Mission Statement

Our Vision
Brevard Community College is committed to:
- Quality Teaching and
- Lifelong Learning

Our Mission
To engage our diverse population in quality, accessible, learning opportunities which successfully meet individual and community needs.
Brevard Community College fulfills its mission by offering the following:
1. Undergraduate Studies and Associate Degrees to pursue a Baccalaureate Degree.
2. Technical and vocational training for Associate Degrees and Certificates for entering the workforce, improving professional skills, and developing new competencies.
3. Instructional support services such as advisement and career guidance.
4. Activities supporting cultural enrichment, economic development, sports, wellness and quality of life.
5. Workshops and classes for personal growth, developmental instruction, and lifelong learning.

Our Philosophy
The College embraces the following key values and beliefs:
1. RESPECT FOR THE INDIVIDUAL (COURTESY/CIVILITY):
   Central to our philosophy is respect for the individual, manifested through courtesy and civility in every endeavor.
2. CONTINUOUS IMPROVEMENT/PROFESSIONAL COMPETENCE:
   Recognizing that we exist in a dynamic environment, we foster innovation to promote continuous improvement in student, employee, and organizational development.
3. PASSION FOR LEARNING:
   As an educational catalyst, the College sparks the flame of human curiosity by creating an environment to ignite and sustain a passion for lifelong learning.
4. LEADERSHIP, EMPOWERMENT, INTEGRITY:
   We value leadership styles that engender trust and confidence, and that empower people to make sound decisions.
5. TEAMWORK, SENSE OF BELONGING:
   We encourage a sense of belonging by employees and students through promoting an atmosphere of teamwork that embraces the college’s mission and goals.
6. SERVICE:
   We provide quality service to students, colleagues, and the community with the intention that all those served achieve higher levels of success and satisfaction.
7. ACCOUNTABILITY:
   Through systematic review and evaluation, we are publicly accountable to achieve our mission.
8. SENSE OF ACHIEVEMENT:
   We value achievement and reward those who strive to do their best.

Complete your Associate in Arts (AA) or certain Associate in Science (AS) degrees through BCC. Then continue on to UCF Regional Campuses for seamless and convenient advancement to upper-level study and completion of a Bachelor’s degree ... all in your own neighborhood.

- Easier Transfer - Academic advising is available beginning your freshmen year to facilitate a smooth transition from BCC to UCF.
- More Affordable - Tuition and fee charges are more reasonable since both institutions are state-supported.
- Flexible Possibilities - Enhance your classroom experience with computer, multimedia or “smart” classrooms. Web and ITV programs available also.

Transfer Scholarships - Students graduating from BCC under the 2+2 program are eligible to apply for merit-based scholarships offered by UCF.

For More Information, Call (321) 433-7821
University of Central Florida Regional Campuses
www.regionalcampuses.ucf.edu
www.brevardcc.edu
(321) 632-1111
Toll Free: 1-888-747-2802
Hearing Impaired:
1-800-955-8770 (voice)
1-800-955-8771 (TTY)

BCC POLICY STATEMENT OF NON-DISCRIMINATION
EQUAL ACCESS/EQUAL OPPORTUNITY

Brevard Community College, in accordance with Federal and State laws as well as College Policy, does not discriminate in any of its policies, procedures or practices on the basis of age, color, sex/sexual orientation, religion, national origin, race, political affiliation, martial status, veteran status, or physical or mental disability. Inquiries regarding the College’s Equal Opportunity Policies including Title IX (sex discrimination) and Section 504 of the Americans with Disabilities Act (Disabled Discrimination) for employees or applicants for employment may be directed to Joni F. Oglesby, Equity Coordinator - Administration, Bldg. 2 Cocoa Campus, (321) 433-7084 or alternate contact, Janet L. Madden, Director of Employee Relations, Bldg. 2 Cocoa Campus, (321) 433-7389. Inquiries regarding veterans programs may be directed to the Office of Veterans Affairs, Bldg. 10 – Room 209, Melbourne Campus, (321) 433-5532 or Bldg. 11 – Room 209, Cocoa Campus, (321) 433-7333.

Brevard Community College reserves the right to make changes in the regulations and offerings announced in this catalog as circumstances require. The official version of this catalog is the online version at www.brevardcc.edu/catalog.

Accreditation
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Published by Brevard Community College
Design and Layout: Publications Department
Photography by: Vivianne Bonsall, College Photographer
Each of the 28 community colleges in Florida’s statewide system is under the local control of a lay District Board of Trustees composed of citizens who serve without pay and are legally vested with decision-making power in all matters of college policy, programs, building, budget and personnel.

Five Brevard County citizens, appointed by the governor, form the Brevard Community College District Board of Trustees. Meeting in regular sessions once each month, these civic-minded individuals contribute their time and talent to guide the development of Brevard Community College so that it remains responsive to the educational needs of the community.

**JAMES W. HANDLEY**
A resident of Cocoa Beach, Mr. Handley worked for the IBM Corporation for over 30 years, retiring in 1984. He worked for IBM at the Kennedy Space Center from 1964 through 1975, and received the IBM Outstanding Contribution Award for achievements on the Saturn/Apollo Program. Originally from Ohio, Mr. Handley graduated from Ohio University with a Bachelor of Science degree in Mechanical Engineering. He is a Port Canaveral Ambassador, a member of the Citizen/Military Council, Brevard Community College Foundation, Astronaut Memorial Planetarium Advisory Committee, Missile and Space Pioneers, National Space Society, Tiger Bay Club, and Phi Kappa Sigma fraternity, and was formerly a senator in the Florida Silver Haired Legislative. He was Brevard County co-chairman of the Jeb Bush for Governor campaigns in 1994, 1998, and 2002, and regional co-chairman of the George W. Bush for President campaigns in 2000 and 2004. He has been appointed by the governor as a delegate to the 2005 White House Conference on Aging, and does volunteer fundraising for the Brevard Zoo, Crosswinds Youth Services, and the Cystic Fibrosis Foundation. He was appointed to the Board in 1999 and served as chairman from 2002 to 2004.

**MIRIAM E. MARTINEZ**
A resident of Satellite Beach since 1981, Mrs. Martinez was appointed to the Board in 1999 and reappointed in 2002. Mrs. Martinez is the president of the Management Consulting Network, Inc. She holds a B.S. in Mathematics from Florida State University and an M.B.A. from the University of Cincinnati. Mrs. Martinez has served on the boards of the Space Coast Science Center and the Melbourne Community Orchestra, and is a volunteer musician with the latter organization. She currently serves on the Manufacturing Enterprise Council of the Society for Manufacturing Engineers, and on the Maxwell C. King Center for the Performing Arts Board. She served on the Advisory Board for the Florida Model Technology Schools program and participated in Brevard Community College's Outreach Equity Mentor and World of Work Program. In addition, Mrs. Martinez has served as vice chairperson and chairperson for the Research and Engineering Council of the Manufacturers Alliance for Productivity & Innovation and as a cabinet member for the Product Development and Management Association's Frontier Dialogue. She is a PDMA Certified New Product Development Professional.

**C. R. "Rick" McCOTTER III**
A native of Brevard County, Mr. McCotter was born and raised in Titusville, and is a product of the Brevard County public school system, graduating from Astronaut High School. An alumnus of BCC, Mr. McCotter received his B.A. in Business Management / Administration from Auburn University. He is the president and owner of McCotter Ford-Mercury in Titusville, a 61-year family-owned automotive business. Mr. McCotter has served the community in the following areas: Chairman of the Titusville Chamber of Commerce in 1997, Parrish Medical Foundation Board member, Salvation Army Advisory Council board member, Brevard County YMCA board member, Space Coast Economic Development Council board member, Transformation Titusville Vision Team member, and City of Titusville City Manager Selection Committee member. He was appointed to the Board in 2001 and elected chair in 2004.

**JAMES THERIAC**
A Brevard County resident since 1955, Mr. Theriac is a graduate of Brevard Community College and the University of Central Florida. He received his Juris Doctor degree from the University of Florida in 1974 and began practicing law in Brevard County that same year. He is the founder and managing partner of Howze, Theriac, Managhan, P.A., a Cocoa law firm founded in 1978. Mr. Theriac was the founder and first president of the Space Coast chapter of the University of Central Florida Alumni Association, is currently a member of the University of Central Florida Foundation Board of Directors, and an executive committee member and lifetime member of the Central Brevard branch of the NAACP. Mr. Theriac was named a Brevard Community College Distinguished Alumnus in 1995, and was appointed to the Board in 2004.

**ALBERTA K. WILSON**
A resident of Brevard for more than 28 years, Ms. Wilson was appointed to the Board in 2003. A business ethics advisor for The Boeing Company, she holds a B.S. in Business Management from Barry University, dual M.A. degrees in Human Resources Development and Business Management from Webster University, and has done post-graduate work. Very active in civic, diversity and educational activities, Ms. Wilson has served on the State Board of Community Colleges, on the Brevard County School Superintendent Selection Committee and Strategic Planning Committee, on the Superintendent of Brevard County Schools’ Advisory Committee, on the Brevard County Schools’ Teacher of the Year Selection Committee, as president of the Cocoa/Rockledge Civic League, and is currently president of the Central Brevard branch of the NAACP and a member of the Board of Directors of the Salvation Army. She is a recipient of the Postmaster General’s Roy Wilkins Heritage Award, KSC Good Citizen of the Year, Southeastern Region William Allen Penn Volunteer Award, Crosswinds Youth Services Advisory Board Member of the Year, and a Florida Commission on Human Rights’ Civil Rights Award, among others.
From the President . . . Welcome to Brevard Community College

Thank you for your interest in Brevard Community College – a college with a strong tradition of providing high-quality instruction and training in small classes, and of offering lifelong learning to a vibrant and growing community. People of all ages who are seeking a traditional college education are able to count on BCC for their first two years of college.

BCC students enjoy the benefits of an articulation agreement with the state university system, ensuring the transferability of credits to Florida public universities, as well as similar agreements with numerous private institutions. In addition, BCC has a well-established partnership which provides for a seamless transition to the University of Central Florida.

This relationship is demonstrated and enhanced by the array of classes that UCF offers at our joint-use facilities on the Cocoa, Melbourne, and Palm Bay campuses. Studies show that community college transfer students do as well as, or better than, those students who begin their studies at four-year institutions.

Our many technical and vocational programs permit graduates to enter the workforce or retrain for the ever-changing requirements of business and industry. We take great pride in the consistently high level of job placements from BCC career and technical programs.

If your schedule will not permit you to attend classes on our physical campuses, consider our Virtual Campus, which provides students with the opportunity to earn their entire AA and some AS degrees via television and online courses.

In addition, BCC’s Institute for Business Training and Community Education works with area businesses to present continuing education opportunities and customized training, especially in the aerospace and high-tech industries which characterize this region. Lifelong learning is our business.

Let us help you make your dreams a reality. Dream! Think! Become!

College Administrative Team

Donald P. Astrab
Executive Vice President
Chief Learning Officer

M. Frank Billings
Associate Vice President
Institutional Effectiveness & Strategic Management

Brenda S. Fettrow
Vice President
Student Services

Albert P. Little
Vice President
Finance & Administrative Services

Timothy J. Marshall
Chief Information Officer

Terry L. Martin
Executive Assistant to the President

Ingrid K. Matta
Associate Vice President
Community Relations & Marketing

Joni F. Oglesby
Associate Vice President
Human Resources

Jeffrey T. Spoeri
Executive Director
Foundation

Campus Administration

Barbara L. Ake
Provost
Health Sciences Campus

Katherine M. Cobb
Provost
Titusville/Virtual Campus

Amy E. Hendricks
Provost
Cocoa Campus

Michael S. Kaliszewski
Provost
Melbourne Campus

Bert J. Purga
Provost
Palm Bay Campus
Student Demographics

Statistics Based on 2003-2004 Reporting Year

Annual Student Enrollment ....................... 27,324
Annual College Credit Enrollment ............... 21,448
Average Age Student Enrollment .................. 30.35
Average Age Credit Enrollment ................. 26.87

Breakdown of Student Enrollment by Ethnicity
Asian ................................................. 2.70%
Black ................................................ 7.97%
Hispanic .............................................. 5.58%
Native American ................................... .56%
White ............................................... 79.55%
Unknown ............................................ 3.64%

Breakdown of Student Enrollment by Gender
Female ............................................... 57.13%
Male .................................................. 41.45%
Unknown ............................................ 1.42%

Enrollment Status/ College Credit
Full-Time .......................................... 33.70%
Part-Time .......................................... 66.30%

Degrees Sought
Associate of Arts .................................... .66.31%
Associate of Science ................................. .22.90%
Certificate .......................................... .10.79%

Annual Graduation by Program
Associate of Arts .................................... .1440
Associate of Science ................................. .496
Certificate .......................................... .623

Annual Placement Rates by Program
Associate of Arts .................................... .80.21%
Associate of Science ................................. .100.00%
Certificate .......................................... .100.00%

Mean GPA of BCC transfer students enrolled in the State University System ............. 3.03
Percentage of BCC transfer students enrolled in the State University System with GPA's at or above 2.5 .................................. 79.15%

Top Ten College/Vocational Programs
Associate of Arts
Business Administration and Management
Computer Information Systems Analysis
Electronics Engineering Technology
Graphic Design Technology
Nursing (Associate Degree) RN
Electricity
Child Development and Education
Crime Scene Technology
**BCC in Brief**

*Brevard Community College*, located in the heart of the nation’s space coast, is a two-year, co-educational, publicly supported postsecondary institution. It was established in 1960 as Brevard Junior College. Also established in 1960 was Carver Junior College, another two-year, publicly supported, postsecondary institution that provided educational opportunities to the African-American residents of Brevard County. In 1965, the two schools merged, and BCC moved to its present location on 87 acres adjacent to Clear Lake. With district offices housed at the Cocoa location, the college has grown to include six campuses throughout the county and a center at Kennedy Space Center.

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**★ PALM BAY CAMPUS: (B)**
Community College Parkway near the I-95 Interchange exit 173 at Malabar Road.

**★ MELBOURNE CAMPUS: (M)**
At the corner of N. Wickham and Post Road, west of U.S. 1 and south of S.R. 404 (Pineda Causeway).

King Center for the Performing Arts:
Located on the Melbourne Campus at the corner of Post and Wickham Roads.

**★ COCOA CAMPUS (C) and DISTRICT ADMINISTRATION:**
Clearlake Road in Cocoa/West of U.S. 1 & north of the 520 Causeway accessible from exit 202 (S.R.524) on I-95.

Astronaut Memorial Planetarium and Observatory: Located on the Cocoa Campus off Rosetine Street.

**WBCC-TV:**
Located on the Cocoa Campus.

**★ HEALTH SCIENCES CAMPUS:**
Headquartered on the Cocoa Campus.

**★ TITUSVILLE/VIRTUAL CAMPUS: (T)**
U.S. 1 in Titusville (north of Parrish Medical Center.)

**★ VIRTUAL CAMPUS: (E)**
Headquartered on the Titusville Campus.

**★ SPACEPORT CENTER: (K)**
Classes are offered at the Center for Space Education at Kennedy Space Center, BCC Cocoa Campus, and Cape Canaveral AFS.

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**★ BCC-UCF:**
Joint use facilities are located on the Cocoa and Palm Bay Campuses.

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### FALL TERM 2005

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 10</td>
<td>Wednesday</td>
<td>Faculty Report</td>
</tr>
<tr>
<td>August 15</td>
<td>Monday</td>
<td>Fall Term begins/First Student Day</td>
</tr>
<tr>
<td>August 19</td>
<td>Friday</td>
<td>Last day to drop with refund of fees or change to audit status</td>
</tr>
<tr>
<td>September 2</td>
<td>Friday</td>
<td>Last day to apply for October CLAST</td>
</tr>
<tr>
<td>September 5</td>
<td>Monday</td>
<td>Labor Day Holiday (Weekend classes meet as scheduled)</td>
</tr>
<tr>
<td>October 1</td>
<td>Saturday</td>
<td>CLAST administration</td>
</tr>
<tr>
<td>October 6</td>
<td>Thursday</td>
<td>Minimester A ends</td>
</tr>
<tr>
<td>October 7</td>
<td>Friday</td>
<td>Student Support Day – Faculty day-off – Minimester B Fee Due Date</td>
</tr>
<tr>
<td>October 10</td>
<td>Monday</td>
<td>No classes – Collegewide Inservice – Minimester A grades due by 12:00 Noon</td>
</tr>
<tr>
<td>October 11</td>
<td>Tuesday</td>
<td>Student Support Day– No classes– Faculty workday</td>
</tr>
<tr>
<td>October 12</td>
<td>Wednesday</td>
<td>Minimester B begins/First day of classes</td>
</tr>
<tr>
<td>October 14</td>
<td>Friday</td>
<td>Last day to drop with refund of fees or change to audit status (Minimester B)</td>
</tr>
<tr>
<td>October 21</td>
<td>Friday</td>
<td>Last day to apply for December graduation</td>
</tr>
<tr>
<td>October 28</td>
<td>Friday</td>
<td>Last day to withdraw with grade of “W”</td>
</tr>
<tr>
<td>November 11</td>
<td>Friday</td>
<td>Veterans Day Holiday</td>
</tr>
<tr>
<td>November 24 - 27</td>
<td>Tuesday</td>
<td>Thanksgiving Holidays</td>
</tr>
<tr>
<td>December 7 - 13</td>
<td>Tuesday</td>
<td>Final Exam Week</td>
</tr>
<tr>
<td>December 13</td>
<td>Tuesday</td>
<td>Final day of term for students and faculty</td>
</tr>
<tr>
<td>December 14</td>
<td>Wednesday</td>
<td>Grades due by 12:00 noon</td>
</tr>
<tr>
<td>December 17</td>
<td>Saturday</td>
<td>Graduation (1 p.m. &amp; 4 p.m.)</td>
</tr>
<tr>
<td>December 22 - January 1</td>
<td>Thursday – Sunday</td>
<td>Winter Holiday Break; College Closed</td>
</tr>
</tbody>
</table>

### SPRING TERM 2006

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2</td>
<td>Monday</td>
<td>College Reopens; Staff report</td>
</tr>
<tr>
<td>January 5</td>
<td>Thursday</td>
<td>Faculty report</td>
</tr>
<tr>
<td>January 9</td>
<td>Monday</td>
<td>Spring Term Begins-First Day for Students</td>
</tr>
<tr>
<td>January 13</td>
<td>Friday</td>
<td>Last day to drop with refund of fees or change to audit status</td>
</tr>
<tr>
<td>January 16</td>
<td>Monday</td>
<td>Martin Luther King, Jr. Birthday Observance (Weekend classes meet as scheduled.)</td>
</tr>
<tr>
<td>January 20</td>
<td>Friday</td>
<td>Last day to apply for February CLAST</td>
</tr>
<tr>
<td>February 18</td>
<td>Saturday</td>
<td>CLAST administration</td>
</tr>
<tr>
<td>March 7</td>
<td>Tuesday</td>
<td>Minimester A ends</td>
</tr>
<tr>
<td>March 8</td>
<td>Wednesday</td>
<td>Minimester B begins/First day of classes</td>
</tr>
<tr>
<td>March 10</td>
<td>Friday</td>
<td>Last day to apply for May graduation</td>
</tr>
<tr>
<td>March 10</td>
<td>Friday</td>
<td>Last day to drop with refund of fees or change to audit status (Minimester B)</td>
</tr>
<tr>
<td>March 21</td>
<td>Tuesday</td>
<td>Last day to withdraw with grade of “W”</td>
</tr>
<tr>
<td>March 27 - 31</td>
<td>Monday - Sunday</td>
<td>Holidays - Spring Break</td>
</tr>
<tr>
<td>May 3 – 9</td>
<td>Wednesday - Tuesday</td>
<td>Final Exam Week</td>
</tr>
<tr>
<td>May 5</td>
<td>Friday</td>
<td>Last day to apply for June CLAST</td>
</tr>
<tr>
<td>May 10 – 11</td>
<td>Wednesday – Thursday</td>
<td>Faculty Workdays – No classes for students</td>
</tr>
<tr>
<td>May 10</td>
<td>Wednesday</td>
<td>Final grades due by 12:00 Noon</td>
</tr>
<tr>
<td>May 11</td>
<td>Thursday</td>
<td>Collegewide Inservice – Final Spring term workday for faculty</td>
</tr>
<tr>
<td>May 20</td>
<td>Saturday</td>
<td>Graduation (1 p.m. &amp; 4 p.m.)</td>
</tr>
</tbody>
</table>

### SUMMER TERM A 2006

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 15</td>
<td>Monday</td>
<td>Summer A Begins</td>
</tr>
<tr>
<td>May 17</td>
<td>Wednesday</td>
<td>Last day to drop with refund of fees or change to audit status</td>
</tr>
<tr>
<td>May 29</td>
<td>Monday</td>
<td>Memorial Day Holiday (Weekend classes will meet as scheduled.)</td>
</tr>
<tr>
<td>June 3</td>
<td>Saturday</td>
<td>CLAST administration</td>
</tr>
<tr>
<td>June 9</td>
<td>Friday</td>
<td>Last day to withdraw with a grade of “W”</td>
</tr>
<tr>
<td>June 9</td>
<td>Friday</td>
<td>Last day to apply for posting August graduation</td>
</tr>
<tr>
<td>June 23</td>
<td>Friday</td>
<td>Examination Day/Summer Term A Ends</td>
</tr>
<tr>
<td>June 26</td>
<td>Monday</td>
<td>Faculty Workday</td>
</tr>
</tbody>
</table>
Academic Calendar  Registration dates and times will be listed in the Schedule of Classes for each term.

SUMMER TERM B 2006

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 27</td>
<td>Tuesday</td>
<td>Summer Term B Begins</td>
</tr>
<tr>
<td>June 29</td>
<td>Thursday</td>
<td>Last day to drop with refund of fees or change to audit status</td>
</tr>
<tr>
<td>July 4</td>
<td>Tuesday</td>
<td>Independence Day (Saturday classes meet Saturday, July 2)</td>
</tr>
<tr>
<td>July 7</td>
<td>Friday</td>
<td>Last Day to withdraw from twelve-week summer courses</td>
</tr>
<tr>
<td>July 21</td>
<td>Friday</td>
<td>Last day to withdraw with grade of “W”</td>
</tr>
<tr>
<td>August 7</td>
<td>Monday</td>
<td>Examination Day, Summer B Term Ends</td>
</tr>
<tr>
<td>August 8</td>
<td>Tuesday</td>
<td>Faculty Workday</td>
</tr>
</tbody>
</table>

VIRTUAL CAMPUS

Fall Term 2005

Session 1

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>August 13</td>
<td>Saturday</td>
<td>Virtual Campus New Student Orientation</td>
</tr>
<tr>
<td>August 15</td>
<td>Monday</td>
<td>Session 1 Virtual Campus courses begin</td>
</tr>
<tr>
<td>August 19</td>
<td>Friday</td>
<td>Last day to drop Session 1 Virtual Campus courses</td>
</tr>
<tr>
<td>October 28</td>
<td>Friday</td>
<td>Last day to withdraw from Session 1 Virtual Campus courses</td>
</tr>
<tr>
<td>December 7-13</td>
<td>Wednesday - Tuesday</td>
<td>Final Exams</td>
</tr>
</tbody>
</table>

Session 2

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 7</td>
<td>Wednesday</td>
<td>Session 2 Virtual Campus courses begin</td>
</tr>
<tr>
<td>September 10</td>
<td>Saturday</td>
<td>Virtual Campus New Student Orientation</td>
</tr>
<tr>
<td>September 13</td>
<td>Tuesday</td>
<td>Last day to drop Session 2 Virtual Campus courses</td>
</tr>
<tr>
<td>November 2</td>
<td>Wednesday</td>
<td>Last day to withdraw from Session 2 Virtual Campus courses</td>
</tr>
<tr>
<td>December 7 - 13</td>
<td>Wednesday - Tuesday</td>
<td>Final Exams</td>
</tr>
</tbody>
</table>

Spring Term 2006

Session 1

<table>
<thead>
<tr>
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<td>Session 1 Virtual Campus courses begin</td>
</tr>
<tr>
<td>January 13</td>
<td>Friday</td>
<td>Last day to drop Session 1 Virtual Campus courses</td>
</tr>
<tr>
<td>March 23</td>
<td>Thursday</td>
<td>Last day to withdraw from Session 1 Virtual Campus courses</td>
</tr>
<tr>
<td>March 27 - April 2</td>
<td>Monday -Sunday</td>
<td>Spring Break/College closed</td>
</tr>
<tr>
<td>May 3-9</td>
<td>Wednesday - Tuesday</td>
<td>Final Exams</td>
</tr>
</tbody>
</table>

Session 2

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>February 4</td>
<td>Saturday</td>
<td>Virtual Campus New Student Orientation</td>
</tr>
<tr>
<td>February 6</td>
<td>Monday</td>
<td>Session 2 Virtual Campus courses begin</td>
</tr>
<tr>
<td>February 9</td>
<td>Thursday</td>
<td>Last day to drop Session 2 Virtual Campus courses</td>
</tr>
<tr>
<td>March 27 - April 2</td>
<td>Monday -Sunday</td>
<td>Spring Break/College closed</td>
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<tr>
<td>April 7</td>
<td>Wednesday</td>
<td>Last day to withdraw from Session 2 Virtual Campus courses</td>
</tr>
<tr>
<td>May 3 - 9</td>
<td>Wednesday - Tuesday</td>
<td>Final Exams</td>
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Summer Term 2006

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<thead>
<tr>
<th>Date</th>
<th>Day</th>
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<tr>
<td>May 15</td>
<td>Monday</td>
<td>Summer Session Virtual Campus courses begin</td>
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<td>May 17</td>
<td>Wednesday</td>
<td>Last day to drop Summer Session Virtual Campus courses</td>
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<td>July 4</td>
<td>Tuesday</td>
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<tr>
<td>July 7</td>
<td>Friday</td>
<td>Last day to withdraw from Summer Session Virtual Campus courses</td>
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<tr>
<td>August 7</td>
<td>Monday</td>
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<tr>
<td>Resource Directory</td>
<td>Cocoa</td>
<td>Health Sciences</td>
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<tr>
<td>Academic Dean</td>
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<td>Admissions and Records</td>
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<td>Chief Information Officer</td>
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<td>Child Care Center</td>
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<td>Computer Lab</td>
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<td>Community Relations &amp; Marketing, AVP</td>
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<td>Dean of Student Services</td>
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<td>Executive Assistant to the President</td>
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<tr>
<td>Executive Vice President/CLO</td>
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<tr>
<td>President</td>
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<td>Provost</td>
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</table>
The Cocoa Campus is home to the collegewide District Administration. Located on this campus are three technologically advanced facilities: the Astronaut Memorial Planetarium, the BCC/UCF Joint Use Library, and the Florida Solar Energy Center. Together, these facilities comprise the main components for the Florida Circle of Science and Technology. Also located on the campus is the Clark Maxwell, Jr. Lifelong Learning Center, a cooperative effort of BCC and University of Central Florida. This unique instructional facility houses programs for both BCC and UCF, enabling students to complete a bachelor's and master's degree without leaving the county.
Health Sciences • Cocoa

1519 Clearlake Road, Cocoa, FL 32922
(321) 433-7755
www.brevardcc.edu/cocoa

Health Sciences operates districtwide offering course work on the Cocoa, Palm Bay, Melbourne, Titusville and Virtual campuses. The Health Sciences Campus is headquartered on the Cocoa Campus in Cocoa, Florida.

