRN 2214	Nursing Practicum II	4
__ NRN 2303	Nursing Theory III	3
__ NRN 2313	Nursing Practicum III	3
__ NRN 2408	Nursing Theory IV	8
__ NRN 2414	Nursing Practicum IV	4
__ NRN 2501	Nursing Seminars	1
		40

Total Credit Hours **70**

*See first page of Nursing and Allied Health for information and restrictions regarding Science and computer course requirements.

**After successful completion of the program, LPN to RN option students will be awarded nine (9) credit hours for PN education. Generic entry option students must complete these nine (9) credit hours with a grade of C or better.

The Arkansas State Board of Nursing (ASBN) requires a criminal background check for all graduates applying for licensure. Graduating from a nursing program does not assure ASBN's approval to take the licensure examination. Eligibility to take the licensure examination is dependent on meeting standards in the ASBN Nurse Practice Act and Rules. You will be required to sign a statement, before beginning the nursing program, that states you have read and understood ACA §17-87-312 and the specific offenses which, if pleaded guilty, nolo contendere, or found guilty of will make an individual ineligible to receive or hold a license in Arkansas. You can access the information at <http://www.arsbn.arkansas.gov/lawsRules/Pages/nursePracticeAct.aspx>

Practical Nursing

The Practical Nursing technical certificate program combines classroom instruction with clinical experience. The program meets the Arkansas State Board of Nursing requirements for practical nursing programs.

Upon successful completion of the program, graduates may be eligible to apply for the National Council of Licensure Examination to become a Licensed Practical Nurse (LPN).

Admission to the Practical Nursing program is limited to applicants who:

- Have submitted an application to the PN program prior to the published deadline
- Score at or above the 50th percentile on the Kaplan Nurse Entrance Test or until course is filled with qualified applicants
- Submit official transcript(s) for all college coursework to the UACCB Enrollment Center
- Complete all required prerequisite courses with a grade of C or better. A cumulative GPA of 2.0 or higher is required for admission to and completion of the program.

Applicants who are admitted must provide proof of the following to the Division of Nursing and Allied Health by the published deadlines:

- Proof of two (2) MMR vaccinations or positive titer (serologic immunity)
- Hepatitis B series immunization
- Negative TB skin test or proof of appropriate treatment for positive skin test
- Current American Heart Association (AHA) CPR certification. Certification must include AHA Healthcare Provider Basic Life Support and remain effective throughout the duration of the program.
- Completion of criminal background check

Practical Nursing Course Requirements

Course requirements for the Practical Nursing Program are:

These courses must be taken prior to admission into the Practical Nursing Program.

Course Number	Course Title	Credit Hours
__ *BIO 1013	Essentials of Anatomy and Physiology ⁺	3
__ *BIO 1011	Essentials of Anatomy and Physiology Lab ⁺	1
__ ENG 1103	English Composition I	3
__ MTH 0003	Beginning Algebra (or higher college level Math course)	3
__ NAH 1507	Health Skills I <i>or</i>	
__ CNA1107	Nursing Assistant	7
	Credit Hours	17

*Students who have completed BIO 2003/2001 (Anatomy and Physiology I / Anatomy and Physiology I Lab) and BIO 2013/2011 (Anatomy and Physiology II / Anatomy and Physiology II Lab) will not be required to take BIO 1013/1011 (Essentials of Anatomy and Physiology / Essentials of Anatomy and Physiology Lab).

PN (AAS degree)

__NUR 1115	Nursing I (Fall)	15
__NUR 1215	Nursing II (Spring)	15
__NUR 1306	Nursing III (Summer)	6
	PN Course Total	36
	PN Technical Certificate Total	53

NOTE: CNA1107 Nursing Assistant or current licensure/certification as a CNA may be substituted for NAH1507 Health Skills.

The Arkansas State Board of Nursing (ASBN) requires a criminal background check for all graduates applying for licensure. Graduating from a nursing program does not assure ASBN's approval to take the licensure examination. Eligibility to take the licensure examination is dependent on meeting standards in the ASBN Nurse Practice Act and Rules. You will be required to sign a statement, before beginning the nursing program, that states you have read and understood ACA §17-87-312 and the specific offenses which, if pleaded guilty, nolo contendere, or found guilty of will make an individual ineligible to receive or hold a license in Arkansas. You can access the information at <http://www.arsbn.arkansas.gov/lawsRules/Pages/nursePracticeAct.aspx>

Students who are applying for admission to the Generic entry option RN program or the Practical Nursing program will not be accepted if they are lacking more than 8 (eight) credit hours of pre-requisite courses that must be completed during the summer semester prior to starting the program.

**See first page of Nursing and Allied Health for information regarding Science and computer course requirements.*

Nursing Assistant Program

The Nursing Assistant program is a seven-credit hour Certificate of Proficiency program combining classroom instruction with clinical training. This program meets the educational requirements of the Arkansas Department of Human Services, Office of Long-Term Care. The University of Arkansas Community College at Batesville's curriculum provides instruction with emphasis on technical skills, professional relationships, and workplace ethics. Students will attend two (2) 8 hour clinical days in area long-term care facilities.

Graduates of the program who are age 18 or older are eligible to apply for the written and skills test to become a Certified Nursing Assistant (CNA). Graduates are prepared to work in long-term care, acute-care, and home-health care settings.

Previous conviction of a crime may prohibit the student from being eligible for certification/licensure.

To be eligible for clinical practicum, students must:

- Provide the following proofs of immunization: negative TB skin test and/or follow up for a positive skin test. The Hepatitis B vaccine is desirable but not essential to start the program.

Course Requirements

Course Number	Course Title	Credit Hours
__ CNA 1107	Nursing Assistant * <u>or</u>	7
__ NAH 1507	Health Skills I	7

*The Certificate of Proficiency – Nursing Assistant is awarded to students who earn at least a grade of C in this course and meet all attendance requirements as set forth by the Office of Long-Term Care.