This campus provides state-of-the-art classrooms and clinical laboratory facilities where students learn to apply their specialized skills. Course work within the Health Sciences can lead to either an Associate of Science Degree or Postsecondary Vocational Certificate. Through the Institute for Continuing Education (ICE) professional courses are presented for continuing education requirements; student growth, improvement and development; and current health care topics of public interest.

Community continuing education is offered on a wide array of health-related topics.
Located on a wooded 120-acre site, the Melbourne Campus serves approximately 40% of the total enrollment of the college. The campus provides state-of-the-art classrooms and laboratory facilities that prepare students for upper division baccalaureate studies, technical degrees, and vocational certificates. Melbourne is also home of the Criminal Justice and Police Testing facilities, the King Center for the Performing Arts, and the college’s largest concentration of student computer laboratories (21 labs campuswide utilizing the latest technology).
Situated on 200 acres with a 50-acre lake, Palm Bay Campus provides training and education in fields such as environmental science, chemical instrumentation, GIS/GPS, computer programming and information systems, MCSE, Oracle, CISCO, MOUS, and office systems, as well as providing the general education courses required for the university transfer Associate in Arts degree. Recent construction expanded the campus to include additional buildings that house science laboratories, academic classrooms, Student Services areas, a wellness center, and a new library.
Titusville Campus has a reputation for being student-centered with small classes and student support services that make learning a pleasure. We consider ourselves a "community of learners" where student success is everyone’s goal. The personal service that students receive here is complemented by state-of-the-art classrooms and laboratories on a beautiful 120-acre campus that is located on the Indian River Lagoon waterfront, part of the Intracoastal Waterway. The campus specialties in information technology and environmental, natural and life sciences are supported by our location near the Kennedy Space Center and the Canaveral National Seashore. The college hosts the NASA Business Incubator, supporting entrepreneurs in our community and giving our students access to internships in cutting edge technology companies. We share a campus setting with the Parrish Medical Center and are developing joint programs in the health sciences. The Titusville Campus is dedicated to ensuring that students will accomplish their dreams, and reach their academic and technology goals in a caring, student-centered environment.

Jennifer Blalock
Dean of Student Services

Dr. Katherine M. Cobb
Provost
Titusville/Virtual Campus
BCC’s Virtual Campus is a full service campus providing students interested in non-traditional access to classes with Distance Learning opportunities, which include Online courses and Telecourses. BCC students can earn A.A. and A.S. degrees through our Distance Learning Programs.

Services available through the Virtual Campus include online admissions and registration, online testing, online advising, online mentoring, online financial aid information and online learning resources.

Our staff is committed to assisting you with your distance learning education. Feel free to contact us if you have any questions at (321) 433-7100.

e-mail: virtualcampus@brevardcc.edu.

We invite you to review our current online offerings on the Virtual Campus Web site:

www.brevardcc.edu/virtual

Take the “Is Distance Learning For Me?” Self-assessment survey at:

www.brevardcc.edu/virtual

Click ➤ STUDENT SERVICES ➤ IS DISTANCE LEARNING FOR ME?

Toll Free: 1-888-747-2802

The Virtual Campus Online courses are Powered by Blackboard e-learning Platform.

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**Spaceport Center**

Brevard Community College’s Spaceport Center operates at NASA’s John F. Kennedy Space Center Visitor Complex, BCC Cocoa Campus, and at Cape Canaveral AFS to provide AS and AAS degree programs in aerospace technology.

SpaceTEC, located on Cape Canaveral Air Force Station, is the country's National Science Foundation Center of Excellence for aerospace technical education.

The Aerospace Technology program prepares students for entry-level positions in the aerospace industry. It offers a standardized and industry-endorsed curriculum that provides employers with a well-trained and productive technical workforce. Aerospace technician candidates must complete a separate, program-specific application and meet special workplace requirements including U.S. citizenship. They must also agree to undergo security background checks and random drug testing, if hired.

Graduates of the Aerospace Technology program may also qualify for many applied-technology jobs such as testing, fabrication, assembly, repair, and manufacturing.

For information contact the Spaceport Center at (321) 433-7750, Fax: (321) 449-7752 or visit the Web site at:

www.brevardcc.edu/spaceport

www.spaceportcenter.net

www.spaceportcenter.org
Affiliated Sites

In addition to its campuses and centers, Brevard Community College has sites countywide that provide other educational and cultural enrichment opportunities.

Astronaut Memorial Planetarium and Observatory
(Cocoa Campus • Bldg. 19)
(321) 433-7373; or (321) 433-7372
www.brevardcc.edu/planet

Constructed in part through public donations, the Astronaut Memorial Planetarium and Observatory was built as a memorial to the United States Astronaut Corps. The facility contains classrooms for astronomy courses, laboratories, observatories, a large public access telescope, a unique 207-seat planetarium, and a 174-seat Iwerks large-format movie theater. Planetarium programs are available to enhance college classes. In addition, a series of programs for grade levels K-12 are available for use by county school teachers. The planetarium is also available for use by local organizations and the general public. Planetarium programs and laser concerts are presented on a regular schedule. Information about all planetarium activities may be obtained by calling the Astronaut Memorial Planetarium and Observatory or visiting the Web site.

Clark Maxwell, Jr., Lifelong Learning Center
(Cocoa Campus • Bldg. 3)
The Center, a cooperative partnership between Brevard Community College and the University of Central Florida, is the first joint-use facility of its kind for two higher education institutions in the state of Florida. This unique instructional and service facility offers area residents the opportunity to obtain their career goals while remaining in Brevard County. A Child Care Center, The Institute for Business Training and Community Education administrative and enrollment offices, and three Brevard Community College computer labs for continuing education are housed in this facility along with the UCF administration offices and classrooms.

WBCC-TV
(Cocoa Campus • Bldg. 13)
www.wbctv.org

WBCC-TV programming consists of educational and general interest programs for viewers in east central Florida. In addition to this UHF channel 68, WBCC-TV broadcasts four digital television channels. The first is a rebroadcast of the programming on channel 68. The second channel is operated for the University of Central Florida and highlights original UCF programming. The third channel is operated for the Brevard Public School system. Programming is geared toward K-12 students, teachers, and parents. The fourth channel carries The Florida Channel with programming covering state legislature, judicial system, and executive activities. WBCC-TV programming is available to a viewing audience of more than 1,000,000 Central Florida residents. In addition to open broadcasting on UHF channel 68, cable subscribers receive WBCC programming on bright house Channel 5 and Wireless Broadcast Service (WBS) Channel 21, and other Central Florida cable systems. WBCC studio facility, located on the Cocoa Campus, produces original programming and telecourses, and provides telecommunication technology support for the college in videoconferencing and satellite downlinks. WBCC’s programming schedule is available in the FLORIDA TODAY newspaper.

BCC/UCF Joint-Use Learning Resources Center
/Library • Cocoa Campus • Bldg. 12
www.brevardcc.edu/library

The Brevard Community College Cocoa Campus Library is a joint-use facility with the University of Central Florida Brevard Campus and the Florida Solar Energy Center. It is located in a three-story, 121,000 square-foot building facing Clear Lake on the Cocoa Campus. The spacious facility opened in January 1995 and features an electronic-instruction classroom, open stacks, abundant study areas, a conference room, study rooms and exhibit space.

The Library’s collection reflects the curriculum of Brevard Community College’s Cocoa campus, and the Brevard curriculum of the University of Central Florida. The special library collection of the Florida Solar Energy Center is located on the third floor of the Library and contains research materials in the field of solar energy. In collaboration with the Space Coast Grants Professional Network, the Grants and Nonprofit Resource Center has been assembled on the first floor of the Library. Holdings of the BCC/UCF Joint-Use Library currently include over 100,000 book volumes, more than 750 current periodical subscriptions and a large number of Internet research databases.

For additional information regarding services and current hours of operation, call (321) 433-7255 or visit the BCC Library Web site.

The Historic Cocoa Village Playhouse, Inc.
(Cocoa Village, Cocoa, Florida)
(321) 636-5050

The Historic Cocoa Village Playhouse, located in downtown Cocoa Village, was restored to its 1924 vaudeville beauty through a series of governmental grants and donations. The Playhouse is now on the National Register of Historic Places, and the quaint 495-seat venue now serves as home for a community theater that features volunteer performers of all ages. Each year the Musical Series, along with the Stars of Tomorrow youth program, provides family entertainment.
King Center for the Performing Arts
(Melbourne Campus • Bldg. 9)
(321) 242-2219 • www.kingcenter.com

The $12.5 million cultural center, located on the Melbourne Campus, opened in April, 1988. The architecturally and technically unique six-story center features a 2,000-seat Performing Arts Theatre with a 6,000 square foot main stage. The center is a versatile multi-use facility large enough to accommodate the varied cultural and educational needs of the community.

The King Center plays an important educational role in the college and the community. Students of drama, ballet, dance, and opera have opportunities to experience large Broadway touring companies and major ballet and opera productions. In addition, the center showcases the finest in popular singing artists, classical musicians, comedy, jazz, and country entertainment. Discount rates for area students are frequently available on the day of the show.

The King Center also offers an Educational Theatre Program. Designed for young audiences and their educators and endorsed by the Brevard County Board of Education, this expanding program features major theatrical touring productions.

Art exhibits, which change monthly, are showcased in the Center Lobby during performances and each Tuesday from 1 p.m. - 4:30 p.m., except on days featuring daytime presentations. In addition, BCC offers art exhibitions, choral and instrumental music performances, and theatre presentations featuring student, staff, and community performers at locations throughout the county. Call the ticket office at (321) 242-2219 for more information.

Moore Multicultural Center
(Cocoa Campus • Bldg. 11, Room 114)
www.brevardcc.edu/moorcenter

The Harry T. and Harriette V. Moore Multicultural Center commemorates the lives and work of the Moors, African-American community leaders and activists who were assassinated in Mims, Florida, in 1951. Harry T. Moore’s life and work exemplified the "courage to challenge" an oppressive system and served as a model for Civil Rights leaders who followed.

Since its inauguration in August 1996 on BCC’s Cocoa Campus, the mission of the Moore Center has been to improve race relations and human relations. Through education, dialogue, cultural programming and interaction, the center fosters a greater awareness and appreciation for the contributions of all races, cultures, and religions represented in American society.

The Moore Center builds relationships with other departments to provide services for students, staff, faculty, and the community in fulfilling its mission to promote diversity inside and outside the classroom through co-curricular events. One of the Center’s primary goals is to provide students opportunities to develop the cultural competence that is vital to good citizenship in an increasingly diverse society.

The Moore Center offers multicultural events, workshops for students, faculty, and staff; a multicultural and diversity resource library; cosponsorship of cultural activities with BCC and community groups; monthly cultural exhibits and displays; and venues for Central Florida artists.

For more information, contact the Moore Multicultural Center, (321) 433-7355 or visit the Web site.

Flexible Scheduling

Brevard Community College recognizes that many students have family, work and personal commitments that make on-campus attendance difficult or impossible. BCC’s courses and programs are designed to assist students in attaining their academic, personal, and career goals.

Through innovative programs, state-of-the-art resources, and community involvement, Brevard Community College maintains its focus on student achievement and success.

In responding to the needs of students who are interested in non-traditional access to classes and in creative approaches to education, BCC has developed distance learning programs, the "weekend college," and other learning opportunities.

Distance Learning at BCC’s Virtual Campus

BCC uses Blackboard course management system software in online, telecourses and hybrid courses. Blackboard is also used as a supplement in many on-campus classes.

Telecourses

Brevard Community College is a recognized national leader in e-learning. BCC’s Virtual Campus provides a complete online services package with distance learning opportunities which include A.A. and A.S. degree programs, online admissions and registration, orientation, advising, mentoring, tutoring, financial aid and learning resources. Online courses are offered through Blackboard, a learning management system that provides access to lecture and presentation resources, class discussions and chats, and various assessment and evaluation tools. Many classes are enhanced with broadcast and streamed video and other
multi-media tools. Online courses are taught by experienced, dedicated and qualified faculty and all meet the same objectives as BCC's on-campus classes.

**Hybrid Courses**
Hybrid courses combine online interaction with on-campus instruction. These courses meet one or two days per week in the classroom, and the remaining instructional time and class participation take place in an online classroom.

**BCC Online – www.brevardcc.edu**
Online courses enable students to take all or part of their academic programs online. The A.A. Degree in general studies and the A.S. Degrees in Legal Assisting, and Computer Information (MIS option) Technology, as well as five vocational certificate programs are available online. The library, college catalog, online classrooms, admissions, advising, bookstore, and a number of other services are available online 24 hours a day.

To find out if you are a good candidate for online courses or telecourses, take the “Is Distance Learning For Me?” quiz. This short self-assessment quiz will provide some insight into whether you would enjoy distance-learning courses. Go to: www.brevardcc.edu/virtual.

Click ➤ STUDENT SERVICES ➤ IS DISTANCE LEARNING FOR ME?

For more information contact the BCC online advisor at virtualcampus@brevardcc.edu.

**Weekend College/Mini-Mesters/Accelerated U**
Brevard Community College recognizes that many adults want to earn an A.A. degree; however, due to work and family responsibilities, they are unable to attend traditional day or evening classes. Since fall of 2000, Melbourne Campus has offered accelerated A.A. degree courses with classes on Friday nights and all day Saturday.

The Weekend College is designed for those who know what they want and need a straightforward, convenient way to get there. In addition to offering general education requirements in a university parallel program, Weekend College includes electives in the areas of education and business. Faculty is the same dedicated and qualified instructors who teach BCC's courses during the normal semester and minimester formats.

Courses, offered once a week, are more concentrated and intensive than the traditional semester class format. Students who are employed or have experiential learning can accelerate their degree by using Co-op, CAEL and CLEP options. If you think Weekend College is right for you, call the Melbourne Campus, (321) 433-5664 for more information.

In addition, all campuses offer minimester courses and Palm Bay Campus links complimentary courses in a mini-mester called "Accelerated U." Check a class schedule for listings.

**Special Programs**

**Study Abroad**
Study Abroad programs are an important part of BCC's international educational initiative. Each summer, the college offers a humanities course that includes an international travel component. This component provides an opportunity for students to experience another culture while pursing relevant course work.

This program consists of formal classroom instruction on campus, followed by a trip to major cultural centers in Europe. This trip is carefully designed to complement and enhance the course content. Students earn six college credits toward their general education requirements when they participate in the program. To participate, they must be admitted to the college and pay tuition, fees and travel costs. For more information contact (321) 433-5657 or visit the Web site at www.brevardcc.edu/studyabroad.

**International Education**
Brevard Community College recognizes the importance of providing an international dimension to education. Confronted with a global economy and issues that transcend national boundaries, today's students must have a better understanding and appreciation of other cultures, customs and political systems. BCC encourages and supports the development of international partnerships; study-abroad programs; service to international students; international programs for the community; and student, faculty, and staff exchange and development programs. For further information, please call (321) 433-7342.
BCC Parent Education/Lab Schools
(321) 433-7668 or 433-7650 or 433-7624
labschools@brevardcc.edu
www.brevardcc.edu/labschool

This program focuses on the process of parenting through direct involvement and recognizes parents are the child’s most important teachers. The format offers an opportunity for parents to learn through discussion, observation and interaction with children as well as through other parents. It includes evening sessions for parents only and morning sessions for parents and children. The Administration office for this program is located on the Cocoa Campus. Courses are designed for parents and children (from six weeks through five years), at five locations throughout the county:

North Area Lab School
The Children’s Support Center
5650 S. Washington Avenue • Titusville, FL

Central-Beach Area Lab School
Riverside Presbyterian Church
3400 North Atlantic Avenue • Cocoa Beach, FL

Central Area Lab School
First United Methodist Church
825 Forrest Avenue • Cocoa, FL

South Central Area Lab School
Pineda Presbyterian Church
5650 N. Wickham Road • Melbourne, FL

South Area Lab School
First Christian Church Disciples of Christ
2010 South Babcock Street • Melbourne, FL

Center for Service-Learning (CSL)
www.brevardcc.edu/csl

The CSL involves and supports students in educational and reciprocally beneficial community service-learning experiences. The CSL is recognized as a model and leader in service-learning. Service-Learning is integrated with 135 courses and 350 course sections each semester under the guidance of 110 faculty. Over 700 students enroll annually in stand-alone community service-learning courses. Over 3,600 students volunteer through service-learning each year. The CSL offers students a wide array of service-learning experiences, incentives and opportunities.

Mission – The Center for Service-Learning strives to make community service an integral part of students’ education to prepare them to be lifelong learners, responsible community members, and productive citizens.

Goals –
• Recruit and place students in educational and meaningful service-learning positions and projects
• Provide opportunities for students, faculty and staff to partner with community organizations

• Support students in service-learning activities or projects
• Integrate and link community service and academic study
• Involve and support faculty in using the service-learning teaching methods
• Support community organizations and projects in service-learning programming

For further information, please call: (321) 433-5610 – Melbourne; (321) 433-7610 – Cocoa; (321) 433-5253 – Palm Bay; (321) 433-5016 – Titusville.

Reserve Officers’ Training Corps

Brevard Community College offers an Army ROTC program through a cross-enrollment agreement with Florida Tech and Air Force ROTC (AFROTC) through the University of Central Florida. The ROTC programs provide general military science curriculum with instruction covering military fundamentals. Two, three, and four-year scholarships are available. Students who complete ROTC and graduate with a 4-year degree will be commissioned as officers.

ROTC Admission Requirements

A student must be at least 17 years of age, be able to complete the Junior/Senior Professional Officer Course (POC) and all degree requirements prior to reaching age 30 (age 26 if entering flight training,) pass the medical examination in the sophomore year, and be accepted by the college or university.

For further information about scholarships, enrollment and class structure, contact the Army ROTC Department at Florida Tech, (321) 674-8000, ext. 8094 or the Air Force ROTC at the University of Central Florida-Orlando, (407) 823-1247.

BCC Foundation Alumni Association
www.brevardcc.edu/alumni

The Alumni Office facilitates camaraderie and scholarship among BCC’s former students through an Alumni Association. Alumni include any student who has successfully completed a BCC course and BCC retirees. The extensive scope of the organization reflects an accurate picture of BCC’s diversity and its many talented students. “You may be a BCC student for a short time, but you are an alumnus the rest of your life.”

For more information about activities or to become a member, please call (321) 433-7147.
e-mail: bccalumni@brevardcc.edu; or visit our Web site: www.brevardcc.edu/alumni.
BCC Online Systems

Brevard Community College provides a full range of web-based services for students, faculty and staff. Non-secure information such as the catalog, schedule of classes and general information can be accessed from the BCC Web site at www.brevardcc.edu.

Systems that require a secure login can also be accessed from the home page of the BCC Website: click on STUDENT RESOURCES and then select the system you need. For most systems, your login User ID will be your student ID number and your initial Password/PIN will be your birthdate in the format MMDDYY. Remember that each BCC system is a separate entity and that changing your password or PIN in one system does not change it in the others.

The security of your educational and personal records is important to the college. You are strongly encouraged to change your password or PIN often. If you write them down, make sure they are in a secure location that is known only to you.

**BANNER WEB**

You can access your records online through the secure Web site, BANNER WEB. You will need your User ID (your Student ID Number) and PIN.

To access your records through BANNER WEB follow these simple steps:
1. Go to the BCC Web site: www.brevardcc.edu
2. Click on BANNER WEB
3. Login to the Secure Area
   a. User ID: Enter your Student ID number (B number, example: B00111111)
      Use upper case letter B and number 0
   b. PIN: Enter your six-digit PIN

To Reset Your PIN:
After initial login, you will get the message “YOUR PIN HAS EXPIRED”
1. Enter your old PIN: This is the six-digit PIN you just used to login.
2. Enter a New PIN: Choose six NUMBERS.
3. Re-enter new PIN: Enter the six NUMBERS you just selected.
4. This PIN will not change until you change it.

Enter a PIN Hint Question:
Once you have entered a PIN Hint Question and you forget your PIN, you can click on the "Forgot PIN?" button to reset your own PIN. Choose a question and answer that you can easily remember. Do not use “What is my PIN?”
For assistance contact the Helpdesk at (321) 433-7600.

**BLACKBOARD**

Blackboard is BCC’s collegewide learning management system. All online, Teleweb and hybrid classes use Blackboard, and many instructors choose to enhance their courses using Blackboard. If you are registered for a distance learning course or other course using a Blackboard component, you will be able to login on the first day of class.

User ID: Enter your BCC ID number (B number, example B00111111)
Use upper case letter B and number 0

Initial PIN/Password: Your birthdate in the format MMDDYY*

*Note: Passwords are not reset from term to term. If you have ever taken a Blackboard course, your password will not change; it is the same as you last logged into the Blackboard system.

Should you have trouble accessing your Blackboard account, please contact the Helpdesk at (321) 433-7600.

**Student ID Numbers**

To protect the identity of our students, BCC assigns every student an ID number. This is a nine-digit number that starts with the letter “B” followed by eight numbers. This number is used to register online and access educational and personal records on our secure Web site.

Students must provide their Social Security Number to the college for reporting purposes, but that number will remain secure and is not used as a student ID number. Federal legislation relating to the Hope Tax Credit (Federal Register, June 16, 2000) requires that all postsecondary institutions report student SSNs to the Internal Revenue Service. This IRS requirement makes it necessary for the community colleges to collect the SSN of every student. All SSNs are protected by federal regulations (FERPA) and are never released to unauthorized parties.

**Smarthinking**

Smarthinking.com offers online instructor-led tutoring services for current Brevard Community College students. Tutoring is available in basic math, algebra, calculus, chemistry, geometry and trigonometry. To access Smarthinking, visit www.smarthinking.com and use your BCC student number for your user name and password. For technical assistance, call 1-888-430-7429, ext. 1 or e-mail support@smarthinking.com.

You must be a registered student to utilize this service. Allow one week after classes begin.

Should you have trouble accessing SMART THINKING contact Elspeth McCulloch at (321) 433-7102.
IMAIL: Student E-Mail Accounts

The college has designated IMail as the official means of communication for college business for registered students. This includes communication from instructors regarding your classwork. IMail accounts are normally available within 24 hours after you register for classes.

To find your IMail address and User ID:
1. Go to BANNER WEB
2. Login to Secure Area
3. Click ➤ PERSONAL INFORMATION
4. Click ➤ VIEW E-MAIL ADDRESS(ES)
   a. Your UserID (also your Network ID) is the first part of your IMail address.
   b. Your IMail address is the STUDENT e-mail address.
   Example: UserID = n12345678
   IMail address = n12345678@imail.brevardcc.edu

To login to a student computer:
Username: Your Student ID Number
Initial Password: Your birthdate in the format MMDDYY

If you elect to forward IMail messages to your personal e-mail provider and you later change providers, you must manually go to IMail and update your account information. Your IMail will not be automatically forwarded.

To access your IMail account: Go to http://imail.brevardcc.edu

Visit the Web site at www.brevardcc.edu for instructions on how to use Outlook to read or send IMail. For further assistance, contact the Helpdesk at (321) 433-7600.

Library Resources

Brevard Community College has libraries at each of its four campus locations: Cocoa, Melbourne, Palm Bay and Titusville. Students of the BCC Virtual Campus should check on Distance Library Services available to them.

To login to the online Library Services:
User ID: Library Number (Borrower ID)
   (example: 23201000999991)
Initial PIN: Last 4 digits of SS Number (can be changed by user)

Student Computer Labs

Computer labs are designed for student use in many areas of each campus. Protocol for assistance may be different in each lab, so be sure to read the instructions specific to that area. You must be a registered student to utilize this service. Allow one week after classes begin for your account to be activated.

To login to a student computer:
Username: Your Student ID Number
Initial Password: Your birthdate in the format MMDDYY

Use of Computer Technology in the Classroom

BCC is committed to infusing technology across the college curriculum. Most of BCC’s courses are complemented by online environments designed to facilitate communication, collaboration and dissemination of learning materials and resources. BCC has a number of computer labs and resource centers available for student use. Basic computer literacy is recommended for all programs of study.

For assistance contact the Helpdesk at (321) 433-7600.
helpdesk@brevardcc.edu

Helpdesk hours are:
8 a.m. - 7 p.m. Monday - Thursday
8 a.m. - 5 p.m. on Fridays (4:30 summer hours)
Closed Saturday and Sunday

FACTS

Students www.FACTS.org

FACTS is Florida’s official college advising Web site through which students can access information and perform interactive functions that help them with career and educational planning. Features include: information on over 75 Florida schools; Bright Futures scholarship information; admission applications; degree program offerings; college catalogs; financial aid applications; degree audits; academic transcripts; college transfer tools; academic reference materials; and more.

For assistance contact the Helpdesk at (321) 433-7600.
helpdesk@brevardcc.edu

Helpdesk hours are:
8 a.m. - 7 p.m. Monday - Thursday
8 a.m. - 5 p.m. on Fridays (4:30 summer hours)
Closed Saturday and Sunday

CAMPUS ADMISSIONS & RECORDS CONTACTS:

<table>
<thead>
<tr>
<th>Campus</th>
<th>Coca</th>
<th>Health Sciences</th>
<th>Melbourne</th>
<th>Palm Bay</th>
<th>Titusville/Virtual Campus</th>
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<tr>
<td>E-Mail:</td>
<td><a href="mailto:stewart-dunham@brevardcc.edu">stewart-dunham@brevardcc.edu</a></td>
<td><a href="mailto:silvas@brevardcc.edu">silvas@brevardcc.edu</a></td>
<td><a href="mailto:brockertr@brevardcc.edu">brockertr@brevardcc.edu</a></td>
<td><a href="mailto:millsc@brevardcc.edu">millsc@brevardcc.edu</a></td>
<td><a href="mailto:bennettj@brevardcc.edu">bennettj@brevardcc.edu</a></td>
</tr>
<tr>
<td>Phone:</td>
<td>(321) 433-7300</td>
<td>(321) 433-7575</td>
<td>(321) 433-5550</td>
<td>(321) 433-5175</td>
<td>(321) 433-5028</td>
</tr>
</tbody>
</table>
Admission to Brevard Community College

In general, BCC is an open-door institution. However, depending on the student’s program of study, certain admission criteria must be met. In most cases a student must be able to provide documentation that he/she is no longer enrolled in a K-12 system.

Applicants for courses or programs offered by BCC may obtain admission forms from any BCC Admissions and Records office and on the BCC Web site www.brevardcc.edu or by applying via an electronic admission form at www.facts.org. Each applicant will be notified in writing of acceptance for admissions.

Steps to apply for admission:
1. **Submit a completed Application for Admission form**
   - Include completed Residency affidavit and supporting documentation
   - Pay the one-time, non-refundable application fee of $20 ($50 for international students)
   - Apply as soon as possible to ensure best course selection
   - Allow a minimum of 24 hours to process your application

2. **Provide Documentation of Educational Background**
   Request official transcripts, as applicable, which could include the following: high school transcript, GED diploma and/or scores, Home Educated Affidavit, official college transcripts from all institutions attended, and official score reports from CLEP, DANTES, AP or IB. Note: Financial Aid will not be awarded until all transcripts are on file at BCC.

3. **Complete Assessment**
   Provide approved test scores for placement purposes, or take appropriate placement test offered by the college. See Placement Testing, page 28 for approved tests.

4. **Complete the New Student Orientation**
   Orientation is mandatory for all first time in college students. Students may choose one of the following options:
   - Attend an on-campus session. Dates and times available in Admissions and Records offices, or
   - Complete the Web Orientation at – www.brevardcc.edu/orientation

5. **Register for classes.**
   Students who attend orientation on campus may receive advisement and may register at that time if all other steps of the admission process have been completed. Students who complete web orientation online should meet with an advisor for assistance with program requirements and selection of classes.
   Online students should contact an advisor: www.brevardcc.edu
   Select: STUDENT CENTER ➤ Select: ADVISEMENT

6. **Pay Fees - HOW TO PAY**
   **INTERNET PAYMENTS (7) DAYS A WEEK**
   **Online payment methods: VISA, MasterCard, Discover, Checking or Savings**
   Go to www.brevardcc.edu
   Select: BANNER WEB
   Select: LOGIN TO SECURE AREA
   Log on: Enter ID and PIN
   Select: STUDENT SERVICES & FINANCIAL AID
   Select: ACCOUNT SUMMARY/ONLINE PAYMENTS
   Select: CLICK HERE TO PAY FEES
   Select: PAY BY CREDIT CARD OR CHECK
   Follow prompts to process your payment
   **Checks:** Payable to Brevard Community College with Student ID referenced on the check, Mail to BCC, ATTN: Student Accounts, 1519 Clearlake Road, Cocoa, FL 32922 or in person at any cashier's office.
   **Credit Card:** VISA, MasterCard, Discover, Checking or Savings. Either in person at any cashier's office or online at www.brevardcc.edu (see Internet payment instructions above)
   **Cash:** Payment accepted at any cashier's office.

Admission Guidelines

An applicant for admission to the Associate of Arts, Associate of Science or Associate of Applied Science degrees or any program or course that requires a high school diploma must be a high school graduate and may be admitted with one of the following:

- **Standard High School Diploma**
  High school graduates must have earned a standard high school diploma. An official high school transcript with high school graduation date is required for admission.

- **State Equivalency Diploma (GED)**
  Students who have received the General Education Diploma are entitled to admission to all degree programs. An official transcript of the GED results or a copy of the diploma is required for admission.
• **Home Educated Students**

Home-educated students must complete an *Affidavit for Home-Educated Students* form verifying high school graduation. These forms are available in the campus Admissions and Records offices.

**Certificates of Completion**

**CPT-Eligible Certificate of Completion**

Per House Bill 23B, students who meet the 2.0 GPA (State GPA) and course requirements for a standard high diploma but do not pass the FCAT, will receive the CPT-Eligible Certificate of Completion. This is annotated on their high school transcript as Withdrawal Code “W8A.”

The CPT-Eligible Certificate of Completion is effective for students in a 2002-2003 Florida public high school graduating class and thereafter. It does not apply to students who graduated with a regular certificate of completion prior to 2002-2003, or students who graduate from other states with a non-standard high school diploma.

These students are eligible to:

- Enroll at a community college and be classified as degree-seeking
- Take the CPT and then be admitted to remedial or credit courses based on their CPT scores
- Continue to take the Grade 10 FCAT in order to earn the standard high school diploma, or pass the General Educational Development Test (GED) while attending the community college
- Transfer to the state universities after completing the A.A. degree

These students are not eligible to:

- Enroll directly into a state university
- Receive federal financial aid unless they demonstrate Ability to Benefit (ATB)
- Enroll in programs to train for careers that require professional licensure since the prerequisite for licensure is a standard high school diploma or equivalent. Examples include police officers, correctional officers, nurses and classroom teachers
- Serve in the United States Military
- Transfer into a state university before they complete the A.A. degree

**Regular Certificate of Completion**

Students who have completed the required coursework for high school graduation but have not earned passing scores on the FCAT or have not achieved a minimum cumulative GPA of 2.0 (State GPA) are eligible to receive a certificate of completion. The certificate of completion does not carry any of the privileges of a standard high school diploma. These students may not be degree-seeking students or register for college-credit courses; they may register only for vocational courses and programs that do not require a standard high school diploma.

**Special Diploma**

A student who has been awarded a special diploma as defined in Florida Statute 1003.438 is eligible to enroll in certificate career education programs and may not be degree-seeking or register for college-credit courses. A student may register only for vocational courses and programs that do not require a standard high school diploma.

**Non-High School Graduates**

Students who do not receive a standard high school diploma or equivalent may not be degree-seeking students or register for college-credit courses; they may register only for vocational courses and programs that do not require a standard high school diploma.

**Admission Types**

BCC admits students in the following categories:

**First Time in College Student**

Student has never attended college; usually a recent high school graduate.

- Application for admission, including residency affidavit
- $20 application fee ($50 application fee for International students)
- Official high school transcript (with graduation date)
- Placement test (ACT/SAT/CPT/FELPT less than 2 years old)
- New student orientation

**Transfer Student**

Student is transferring credits from another college but has no degree; is now seeking a degree from BCC. All previous colleges must be reported.

- Application for admission, including residency affidavit
- $20 application fee ($50 application fee for International students)
- Official high school transcript (with graduation date)
- Placement test (ACT/SAT/CPT/FELPT less than 2 years old) or proof of applicable college-level math & English passed with a “C” or better from a United States regionally accredited college
- Official college transcript (from all post-secondary schools attended)
- BCC will transfer in all freshman and sophomore-level courses (1000-2000 level) earned at colleges or universities accredited by one of the six regionally accrediting associations. Grades of “D” and “F” will be brought in under the terms of the State Articulation Agreement and State Board of Education rules. See page 106 for more information.

Hold a Previous Degree
Earned a degree, A.A.S. or higher from a United States regionally accredited college; now seeking a degree or certificate from Brevard Community College
- Application for admission, including residency affidavit
- $20 application fee ($50 application fee for International students)
- Official college transcript from the degree-granting college

Transient Student
Student is currently enrolled in a college degree program at another regionally accredited school and will transfer courses taken at BCC back to his or her primary institution
- Application for admission, including residency affidavit
- $20 application fee ($50 application fee for International students)
- Transient letter from “home” institution verifying the approved course(s)

Readmit Student
Student has not taken credit classes at Brevard Community College for the past two or more years
- Readmit application, including residency affidavit
- There is no reapplication fee
- High school and/or college transcripts not previously submitted
- Placement test may be required if previous scores are more than two years old
- Must meet program/admissions requirements in effect at time of readmit

Special Admission Categories
Brevard County Public School Teacher Certification
Brevard Community College and the Brevard School District have entered a joint agreement that allows a standard application fee waiver and tuition discount to full-time Brevard County teachers. To be eligible, student must be a current, full-time Brevard County school teacher (offer does NOT extend to spouses or children).
- Application for admission (application fee is waived)
- Must present an official letter (on letterhead) signed by school principal, verifying that individual is employed for the current term as a full-time teacher in a Brevard County Public School
- The letter will satisfy residency requirements for tuition purposes for that term
- Eligible students will receive a tuition discount of $5 per credit hour
- There is no limit to the number of college credit courses discounted per academic year
- Courses may not be taken as audit
- A new letter verifying employment must be submitted for each term of enrollment

Senior Citizen
Applicants who are senior citizens (age 55 or older) will receive a waiver of the application fee and tuition discount of $5 per credit hour for college credit courses.
- Application for admission, including residency affidavit (application fee is waived)
- Copy of driver license for proof of age
- Must meet all applicable admissions requirements

Non-Degree Seeking Student
Applicant is not seeking a degree or certificate; (s)he is taking courses for personal enrichment or job skill upgrading only. Non-degree seeking students are not eligible for financial aid.
- Application for admission, including residency affidavit
- $20 application fee
- Must be a high school graduate
- Official high school and college transcripts are not required for admission as a non-program student; however, if student decides later to switch to a degree program, transcripts and other admissions documents will be required at that time
Non-degree seeking students are limited to take a total of 12 credits, after which they must declare a major and meet all applicable admission requirements. Students may enroll in an audit status before the end of the drop/add period each term they take classes. Audited courses do not count in credit totals.

Non-degree seeking students are required to meet all of the same pre- and co-requisite standards for course enrollment as degree seeking students, which may create a need for assessment or transcripts.

Admission of High School Students
Brevard Community College offers three Accelerated Education Programs that enable qualified high school students to take college courses while earning a high school diploma. These programs include Early Admission, Dual Enrollment, and Credit in Escrow. Students should begin the process by contacting their high school guidance counselor to determine eligibility. To enroll, an eligible student must complete the following steps:

- Submit an Application for Admission and an Accelerated Education Programs Application
- Submit official placement test scores
- Meet grade level, GPA, test score, and other requirements

See Accelerated Education Programs, page 40 for more detailed information.

Admission of International Students
Applications for international students are available from the International Services Offices located on the Cocoa and Melbourne campuses. Prospective students may visit in person or phone (321) 433-7341 to obtain an application packet. Applications may also be requested by e-mail at international@brevardcc.edu or by mail from either address below:

International Services
Brevard Community College
1519 Clearlake Road • Cocoa, FL 32922

International Services
Brevard Community College
3865 N. Wickham Road • Melbourne, FL 32935

International student applicants need to provide the following for admission to Brevard Community College:

- Successful completion of a secondary school program equivalent to high school in the United States
- Certification of financial resources in the amount of $17,331 per year
- Proof of English proficiency equivalent to a score of 500 on the written TOEFL or 173 on the computer based TOEFL

Intensive English Program
Any student wishing to attend BCC who does not meet the minimum English requirements may want to apply to the Intensive English Program. The IEP can be accessed by computer at www.brevardcc.edu/iep, by telephone at (321) 433-7516 or 433-7517 or by mail at:

International Services
Brevard Community College
1519 Clearlake Road • Cocoa, FL 32922

Transfer Credit for International Students
Non-U.S. high school documents must be submitted to the International Students Office for evaluation. Students who have completed college level coursework in other countries are not required to submit transcripts. However, if the student wishes to have this credit considered for transfer or placement purposes, the student is responsible for securing the evaluation services of a recognized agency such as Josef Silny & Associates or World Education Services, Inc. (WES). Information may be obtained from the International Students Office at each campus.

The recommendations made by the evaluation agency will be considered. Coursework may be accepted provided the courses are at the freshman and sophomore level and equivalent courses are offered at BCC. General education courses are normally not accepted.

Programs Which Require A Separate Application
All students seeking admission into a *Health Sciences program must submit a separate application for admission to the program. There is a fee for this application. Most of the programs have application deadlines several months prior to the program starting date. Many of these programs have a competitive enrollment process. For information on requirements and application packets for specific programs, contact:

Health Sciences Campus
Brevard Community College
1519 Clearlake Road • Cocoa, FL 32922
(321) 433-7575

Programs offered through the *Criminal Justice Center also require a separate application. Some of the programs have additional physical ability and academic requirements that are listed in the Programs of Instructions. For information on requirements, contact:

Criminal Justice Center
Brevard Community College
3865 North Wickham Road • Melbourne, FL 32935
(321) 433-5637

*Certain health care organizations and law enforcement agencies may require a background check.
The **Aerospace Technology Program** requires a separate application. There is no additional fee for this application. There are some specific requirements for applicants for this program. For information on requirements and application packet, contact:

Aerospace Programs  
Brevard Community College  
1519 Clearlake Road • Cocoa, FL 32922  
(321) 433-7750

The **Automotive Technology Program** requires a separate application. There is no fee for this application. The application should be mailed or delivered to:

Automotive Service Technology Program  
Brevard Community College  
1519 Clearlake Road • Cocoa, FL 32922  
(321) 433-7633

ALL applicants must attend one of the mandatory automotive student orientation sessions on the Cocoa Campus, Building 16, Room 113. Call 433-7633 to reserve your seat.

**Servicemembers Opportunity College (SOC)**  
Brevard Community College is a designated SOC school. Individuals on active duty and their spouses and dependents may choose Brevard Community College as the institution from which to receive a degree. As a SOC institution, BCC meets all of the criteria outlined in the SOC agreement, including the provision of processes to determine credit awards and learning acquired for specialized military training and occupational experience when applicable to a servicemember's degree program. See page 38 Credit for Prior Military Training/Educational Experience. Contact the SOC advisor at (321) 433-5561.

**Florida Residency for Tuition Purposes**  
BCC’s fees and tuition are based upon your status as a legal permanent Florida resident. BCC is required to follow the Florida State guidelines regarding residency for tuition purposes. A Florida resident for tuition purposes, or if a dependent child, his/her parent(s), must have established and maintained a legal residence in the state for at least 12 consecutive months immediately prior to the first day of classes of the term for which Florida residency is sought. The applicant must state that his/her length of residence, or if a dependent child, his/her parent(s) length of residence, was for the purpose of maintaining a bona fide domicile and not for the purpose of maintaining a temporary residence for tuition purposes.

The legislature has deemed that each institution of higher education must 1) determine whether an applicant who has been granted admission to that institution is a dependent child, and 2) affirmatively determine that an applicant who has been granted admission to that institution as a Florida resident for tuition purposes meets the requirements at the time of initial enrollment.

The campus Admissions and Records Office will determine the initial residency classification for all newly admitted students and students who are readmitting after two years of non-attendance. Thereafter, the Collegewide Residency Committee will review all requests for changes in residency.

**Specific Authority**  
SBE Rule 6A-10.044: Residency for Tuition Purposes, amended March 22, 2005  
Florida Statute 1009.29: Determination of resident status for tuition purposes  
Florida Residency Guidelines for Tuition Purposes  
Adopted by Articulation Coordinating Committee May 19, 2000  
*Note:* BCC’s guidelines may be revised in compliance with changes to state legislation.

**Definitions**  
**Dependent Child:** Any person, whether or not living with his or her parent, who is eligible to be claimed by his or her parent as a dependent under the federal income tax code and who receives at least 51 percent of the true cost-of-living expenses from his or her parent.  
**Independent Student:** One who provides more than 50 percent of his or her own support.  
**Requisite Intent:** The required 12 month qualifying period must be for the purpose of maintaining a bona fide domicile rather than for the purpose maintaining a mere temporary residence or abode to obtain in-state tuition while a student.  
**Resident for tuition purposes:** A person who qualifies for the in-state tuition rate. A “nonresident for tuition purposes” is a person who does not qualify for the in-state tuition rate.

**Required Documentation**  
In determining a Florida resident for tuition purposes, the burden of proof rests with the applicant. As a student, you will be requested to provide the following documentation for yourself, parent or the qualifying claimant:  
1. **Residency Classification Affidavit**, completed and signed by person claiming residency (claimant), and substantiating documents.  
2. Student’s driver license or state-issued ID.
3. Claimant must provide at least two pieces of supporting documentation. At least one of the documents must have an original issue date at least 12 months prior to the first day of classes for the requested residency term.

4. At least one of the claimant’s documents must be a Florida Driver License or state-issued ID.

5. Proof of U.S. citizenship: Persons who were born outside of the United States but are claiming U.S. citizenship must provide proof of citizenship or naturalization.

6. Student under age 24: Copy of tax return from previous year or other documentation that can prove dependent or independent status. Other documentation may include marriage license, military documents, etc.

7. Student 24 years of age or older who claims dependent status: Copy of parent’s tax return from previous year or other documentation indicating that student was an eligible dependent.

**Residency Classifications**

1. **“All Florida” resident:** An applicant shall be classified at the time of initial classification as an “All Florida” resident for tuition purposes if all of the following criteria are met.

   **“All Florida” resident – Independent:**
   a. Student’s nation of citizenship is the United States
   b. Student is twenty-four (24) years of age or over
   c. Student’s permanent address is a Florida address
   d. The high school from which the student graduated is a Florida high school
   e. Every institution the student attended is located in the State of Florida
   f. Student must provide verification that he or she has been issued two of the following three Florida documents that are dated more than twelve (12) months old: voter’s registration, driver’s license or a vehicle registration

   **“All Florida” resident – Dependent:**
   a. Student’s nation of citizenship is the United States
   b. Eligible to be claimed by his or her parent or legal guardian as a dependent under the federal income tax code
   c. Student is under the age of twenty-four (24) years of age
   d. Student’s mother, father or legal guardian is the person claiming Florida residence
   e. Student’s mother, father or legal guardian claiming residence has a Florida permanent legal address
   f. Student’s mother, father or legal guardian claiming residency provides verification that he or she has been issued two of the following three Florida documents that are dated more than twelve (12) months old: voter’s registration, driver’s license or a vehicle registration

2. **Resident (not an “All Florida” resident):** An applicant who is not initially classified as an “All Florida” resident for tuition purposes shall be further assessed. The student shall provide clear and convincing evidence that establishes that he or she, or if a dependent, the student’s mother, father or guardian, has been a Florida resident for the preceding twelve months. Some non-U.S. citizens may be considered in this category and are listed in statute. Documentation verifying eligibility status must be provided in addition to residency documentation.

**Suggestions for Documentary Evidence**

In addition to specific documents required, including the Florida Driver License or state issued ID, other hard copy documentation may be requested, considered, and/or subsequently recorded as evidence of establishing a residence for tuition purposes in Florida. **NO SINGLE DOCUMENT SHALL BE CONCLUSIVE.**

- Proof of Purchase of Permanent Primary Florida home
- Professional/Occupational License in Florida
- Full-time, Permanent Employment in Florida. (e.g. W-2 forms, letter from employer on company letterhead)
- Purchase of Florida Real Property
- Part-time Permanent Employment in Florida
- Proof of Membership in Florida Organizations
- Proof of Acceptance of Permanent Employment in Florida
- Transcripts from Florida schools for multiple years
- Proof of Homestead Exemption
- Florida Incorporation
- Florida Voter’s Registration
- Declaration of Domicile in Florida. Florida Vehicle Registration
- Absence of Evidence of Establishing a Legal Residence Elsewhere
- Documents evidencing family ties

*Example of documents:* notarized letter from family member indicating familial relationship, name and permanent address. Documentation must be attached to the letter that proves familial relationships and provides proof of legal residency of person writing the letter.
Documents must be sufficient to indicate both physical presence and the intent to establish residency. For example, a utility bill, rental or lease agreement or part-time employment may help to demonstrate physical presence but do not indicate intent to establish residency.

The determinative hard copy documents must be dated at least 12 months before the first day of class for the term in which residency is sought. Permanent employment as used in the residency procedures means employment which is entered into without expectation that it will end after a certain duration (e.g., following a few weeks, months or the summer).

**Returning Students**

Students who previously attended BCC but have been away from the institution for two years or more will be inactivated. Upon their return to the college they will be required to submit a Readmit Application, complete a residency affidavit and submit current residency documentation. Students who are away from the institution for more than twelve months and whose permanent address has changed from previous attendance information may be required to present new documentation to continue residency for tuition purposes.

**Reclassification of Residency**

Students who believe they meet residency requirements in a subsequent term must complete an “Appeal for Residency Reclassification” form and attach documents that substantiate reclassification. It must be apparent that student has met the “requisite intent” of establishing permanent residence, and has not lived in the state only for the purpose of attending school. Documentation will be forwarded through the campus to the Registrar who will convene the Collegewide Residency Committee. Decisions will be rendered in writing to the student.

**Deadline for Submitting Documentary Evidence**

Students requesting Florida residency for tuition purposes must submit all documentary evidence by the last day to apply for a refund of the term for which they are applying.

**Exceptions to 12 Month Residency Requirement**

Section 1009.21, Florida Statutes, permits certain applicants who do not meet the 12-month legal residence requirement to be classified as Florida residents for tuition purposes. The following categories will be considered as Florida residents for tuition purposes. Other categories may be permitted by state statute or rule.

- a. Dependent children residing with a legal resident adult relative other than the parent for at least 5 years.
- b. Persons married to legal Florida residents and who intend to make Florida their permanent home, and who relinquish their legal ties to any other state.
- c. Persons who were enrolled as Florida residents for tuition purposes at a Florida public institution of higher education, but who abandon Florida residency and then re-enroll in Florida within 12 months of the abandonment.
- d. Active duty members of the armed services of the United States residing or stationed in Florida (and spouse/dependent children) and active duty members of the Florida National Guard who qualify under 250.10(7) and (8) or military personnel not stationed in Florida whose home of record or state of legal residence certificate, DD Form 2058, is Florida (and spouse/dependent children).
- e. Active duty members of the armed services of the United States and their spouses attending a public community college or college within 50 miles of the military establishment where they are stationed, if such military establishment is within a county contiguous to Florida.
- f. Full time instructional and administrative personnel employed by the State public school system, community colleges and institutions of higher education (and spouse/dependent children).
- g. Full-time employees of state agencies or political subdivisions of the state when the student fees are paid by the state agency or political subdivision for the purpose of job related law enforcement or corrections training.
- h. Qualified beneficiaries under the Florida Pre-Paid Postsecondary Expense Program per F.S. 1009.988(2). (Pre-Paid ID card required.)
- i. A dependent child whose parents are divorced, separated, or otherwise living apart, will be considered a resident for tuition purposes if either parent is a legal resident of Florida, regardless of which parent claims the minor for tax purposes.

**Documentation Required:**

- Student and claimant Florida driver’s license or state-issued ID
- Copy of documentation used to substantiate exception
Placement Testing

www.brevardcc.edu
Click ➤ STUDENT CENTER
Click ➤ ADMISSIONS & RECORDS
Click ➤ TESTING

Associate Degree Programs

As part of the admissions process, all degree-seeking (AA, AS, AAS) students must complete assessment of reading, writing, and mathematics skills for placement into the appropriate level courses. First-time in college students must present scores, no more than two years old, from one of the following approved placement tests: Scholastic Aptitude Test (SAT), American College Test (ACT), Computerized Placement Test (CPT) or Florida College Entry Level Placement Test (FELPT). Scores must meet or exceed the scores listed below to place students into college credit courses.*

<table>
<thead>
<tr>
<th></th>
<th>Reading</th>
<th>Writing</th>
<th>Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAT</td>
<td>Critical Reading</td>
<td>Critical Reading</td>
<td>Math 440</td>
</tr>
<tr>
<td>ACT</td>
<td>Reading 18</td>
<td>English 17</td>
<td>Math 19</td>
</tr>
<tr>
<td>CPT</td>
<td>Reading 83</td>
<td>Sentence 83</td>
<td>Algebra 72</td>
</tr>
<tr>
<td>FELPT</td>
<td>Reading 83</td>
<td>Sentence 83</td>
<td>Algebra 72</td>
</tr>
</tbody>
</table>

*Score requirements are subject to change based on rulings of the Florida Legislature.

Placement of transfer students will be based on the official evaluation of credit earned at previous colleges.

Placement testing may be required. Degree holding students will not be required to undergo placement assessment upon submission of an official transcript from a U.S. regionally accredited college.

The college administers the CPT and FELPT at no charge to the student. Any of the tests can be scheduled by contacting the Testing Office, Learning Lab, or Admissions and Records Office at any campus or center. See Collegewide Telephone Directory, Page 8.

College Preparatory Courses

Students whose placement test scores identify them as needing additional preparation shall enroll in college-preparatory courses to develop the needed college-entry skills. A student who is required to complete a college-preparatory course must successfully complete the required college-preparatory studies by the time the student has accumulated 12 hours of lower-division college credit degree coursework; however, a student may continue enrollment in degree-earning coursework provided the student maintains enrollment in college-preparatory coursework for each subsequent semester until college-preparatory coursework requirements are completed, and the student demonstrates satisfactory performance in degree-earning coursework. (Florida Statute 1008.30)

Preparatory courses are designed to assist students in acquiring the skills necessary for succeeding in college level courses. While the courses do not carry credit toward graduation, students must have regular attendance, passing grades and must pass a state-mandated exit exam to complete the preparatory coursework and become eligible to enroll in college credit courses.

Some forms of financial aid, including Bright Futures Scholarships, do not cover tuition for preparatory courses. Students should check with the Financial Aid Office.

Preparatory courses are graded with S for satisfactory; U for unsatisfactory; N for progressed but did not achieve course objectives. These grades are not calculated into the grade point average. When grades of U or N are earned, students must re-register for the course. Students can attempt preparatory courses up to three times. The third attempt will be subject to the full cost of instruction. Preparatory courses may not be audited.

Alternative Methods of Preparatory Instruction

Students can seek methods other than the college’s preparatory courses for improvement of skills. Alternative methods of instruction include, but are not limited to, Brevard County School Board, private providers, and online instruction. Once instruction is complete, the student should present a certificate of completion to an advisor for a referral to retest on the appropriate placement subtest.

Certificate Programs

Students enrolling in state-designated Postsecondary Adult Vocational Certificate (PSAV) programs are required to submit scores, no more than two years old, from the Test of Adult Basic Education (TABE). Students must complete the TABE within six weeks of the beginning of their first term of classes. Students who do not meet the required TABE score in any area can begin coursework in the certificate program, but must complete remediation of skills prior to graduation from the program. Remediation is available in all learning labs through the Vocational Preparatory Instruction (VPI) program.

Limited Access Program Placement Tests

Certain limited access programs require additional tests for admission. These include:

Nurse Entrance Test (NET): The Practical Nursing Vocational Certificate requires successful completion of the Nurse Entrance Test (NET) prior to admission into the program. The Nursing Associate Degree program will add this admission requirement during the 05-06 academic year. Contact Health Sciences at (321) 433-7577 for specific program requirements, testing schedules, and fee information.
Basic Abilities Tests (BAT): Some law enforcement and criminal justice programs require successful completion of a Basic Abilities Test (BAT) prior to admission into the program. The state of Florida has approved two Basic Abilities Tests: the Criminal Justice Basic Abilities Test (CJ-BAT) and the Florida Basic Abilities Test (F-BAT). Contact the Criminal Justice Department at (321) 433-5637 for specific program test requirements, testing schedules and fee information.

Registration

Registration is the process of identifying, selecting and requesting courses each term. There are usually several choices for the same course, so student may select the days, times, campus and method of delivery according to his personal preferences and schedule. Registration may be done in person or via the Web. Students must have completed the admissions process and be an active student.

Prior to registering, student should read the current Schedule of Classes to determine registration dates and procedures and check the Web site for registration updates. Student should also visit an advisor during non-registration periods so that he can have plenty of time to discuss academic progress and map out an education plan. With this information, student can register online when the web is open to avoid standing in long lines.

Check Student Registration Status: Student will need his/her USER ID and PIN to access the secure Web site to check records and register online.

To check registration status: www.brevardcc.edu
Click ➤ BANNER WEB • Login to the secure area
Click ➤ STUDENT SERVICES & FINANCIAL AID, Click ➤ REGISTRATION,
Click ➤ CHECK STUDENT REGISTRATION STATUS.

Prior to registering, students must make sure that they:
1. Have no Registration Holds
2. Have been admitted as a student to the college
3. Are an active student. If student has not attended BCC in two or more years, records are inactivated and student must submit a Readmit Application

Students who are required to take college preparatory courses or have registration holds must register in person.

Students can download the Registration Add/Drop form to use as a worksheet for student self-registration process, or bring it to the campus Admissions and Records Office for assistance in registering.

Students who are receiving financial aid or veteran's benefits must report to the Financial Aid or VA office after registering to ensure fees are paid.

Assisted registration:

- An advisor will provide guidance in selecting courses and creating an academic plan. The advisor can register students for courses.
- If a student knows exactly which courses and which sections to take, an Admissions and Records staff member can register students.
- Staff members of special programs such as Office for Students with Disabilities and Student Support Services can assist in course selection and registration.

Note: Students must come in person to one of the above mentioned offices for assisted registration.

Self-Registration:

- Students can register through BANNER WEB at: www.brevardcc.edu
  Click ➤ BANNER WEB
  Login to the secure area
  Click ➤ STUDENT SERVICES & FINANCIAL AID

Registration Hold

Students’ records may have a hold that prevents them from registering for classes. Typical reasons for a hold include outstanding debt, incomplete admission record, lack of preparatory course completion, or lack of placement test results.

Student ID Number

All students are issued a 9 digit identification number that must be used to access all of their records and to register online. Students must provide their Social Security Number to the college for reporting purposes, but that number will remain secure and is not used as a student ID number.

Student Photo ID Card

Students must obtain a Photo Identification Card at the campus library. The card is designed to be carried in your wallet, and also serves as the student’s library card. There is no charge for the card, however, replacements for lost cards are $10. To obtain a Student Photo ID Card, take a copy of your class registration, along with a photo ID, to the campus library. You must make sure that the name and address on the registration and photo ID are the same.
Auditing a Class

Students who have been admitted to BCC and who wish to take courses without receiving credit may request to audit a course. The following guidelines apply:

- Student must be a high school graduate to audit classes.
- Students must make the choice to audit when they register for the class, and must submit a “Request to Audit” form to the Admissions and Records Office.
- Student may change from audit to credit or credit to audit only during the drop/add period.
- Fees for audited courses are the same as graded courses.
- Students should confirm their audit status with the instructor at the first class meeting.
- Courses taken on an audit basis will not be counted when calculating eligibility for Veteran’s benefits, financial assistance or certification of enrollment by outside agencies.
- Students auditing classes must meet all course prerequisites including appropriate test scores.
- Students may not audit college preparatory courses, per BOE Rule 6A-14.0301. Other limited-access courses also may not be available for audit.
- Student will receive a grade of “AU” for audited courses. Audit courses will not affect the grade point average or academic standing and will not award credits.
- Audited courses do not count as “attempts” toward full-cost tuition.
- Class tests or examinations are not required of the student auditing a course; however, class attendance is expected.

Dropping a Class

If a student must drop a class, the same methods as registration can be used, and must be done by the established Last Date to Drop a Class. See the Schedule of Classes for dates each semester. Any tuition paid for a course dropped by the deadline will be refunded. The course will not appear on the student’s transcript. After the Drop deadline, a student must withdraw from the class following required procedures and will not receive a refund.

Payment of Fees

Fees will be assessed to the student upon registration for classes. The student’s portion of fees must be paid by the deadline established in the Schedule of Classes. Students may be dropped from course(s) for non-payment of fees, however, students are responsible for dropping classes they do not plan to take. All fees must be received by the dates and times noted or the student may be dropped from classes and assessed a $30 re-registration fee when registering during late add/drop. Student’s original schedule of classes is not guaranteed at the time of re-registration. Fees can be paid at any campus cashier’s office, through the mail, or through the BCC Web site:

www.brevardcc.edu • Click ➤ BANNER WEB

Online Services for Students

www.brevardcc.edu

Brevard Community College provides a full range of Web-based services for prospective and enrolled students, including the full text of the college catalog. Students can apply for admission and financial aid online, and may register for classes online. Once a student is admitted to the college, he may access our secure Web site, BANNER WEB, to register for classes online. In addition, students can review their financial accounts and academic records and may update their addresses. Information concerning services to students with disabilities, library services, career information, scholarship search, activities, campus security, and online courses is also available over the Web.

Grades

BCC does not mail grades to students. Students who have no holds on their records may view their grades online beginning the day after the deadline date for faculty final grade input.

Follow these steps:

- Go to the BCC Web page at www.brevardcc.edu
- Click ➤ Student Services
- Click ➤ Login to Secure Area
- Enter User ID and 6 digit PIN; click ➤ Login
- Click ➤ Student Services and Financial Aid
- Click ➤ Student Records
- Click ➤ Final Grades
Student E-Mail
Prior to the first day of classes, usually 24 hours after class registration, students will be assigned a free e-mail account, called IMail. BCC administration has designated IMail as the official means of communication for college business, including course work. Students are responsible for checking all the e-mail sent to his IMail address and for properly maintaining his account. **Student must be registered for classes to have an IMail account.** See page 20 under IMAIL: Student E-Mail accounts for more information.

To find out your IMail account address, go to www.brevardcc.edu, Click ➤ BANNER WEB, Login to secure area, Click ➤ PERSONAL INFORMATION then ➤ VIEW e-mail ADDRESS.

Enrollment Certification
Brevard Community College certifies student enrollment per semester after the add/drop period, using the following guidelines:

- FT (full time) 12 credit hours
- QT (3/4 time) 9 credit hours
- HT (half time) 6 credit hours
- LT (less than half time) Under 6 credit hours

Current term enrollment will not be certified until after the add/drop period. Courses that are dropped, withdrawn, audited or non-credit classes do not count in credit hours toward enrollment verification.

Requests for enrollment verification must be submitted in writing to the campus Admissions and Records office. If student has an Enrollment Verification hold, the request will not be processed. Visit the BCC Web site at www.brevardcc.edu Click ➤ STUDENT CENTER, then REGISTRATION, then ENROLLMENT VERIFICATION for more information and to download an Enrollment Verification Request form.

Change to Student Records
Students may request a change to their record in writing or by presenting photo identification if requesting the change in person. Typical changes include name, address, telephone number, social security number and program code (major). Most changes require the student to present appropriate documentation. Address and phone changes can be made online at: www.brevardcc.edu, Click ➤ BANNER WEB.
Grading Policies

BCC uses a 4.00 grading scale. Students are awarded letter grades for course work attempted.

Used in GPA computation are:

- **A** Excellent ......................... 4 points
- **B** Good ............................... 3 points
- **C** Satisfactory...................... 2 points
- **D** Poor ................................ 1 point
- **F** Failure............................. 0 points

*A “D” grade earned in English, math, humanities, or social or behavioral science course work will not satisfy general education requirements for the A.A. and some A.S. degree programs and will be counted only as elective credit.

Not used in GPA computation are:

- **AU** .................................................Audit
- **I** ..............................................Incomplete
- **N** ...............................Progressed but did not achieve course objectives – student must re-enroll
- **S** ..............................................Satisfactory
- **U** ..............................................Unsatisfactory
- **W** .................................Withdrawal
- **W6** .........................Withdrawal, called to active military duty

The following letter grades have special requirements:

**AU:** Awarded to a student who enrolls in a credit class for enrichment but not for credit and requests the audit status in writing. Student must pay the regular fees and meet appropriate course prerequisites. No credit is earned. To change enrollment from credit to audit or audit to credit, a student must contact the Admissions and Records Office before the established deadline. Vocational and college preparatory courses may not be audited.

*Note: Financial Aid and Veteran students will not receive benefits for audit classes.*

**I:** At the instructor’s discretion, a grade of I-Incomplete may be given when a student is unable to complete the required coursework because of clearly documented extenuating circumstances and if the student has demonstrated through successful completion of a significant portion of the course requirement that he/she has a reasonable chance of making a passing grade. The instructor files with the department chair, and with the student concerned, an outline of the work that must be completed, including an estimate of the student's grade standing for work already completed during the term.

- Work for the removal of the “I” must be completed prior to the last class day in the next 16-week term immediately following the initial course attempt. Summer term is excluded.
- Instructor will submit a Grade Change form through appropriate channels prior to the last class day of the next 16-week term to have the grade changed.
- The “I” grade will revert to an “F” on the permanent record if not removed by the last class day of the next 16-week term.
- Instructor may not submit a Grade Change form to change the reverted “F” after the deadline for completion of work.
- Students completing coursework to remove the “I” must do so outside the regular classroom setting.
- Student will not be permitted to re-enroll in a course in which he/she has an outstanding grade of “I.” Once the “I” has reverted to an “F” the student MUST re-enroll in the course and use the grade forgiveness procedure.
- Students with an outstanding grade of “I” will not be permitted to enroll in the subsequent course until the appropriate grade is achieved and posted.
- Students receiving financial aid must complete coursework to have the “I” grade changed in accordance with financial aid standards which is within three weeks of the beginning of the following term.
- A grade of “I” cannot be assigned to a course if the student does not meet the attendance requirements of the course, drops or withdraws from the course.
- An “I” received in the term of graduation will be calculated as an “F” for purposes of computing the student’s GPA for graduation.
  - Students who receive an “I” grade in the term they apply to graduate have three weeks from the beginning of the next term to have the grade changed to be able to graduate in that term. After that time, student must reapply for graduation and pay the reapplication fee in the term they complete the work.
  - Students with an outstanding grade of “I” will not be permitted to enroll in the subsequent course until the appropriate grade is achieved and posted.
  - Students receiving financial aid must complete coursework to have the “I” grade changed in accordance with financial aid standards which is within three weeks of the beginning of the following term.
  - A grade of “I” cannot be assigned to a course if the student does not meet the attendance requirements of the course, drops or withdraws from the course.
  - An “I” received in the term of graduation will be calculated as an “F” for purposes of computing the student’s GPA for graduation.
  - Students who receive an “I” grade in the term they apply to graduate have three weeks from the beginning of the next term to have the grade changed to be able to graduate in that term. After that time, student must reapply for graduation and pay the reapplication fee in the term they complete the work.

**N:** Awarded when students have made satisfactory progress on work attempted, but have not achieved all course objectives. “N” grades are awarded only in college preparatory courses. To pass the class, re-enrollment is required.

*Note: The “N” grade can be repeated for VA benefits. Veteran students who receive an “N” grade in a college preparatory class will be required to repay all benefits unless mitigating circumstances are deemed excusable by the Department of Veterans’ Affairs. Students who complete a college preparatory class or certificate course before the end of the term will have their benefits reduced accordingly. The instructor will notify the VA Office by memorandum of the date course was completed.*
**W:**Assigned if a student officially withdraws by the established deadline in the Schedule of Classes or the college administratively withdraws the student for reasons such as non-compliance of rules or extenuating circumstances.

See Maximum Attempts Per Course, page 35 and Withdrawal page 36.

**Grade Point Average (GPA) Computation**

Each letter grade has a point value. To determine your grade point average (GPA), multiply the number of points for each grade earned times the number of the course’s credits. A “B” (three points) in a three-credit course is worth nine points. An “A” (four points) in the same three-credit course is worth 12 points.

Add the total grade-point values for all courses and divide by the total number of attempted credit hours.

**GPA EXAMPLE:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>3 cr.</td>
<td>A (4 points)</td>
<td>12</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>3 cr.</td>
<td>C (2 points)</td>
<td>6</td>
</tr>
<tr>
<td>HUM 2210</td>
<td>3 cr.</td>
<td>F (0 points)</td>
<td>0</td>
</tr>
<tr>
<td>PEM 1131</td>
<td>1 cr.</td>
<td>B (3 points)</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDITS = 10  
TOTAL POINTS = 21

Divide 21 points by 10 credits = 2.10 grade point average.

A cumulative GPA of 2.0 or higher is required to receive a degree at BCC.

**Scholastic Achievement**

Based on the term grade point average, BCC recognizes students with high academic achievement during the fall and spring terms only.

**Dean's List:** (fall and spring) lists all students who have earned six or more credits during the term with a grade point average of 3.25 - 3.74.

**Honors List:** (fall and spring) lists all students who have earned at least six credit hours during the term with a grade point average of 3.75 - 3.99.

**President's List:** (fall and spring) lists all students who have earned at least six credit hours during the term with a grade point average of 4.00.

**Note:** An “F” or “I” in any course precludes a student from being listed on the Dean’s, Honors, or President’s list during that term.

**Citizen Scholar**

A graduate with at least a 3.0 cumulative grade point average; 300 or more community service hours; and completes requisite service-learning course work.

**Enrollment Terminology**

BCC offers college and vocational credit courses as well as preparatory courses. Students attend full-time or part-time for a specific semester.

**College Credit (CC)**

Courses that typically lead to an associate in arts, associate in applied science or associate in science degree and may transfer to other regionally accredited institutions.

**Vocational Credit (VC)**

Courses that typically lead to a certificate of completion and often do not transfer to other postsecondary institutions.

**Preparatory Courses**

Designed to help students achieve a specific skill level. Credits earned in prep courses will not transfer.

**Semester Hours**

Also called credit hours. The number of credits assigned to a specific course. One semester hour equals one hour of classroom work.
Graduation

Students who are ready to graduate must submit an Intent to Graduate Application by the prescribed application deadline during the term in which they plan to graduate. The application form must be completed and signed by the student and a student advisor, who will verify that the student has completed all degree requirements. Degrees are not conferred until all grades have been posted and a final verification of the student’s record is completed by the Registrar’s Office.

A graduation fee of $20 per degree must accompany the application. The application deadline date is published each term in the Schedule of Classes and is on the Academic Calendar and the BCC Web site. A late fee of $20 will be assessed for applications submitted after the deadline. There is no guarantee the student’s name will appear in the printed Commencement Program if the application is submitted late. See Page 56 for a complete list of graduation fees.

The college holds two commencement ceremonies for graduating students: a spring ceremony in May and a summer/fall ceremony in December. Students who complete their requirements for graduation during the summer will be officially graduated in August and the degree or certificate awarded, and those students are invited to “walk” in the summer/fall ceremony.

Students who do not meet the requirements to graduate in the term they apply must submit a new Intent to Graduate Application and $20 re-application fee when they satisfy the requirements. BCC reserves the right to certify a student as a completer once he or she has met all requirements for a degree or certificate, whether or not they have applied for graduation. Those students will be notified by letter of their options, and they will not be issued a diploma until they apply and pay the $20 graduation fee. See specific graduation requirements for degrees and certificates in the Programs of Instruction section.

Financial Obligations

BCC will not release the diploma or official transcripts to students who have any outstanding financial obligations to the college.

Graduation with Honors

A student completing degree or certificate requirements with a cumulative grade point average of 3.50 or higher will graduate with Honors.

Graduating with Multiple Degrees

Students may earn more than one degree or certificate from BCC. Students may earn only one associate in arts degree in the state of Florida. However, they may earn unlimited associate in science or associate in applied science degrees upon completion of all degree requirements. Students who have an A.A.S. degree may receive an A.S. degree in the same area upon completion of additional coursework. However, students with an A.S. degree are not eligible to receive an A.A.S. in the same program area.

While some associate in science degrees have multiple options, students may receive the respective degree only once. The transcript and diploma will be posted with the degree name, not the option.

Governing Catalog

The governing catalog is the BCC catalog in effect at the time of the student’s initial enrollment in credit courses at BCC. Student may follow the policies and graduation requirements in the governing catalog except when changed by law or by the District Board of Trustees, providing student has continuous enrollment.

• Continuous enrollment is defined as enrolling in credit classes at least one term in each academic year.

• Student may officially declare any subsequent catalog as his/her governing catalog and follow its requirements providing he/she has continuous enrollment.

• If student has a break in enrollment, he must follow the catalog in effect at the time he/she enrolls in credit courses.

• The governing catalog for students pursuing limited access programs will be the catalog in effect when they are accepted into the program.

The official version of this catalog is the online version at www.brevardcc.edu/catalog. Should the District Board of Trustees approve changes in program requirements to be effective within an academic year, the revised requirements will be available in the online catalog.

Course Waiver/Substitution

Upon recommendation of the appropriate department chair and approval from the provost, under extenuating circumstances a course may be waived or substituted for graduation purposes. A Petition for Course Waiver or Petition for Course Substitution form must be filed with the campus Admissions and Records Office for the waiver or substitution to be processed. Courses are waived or substituted for specific degrees only. A course that is waived or substituted does not appear on the student’s transcript. Course waivers or substitutions are applied to a specific degree or program only and requests must be completed for each degree.

Grade Forgiveness Policy

State Board Rule 6A.14.0301

A course in which a grade of “D” or “F” has been earned can be repeated a maximum of two times for grade forgiveness purposes. All grades will remain on
the student's official transcript. The original grade will be marked with a “T” to indicate that the course has been repeated, and the repeat course will be marked with an “R” on the student's transcripts. The original grade will always appear on the transcript, but only the repeated course grade will be calculated into the GPA. A course in which a satisfactory grade of “A,” “B,” or “C” has been earned may not be repeated for grade forgiveness or GPA purposes. No course may be repeated for grade forgiveness purposes after graduation.

Students may attempt a course only three times (including original grades, repeat grades, and withdrawals). The most recent grade is included in the computation of the cumulative grade point average. Through the academic appeals process, students with extenuating circumstances may petition for a fourth attempt. To begin the academic appeals process, students must contact the appropriate Dean of Student Services.

This policy went into effect in the fall of 1997. Courses taken prior to that term may be forgiven and do not count in the maximum total attempts.

**Note:** It is the student's responsibility to notify the Admissions Office that a course was repeated for grade forgiveness purposes.

### Maximum Attempts Per Course

Students may withdraw without academic penalty from any course by the established deadline as follows:

1. A student may have only three attempts per course including the original grade, repeat grades and all withdrawals. The most recent grade is included in the computation of the cumulative grade point average. Students will be required to pay 100% of the direct instructional cost beginning with the third attempt. Students who want to pursue an appeal should consult an advisor.

2. Courses taken at institutions other than BCC will not be counted in determining repeat charges.

3. Some types of financial aid do not cover repeat course attempts. Students should check with the Financial Aid Office to determine status.

4. A course can be counted only once toward meeting graduation requirements, except where permitted by a course description.

5. Attempts “counted” begin with courses taken fall of 1997.

6. A fourth attempt may be allowed only with approval of the Dean of Student Services, based upon an academic appeals process which requires documenting serious extenuating circumstances.

### Note for A.A. degree students:

Some senior institutions count all hours attempted and all quality points earned.

### Note for VA Students:

VA benefits may be received for repeat courses assigned a “D” grade, if a grade of “C” or higher is required by SBE Rule 6A-10.30 (Gordon Rule).

### Standards of Progress – VA Students:

Under federal regulations, students receiving VA educational benefits must maintain a minimum cumulative grade point average (CGPA) of 2.0 each term. A VA student, whose CGPA falls below 2.0 at the end of any term, will be placed on academic probation for a maximum of two consecutive terms of enrollment. If the VA students' CGPA is still below 2.0 at the end of the second consecutive term of probation, the students’ VA educational benefits will be terminated due to unsatisfactory progress. Additionally, veteran students enrolled in Postsecondary Vocational Certificate (PSVC) or Postsecondary Adult Vocational Certificate (PAV) programs will be required to maintain a minimum level of proficiency/progress that will insure successful completion of the program.

Proficiency/progress will be monitored, and will be based on attendance records, graded course work, test results, and instructors' assessments. VA students that are not making progress toward satisfactory completion of the vocational program will have their VA educational benefits terminated. VA students in the PAV and PSVC programs that exceed three days unexcused absences in a calendar month will be terminated from their VA benefits for unsatisfactory attendance. Early departures, class cuts, tardiness, for any portion of an hour will be counted as a full hour of absence. Excused absences will be granted for extenuating circumstances only. Instructors will determine if an absence is excused or unexcused.

A VA student terminated from VA educational benefits due to unsatisfactory progress may petition the school to be recertified after one term has elapsed and after attaining a CGPA of 2.0. VA students in these situations should contact the campus VA office immediately for assistance in applying for reinstatement of VA educational benefits.

### Attendance Policy

Class attendance is required beginning with the first class meeting. Regular class attendance is expected. “Excessive Absences” is defined as being absent more than 15% of class meetings. However, faculty members can establish more rigorous attendance standards for their individual classes. Instructors will inform students in writing of their grading and attendance policy at the beginning of the term.

Students are expected to attend all class sessions for which they are registered. It is the responsibility of the student to arrange to make up work missed because of legitimate class absences and notify the instructor when
an absence will occur. The instructor determines the effect of absences on grades. However, students receiving financial aid or veteran’s benefits, who are reported as never attending a course, will be dropped from the class and benefits adjusted or rescinded.

The instructor may submit a request to withdraw a student for excessive absences in his or her class. After the last date to withdraw, the instructor should assign the grade of “F” to those students who exceed the established attendance standards for the class.

**Note:** If a veteran student exceeds the maximum authorized absences after the last date for withdrawal, the instructor must promptly notify the campus VA office by memorandum. It is the policy of the Department of Veterans’ Affairs that veteran students who withdraw from a class after the established drop deadline or are administratively withdrawn will be required to repay all benefits received for those classes unless mitigating circumstances are determined as excusable by the Department of Veterans’ Affairs. The only exception to this policy is that the VA will allow students to withdraw one time for a maximum of six credit hours without having to furnish mitigating circumstances and/or repay benefits.

**Withdrawal Policy**

State Board Rule, 6A-14.0301

Students may withdraw without academic penalty, from any course, by the designated deadline for the course. There is an official withdrawal deadline date for each part of term within the semester. Students who officially withdraw will be given a grade of “W.” Withdrawals after that date will be granted only through the Dean of Student Services. Students may attempt a course only three times (including original grades, repeat grades, and withdrawals). Through the academic appeals process, students with extenuating circumstances may petition for a fourth attempt. To begin the academic appeals process, students must contact the appropriate Dean of Student Services.

Students cannot withdraw from a course taken for the third time. They must receive a grade for the third attempt.

Students must pay the full cost of instruction (approximately equal to out-of-state fees) for credit classes they attempt a third time and any additional times. If students have extenuating circumstances, they may petition the appropriate Dean of Student Services for an exemption from paying the full cost of instruction.

This policy went into effect in the fall of 1997 (199740). Courses taken prior to that term may be forgiven and do not count in the maximum total attempts.

**Note:** It is the student’s responsibility to complete a Course Withdrawal form to initiate the process. Students who withdraw from a course are still responsible for tuition and fees for the course.

**Transcripts**

Current students can obtain unofficial transcripts at no charge via the Web site www.FACTS.org.

To obtain an official transcript, the request must be submitted in writing including your signature and the date along a legible copy of a picture ID (driver’s license is preferred) and the $5 transcript fee. There is an official BCC Transcript Request form available online www.brevardcc.edu or at any Admissions and Records office. If for any reason the official form is not available, your written request must include the following information to be processed:

- Name, including all previous names
- Address and telephone number
- Social security number
- Student ID number
- Date of birth
- Approximate dates of attendance at BCC
- Copy of photo ID (enlarged 200% and legible)
- Date of request and date needed
- Complete name and address of recipient(s)
- Number of copies
- Any special instructions – hold for grades or degree
- Attach any forms that need to be included
- Your signature
- $5 per transcript fee

**Important Facts**

- Official transcripts will not be provided “on demand”
- Email requests can not be honored
- Students with active HOLDS can not receive an official transcript until the obligations are met and the holds are removed
- **Please allow two weeks for processing the transcript for mailing or student pickup.**
- Official transcripts can be mailed overnight for a $25 per destination fee

**Transient Student from BCC**

A transient student from Brevard Community College is someone who is currently enrolled at BCC and desires to take courses at another institution. The Registrar’s Office must complete the Request for Transient Student Status form.

Transient student status will only be approved if each of these requirements has been met:

- Student is in good standing at BCC with a minimum GPA of 2.0
• Student has completed all required preparatory courses
• Student has completed at least 15 credits at BCC

Student may be approved to take only those courses that they would be eligible to take at Brevard Community College (e.g., student who has not completed prep algebra would not be approved to take MAC 1105 at BCC or another institution).

Florida state schools process transient student letters electronically through www.facts.org. Click on Transfer Services, then Transient Student form. Select BCC as your Home Institution and the school you want to attend as the Transient Institution and submit your request. You will be notified via e-mail of the status of your request.

Early Alert

“Early Alert” is a mid-term warning letter generated by faculty during the fall and spring terms. Students determined to be in academic jeopardy in a specific course are encouraged to take the steps necessary to successfully complete their course(s).

Credit By Examination

Students may earn a maximum of 45 credits through the following Credit By Examination mechanisms. Duplicate credit cannot be awarded. Credit is awarded in accordance with guidelines, established by the statewide Articulation Coordinating Committee.

College Level Examination Program (CLEP)

Students can earn college credits through this national examination program. The maximum that can be earned through the CLEP examination program is 45 credit hours.

Courses earned through CLEP will be recorded with an “S” grade. No duplicate credit may be earned. A listing of the CLEP subject exams and their course equivalents as well as additional information and applications are available in the Student Services Office on each campus.

Advanced Placement

Credit toward a BCC degree is offered to those high school students who earn advanced placement test scores of 3 or higher. The amount of credit awarded depends on the score received. Credit will be recorded in the same manner as CLEP.

Institutional Course Challenge Exam

Eligible students may earn credit in designated vocational and college credit courses through successful completion of an “Institutional Course Challenge Exam.” The comprehensive examination is intended to verify skills and knowledge acquired through prior learning experiences and is available for designated courses. This examination is not available for credit in courses for which CLEP or other examination is available or that have been identified as “No acceleration mechanism available.” The challenge exam option is not available for college preparatory courses.

To be eligible for a course challenge exam, the student:

Must be currently enrolled and in good academic standing at BCC
• Must have completed the residency requirement of 25% of credits for the applicable BCC degree/certificate
• Must be otherwise eligible for enrollment in the course (e.g. have met placement and prerequisite standards, be within the allowable number of course attempts)
• Must not be currently enrolled in the course
• Must not previously have received a grade in the course (except “W”)
• Must not have been enrolled in the course for at least one full term previous to the request term
• Must not previously have attempted to challenge the course
• Must have completed the appropriate request form, obtained the appropriate approvals, and paid the established $50 fee.

If the student passes the examination with a grade of “A,” “B” or “C,” he/she will receive full credit for the course with the appropriate grade posted on the transcript. If the student does not achieve a satisfactory grade of “C” or higher, no grade will be recorded on the transcript.

Credits received through institutional Course Challenge Exams do not apply toward the 25% residency requirement for BCC degrees and/or certificates.

Dantès Exams

The Defense Activity for Nontraditional Education Support (DANTES) program is a test conducted by the Educational Testing Service (ETS). The DANTES Subject Standardized Tests (DSSTs) measure earned achievement in specific college courses and in calculated credit hours. No duplicate credit can be earned, nor will ETS assign grades to credits earned. Additional information about Dantès exams can be obtained from the Dean of Student Services.

International Baccalaureate (IB) Program

The IB program is an advanced level 2-year curriculum for high school students offered at select high schools. BCC will award IB diploma students up to 30 semester hours of college credit based upon IB exam scores. Students must request that official IB exam scores and high school transcripts be sent to BCC for evaluation and the awarding of credit per State Board Rule 6A - 10.024(8). For specific information, call (321) 433-7273.
Assessment of Prior Learning

Credit for Prior Military Training/Educational Experience
BCC recognizes and uses the ACE Guide to the Evaluation of Educational Experiences in the Armed Services in determining the value of learning acquired in military service, and awards credit for appropriate learning acquired in military service at levels consistent with ACE Guide recommendations and/or those transcripted by the Community College of the Air Force, when applicable to a servicemember's program. Credits granted for all tests and/or service schools shall be limited to one-half the total number of semester hours needed for the certificate or degree from Brevard Community College.

Credit for Correspondence Courses
Transfer credit may be granted for coursework completed through correspondence at a regionally accredited institution.

Credit for Experiential Learning
BCC has adopted the (CAEL) Credit for Adult Experiential Learning process for recognition of prior learning. Students with sufficient learning experience can be recognized through CAEL by documenting their learning activities and receiving college credit. Up to 25% of college credit can be granted for a degree or certificate for specific BCC courses. Credit is awarded on a course-by-course basis only. The recorded grade of the courses will be an “S” and will not affect the GPA of the students. The CAEL course (SLS 1371) is graded and the grade earned will be calculated in the GPA. For more information, call (321) 433-5515.

Credit for Certified Professional Secretary Exam
Official certification of CPS exam results must be submitted to the Collegewide Admissions and Records Office. The student must complete three semester hours within the Associate in Science Degree in the Office Systems Technology before credit for the CPS exam will be officially recognized. A minimum of 25% of semester hours of degree requirements must be earned at Brevard Community College. Credit for the CPS exam will be recorded on the student’s record in the same manner as CLEP.

Credit for Medical Laboratory Technology
Credit for competencies demonstrated by credentials that are not described in semester credit hours can be awarded upon fulfillment of all the other requirements for the associate degree in Medical Laboratory Technology. Applicants must first attain a "C" average in the general education requirements for the A.S. degree. This plan enables accredited vocational school MLT certificate graduates or practicing medical laboratory technicians who hold a Florida HRS license or a national certificate to acquire an Associate in Science Degree in Medical Laboratory Technology from BCC. Additional information and application forms can be obtained from the Health Sciences Campus.

Credit for Radiography
Credit for competencies demonstrated by Certification from the American Registry of Radiologic Technologists will be awarded upon the presentation of necessary verification. This program enables practicing registered radiologic technology radiographers to acquire an Associate in Science Degree in Radiography from Brevard Community College. Additional graduation requirements are the same as those of students enrolled in the program. Verification procedures and additional information can be obtained from the Allied Health Division Office.

Credit for Registered Nursing
Credit for competencies evidenced by licensure (R.N.) from the Florida Board of Nursing will be awarded in the same manner as students who enrolled and successfully completed all program courses. Verification procedures and additional information may be obtained from the Health Sciences Campus.

Continuing Education Units (CEUs)
The Council on the Continuing Education Unit defines the CEU as ten contact hours or participation in an organized continuing education experience under responsible sponsorship, capable direction and qualified instruction. Ten contact hours equal one CEU. The CEU is awarded through Continuing and Professional Education for professionals seeking supplemental vocational seminars or courses providing job upgrading or retraining.

Advance Standing Credit
Agreements between Brevard Community College and the Brevard County School Board enable students enrolled in a limited number of certificate and technical degree programs to receive postsecondary credit for completed specific program-related secondary courses while in high school. To have advanced standing credit placed on their permanent college record, students must have:
1. Earned at least a grade of B in the designated vocational/technical high school courses
2. Graduated from high school
3. Completed at least one semester at BCC with a 2.0 GPA in the program for which the advance standing credit is to be awarded

Students must petition the college Registrar to have advanced standing credit place on their college record. The recorded grade will be an “S” and will not affect the GPA of the students.
Family Education Rights & Privacy Act

Notification of Rights under FERPA for Postsecondary Institutions

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student’s education records within 45 days of the day the college receives a request for access. Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The college official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student’s education records that the student believes is inaccurate. Students may ask the College to amend a record that they believe is inaccurate. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the District Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by State College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Student Directory Information

FERPA requires each institution to determine directory information that may be released without the student’s consent, unless the student has specifically requested that some or all of the information not be released. BCC has identified the following as directory information:

- Student name*
- Student address*
- Student Email Address*
- Dates of attendance (session dates only)
- Major field of study
- Weight and height of members of athletic teams
- Degrees and awards received
- The most recent educational institution attended

*Important Directory Information Note: Although Brevard Community College has designated certain items as directory information, these will appear only in BCC-generated information such as the commencement ceremony programs, BCC publications and news releases of awards. In addition, students’ names and addresses may be given to selected institutions of higher education for recruiting purposes and military branches in accordance with federal guidelines.

Student Right to Privacy

A student must submit a written notice to the campus Admissions and Records office requesting that directory information items are not to be released to the general public or the above organizations.
Accelerated Education Programs
for High School Students

Several accelerated education options are available that enable qualified high school students to begin their college education early. Options include Dual Enrollment, Early Admission and Credit in Escrow.

In accordance with Florida law, Brevard Community College does not assess fees, including tuition, to dual enrollment and early admission students. Students taking courses through credit in escrow pay all fees and tuition.

Students interested in an accelerated education program should first consult with their high school counselor to determine eligibility.

Public School and Private School Students: To qualify for program acceleration through Early Admission, Dual Enrollment or Credit in Escrow students must meet grade level, GPA and other program requirements and course prerequisites. In addition students must submit:

1. BCC Application for Admission (first-time students)
2. Test scores on one of the designated placement tests if enrolling in college credit classes (first-time students)
3. Completed Accelerated Education Application (each term of enrollment)

The school of attendance for private school students must meet requirements of F.S. 1002.42 and F. S. 1003.43 and have an articulation agreement on file with the College in order for students to qualify for Dual Enrollment, Early Admission or Credit in Escrow.

Home-school Students: Home-school students must be in compliance with applicable Florida laws. Along with meeting testing and GPA requirements, they must submit the following completed documents:

1. BCC Application for Admission (first-time students),
2. Copy of letter of intent to home school submitted to School Board,
3. BCC Accelerated Programs Application for home-education students (each enrollment term),
4. Home Education Statutory Compliance Affidavit (each enrollment term),
5. Transcript or equivalent showing progress toward home education program completion (each term).

Dual Enrollment

The Dual Enrollment Program enables qualified public, private and home-school students in the 10th, 11th, or 12th grades to enroll in academic and vocational courses offered by BCC. The credits that students earn count toward both a high school diploma and a college degree or vocational certificate.

The Brevard County School Board loans textbooks to public school students. Private and home education students are responsible for acquiring textbooks.

In addition to submitting required documents, candidates must meet the minimum cumulative unweighted GPA requirement for the selected program:

• 3.00 for an Associate in Arts Degree
• 2.50 for an Associate in Science Degree
• 2.00 for a Vocational Certificate

Early Admission

Early Admission is a form of dual enrollment. Qualified Brevard County high school students (public, private and home-education) who have completed their junior year can enroll at BCC instead of enrolling at their high school in the fall term of their senior year. The Brevard County School Board loans textbooks to public school students. Private and home education students are responsible for acquiring textbooks.

Students accepted for Early Admission must earn sufficient credits at the college to meet high school graduation requirements. The credits that early admission students earn count toward both a high school diploma and a college degree or vocational certificate.

Students who complete sufficient semester hours with at least a 2.0 cumulative GPA may be awarded a high school diploma by the high school from which they transferred.

Students whose GPA falls below a 2.00 may be withdrawn from the program for academic reasons and returned to their high school program.

In addition to submitting required applications and high school transcripts, early admission candidates must present college-level scores on all sections of a state approved placement test, and meet the minimum state cumulative unweighted GPA requirement of 3.0.

Credit in Escrow

High school students who have completed their freshman year (9th grade) with a minimum unweighted GPA of 2.00 can enroll part-time at BCC. A student can enroll for a maximum of 11 hours during the fall or spring semester or 6 hours during each summer term.

Students who participate in Credit in Escrow option must pay admission fees and tuition, and must furnish their own textbooks and supplies. Credit earned at BCC will be held in escrow until the student graduates from high school and does not count toward high school graduation requirements.

Advance Standing Credit

High school students taking selected career and technical programs in high school may be eligible for advance standing credit toward BCC technical programs. See your high school guidance counselor for details.
Honors Program
The Brevard Community College Honors Program offers students an opportunity to participate in an academic experience that will challenge them beyond the rigors of traditional classes. Honors Program students enjoy an environment of scholarly challenge, creative interaction, and intellectual stimulation through special sections of general education and elective courses. Students are actively involved in courses structured to provide an innovative approach to learning.

Honors Program Benefits
As a part of the Honors Programs, students enjoy a number of benefits:
- Small classes
- Environment promoting scholarly research as well as independent and critical thinking
- Priority registration
- Honors Study/Resource Center (Melbourne Campus)
- Special library privileges
- Recognition at graduation

Admissions Requirements
To qualify for admission to the Honors Program, students must obtain an application from a student advisor on any campus or directly from the Honors Program Director and meet one of the following requirements:
- Have a high school GPA of 3.5 or above (unweighted)
- Be in the top 10% of high school graduating class
- Have an SAT combined score of 1100 or above, or have an ACT composite score of 26 or above
- Have a CPT or FELPT score of 100 or above on Sentence Skills and 97 or above in Reading
- Have a 3.5 cumulative GPA from at least 12 credit hours of college-level work (for students currently enrolled at BCC; no more than 6 credit hours transferred from another accredited postsecondary school will be considered).
- Have successfully completed Advanced Placement examinations in high school

Additionally, students must be recommended for admission by a high school teacher or guidance counselor, or by a BCC advisor or faculty member (or faculty from another college, in the case of transfer students).

Program Options
Students may participate in the Honors Program as an Honors Student (seeking an Honors Diploma) or as an Honors Affiliate (simply seeking access to the Honors classes and program benefits). Both levels require that students meet the aforementioned qualifications for admission to the program.

Honors Students have the goal of completing a minimum of 18 credit hours of Honors classes while maintaining an overall GPA of at least 3.5 to receive an Honors Diploma.

Graduation Requirements (for the Honors Diploma-seeking student described above)
- 3.5 or higher GPA
- 18 credit hours in Honors courses
- 20 hours of community service (through the Center for Service Learning)
- Enrollment in at least one Honors course each semester
- Successful completion of the Phi Theta Kappa sponsored Leadership course, SLS 2261.

Honors Affiliates do not intend to complete 18 credit hours of courses, but would simply like the opportunity to take Honors classes. Admission requirements are the same, but Honors Affiliates are not required to complete 18 hours of Honors courses, perform the 20 hours of service, or take the leadership course. Transcripts, of course, will note the Honors classes. Maintenance of a 3.5 GPA is required.

For more information or for an application, call the Honors Program Director at (321) 433-5730.
Mission and Goal Statement

Brevard Community College, by virtue of its institutional purpose and mission, has a responsibility to provide appropriate student services based upon the individual needs of all students. Lead by the Vice President, Student Services and the Campus Deans of Student Services and other Student Services support staff, the BCC Student Services Division is charged with meeting those student needs not traditionally associated with classroom activity. Specifically, the Mission of the Student Services Division is to provide assistance with academic assessment, advisement, course placement, class registration, class scheduling, career planning, referrals to external agencies for support services, and development of student leadership and social skills. As an integral part of the “learning-centered college,” Student Services strives to increase students’ social and academic integration, students’ development of education and career plans, and students’ acquisition of study and life skills.

The Student Services Division believes that providing admissions, registration, advisement, tutoring, assessment, career planning and other related services to students at an open door community college is a very important function. The division asserts that all students deserve assistance from staff members who are knowledgeable, friendly, and efficient. BCC Student Services respects and welcomes students from all racial, ethnic, and economic backgrounds.

Student Services has adopted the following seven broad goals to fulfill this purpose:

1. Provide efficient and friendly registration services
2. Provide needed information to students through a number of sources including campus information offices and numerous publications such as the Student Handbook and the Student Planning Guide
3. Provide academic advising and career information to assist students in the development of meaningful education plans compatible with their life goals
4. Promote leadership development opportunities through student government, student activities, publications, and other events that encompass a wide range of interest and contribute to the establishment of an atmosphere of responsible citizenship and social awareness
5. Implement and enforce a student code that states students rights and responsibilities, college regulations, disciplinary procedures, and possible sanctions
6. Maintain student records in accordance with the accreditation standards and in accordance with state and federal law
7. Provide quality assessment services to assist in program and career planning

Student Ombudsman (Advocates)

On each BCC campus the Dean of Student Services serves as the ombudsman to assist students with problems involving the delivery of student services.

Academic Advising

Advisement is a multifaceted department and advisors provide an extensive variety of services for students. Advisors provide academic information and direction by assisting students in planning their curriculum and selecting relevant classes, by helping students understand degree requirements and college policies and by providing transfer information for students planning to transfer to upper division colleges and universities.

Advisors provide information about graduation requirements, interpretation of placement tests, consultation and referral for career direction and referrals to outside agencies for students’ personal concerns. Services are available on a walk-in basis in the Student Services office on each campus. All first-time, degree-seeking students must see an advisor prior to registering.

Learning Resources (Libraries)

The Learning Resource Centers provide information and services to support the curriculum and meet the needs of Brevard Community College students, staff, and faculty. The college has libraries on the Cocoa, Melbourne, Palm Bay, and Titusville campuses, each with its own unique book, audiovisual, and periodical collection. In addition to a combined print collection of more than 200,000 volumes, the LRC’s provide free access for BCC students to many research databases through the Internet. The LRC’s Web site at www.brevardcc.edu/library links students to online assistance, research databases, and other selected web research sources.

Enrolled BCC students can check out or use materials at any campus Learning Resource Center, and are eligible for borrowing privileges at all Florida community college and state university libraries. Through the LINCC (Library Information Network for Community Colleges) database, students have online access to the collections of Florida’s other 27 community colleges. The Community College network system currently supports
interlibrary loan and courier delivery service to further enhance the accessibility of resources for all students. Some library services are also made available to Brevard County residents.

Librarians are available at all campus Learning Resource Centers to assist with research and course assignments, and to provide library instruction sessions. Instruction in library research tailored for course assignments is offered as requested by instructors. The Brevard Information Literacy Tutorial (BILT) is an online tutorial for research skills available on the library Website. The libraries offer two courses for credit, LIS 1023, Information Technology Literacy (2 credits) and LIS 2004, Introduction to Internet Research (1 credit). These courses teach information literacy skills.

For additional information regarding campus learning resource services and current hours of operation, call the campus or visit the BCC Library Web site.

**Learning Labs**
The Learning Lab is a comprehensive resource center which provides academic support to students. There is a learning lab located on each campus. Services available include:

- Computer assisted instruction - (reading, writing, mathematics)
- Vocational preparatory instruction (VPI) - remedial instruction and exit testing for some certificate seeking students
- Tutoring and supplemental instruction
- Testing services - college credit and vocational placement testing at Palm Bay and Titusville locations, initial placement testing at Cocoa and Melbourne is located in the campus test centers, instructor make-up exams and Virtual Campus
- Secure test administration and proctoring services for those students who are distance learning students

Phone numbers and locations for each campus Lab:
Titusville (321) 433-5034, Bldg. 1, Room. 115
Cocoa (321) 433-7330, Bldg. 12, Room. 308
Melbourne (321) 433-5520, Bldg. 2, Room. 103
Palm Bay (321) 433-5251, Bldg. 1, Rooms 227, 229 and 234.

**Foreign Language Labs**
The Foreign Language Labs located on each campus are foreign language and culture resource centers. They provide academic support to students of foreign languages and American Sign Language while the students earn one-hour credit of their total four-hour credit requirement in the target language. At each Foreign Language Lab, students can achieve the following:

- Tailor the use of what they learn in class to their individual needs
- Incorporate the new language into their communication skills
- Use audio and videotapes, computer software, classical and modern literature to study other cultures and their languages
- Launch into a world of language
- Find readings on current events to challenge them to create solutions to problems and inequities of cultural diversities.

**Campus Safety**

*Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*

Brevard Community College makes every effort to ensure the health and safety of its students, faculty, and employees on campus. This Federal act requires BCC to report all campus crime statistics. The following crime statistics indicate collegewide criminal activity that was reported to the BCC Security Department:

<table>
<thead>
<tr>
<th>Criminal Offenses – On-campus</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder/Non-negligent manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses – Forcible</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses – Non-forcible (Include only incest and statutory rape)</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>4</td>
<td>8</td>
<td>6</td>
</tr>
<tr>
<td>Burglary</td>
<td>8</td>
<td>6</td>
<td>32</td>
</tr>
<tr>
<td>Motor vehicle theft</td>
<td>0</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**Campus Security**
The BCC Security Department operates 24 hours a day, 7 days a week, including holidays. The campus Security office can be reached at the following numbers; however, if there is an injury or extreme emergency – call 911 first, then the campus Security department.

Cocoa Bldg. 26........................433-7086 / 403-5907
Melbourne Bldg. 5 ...................433-5586 / 403-5909
Titusville Bldg. 4......................433-5086 / 403-4200
Palm Bay Bldg. 1.....................433-5286 / 403-5911

In the event of an emergency, call 911 immediately.

The Florida Department of Law Enforcement has established a toll-free number (1-888-FL-PREDATOR) and a Web site (http://www3.fdle.state.fl.us/sexual_predators/) that allows the public to request information about sexual predators and sex offenders living in their communities and around the state. Brevard Community College takes pride in providing safe and secure campuses for its students, faculty, and staff.
Veterans' Programs
Brevard Community College maintains Veterans' Offices on the Cocoa and Melbourne campuses. Special help is provided to all veteran students in completing the proper enrollment forms to the Department of Veterans' Affairs. In addition, the offices provide advising and tutoring services to veteran students.

Office for Students with Disabilities
Brevard Community College assists students with disabilities by providing reasonable accommodations on a case-by-case basis. In order to receive the most appropriate assistance, students are encouraged to register with the Office for Students with Disabilities on their campus. Adaptive furniture, equipment, and devices are available, as well as sign language interpreters, specialized computer software, academic advisement, placement and classroom test administration, the services of a learning disabilities specialist, advocacy, and other services to help students attain their educational goals. All services are free and information is kept confidential.

Reasonable substitutions for and/or modifications of requirements for admission to programs, graduation, and CLAST or TABE waivers for students with documented disabilities will be considered on an individual basis in accordance with Sections 1007.263, 1007.264, and 1007.265 Florida Statutes and State Board of Education, Rules 6A-10.040 and 6A-10.041. For information regarding procedures for waivers and/or substitutions, students should contact the Office for Students with Disabilities on their respective campuses: Titusville (321) 433-5017; Cocoa (321) 433-7295; Melbourne (321) 433-5650; Palm Bay (321) 433-5172.

Student Support Services
Student Support Services offers academic, career, and financial advisement as well as tutoring, supplemental instruction, and study skills assistance to most degree-seeking citizens. You must meet one of the following criteria: eligible for the Pell Grant; first generation college student (i.e., neither parent nor legal guardian holds a bachelor's degree); and/or a documented physical/learning disability. Services are provided without cost to those who qualify and are available by contacting the Student Support Services staff at any of the campuses. For further information, call 433-7349 (Cocoa), 433-5029 (Titusville) 433-5805 (Melbourne), 433-5268 (Palm Bay) or visit the Student Support Services Web site at (http://www.brevardcc.edu)

Cooperative Education and Internship
Cooperative Education and Internship are customized programs that allow students to gain work experience directly related to their academic major. Employment may be paid or unpaid, depending upon the type of opportunity. The work experience allows students to apply and test the skills and concepts gained in the classroom to real-world work settings. Participating students must have and maintain a 2.0 (C) grade point average, have completed at least one semester (15 hours) in the major field, and obtain a faculty sponsor. For additional information, contact the Career Center on any campus.

Career Centers
BCC offers a plethora of career planning, exploration, and development services to students, alumni, and members of the community through four centers on the Titusville, Cocoa, Melbourne, and Palm Bay campuses.

Each center offers computerized career assessments, books and periodicals for career exploration and development, resume-writing assistance, direct job placement, information on current labor market statistics for fastest-growing and high-demand occupations, opportunities practical learning experiences through cooperative education, internships, and shadowing, job search assistance, interviewing preparation, and much more.

The centers also host annual career fairs offering excellent career and job opportunities to students and the community. Center coordinators are available to speak to groups on and off campus about career planning, exploration, and development, and all of the resources and services available in the centers. The Melbourne Campus offers extended hours until 6 p.m. Monday-Thursday. Palm Bay Campus offers extended hours until 7 p.m. Monday - Thursday. For more information contact the centers: Titusville, (321) 433-5098; Cocoa 433-7325; Melbourne, 433-5174; Palm Bay, 433-5248.

Housing
The college does not maintain housing facilities nor does it list recommended housing. College campuses and centers are centrally located throughout Brevard County to provide easy commuting.

Child Care
Students, faculty and staff have access to high-quality child care for their children at the BCC Child Development Centers located on the Cocoa, Melbourne and Palm Bay campuses. The centers are designed and equipped to prepare children for entry into kindergarten and offer planned programs in various age groups from two to five years of age. The centers are staffed with professional personnel assisted by student aides allowing an unusually favorable ratio of children to adults. As a training environment for BCC students preparing for careers in the early childhood field, the centers host students and professionals that enrich the child development centers.
The centers are self-supported and offer competitive tuition rates for an exceptional program. Parents of children (ages two through five) are invited to visit a center to learn more about the programs or visit www.brevardcc.edu under the individual campus links, or call: Cocoa (321) 433-7623; Melbourne 433-5558; Melbourne Montessori 433-5567; Palm Bay 433-5231.

HIV, AIDS & Other Life-Threatening Diseases
When an employee or student becomes aware that he/she has a serious medical condition, such as HIV, AIDS or another life-threatening communicable disease, the student or employee is encouraged to seek assistance from the college. Specific information relating to HIV or AIDS can be obtained by calling 1-800-FLA-AIDS.

The college conforms to the American College Health Association's recommended standards for confidentiality of information pertaining to the medical situation of employees and students as presented in the Recommended Standards for a College Health Program, 4th edition, 1984. These standards include:

"...no specific detailed information concerning complaints or diagnosis to be provided to faculty, administrators, or even parents without the expressed written permission of the patient in each case. This position with respect to health records is supported by amendment to the Family Education Rights and Privacy Act of 1974."

Although Brevard Community College does not REQUIRE vaccination against meningococcal disease or Hepatitis B for students, we strongly encourage everyone attending the College to be aware of the symptoms, risk factors, preventative measures and cure for these diseases.

Meningococcal Disease
An acute bacterial disease, characterized by sudden symptoms of fever, intense headache, nausea and often vomiting, stiff neck and frequently a petechial (small purplish red spots) rash which may appear pink in color. Symptoms may mimic Influenza, however Influenza rarely has vomiting or other gastrointestinal symptoms. Approximately 2500 to 3000 individuals are diagnosed with Meningococcal disease in the United States annually. Most cases seem to occur in the late winter to early spring. Although Meningococcal disease is primarily seen among very small children, this disease occurs commonly in children and young adults. College students particularly whom reside in dormitories may be at increase risk for Meningococcal disease. The general population may have an incidence of 1.1 per 100,000 while those students in dormitories have a rate of 3 to 5 cases per 100,000. Transmission occurs by direct contact, including droplets from the nose and throat of infected persons. The exchange of saliva by kissing, sharing of food utensils, and sharing cigarettes is the most common modes of transmission among college students. Before early diagnosis, modern therapy and supportive measures the death rate exceeded 50%. The vaccine is administered with 1 dose for individuals 2 years of age. The vaccine may be given to pregnant females. You should not be vaccinated with this vaccine if you have had a serious allergic reaction to a previous dose of this vaccine or are mildly ill at the time of scheduled Meningococcal vaccine.

Hepatitis B
Hepatitis B is a virus that infects the liver. With this disease, signs and symptoms occur in about 30 to 50% of patients infected. Only 30% have jaundice (yellowing of the skin and whites of the eyes). Children under the age of 5 rarely have symptoms of hepatitis. When and if symptoms occur, patients may show signs of jaundice, fatigue, abdominal pain, loss of appetite, nausea, vomiting, and joint pain. Some patients will become chronically infected with Hepatitis B. This will occur in up to 90% of children born to mothers who are infected, 30% of children infected at 1-5 years, and 6% of persons infected after age 5. Death from chronic liver disease occurs in 15-25% of chronically infected persons – 1.2 million individuals are chronic carriers of Hepatitis B in the United States. The World Health Organization (WHO) estimates that approximately 5% of the world’s populations are chronically infected with Hepatitis B. One million die from Hepatitis B worldwide each year. In the United States approximately 80 thousand become infected and approximately 3000 die annually from Hepatitis B.

Risk factors for Hepatitis B are individuals whom have multiple sex partners or diagnosis of sexually transmitted diseases, men who have sex with men, sex contacts of infected persons, injection drug users, household contacts of chronically infected persons, infants born to infected mothers, infants/children of immigrants from areas with high rates of Hepatitis B, some health care workers, and hemodialysis patients.

You should not be vaccinated with this vaccine if:
• you have ever had a life threatening allergic reaction to baker’s yeast (used to make bread),
• you have ever had a severe allergic reaction to previous dose of Hepatitis vaccine or,
• you are moderately or severely ill at the time of a scheduled vaccine with Hepatitis B (you should wait until you recover from the condition).
Individuals who take these vaccines should have few if any side effects. These diseases are always much more severe than the vaccine. A few individuals may experience:

- Soreness and/or redness where the shot was administered, lasting a day or two,
- Mild to moderate fever, again lasting a day or two,

Severe reaction is extremely rare!

Reference: CDC.

Parking Regulations

Parking and traffic regulations must be maintained for the protection of all. Students must park in student parking lots designated by signs and white lines. Restricted areas are: Disabled (blue), Faculty/Staff (yellow), and Fire Lanes (red). Students are required to have a parking decal that can be obtained free of charge at:

1. The Security Office, Building 26 on the Cocoa Campus, and the Student Center, Bldg. 11 upstairs
2. Information/Security Desk, Building 1, at the Melbourne Campus
3. The Security Office, Building 1, at the Palm Bay Campus
4. Information Desk, Building 1, at the Titusville Campus

A 15 mile-per-hour speed limit applies to all BCC campuses. Fines are assessed for failure to display a decal and for parking or moving violations. Student records may be placed on hold for unpaid fines.

Student Insurance

Insurance coverage with respect to injuries or accidents while enrolled at BCC is effected by private contract between an insurance company of choice and the student or parent and is not a requirement of general admission. Students enrolled in certain programs (particularly Health Sciences), classes or clubs may be required to show proof of medical insurance. International students, industrial/vocational students, intercollegiate athletes and those enrolled in “high risk” activities are examples of those who will need such insurance. Students should check with their campus Admissions and Records office for availability of insurance application forms provided by carriers specializing in college-student insurance. Health Sciences students should contact the Health Sciences Campus with questions regarding insurance requirements for health sciences programs.

Athletics

Brevard Community College is a member of the National Junior College Athletic Association, Florida Community College Athletic Association, and NJCAA Region VIII Southern Conference. BCC offers three men’s and three women’s sports at the intercollegiate level. The men’s sports offered as NJCAA sanctioned sports are baseball, basketball, and golf. The women’s sports are basketball, softball, and volleyball. Available to athletes is an Athletic Academic Advisor and an Athletic Trainer. All athletes must be full-time students and be registered for 12 or more semester hours of credit in order to be eligible. Scholarships are available.

Visual and Performing Arts

For students who wish to pursue the visual arts, musical, theatrical or dance activities, BCC offers art, choral groups, college bands, orchestra, vocal and instrumental jazz ensembles, theatre and dance classes. Music/Audio technology is also offered. College credit and scholarships are available in these areas. For more information, please call (321) 433-7385.

Student Government Association

The student organizations and clubs on each campus make up the Student Government Association (SGA). They offer a wide range of activities that provide personal enjoyment such as concerts, art and craft fairs, dances, intramurals and faculty vs. students basketball and volleyball games. Contact your campus Student Services Office for information on starting or joining a club.

Each BCC campus has its own Student Government Association (SGA). The purpose of the SGA is to ensure broad student involvement in college committees, campus activities and college/campus/community activities. Seated members of the government are elected from the active clubs and special interest organizations on each campus. The freshman and sophomore class representatives are elected from the student body at large. All activities of student government are conducted in accordance with the established policies and procedures manuals.

Clubs and Organizations

Honorary, service-oriented, special interest and professional clubs and organizations are available on each campus for our students. To learn more or to join a club or organization, check with the campus student services office.

African American Student Union (AASU)

The Florida African-American Student Association, Inc. is dedicated to the development of leadership skills of African American students by promoting political,
academic, and cultural/community, and economic empowerment. The AASU is a member of the Florida African American Student Association Inc. (FASSA).

**Computer Club**
The purpose of the computer club is to extend the experience of its members by allowing the free exchange of ideas, job posting and hands on experience by fostering an environment of continual learning and instilling a drive of excellence in its participants.

**Florida Future Educators of America (FFEA)**
Its mission is to provide an opportunity for students who are education majors to have a professional organization through which they can make contacts, gain experiences, and provide services for others.

**National Student Nurses Association (NSA)**
The BCC-NSA is a chapter of the National Student Nurses’ Association and of the Florida Student Nurses Association. To learn more about the FNSA or the NSNA, please visit their Web sites at www.fnsa.net/ or www.nsna.org/. Members of BCC-NSA automatically gain membership into the FNSA and NSNA. The BCC-NSA utilizes the skills learned in the lab and clinical settings by participating in health promoting, screening, and awareness projects in the community. The BCC-NSA also holds fundraising activities that benefit local, and national charities, as well as the nursing student’s pinning ceremony and club activities.

**Psi-Beta**
Psi-beta is a national honor society for students that are interested in psychology at the community college level. Psi-Beta is dedicated to the professional development of students interested in psychology through promotion and recognition of excellence in scholarship, leadership, research and community service. BCC’s Psi-beta chapter, located on the Cocoa campus, is a nationally acclaimed program, winning the Psi-Beta’s Outstanding Chapter Award for 2004.

**Phi Theta Kappa – Lambda Chi Chapter**
Phi Theta Kappa’s mission is to both recognize and encourage the academic achievement of two-year college students and also provide opportunities for individual growth and development through participation in honors, leadership, service and fellowship projects.

**Rotaract Club**
Rotaract develops professional and leadership skills and emphasizes respect for the rights of others based on recognition of the worth of each individual. It recognizes the dignity and value of all useful occupations as opportunities to serve; recognizes, practices and promotes ethical standards as leadership qualities and vocational responsibilities; provides opportunities for personal and group activities to serve the community; and promotes international understanding and goodwill to all people.

**Student American Dental Hygienists Association (SADHA)**
SADHA is a category of membership within the American Dental Hygienists’ Association (ADHA). ADHA is an association dedicated to the advancement and promotion of dental hygiene. The objective of SADHA is to cultivate, promote, and sustain the art and science of dental hygiene, to represent and safeguard the common interest of the members of the dental hygiene profession, and to contribute toward the improvement of the health of the public.

**Veterinary Technology Club**
The purpose of the BCC Veterinary Technology Club is to promote the social awareness and understanding of the veterinary technician as a member of the animal health care profession in our community as well as promoter interest in the FVTA, FVMA and NAVTA.

**Student Bill of Rights and Responsibilities**
Brevard Community College District students are both citizens and members of the academic community. As citizens, students may enjoy freedom of speech, peaceful assembly, and the right to petition. As a member of the academic community, they are subject to the obligations which are theirs by virtue of this membership.

When students attend the college, they become subject to its jurisdiction. Students are expected to conduct themselves in a responsible manner in all areas of campus life. By enrolling, they pledge to obey the rules and regulations of the college and are responsible for observing all Board of Trustees’ Policies and Procedures.

Students should consult the Student Handbook for a more detailed description of the Student Code of Conduct and Disciplinary Procedures.

**Student Code of Conduct**
Violation of the standard stated herein will be considered a disciplinary matter and treated in accordance with procedures of due process and in consideration of the respect of the rights and welfare of all members of the college community.

Standards of conduct for which students are subject to disciplinary action, including suspension or expulsion from BCC, include, but are not limited to, those described below:

- Academic dishonesty
- Unauthorized use of college facilities
- Unauthorized student possession of alcoholic beverages
- Arson
- Assault and/or Battery
- Complicity
- Contracting or endorsing a product in the name of the college
- Damage or destruction of property
• Defamation, threats, and extortion
• Disruption
• Unauthorized children on campus
• Inappropriate dress or appearance
• Violation of the college's illegal drugs and controlled substances policy
• Misuse of emergency equipment (tampering with fire alarms or emergency devices, etc.)
• Gambling
• Hazing
• Failure to provide proper identification
• Providing false information
• Duplication of keys
• Violation of public law
• Unauthorized distribution or sale of literature or goods
• Unauthorized use of college mail services
• Failure to comply with reasonable request or orders from authorized college officials
• Breach of peace
• Conduct or expression that is lewd, indecent or obscene
• Bringing animals on campus without authorization
• Violation of probationary status
• Falsification of records
• Search and seizure
• Smoking in enclosed facilities
• Theft, unauthorized possession and/or sale of property
• Use of vehicles in unauthorized areas
• Possession of firearms, weapons, fireworks or explosives on campus
• Theft or abuse of computer time
• Failure to pay financial obligations
• Interference with the freedom of movement of any member or guest of the college
• Active threat of violence against any member or guest of the college
• Violations of federal and state law, respective county and city ordinances, and all college and District Board of Trustees rules and regulations

Disciplinary Sanctions
Disciplinary sanctions may be imposed in cases of Student Code of Conduct violations including the following:

1. Expulsion from the college
2. Suspension
3. Temporary suspension
4. Final disciplinary probation
5. Disciplinary probation
6. Disciplinary censure
7. Restitution
8. Restriction or revocation of privileges
9. Other appropriate action

Student Disciplinary Procedures
(Except for Academic Dishonesty Cases)

It should be duly noted that the disciplinary procedures stated herein play a role substantially secondary to counseling, guidance and admonition in the process of promoting good citizenship at Brevard Community College.

1. Alleged violations of the Student Code of Conduct, except academic dishonesty cases, are referred to the Dean of Student Services.
2. Alleged violations are investigated by the Dean of Student Services.
3. Following an impartial investigation of the alleged violation by the Dean of Student Services or designee, the Dean of Student Services decides upon an appropriate course of action. If, in the judgment of the Dean of Student Services, formal disciplinary action is required, such disciplinary action may be immediately imposed upon approval of the Provost and the Vice President of Student Services. A list of possible disciplinary sanctions appears under the Disciplinary Sanctions heading.
4. If disciplinary sanctions are imposed, the student has the right to appeal this decision and to request that an impartial campus disciplinary hearing be held. This request must be in writing and received in the Dean of Student Services' office no later than ten days following the student's receipt of written notification of disciplinary sanctions.
5. The Campus Disciplinary Committee will be formed, and the hearing will take place. (See procedures in the Student Handbook under Campus Discipline Committee.)
6. If there is a finding of guilt, the committee will inform the student, report findings to the Dean of Student Services, and return the matter to the discretion of the Dean.
7. If there is a finding of innocence, the Campus Discipline Committee will exonerate the student of charges brought against him/her unless substantial new evidence is brought forth. If new evidence is presented, the Dean of Student Services shall review the new evidence and decide whether a new hearing is justified.
8. Final Appeal:

An appeal may be made to the President. The student must make the appeal in writing and submit it to the Vice President of Student Services within five days of receiving the written report stipulating the findings and sanctions. The written appeal must include justification and rationale for the appeal.

The Vice President, Student Services will review and present the case to the President. The President’s decision is final.
Academic Dishonesty Cases
Academic dishonesty includes conduct aimed at making false representation with respect to a student's academic performance. Examples of academic dishonesty cases are listed below. Actions such as stealing examinations, course materials, or falsifying records will be adjudicated under the regular student disciplinary procedure.

- Cheating
- Plagiarism
- Collaborating with others in work to be presented, if contrary to the stated rules of the course
- Knowingly and intentionally assisting another student in any of the above actions, including assistance in an arrangement whereby any work, classroom performance, examination, or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.

BCC subscribes to a web-based plagiarism detection service called Turnitin.com. This service accepts electronically-submitted student papers and cross checks them against billions of online documents for contextual matches. Instructors may use this service if they suspect that a student has plagiarized an assignment.

Academic Dishonesty Procedure
1. Violations of Academic Dishonesty Policy are brought to the attention of the student by the instructor.
2. If there is suspicion of wrongdoing without corroborating evidence, the matter is discussed with the student and (if warranted) a verbal warning will be issued.
3. If there is clear evidence that a violation has taken place, a sanction may be imposed by the instructor ranging from a written warning to expulsion from the course with a failing grade.
4. Final Appeal: The student may appeal the case to the instructor’s supervisor. If the matter cannot be resolved at that level, the student may request a hearing before the Collegewide Academic Student Appeals Committee. No record will be made of the closed deliberations of the committee. The committee’s recommendation is sent to the President for review. The President’s decision is final. The student may be permitted to remain enrolled in the course during the appeal process.

The President’s decision is final. The student may be permitted to remain enrolled in the course during the appeal process.

Harassment/Discrimination Policy
Brevard Community College is committed to provide equal access and equal opportunity in student-admissions, services and programs and in faculty and staff employment and advancement. It is the policy of the college to assure compliance with federal and state regulations prohibiting discrimination. Brevard Community College, in accordance with Federal and State laws as well as college policy, does not discriminate in any of its policies, procedures or practices on the basis of age, color, sex/sexual orientation, religion, national origin, race, political affiliation, marital status, veteran status, or physical or mental disability.

DEFINITION OF HARASSMENT: Harassment is any repeated or unwelcome verbal or physical abuse which intimidates or causes the recipient discomfort or humiliation or which interferes with the recipient’s educational or job performance. Any form of harassment related to an employee’s, applicant’s, student’s, or student applicant’s age, color, sex/sexual orientation, religion, national origin, race, political affiliation, marital status, veteran status, or physical or mental disability is a violation of this policy.

DEFINITION OF COMPLAINT: Complaints consist of disagreements between employees and/or students concerning the following:
- Sexual harassment
- Discrimination

PROCEDURES FOR FILING A COMPLAINT: Any employee or student having a complaint concerning sexual harassment may discuss it with the Dean of Student Services, Department Chair, Provost, or the Associate Vice President for Human Resources. Due to the nature of the allegation and information received, confidentiality will be preserved wherever possible. Any employee or student having a complaint concerning harassment or discrimination may discuss it with the Dean of Student Services, Department Chair, Provost, or with the Associate Vice President for Human Resources who will attempt to resolve the differences between the parties involved. Such a discussion should occur within sixty (60) days of the allegation and should include as much specific information as possible, including names and positions of persons involved, identification of witnesses, if any; the time, place and details of the incident leading to the allegation.

A written statement of the complaint may be necessary for any action to be taken. Confidentiality will be kept to the extent possible to complete the investigation.

Retaliation against an individual for reporting any type of harassment or for participating in an investigation is
prohibited by the college policy and state and federal laws. Retaliation is a serious violation, which can subject the offender to discipline independent of the merits of the harassment allegation.

ACTION: Once a written complaint has been filed with any of the offices designated to receive a complaint, it will be investigated by the office who received the complaint, the Director of Employee Relations or the Associate Vice President for Human Resources. He/she will forward a recommendation to the President for determination of action to be taken. The President will render a decision and advise the appropriate parties.

DISCIPLINARY ACTIONS: Any employee or student of this institution, who is found to have harassed another employee or student, or to have filed a false claim, will be subject to disciplinary action up to and including termination, suspension, and or expulsion; within the provisions of applicable current Board rules.

NOTIFICATION: Further information on Equity and/ or Harassment is available from Mrs. Joni Oglesby, Associate Vice President for Human Resources, Building 2, Room 113, Cocoa Campus at (321) 433-7084, or Janet Madden, Director of Employee Relations, Bldg. 2, Room 122, Cocoa Campus, (321) 433-7389.

Student Appeals
Any situation requiring an appeal, other than disciplinary or academic dishonesty, should be addressed as soon as possible in a non-confrontational manner. If the situation involves classroom policy or grades, the student should contact the instructor. Problems involving refunds and/or exception from or difference with College policies should be addressed to the Dean of Student Services. The Collegewide Student Appeals Committee is made up of students, faculty and staff. This committee considers appeals which cannot be resolved through regular channels on the home campus. Appeal forms, as well as additional information on the entire appeals process, are available through the campus Student Services Office.

Appeals Process:
There are two types of student appeals – academic appeals and administrative appeals. The process for filing a student appeal is outlined below:

- **Academic Appeals** – Issues with the instructor, classmates, course content and/or delivery, grades, etc. (Begin the appeals process with step 1.)

- **Administrative Appeals** – Issues with admissions, registration, late withdrawals due to extenuating circumstances. (Begin with step 1, skip steps 2 and 3.)

1. Obtain a Student Appeals form from your Campus Student Services Office.

2. Meet with the course instructor and attempt to resolve the issue. Obtain instructor’s signature on Student Appeals form. If the issue is not resolved, proceed to step 3.

3. Meet with the appropriate department chairperson and attempt to resolve the issue. Obtain the department chairperson’s signature on the Student Appeals form. If issue is not resolved, proceed to step 4.

4. Submit the Student Appeals form (with the instructor and department chairperson’s signatures if it is an academic appeal) to the respective Dean of Student Services. The Student Appeals form must be accompanied by full documentation of the circumstances surrounding the issue. If the issue is not resolved, proceed to step 5.

5. If the issue is not resolved by the Dean of Student Services, a student can request that the appeal be forwarded to the respective Provost. If the issue is not resolved, proceed to step 6.

6. If the issue is not resolved by the Provost, a student can request that the appeal be forwarded to the Collegewide Student Appeals Committee. Additional documentation of the circumstances surrounding the appeal may be required.

Note: The decision of the Collegewide Student Appeals Committee is final.

Photography Policy
Please be advised that your photo may be taken and used in materials (including BCC’s web site) promoting the college. If you do not want your photograph used, please contact Community Relations and Marketing Department at (321) 433-7090.
Financial Aid and Scholarships

Financial Aid

Brevard Community College makes postsecondary education possible for all individuals in the community. The primary purpose of the Financial Aid Department at Brevard Community College is to provide assistance to those individuals who, without such aid, would be unable to attend college. For additional information, please call a BCC Financial Aid Office or visit the Web site at www.brevardcc.edu/FinancialAid.

What types of financial assistance are available to qualified students?

BCC participates in a variety of federal, state and institutionally funded aid programs. Assistance programs are classified as Grants, Scholarships, Loans, or Employment.

- **GRANTS** are federally or state funded programs that do not require repayment. This type of aid is generally awarded to individuals who demonstrate exceptional financial need.

- **SCHOLARSHIPS** are usually awarded to students who demonstrate academic excellence or exceptional talent or skills. Each scholarship has its own criteria, requires a separate application, and does not require repayment.

- **LOANS** are financial assistance, that must be repaid usually with interest and in a specific time period. Often repayment is deferred while the student is attending college.

- **EMPLOYMENT** programs allow the student to defray part of the expenses of a college education by working part-time. Most positions are located on campus and require 12 hours of work per week.

What specific Financial Aid Programs are offered at Brevard Community College?

1. Federal Pell Grant
2. Federal Supplemental Educational Opportunity Grant
3. Florida Student Assistance Grant
4. Federal College Work Study Program
5. Federal Stafford Subsidized and Unsubsidized Student Loan Program
6. Federal Parent Stafford Loan Program
7. BCC Tuition Assistance Program
8. BCC Academic Excellence Scholarships
9. Scholarships from local sources

Financial Aid Search via the Internet

Another source for scholarship information is through Internet searches. Examples of scholarship search services include:

- www.fastweb.com
- www.finaid.org
- www.plato.org
- www.collegeboard.com/paying

What are the general eligibility requirements for need-based financial aid?

To qualify for financial aid, the student must prove that financial assistance is needed. Need is the difference between the amount the student and the student's family can contribute and the cost to attend the college of choice. A student must meet the following requirements:

1. Have a high school diploma or a GED, or demonstrate the ability to benefit from the program through a federally-approved test
2. Be enrolled in a degree or certificate program of at least one year in length
3. Be a U.S. citizen or eligible non-citizen
4. Sign certification statements of “Educational Purpose/Refunds and Default”
5. Maintain satisfactory academic progress

Eligible Programs

For the purposes of determining financial eligibility, a student who enrolls in an eligible program at Brevard Community College must be attending the institution for the purpose of obtaining an A.A., A.S. or A.A.S. degree. The following certificate programs are eligible for financial aid:

- Accounting Operations
- Accounting Technology Management
- Air Conditioning, Refrigeration and Heating Technology
- Automotive Service Technology
- Chemical Laboratory Specialist
- Child Development Early Intervention
- Computer Programming
- Computer Specialist
- Correctional Officer
- Cosmetology
- Culinary Operations
- Dental Assisting
- Digital Design
- Early Childhood Education
- Electronic Commerce
- Law Enforcement Officer CMS
- Medical Assistant
- Medical Information Coder/Biller
- Medical Laboratory Technician
- Medical Secretary
- Network Systems Developer
- Paramedic
- Practical Nursing
- Surgical Technology
- Web Development Specialist
- Welding
Postsecondary Adult Vocational Programs (PSAV):
PSAV program students will be funded for only their designated program intent. For example, if a student’s program intent is welding, a mixture of welding, auto mechanics, and electrical engineering will not be permitted. Eligibility resides within a designated program. Financial Aid will fund only the course work directly related to the program certificate.

Interested students should contact the Financial Aid Office on the campus they plan to attend for the financial aid brochure and application.

What criteria must transfer students meet in order to qualify for financial aid?
Transfer students who apply for financial aid must have at least a 2.00 GPA after transfer credits are evaluated to be eligible to receive financial aid funding. Transfer students with less than 2.00 GPA must raise their cumulative GPA to at least 2.00.

What is the application procedure for financial aid?
1. Obtain and complete a Free Application for Federal Student Aid (FAFSA). Forms for the following academic year are available at local community college/university campuses and public libraries at the beginning of January. Students can also file electronically via the Internet. The Internet address is www.fafsa.ed.gov. The financial aid process is lengthy, so early application is highly encouraged.

2. While the student awaits the Student Aid Report (SAR) that will be generated as a result of the filing of the FAFSA, he/she should contact the Admissions and Records Office at BCC to make sure records are complete, including high school transcript, college transcript(s), appropriate testing, and declaration of a major.

3. Once the student receives the SAR, he/she should contact the Financial Aid Office to see if additional information is needed to complete his/her financial aid file.

4. The SAR is not a financial award. Each student will receive an Award Notice, that informs the student of the aid for which he/she is eligible.

5. Once the student receives the Award Notice, he/she should access www.brevardcc.edu and log in using their secure student ID# and pin#. Click ➤ Student Services and Financial Aid icon. Click ➤ Financial Aid and My Award Information. Click ➤ Accept Award by Aid Year and accept only those awards that the student wishes to accept.

What academic standards must students meet to remain eligible to receive financial aid?
Federal and state regulations require that students must meet minimum standards in order to be eligible to receive Financial Aid funds. The following minimum standards at Brevard Community College are applied uniformly to all Title IV financial aid programs administered by the College, except those programs whose eligibility requirements are restricted to institutional funds or outside donor restrictions:

1. Students must meet an academic performance requirement of at least a 2.0 cumulative GPA.

2. Students must make progress toward their degree. Minimum progress toward a degree requires first year financial aid applicants who have previously attended the college to have earned 67 percent of registration attempted at the College.

3. Minimum progress toward a degree requires continuing financial aid recipients to earn 67 percent of credit hours attempted. The percentage calculation includes all hours attempted (college credit and vocational credit).

4. Students must complete their educational objective within a given time frame:
   a. All AA, AS and AAS degree-seeking students have a maximum 90 attempted credit hours.
   b. All certificate seeking students are limited to no more than 150% of the published length of the educational program.

All transfer credits that are accepted by the college will be included as attempted credit hours as well as all Brevard Community College attempted coursework regardless of whether the courses are applicable toward the student’s degree.

What attendance standards must students meet to remain eligible to receive financial aid?
Class attendance is required beginning with the first class meeting. Students are expected to attend all class sessions for which they are registered. It is the responsibility of the student to arrange to make up work missed because of legitimate class absences and notify the instructor when an absence will occur. The instructor determines the effect of absences on grades. However, students who are receiving financial aid or veteran’s benefits, who are reported as never attending a course, will be dropped from the class and benefits adjusted or rescinded.

Distance learning students also have specific attendance requirements. Students are expected to “logon” to their classes on a regular basis. It is the responsibility of the student to secure other resources to “attend” class if computer or internet access problems are encountered.
How do incomplete grades, withdrawals, remedial course work and repeating courses impact a student's financial aid?

A student who did not complete any credit hours in a term and has incompletes in that term has 20 college days in a full semester (10 in a mini-term) from the first day of classes of the following term to make up incomplete grades in order to continue receiving funds. Reinstatement of awards is contingent on a funds-available basis, and it is the student's responsibility to notify the Financial Aid Office within the time frame provided.

If grade changes or incomplete grades made up after the time frame should affect subsequent terms or academic year eligibility, students must provide transcripts reflecting such changes and petition for resolution through the Financial Aid Appeals Committee. Withdrawals from any course(s) shall be counted in the total hours attempted and can result in failure to meet the standards of progress. Students must follow the official withdrawal procedures established by the College.

Funding for students assigned for remedial course work (college preparatory courses) will be limited to 30 credits. Course repeats always count in the total attempted credits, but the GPA configuration will only consider the final attempt in the cumulative GPA.

What is the procedure for financial aid appeal?

Students whose eligibility has been terminated (because of failure to meet the standards of satisfactory progress) can, in certain cases, request a formal review of the decision to revoke financial aid eligibility.

Circumstances that can be considered for this special review (appeal) include: death in the student's immediate family, medical emergencies, accidents, divorce or separation, personal tragedy, or other documented circumstances beyond the student's control that prevented him or her from meeting the minimum standards.

To appeal the decision on this basis, the following procedure must be followed:

1. The students must submit a written request to the Office of Financial Aid. This must include a planning guide and an unofficial BCC transcript.
2. The circumstances that prevented satisfactory progress to occur must be clearly stated.
3. The request must include documentation to support the exceptional circumstances, such as death certificate, statement from physician, or other verifiable information.
4. Once the review has been made, the student will be notified of the result of the review.

May veterans receive VA Education Benefits while enrolled at Brevard Community College?

Brevard Community College is fully accredited and approved for veterans training. Veterans eligible for educational benefits under law can receive these benefits while enrolled in approved programs of courses leading to a degree or vocational objective. Random selection of classes for VA payment is prohibited.

Training time classifications, subject to VA policy, are:

- 12 or more semester hours = full time
- 9 - 11 semester hours = 3/4 time
- 6 - 8 semester hours = 1/2 time
- 1 - 5 semester hours = less than 1/2 time

Enrollment in fewer hours is required for eligibility during Summer Terms. All new veterans must register with their campus Veterans Affairs Office as early as possible to avoid delay in benefit payments.

Probation/Suspension (Financial Aid)

Students are monitored for a cumulative 2.0 GPA, completed credits/hours, and time frame at the end of every semester. Failure to maintain a cumulative 2.0 GPA results in a probationary status until a subsequent semester review occurs. If the subsequent semester review calculates a continued lack of progress the student is suspended. Students reaching or exceeding the maximum time frame will be automatically suspended.
Students Receiving Social Security Benefits
Eligible students may receive Social Security benefits while attending Brevard Community College. Benefits are subject to Social Security policy. Verification of the course load can be made only after the established drop deadline for each term. Full-time status is determined to be 12 or more semester hours.

Scholarships
BCC offers scholarships in a number of areas. Students can apply directly to the BCC department that has the responsibility for awarding the scholarship. Specific criteria are available in the campus offices of financial aid regarding the following scholarships:

Institutional Scholarships
Principal’s Scholarship
BCC High School Academic Achievement Award
BCC Academic Excellence
Star Sat 12000
Reginald E. Johnson
Brevard Incentive Scholarships
Special Awards:
  – Cocoa Beach Chamber of Commerce
  – Delta Sigma Theta
  – College Reach Out Program (CROP)
  – Community Development
  – Congressional Art
  – Tuskeegee Airmen

Art Scholarships
Drama Scholarships
Athletic Scholarships
Music Scholarships
Presidential Scholarships
Honors Scholarships
Academic Scholarships
Forensics Scholarships

BCC Foundation Scholarships
The BCC Foundation exists to support the college and advance its commitment to be our community’s center for quality teaching and lifelong learning. The Foundation is a not-for-profit, 501(c)(3) corporation chartered to provide for financial needs of the college that cannot be met through state aid or student tuition. The Foundation is the vehicle through which individuals, corporations, and other supporters contribute to the college’s educational programs and student scholarships. It is supervised by a volunteer Board of Governors composed of community leaders who support the advancement of excellence at Brevard Community College.

Each year, the Foundation awards hundreds of thousands of dollars’ worth of scholarships. Students interested in learning more about the Foundation’s scholarships or in obtaining scholarship applications may contact the Financial Aid office or visit the Foundation’s website at: www.brevardcc.edu/foundation.

Florida Bright Futures Scholarships
Florida Bright Futures Scholarships provide financial awards through three different programs to eligible Florida high school graduates on the basis of high academic achievement and enrollment in an eligible Florida post-secondary institution within three years of high school graduation. This scholarship does not pay the cost of preparatory course work.

Florida Bright Futures Scholarships are renewable for up to seven subsequent school years from high school graduation, provided that the recipient meets all renewal criteria.

For further information contact the high school guidance office, a financial aid office of Brevard Community College, or the Department of Education at its internet address: www.firn.edu/doe/brfutures or call: 1-888-827-2004.

Other scholarships
Information regarding outside scholarships are available at the local campus financial aid office. Students are urged to apply for external scholarships. A variety of local and national clubs and organizations offer scholarships to students who meet certain criteria.

Student eligibility standards
• Demonstrate financial need or exhibit specific skills
• Be enrolled for the appropriate number of credit hours, or
• Maintain satisfactory academic progress

Criteria for selection
Selection criteria for each scholarship program is established by BCC. Most BCC scholarships are awarded according to financial need or skill.

Criteria for determining the amount of the award
The amount of aid a student receives is based on appropriate recommendation or the student’s unmet financial need.
Student Expenses and Financial Policies

Student Fee Schedule
The Board of Trustees established the student fee schedule within the guidelines approved by the Florida Legislature. It is subject to change within the academic year covered by this catalog.

Brevard Community College must receive the total amount due on or before the payment due date. Students who are delinquent may be prohibited from registering and/or changing programs, or from receiving a diploma, transcript or certification. Brevard Community College may utilize the services of an attorney and/or collection agency to collect any amount past due and the student will be charged an additional amount equal to the cost of collection including reasonable attorneys fees and expenses incurred by Brevard Community College.

Payment can be made with cash, MasterCard, VISA, Discover, personal check, bank check, or money order. Any check payment should be issued to Brevard Community College.

Application Fee
All new applicants for admission must pay a one-time, non-refundable application fee:
- US Citizen: $20
- International: $50 (non-resident alien)

Fee must be submitted with the completed Application for Admission. International students must apply through the International Student Office.

Registration Fees:

Academic and Vocational Credit
Fees are approved by the Board of Trustees. Please consult the online catalog for current rates.

Florida Resident
A.A., A.A.S., and A.S. Degree Programs...........$64.25 per credit hour
Vocational Certificate Programs....................$51.35 per credit hour

Non-Florida Resident
A.A., A.A.S., and A.S Degree Programs...........$236 per credit hour
Vocational Certificate Programs....................$205.05 per credit hour

Non-Credit Courses
Non-credit classes vary in cost according to length, materials and instructor costs. Fees are advertised with class announcements. Check with the Institute for Business Training & Community Education for information on classes.

Re-Registration Fee
The college assesses a non-refundable reregistration fee of $30 to any student who is dropped for nonpayment and wishes to re-register.

Full Cost of Instruction
In accordance with Florida law, the college charges students the full cost of instruction for repeat enrollments in certain courses. This charge is $225.35 per credit hour (effective 7/1/05, subject to change with Board of Trustees approval). See Maximum Attempts Per Course, page 35.

Additional Distance Learning Fees
Shipping Cost .............................................$10 - $18 (if required)
Software.....................................................$70 per class
(Math prep courses)
Lab Fee (Online course).......................$10 per credit hour
Lab Fee (Hybrid course).......................$5 per credit hour
(plus any on-campus lab fee)

Additional Lab fees may be required for certain courses.

Program Fees
Cosmetology Kit (varies) ..................................$650
Dental Assisting Instrument Kit .......................$110
Dental Hygiene Instrument Kit
(freshman year) ..................................$550
Dental Hygiene Instrument Kit
(sophomore year) ..................................$850
Dental Hygiene Community
Dental Health Kit.............................................$45
Nails Kit .......................................................$350
Facial Kit .......................................................$350
Health Sciences Accident Insurance .................$10.50
Health Sciences Liability Insurance .................$16
Health Sciences program application fee ..........$25
Health Sciences Nursing application fee ..........$40
Background Check ............................................$15
Health Sciences Certificate (duplicate) ............$5

Testing Fees
- CAEL (experiential learning) ......................$50
  (per course attempted through portfolio review)
- CLAST (including retakes) .........................$25
- CLEP (per exam) ......................................$55
  (non-refundable test service fee) ...............$20
- Credit by Examination ................................$50
  (per course examination, whether or not the student passes the test)
- DANTES (per exam) .................................$60
  (non-refundable test service fee) ...............$15
Learning Lab Fee - per term
Florida resident with high school diploma . . . . . . . $35
Non-Florida resident with high school diploma . . . . . $60
BCC students accepted for or enrolled in vocational or
college credit courses are exempt from Learning Lab fees.

Lab Fees
To partially offset the high cost of consumable materials
and supplies, laboratory fees are assessed in some
courses. The fee schedule is available online:
www.brevardcc.edu
Click ➤ KNOW BCC ➤ PUBLICATIONS ➤ FEE SCHEDULE

Official Transcript Fees
Per transcript ....................................$5
Overnight per destination .................$25

Graduation Fees
Graduation fees are non-refundable and must accompany
the Intent to Graduate Application. All financial obliga-
tions to the college must be satisfied before a diploma or
final transcript will be released to the student. While all
students are encouraged to attend the formal graduation
ceremony, they are not required to attend. If the student
plans to attend the ceremony, caps and gowns are
available for purchase through the Bookstore. Tickets to
the ceremony are not required for family or guests. A
professional photographer is at each ceremony.

Graduation Fee
The graduation fee is $20 for each degree the student is
completing. An Intent to Graduate Application must be
submitted for each degree.

Late Fee
There is a $20 late fee assessed to students who apply
for graduation after the published application deadline
of the term in which they wish to graduate.

Re-application Fee
Students who do not complete all graduation require-
ments in the term of initial application must submit a
new Intent to Graduate Application and pay another $20
graduation processing fee in the term they complete
their requirements.

Duplicate or Replacement Diploma
A duplicate diploma may be requested at the time of
initial application at the cost of $20 per diploma. A
replacement diploma can be printed at the cost of $20
per diploma.

Note: Diplomas will be printed with the name as it was at the
time of graduation. All duplicate and replacement diplomas
will be stamped: “ISSUED AS A DUPLICATE OF THE
ORIGINAL DIPLOMA.”

Return Check Policy
The college charges a processing fee of $20 or 5% of
the amount of the check, whichever is greater, for each
check returned unpaid to the college. If a student incurs
two returned checks, the college will no longer accept
checks from the student for college payments.

In the event that a check was returned due to an error
made by a banking institution, a letter from the banking
institution acknowledging its error must be received by
the college in order to waive the processing fee.

Refund Policy
College and Vocational Credit Courses
Automatic refunds for college credit or vocational credit
course fees will not be processed until after the last day
to drop a course. To be eligible for a refund, the student
must drop the course(s) on or before the last day of the
Add/Drop period, as listed in the Schedule of Classes.

Matriculation, tuition, and lab fees paid during
scheduled registration periods are automatically
refundable based on the following:

- Fall, Spring and Summer Terms - All fees, except the
  non-refundable $30 re-registration fee, are refunded
  at 100% if the drop procedure is completed by the
  established deadline in the Schedule of Classes.
  There will be no automatic refunds after that period.

- Non-Credit Courses — To receive a refund for a non-
  credit course, a student must submit a refund
  request in writing at least three business days prior
  to the start of the class. No refunds will be issued
  after that period.
Programs of Instruction

Associate in Arts Degree
Associate in Science Degrees
Associate in Applied Science Degrees
Technical Certificates
Vocational Certificates
Apprenticeship Programs
Open Campus
Adult Education

QUALITY TEACHING & LIFELONG LEARNING
FOR ALL OF BREVARD
ASSOCIATE IN ARTS DEGREE - University Parallel Program -

The Associate in Arts Degree (A.A.) is a university parallel degree designed for students who intend to earn a bachelor's degree from a four-year college or university. The A.A. degree is comparable to the freshman and sophomore years (lower division) of a university program and requires a total of 60 college-level credit hours for completion. All A.A. degree students must also satisfy the College Level Academic Skills Test (CLAST) by either taking the test or qualifying for an exemption.

Within the 60 credit hours, students must successfully complete 36 credit hours of general education courses from within the subject areas of communications, mathematics, humanities, behavioral/social sciences, and natural sciences. A specific number of credit hours are required in each subject area. A grade of "C" or higher must be earned in all courses designated as Gordon Rule.

The remaining 24 credit hours are electives. It is essential that students work closely with an academic advisor to choose electives required for their intended major at the university or college baccalaureate degree program. To transfer into junior level work in a specific major, students must have completed the common program prerequisites for their selected degree.

While students who earn an A.A. degree are guaranteed admission to one of the eleven public Florida universities, they are not guaranteed admission to a limited access program within the institution. These programs limit enrollment to a specific number of applicants and have more rigorous admission standards, so it is imperative that students take all steps necessary to be eligible while at the community college.

(See Community College Transfer Student Bill of Rights below)

BCC does not have a foreign language requirement. However, the state university system does have a foreign language requirement for admission. Two consecutive courses in the same language at the high school or at the community college will satisfy that requirement.

Community College Associate in Arts Transfer Student Bill of Rights

Students who graduate from Florida community colleges with an A.A. degree are guaranteed the following rights under the Statewide Articulation Agreement (State Board of Education Rule 6A-10.024):

- Admission to one of the eleven state universities, except to limited access programs
- Acceptance of at least 60 semester hours by the state universities
- Adherence to the university requirements and policies, based on the catalog in effect at the time the student first enters a community college, provided the student maintains continuous enrollment
- Transfer of equivalent courses under the Statewide Course Numbering System
- Acceptance by the state universities of credits earned in accelerated programs (e.g., CLEP, AP, Dual Enrollment, Early Admission, International Baccalaureate and AICE)
- No additional General Education Core requirements
- Advance knowledge of selection criteria for limited access programs
- Equal opportunity with native university students to enter limited access programs
- The state universities will honor all grade forgiveness awarded under the A.A. degree

Graduation Requirements for the Associate in Arts Degree

Responsibility for meeting the requirements of graduation rests with the student. The Associate in Arts Degree is awarded to those students who have:

- Satisfactorily completed a prescribed course of study totaling 60 semester hours that include 36 semester hours of general education course work and 24 hours of elective credit,
- Completed at least 25% (15 hours) of the college credit hours through Brevard Community College,
- Achieved a "C" or higher in all courses used to fulfill communications, mathematics, humanities and social/behavioral sciences general education requirements, and
- Achieved a cumulative GPA of 2.00 or higher in all college work attempted. An "I" received in term of graduation is calculated as an "F" grade for purposes of computing the student's GPA for graduation. If the course work is completed, resulting in a passing grade, the student's transcript is amended and a final GPA calculated,
- Satisfied the College Level Academic Skills Test (CLAST) requirement by either taking and passing the four components of the test or qualifying for an exemption,
- Filed an Intent to Graduate Application on or before the published deadline. This includes an advisor's signature and the payment of graduation fee, and
- Removed all financial obligations to the college. Final transcript and diploma will not be released until student has removed all financial obligations to the college.

Governing Catalog

See Governing Catalog information under “Graduation” on page 34.

Graduation with Multiple Degrees

While students may earn only one Associate in Arts degree, they may earn more than one A.S. or A.A.S. degree. See information under “Graduation” on page 34.

Grade Forgiveness

You will not receive grade forgiveness for any course that is repeated after you have been awarded the A.A. degree from Brevard Community College.
CLAST – College Level Academic Skills Test

The CLAST is an achievement test that measures selected communications and mathematical skills. Florida Statutes and State Board of Education rules mandate that students satisfy the CLAST requirement when pursuing an Associate in Arts Degree (A.A.). Students must present scores that meet the minimum standards in effect at the time they initially took the test. Students are eligible to register for the CLAST after satisfactorily completing at least 18 semester hours of college level coursework. They may retake a subtest of the CLAST in which they failed to achieve a passing score.

Students are not required to satisfy the CLAST to receive an A.S. or A.A.S. degree. However, A.S. degree graduates who transfer into a Baccalaureate degree program at a Florida state university must take the examination prior to completing 36 credit hours at the university.

The original passing scores were proposed by the State-Level Panel on CLAST Standards and were recommended to the SBE by the Commission of Education. The passing scores were originally adopted on March 6, 1984, and have been amended several times. Passing scores for various time periods are as follows:

<table>
<thead>
<tr>
<th>Period</th>
<th>Essay</th>
<th>ELS</th>
<th>Reading</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/01/84 - 07/31/86</td>
<td>4</td>
<td>265</td>
<td>260</td>
<td>260</td>
</tr>
<tr>
<td>08/01/86 - 07/31/89</td>
<td>4</td>
<td>270</td>
<td>270</td>
<td>275</td>
</tr>
<tr>
<td>08/01/89 - 09/30/91</td>
<td>4</td>
<td>295</td>
<td>295</td>
<td>285</td>
</tr>
<tr>
<td>10/01/91 - 09/30/92</td>
<td>5*</td>
<td>295</td>
<td>295</td>
<td>290</td>
</tr>
<tr>
<td>10/01/92 &amp; thereafter</td>
<td>6</td>
<td>295</td>
<td>295</td>
<td>295</td>
</tr>
</tbody>
</table>

*In October 1991, the essay scoring scale was revised. A score of 5 on the revised scale is equivalent to a score of 4 on the former scale.

In 1995, the Florida Legislature modified the statutes to permit alternative ways for students to demonstrate their proficiency with the required college-level communication and computation skills. These were determined to be measures qualifying for CLAST exemptions.

CLAST EXEMPTIONS: Students who are able to demonstrate competencies in language skills, reading, writing and mathematics by any of the following options may be exempt from some or all of the CLAST requirements.

- COMPUTATION (Math) Subtest
  Achieve an SAT Math Score of 500 or above
  Achieve an ACT Math Score of 21 or above
  Achieve a 2.5 cumulative GPA on a 4.0 grade scale in MAC, MAP, MGF, or STA courses for a minimum of six (6) semester credit hours

- ENGLISH LANGUAGE SKILLS Subtest
  Achieve an SAT Verbal or Critical Reading Score of 500 or above
  Achieve an ACT English Score of 21 or above
  Achieve a 2.5 cumulative GPA on a 4.0 grade scale in ENC 1101 and ENC 1102 or equivalent college level English courses for a minimum of six (6) semester credit hours

- READING Subtest
  Achieve an SAT Verbal or Critical Reading Score of 500 or above
  Achieve an ACT Reading Score of 22 or above
  Achieve a 2.5 cumulative GPA on a 4.0 grade scale in ENC 1101 and ENC 1102 or equivalent college level English courses for a minimum of six (6) semester credit hours

- ESSAY Subtest
  Achieve an SAT Verbal or Critical Reading Score of 500 or above
  Achieve an ACT English Score of 21 or above
  Achieve a 2.5 cumulative GPA on a 4.0 grade scale in ENC 1101 and ENC 1102 or equivalent college level English courses for a minimum of six (6) semester credit hours

Students who earn college credit through examinations for ENC 1101 and ENC 1102 and/or mathematics courses that satisfy the general education requirements may also be exempted from the appropriate subtests. These examinations include CLEP, AP, and IB.

CLAST RULES ARE SUBJECT TO CHANGE DUE TO REVISIONS IN FLORIDA LAW. Students seeking an exemption must contact an academic advisor.

Note: All students who pursue a bachelor's degree in Education in Florida must take and pass all four sections of CLAST.

Gordon Rule
SBE Rule 6A-030

All A.A. Degree students are required to meet Gordon Rule requirements. They must:

- Earn a “C” or higher in all courses used to fulfill English, mathematics, humanities, and social/behavioral science general education requirements. The “C” or higher in those courses assures that all Associate in Arts Degree students have attained the required level of competence in writing and mathematics as required by SBE Rule 6A-030 (Gordon Rule).

- Produce written work of at least 6,000 words in each of the two General Education English classes listed under Communications.

- Produce written work of at least 3,000 words in each course taken under humanities and social/behavioral science.

- Produce a total combined written work of at least 24,000 words.

Diversity-Infused Courses

Brevard Community College recognizes that learning communities are comprised of and enriched by people of many ethnicities and cultures. Promoting awareness, acceptance, and tolerance by studying diversity issues are goals of the general education curriculum at Brevard Community College. Designated on pages 109 to 157, are courses designed to explore the diverse backgrounds of individuals in one or more of the following areas: race/ethnicity, gender, social class/caste, religion, age, sexual orientation, and physical/mental ability. Students are encouraged to broaden their knowledge of diversity by including a wide range of these courses in their chosen programs of study.
## A.A. Degree Requirements

Specific requirements depend on intended major at the university – see an advisor. Honors courses will satisfy requirements in their related areas. Students must satisfy CLAST requirement.

### I. **COMMUNICATIONS** (9 credit hours) Credits

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101 Communications 1</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102 Communications 2</td>
<td>3</td>
</tr>
<tr>
<td>SPC 2600 Fundamentals of Speech</td>
<td>3</td>
</tr>
</tbody>
</table>

### II. **MATHEMATICS** A minimum of 6 credit hours from the following list, successfully completed with a grade of “C” or higher.

**NOTE:** All prerequisites must be observed.

Students should select courses with a thorough understanding of the mathematics requirements for their particular upper division major at the transfer university of choice. See an advisor.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAC 1105 College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1114 College Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1140 Precalculus Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1147 Precalculus Algebra/Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1233 Essentials of Calculus</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1311 Calculus 1 with Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2312 Calculus 2 with Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 2313 Calculus 3 with Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MAD 2104 Discrete Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MAP 2302 Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>MAS 2103 Linear Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MGF 1106 Math for Liberal Arts 1</td>
<td>3</td>
</tr>
<tr>
<td>MGF 1107 Math for Liberal Arts 2</td>
<td>3</td>
</tr>
<tr>
<td>STA 2023 Statistics</td>
<td>3</td>
</tr>
</tbody>
</table>

*MAT 1033 Introduction to College Algebra may be required as a prerequisite. The course will satisfy elective credits only.

### III. NATURAL SCIENCE

#### PLAN A (7 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOTC 1010 Botany</td>
<td>4</td>
</tr>
<tr>
<td>BSOE 1005 Fundamentals of Biology*</td>
<td>4</td>
</tr>
<tr>
<td>BSCC 1010 General Biology</td>
<td>4</td>
</tr>
<tr>
<td>BSCC 1011 Biology 2</td>
<td>3</td>
</tr>
<tr>
<td>BSCC 1084 Survey of Human Anatomy and Physiology*</td>
<td>4</td>
</tr>
<tr>
<td>BSCC 2085 Human Anatomy and Physiology 1</td>
<td>4</td>
</tr>
<tr>
<td>BSCC 2086 Human Anatomy and Physiology 2</td>
<td>4</td>
</tr>
<tr>
<td>MCBC 2010 Microbiology</td>
<td>3</td>
</tr>
<tr>
<td>ZOOC 1010 Zoology</td>
<td>4</td>
</tr>
</tbody>
</table>

Three credit hours of Physical Science:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 1025 College Chemistry 1 with Lab</td>
<td>4</td>
</tr>
<tr>
<td>CHM 1045 General Chemistry 1 with Lab</td>
<td>4</td>
</tr>
<tr>
<td>CHM 1046 General Chemistry 2 with Lab</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2210 Organic Chemistry 1 with Lab</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2211 Organic Chemistry 2 with Lab</td>
<td>4</td>
</tr>
<tr>
<td>EVR 1001 Introduction to Environmental Science</td>
<td>3</td>
</tr>
<tr>
<td>GLY 1000 Geology</td>
<td>3</td>
</tr>
<tr>
<td>MET 2010 Meteorology</td>
<td>3</td>
</tr>
<tr>
<td>OCE 1001 Oceanography</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2048 General Physics 1 with Lab</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049 General Physics 2 with Lab</td>
<td>4</td>
</tr>
<tr>
<td>PHYC 2053 College Physics 1</td>
<td>3</td>
</tr>
<tr>
<td>PHYC 2054 College Physics 2</td>
<td>3</td>
</tr>
<tr>
<td>PSC 1321 Physical Science Survey 1</td>
<td>3</td>
</tr>
<tr>
<td>PSC 1331 Physical Science Survey 2</td>
<td>3</td>
</tr>
<tr>
<td>PSC 1341 Physical Science for Today's World</td>
<td>3</td>
</tr>
</tbody>
</table>

**PLAN B**

8 credit hours of chemistry including labs OR 8 credit hours of physics including labs.

### IV. **HUMANITIES** (6 credit hours)

The Humanities requirement may be satisfied by the completion of Plan A or B.

#### PLAN A - Select 6 Credits – any two courses from the following:

- **HUM 2211** Humanities Survey: Ancient Through Byzantine Cultures
- **HUM 2230** Humanities Survey: Byzantine through Enlightenment
- **HUM 2249** Humanities Survey: Enlightenment through the 21st Century
- **HUMH 2218** Honors in Humanities 1
- **HUMH 2219** Honors in Humanities 2

#### PLAN B - Select 6 Credits

Choose one course from Plan A AND one of the following:

- **AML 2010** Survey of American Literature 1
- **AML 2020** Survey of American Literature 2
- **ARH 1050** Art History Survey: Prehistoric through Early Italian Renaissance
- **ARH 1051** Art History Survey: Early Italian Renaissance to Nineteenth Century
- **ENL 2012** Survey of British Literature 1
- **ENL 2022** Survey of British Literature 2
- **HUM 1020** Creativity and the Arts
- **HUM 2270** Humanities in Latin America, Africa, and the Eastern World
- **HUM 2740** Humanities Study Abroad
- **MUL 2010** Survey of Music Literature
- **PHI 2010** Problems of Philosophy
- **REL 2300** World Religions
- **THE 1100** History of the Theatre 1

### V. **SOCIAL/BEHAVIORAL SCIENCE** (8 credit hours)

(Preference 3 credit hours Behavioral Science and Social Science)

The Social/Behavioral Science requirement can be satisfied by the completion of Plan A, B, or C.

#### PLAN A

3 hours of Behavioral Science
3 hours of Social Science
HLP 1081 Health Analysis & Improvement (2 hours)

#### PLAN B

3 hours of Behavioral Science
6 hours of Social Science

#### PLAN C

6 hours of Behavioral Science
3 hours of Social Science

Behavioral Science courses must be selected from the following:

- **CLP 1001** Human Adjustment 1
- **PSY 2012** General Psychology 1
- **SYG 2000** Introduction to Sociology

Social Science courses must be selected from the following:

- **AMH 2010** United States History 1 – U.S. History to 1877
- **AMH 2020** United States History 2 – U.S. History since 1877
- **EUH 1000** Western Civilization 1
- **EUH 1001** Western Civilization 2
- **HIS 2955** Study Abroad in Western Civilization
- **ISS 1011** Social Science Survey 1
- **ISS 1012** Social Science Survey 2
- **ISS 1200** Introduction to International Studies
- **POS 2041** American National Government
- **POS 2112** State and Local Government
- **SOW 2054** Community Involvement

### VI. ELECTIVES (24 credit hours)

Students should select electives based on common program prerequisites for the intended upper division major.

*Prerequisite: appropriate placement test scores are required.*
College or University Transfer

PREPARING FOR TRANSFER TO A FOUR-YEAR COLLEGE OR UNIVERSITY?

Students planning to transfer to a four-year or senior college with junior standing can complete the graduation requirements for the Associate in Arts degree by taking courses at BCC that also satisfy the baccalaureate degree requirements at the college to which they transfer.

Although completion of a community college A.A. degree guarantees admission to at least one institution within the state university system, it does not guarantee admission to all programs at all universities. Common prerequisite courses have been identified for more than 600 university bachelor’s degrees across all public institutions. Additionally, some degree programs are designated as limited access programs because their admissions requirements are more selective than an institution’s general admissions requirements.

These more stringent requirements may include a higher grade point average and/or test scores, additional courses or prerequisites or auditions and/or portfolios. In such programs, selection for admission is competitive. However, community college A.A. transfer students have the same opportunity to enroll in university limited access as students who are already enrolled at the university. Students should work with community college counselors to make sure they take the required courses and meet other criteria for entry into their university programs of choice. The selection and enrollment criteria for limited access programs have been published in institutional catalogs, counseling manuals and other appropriate documents.

It is the student’s responsibility to ensure that his/her degree program at BCC contains the appropriate courses and prerequisites for their selected baccalaureate degree program. Transfer information is available at www.facts.org under Transfer Services, College Advising Tools and Advising Manuals.

Listed below is a short representation of some of the university majors for which students may prepare while at BCC. The list is not exhaustive.

- Advertising
- Advertising & Public Relations
- Agriculture
- Allied Legal Services
- Anthropology
- Architecture
- Astronomy
- Biology
- Broadcasting (Communication)
- Business
- Chemistry
- Communications
- Computer Science
- Criminal Justice
- Dance
- Dietetics & Nutrition
- Drama
- Education
  - Elementary School
  - Junior High/Middle School
  - High School
- Film (Communication)
- Food and Nutrition
- Foreign Language
- Fruit Crops
- Geology (Earth Science)
- Graphic Design (Commercial Art)
- Health Professions
- History
- Humanities
- Insurance
- International Affairs
- International Business
- International Relations
- Journalism
- Landscape Architecture
- Library Science
- Limnology (Fresh Water Ecology)
- Math
- Medicine
- Music
- Nuclear Engineering
- Philosophy
- Photography (Art)
- Physician Assistant
- Political Science
- Public Administration
- Radio/Television
- Real Estate
- Social Science
- Social Work
- Special Education
- Speech
- Speech Pathology
- Statistics
- Theatre
- Transportation Planning
- Urban & Regional Planning
- Wildlife Ecology
Complete your Associate in Arts (A.A.) or certain Associate in Science (A.S.) degrees through BCC. Then continue on to UCF Regional Campuses for seamless and convenient advancement to upper-level study and completion of a Bachelor's degree...all in your own neighborhood.

- **Easier Transfer** - Academic advising is available beginning your freshmen year to facilitate a smooth transition from BCC to UCF.

- **More Affordable** - Tuition and fee charges are more reasonable since both institutions are state-supported.

- **Flexible Possibilities** – Enhance your classroom experience with computer, multimedia or “smart” classrooms. Web and ITV programs available also.


**Transfer Scholarships** - Students graduating from BCC under the 2+2 program are eligible to apply for merit-based scholarships offered by UCF.

### Undergraduate Degree Programs

#### UCF at Cocoa

**College of Arts and Sciences**
- History (B.A.)
- Liberal Studies (B.A., B.S.)
- Political Science (B.A.)
- Psychology (B.A., B.S.)
- Sociology (B.A.)

**College of Business Administration**
- General Business Administration (B.S.B.A.)
- Accounting (B.S.B.A.)*
- Economics (B.S.B.A.)*
- Finance (B.S.B.A.)*
- Management (B.S.B.A.)*
- Management Information Systems (B.S.B.A.)*
- Marketing (B.S.B.A.)*

**College of Education**
- Early Childhood Education (B.S.)
- Elementary Education (B.S.)
- Exceptional Education (B.S.)

#### College of Engineering and Computer Science

- Engineering Technology - Operations (B.S.E.T.)
- Information Systems Technology (B.S.)

#### College of Health and Public Affairs

- Communicative Disorders (B.A., B.S.)
- Criminal Justice (B.A., B.S.)
- Health Services Administration (B.S.)(Web-based)
- Legal Studies (B.A., B.S.)
- Nursing (B.S.N., R.N. to B.S.N.)
- Public Administration (B.A., B.S.)

#### UCF at Palm Bay

**College of Arts and Sciences**
- Psychology (B.A., B.S.)
- Liberal Studies (B.A., B.S.)

**College of Education**
- Early Childhood Education (B.S.)

**College of Health and Public Affairs**
- Communicative Disorders (B.A., B.S.)
- Health Services Administration (B.S.)(Web-based)

* Restricted admission. Please see advisor for further information.

Within an 80-mile radius of the UCF Orlando Campus, choose from multiple UCF Regional Campus locations that provide students with the opportunity to enroll in selected courses (junior and senior level) contributing to undergraduate degrees in a variety of disciplines within UCF. Successful completion of “2+2” opens the door to UCF Regional Campuses graduate studies ... also in your neighborhood.

**For More Information, Call (321) 433-7821**

University of Central Florida Regional Campuses
www.regionalcampuses.ucf.edu
# Technical & Vocational Programs

## ADMISSION REQUIREMENTS

Student must have correct major on record and register in appropriate courses.

<table>
<thead>
<tr>
<th>Associate in Science Degree Programs (A.S.)</th>
<th>Standard High School Diploma or Equivalent</th>
<th>Test</th>
<th>Additional Interview/ Application</th>
<th>Campus</th>
</tr>
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<tbody>
<tr>
<td><strong>Code</strong></td>
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<td><strong>2</strong></td>
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<tr>
<td><strong>1</strong> Aerospace Technology</td>
<td>Yes</td>
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<td>Yes</td>
<td>CK</td>
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<td>Chemical Technology</td>
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<td>CPT</td>
<td>Yes</td>
<td>BCMT</td>
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<tr>
<td><strong>2</strong> Computer Information Technology</td>
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<td>CPT</td>
<td>Yes</td>
<td>BCEMT</td>
</tr>
<tr>
<td>Computer Programming and Analysis</td>
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<td>CPT</td>
<td>Yes</td>
<td>BCEMT</td>
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<tr>
<td><strong>3</strong> Computer Engineering Technology</td>
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<td>CPT</td>
<td>Yes</td>
<td>M</td>
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<tr>
<td>Crime Scene Technology</td>
<td>Yes</td>
<td>CPT</td>
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<td><strong>4</strong> Criminal Justice Technology</td>
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<td>CME</td>
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<td>Database Technology</td>
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<td>Dental Hygiene</td>
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<td>BCMT</td>
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<td><strong>5</strong> Emergency Medical Services</td>
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<td>BCMT</td>
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<td>Fire Science Technology</td>
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<td>C</td>
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<td>Graphics Technology</td>
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<td>CPT</td>
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<td>CM</td>
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<td><strong>6</strong> Interior Design Technology</td>
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<td>CPT</td>
<td>Yes</td>
<td>CM</td>
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<tr>
<td>Internet Services Technology – E-Commerce Infrastructure</td>
<td>Yes</td>
<td>CPT</td>
<td>Yes</td>
<td>BCMT</td>
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<td><strong>7</strong> Medical Laboratory Technology</td>
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<td>BCMT</td>
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<td>Networking Services Technology</td>
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<td><strong>8</strong> Paralegal</td>
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<td>CPT</td>
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<td>Radiography</td>
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<td><strong>9</strong> Veterinary Technology</td>
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<th>Associate in Applied Science Degree Programs (A.A.S.)</th>
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<th>Additional Interview/ Application</th>
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<td><strong>1</strong> Accounting Technology</td>
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<td>CPT</td>
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<td>BCEMT</td>
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<tr>
<td><strong>2</strong> Aerospace Technology</td>
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<td>CPT</td>
<td>Yes</td>
<td>CK</td>
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<td><strong>3</strong> Business Administration</td>
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<td>CPT</td>
<td>Yes</td>
<td>BCEMT</td>
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<tr>
<td><strong>4</strong> Electronics Engineering Technology</td>
<td>Yes</td>
<td>CPT</td>
<td>Yes</td>
<td>BCEMT</td>
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<tr>
<td><strong>5</strong> Hospitality and Tourism Management</td>
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<td>Yes</td>
<td>BCEMT</td>
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<td><strong>6</strong> International Business Management</td>
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<td>BCEMT</td>
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<th>Applied Technology Diploma Programs (A.T.D.)</th>
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<tr>
<td><strong>1</strong> Emergency Medical Technician</td>
<td>Yes</td>
<td>TABE</td>
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<td><strong>2</strong> Medical Clinical Laboratory Technician</td>
<td>Yes</td>
<td>CPT</td>
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**B-Palm Bay**  **C-Cocoa**  **E-Virtual**  **K-Spaceport Center**  **M-Melbourne**  **T-Titusville**

**CODE:**

1. Contact Aerospace Programs, Brevard Community College, 1519 Clearlake Road, Cocoa, FL 32922 (321) 449-7750.
2. Contact Apprenticeship Programs: Academy of Construction (321) 433-5293; Brevard Electrical (321) 254-0492; Brevard Machinist (321) 254-8278.
3. Contact Automotive Programs, Brevard Community College, 1519 Clearlake Road, Cocoa, FL 32922 (321) 443-7633.
4. Contact Criminal Justice Center, Brevard community College, 3865 N Wickham Road, Melbourne, FL 32935 (321) 433-5637.
5. Contact Health Sciences Campus, Brevard Community College, 1519 Clearlake Road, Cocoa, FL 32922 (321) 433-7575.
6. These programs are not eligible for financial aid.

**TEST CODES:**

- Criminal Justice Basic Abilities Test (BAT)
- College Placement Test (CPT)
- Test of Adult Basic Education (TABE)
### TECHNICAL & VOCATIONAL PROGRAM ADMISSION REQUIREMENTS – continued

#### College Credit Certificates (C.C.C.)

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<th>Code</th>
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<td>Accounting Technology Operations</td>
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<td>Accounting Technology Specialist</td>
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<td>6</td>
<td>AutoCAD Foundations</td>
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<td>6</td>
<td>Broadcast Production</td>
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<td>Chemical Laboratory Specialist</td>
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<td>Childhood Development Early Intervention</td>
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<td>Cisco CCNA</td>
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<td></td>
<td>Computer Programming</td>
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<td></td>
<td>Computer Specialist</td>
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<td>6</td>
<td>Digital Video Fundamentals and Production</td>
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<td>6</td>
<td>Drafting</td>
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<td>Electronic Commerce</td>
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<td>Graphic Design Support</td>
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<td>5</td>
<td>Help Desk Specialist</td>
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<td>6</td>
<td>Interactive Media Production</td>
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<tr>
<td>6</td>
<td>Interactive Media Support</td>
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<td>International Business Specialist</td>
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<td>Marketing Operations</td>
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<td></td>
<td>Medical Information Coder/Biller</td>
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<tr>
<td>6</td>
<td>Microcomputer Repairer/Installer</td>
<td>Yes</td>
<td>BM</td>
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<tr>
<td>5</td>
<td>Network Systems Developer</td>
<td>Yes</td>
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<td>6</td>
<td>Office Specialist</td>
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<td>6</td>
<td>Oracle Certified Database Administrator</td>
<td>Yes</td>
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<td>5</td>
<td>Paramedic</td>
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<td>6</td>
<td>Television Studio Production</td>
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<tr>
<td></td>
<td>Web Development Specialist</td>
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#### Postsecondary Adult Vocational Certificates (P.S.A.V.)

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<tr>
<td>2</td>
<td>Air Conditioning, Refrigeration and Heating Technology</td>
<td>TABE</td>
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<td>2</td>
<td>Apprenticeship Programs</td>
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<td>3</td>
<td>Automotive Service Technology</td>
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<td>4,6</td>
<td>Auxiliary Correctional Officer</td>
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<td>BAT</td>
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<td>4,6</td>
<td>Auxiliary Law Enforcement Officer</td>
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<td>Computer Repair Technology</td>
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<td>Culinary Operations</td>
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<td>Early Childhood Education</td>
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<td>Facials Specialty</td>
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<td>5,6</td>
<td>Fire Fighter II</td>
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<td>4</td>
<td>Law Enforcement Officer CMS</td>
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<td>5</td>
<td>Medical Assistant</td>
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<td>Medical Secretary</td>
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<td>Phlebotomy</td>
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<td>Practical Nursing</td>
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<td>Public Safety Telecommunication</td>
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<td>Surgical Technology</td>
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</table>

**CODE – SEE PAGE 63**

B-Palm Bay  C-Cocoa  E-Virtual  K-Spaceport Center  M-Melbourne  T-Titusville
A.S. & A.A.S. Degree Requirements

General A.S. and A.A.S. Information
Associate in Science (A.S.) degree and Associate in Applied Science (A.A.S.) degree programs require a minimum of two years of study and at least sixty (60) college credit hours. These programs are designed for students who plan to enter employment as technicians or semi-professionals, or students who are employed and plan to use their educational experiences to advance in their career.

Both A.S. and A.A.S. degree programs consist of courses developed to provide students with the knowledge, skills, and competencies required for initial employment as well as the general knowledge and skills necessary to succeed in a technical work environment. Courses within the degree programs generally include:

1. **Technical Major Courses** - 25% - 60%
   Technical courses provide the specialized skills and knowledge needed for entry-level employment and are taught by faculty who have a demonstrated record of successful employment in the field as well as advanced education.

2. **General Education Courses** - 25%
   General education courses prepare the student with oral and written communication skills, computational skills, and other knowledge needed to become an informed citizen and an effective employee. These courses are taught by faculty with advanced degrees in the appropriate discipline.

3. **Technical Support Elective Courses** - 15% - 50%
   Technical support elective courses include knowledge and applied skills outside the program discipline yet necessary to enter and advance in employment. Technical support courses include a course in computer science or demonstrated computer competency.

It is very important that students meet with an academic advisor to carefully plan their schedule for completing their program requirements. Certain A.S. and A.A.S. Degree programs require students to complete technical courses in a sequence to ensure learning is maximized. Planning is particularly important because class availability may be limited.

Both technical degree programs are developed and maintained with assistance from technical advisory committees. BCC maintains a standing technical advisory committee for each technical and vocational program. These committees are actively involved in reviewing the curriculum, equipment, and facilities, and preparing recommendations that assist the College in keeping programs state-of-the-art. Each A.S. and A.A.S. Degree program of study may not be offered at each campus.

A.S. & A.A.S. Degrees

**General Education Requirements:**
All A.S. & A.A.S. Degree graduates must complete a minimum of 15 general education core credits including coursework from:

- **A. Written Communications** .......................... 3
- **B. Oral Communications** .............................. 3
- **C. Computation/Natural Science** .................... 3
- **D. Social/Behavioral Science** ......................... 3
- **E. Humanities** ....................................... 3
- **F. General Education Elective (Program option)** ... 3

Specific coursework that meets the general education requirements can be selected from the following listings. Other courses can be approved upon written request to the appropriate Director of Workforce Services. Selected programs may require additional general education coursework. Equivalent Honors courses may be used in any area (A-E) below.

**A. WRITTEN COMMUNICATIONS:** 3 credits required
- ENC 1101 Communications 1
  (includes computer competency component)

**B. ORAL COMMUNICATIONS:** 3 credits required
- SPC 2600 Fundamentals of Speech Communications

**C. COMPUTATION:** 3 math credits required: MAT 1033 Intermediate Algebra or higher
- It is important to read the program requirements. Some programs have specific math requirements which must be met for graduation. If a program specifically states “Computation/Natural Science Requirement” a natural science course may be used to satisfy the requirement.

**Note:** All A.S./A.A.S. students must achieve college-level mathematics competency by completing all required preparatory courses, even if their program allows the use of a natural science or other non-mathematics course.

**D. SOCIAL/BEHAVIORAL SCIENCE:** 3 credits required – unless specified in the program requirements. Select from below.
- AMH 2010 United States History 1 - U.S. History to 1877
- AMH 2020 United States History 2 - U.S. History since 1877
- CLP 1001 Human Adjustment
- EUH 1000 Western Civilization 1
- EUH 1001 Western Civilization 2
- HIS 2955 Study Abroad in Western Civilization
- ISS 1011 Social Science Survey 1
- ISS 1012 Social Science Survey 2
- ISS 1200 Introduction to International Studies
- POS 2041 American National Government
- POS 2112 State and Local Government
- PSY 2012 General Psychology
- SOW 2054 Community Involvement
- SYG 2000 Introduction to Sociology

**E. HUMANITIES:** 3 credits required.
- Any Humanities course with a writing requirement will meet this requirement.

**F. GENERAL EDUCATION ELECTIVE:** This 3 credit program option must be designated within the program.
- ENC 2210 Technical Writing (AAS only)

**Associate in Science Degree – A.S.**
The Associate in Science (A.S.) Degree is a career education degree of the community colleges in Florida, including BCC. The A.S. is intended to prepare students for entry into employment. Though not considered a transfer degree, some transfer is possible. The A.S. requires successful completion of a minimum of 15 college credits of general education. A grade of C or higher in general education courses is required for transfer.
**Associate in Applied Science – A.A.S.**

The Associate in Applied Science Degree stresses technology to prepare students for the workforce, and leads to employment in a specific occupation. In addition to technical courses, students must complete a minimum of 15 college credits of general education.

**Graduation Requirements for the Associate in Science (A.S.) Degree and the Associate in Applied Science (A.A.S.) Degree**

Responsibility for meeting the requirements for graduation rests with the student. The Associate in Science Degree and the Associate in Applied Science Degree is awarded to those students who have:

1. Satisfactorily completed a prescribed course of study that totals at least 60 hours and satisfactorily completed all courses within the student's selected program.
2. Satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.
3. Completed at least 25% of the college credit hours through Brevard Community College.
4. Achieved a cumulative GPA of 2.00 or higher in all college work attempted. An "I" received in term of graduation is calculated as an "F" grade for purposes of computing the student's GPA for graduation. If the course work is completed within three weeks of the beginning of the following term, resulting in a passing grade, the student's transcript will be amended and a final GPA calculated.
5. Filed an Intent to Graduate Application on or before the published deadline. This includes an advisor's signature and the payment of graduation fee.
6. Removed all financial obligations to the College.

Final transcript and diploma will not be released until student has removed all financial obligations to the College.

**Student Insurance Requirements**

Participation in selected program/courses requires insurance coverage. BCC does not sell insurance; however, the college does use its purchasing capability to identify various student insurance plans to meet student needs. Information regarding various insurance plans is available in the office of the Campus Dean of Students. Programs/courses that require insurance appear on the listing below:

<table>
<thead>
<tr>
<th>Student Accident Insurance – Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Conditioning, Refrigeration &amp; Heating Technology</td>
</tr>
<tr>
<td>Apprenticeship</td>
</tr>
<tr>
<td>Automotive Service Technology</td>
</tr>
<tr>
<td>Continuing Education</td>
</tr>
<tr>
<td>Correctional Officer</td>
</tr>
<tr>
<td>Correctional Probation Officer</td>
</tr>
<tr>
<td>Cosmetology</td>
</tr>
<tr>
<td>Cosmetology – Facials</td>
</tr>
<tr>
<td>Cosmetology Specialist – Nails</td>
</tr>
<tr>
<td>Dental Assisting</td>
</tr>
<tr>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>Emergency Medical Services</td>
</tr>
<tr>
<td>Emergency Medical Technology</td>
</tr>
<tr>
<td>Fire Fighter 1</td>
</tr>
<tr>
<td>Fire Fighter-Minimum Standards</td>
</tr>
<tr>
<td>Law Enforcement Officer</td>
</tr>
<tr>
<td>Medical Assisting</td>
</tr>
<tr>
<td>Medical Coder/Biller</td>
</tr>
<tr>
<td>Medical Laboratory Technology</td>
</tr>
<tr>
<td>Nursing (Associate Degree)</td>
</tr>
<tr>
<td>Paramedic</td>
</tr>
<tr>
<td>Patient Care Technician</td>
</tr>
<tr>
<td>Phlebotomy</td>
</tr>
<tr>
<td>Practical Nursing</td>
</tr>
<tr>
<td>Radiography</td>
</tr>
<tr>
<td>Surgical Technology</td>
</tr>
<tr>
<td>Veterinary Technology</td>
</tr>
<tr>
<td>Welding</td>
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</table>

<table>
<thead>
<tr>
<th>Student Accident Insurance – Recommended</th>
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</thead>
<tbody>
<tr>
<td>Fire Science Technology</td>
</tr>
<tr>
<td>Healthcare Continuing Education</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liability Insurance – Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cosmetology</td>
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<tr>
<td>Cosmetology – Facials</td>
</tr>
<tr>
<td>Cosmetology Specialist – Nails</td>
</tr>
<tr>
<td>Dental Assisting</td>
</tr>
<tr>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>Emergency Medical Services Tech</td>
</tr>
<tr>
<td>Emergency Medical Technician</td>
</tr>
<tr>
<td>Fire Fighter 1</td>
</tr>
<tr>
<td>Fire Fighter II-Minimum Standards</td>
</tr>
<tr>
<td>Medical Assisting</td>
</tr>
<tr>
<td>Medical Coder/Biller</td>
</tr>
<tr>
<td>Medical Laboratory Technology</td>
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<tr>
<td>Nursing (RN)</td>
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<tr>
<td>Paramedic</td>
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<tr>
<td>Patient Care Technician</td>
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<tbody>
<tr>
<td>Fire Science Technology</td>
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<tr>
<td>Healthcare Continuing Education</td>
</tr>
</tbody>
</table>
### Aerospace Technology

**Associate in Science – Code: ATAS**

This program prepares students for employment as aerospace technicians who assemble, service, test, operate and repair systems associated with both expendable and reusable space launch vehicles, payloads, related laboratories and ground support equipment. This program also provides supplemental training for persons previously or currently employed in this industry. Instruction is designed to qualify students for certification as an aerospace technician in various skill areas. Graduates may also qualify for many applied-technology jobs such as testing, fabrication, assembly, production, repair and manufacturing.

All A.S. and A.A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

**GENERAL EDUCATION COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>Communications 1</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>SPC 2600</td>
<td>Fundamentals of Speech Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFR 1100</td>
<td>Introduction to the Aerospace Workplace</td>
<td>3</td>
</tr>
<tr>
<td>EETC 1005</td>
<td>Basic Electricity/Electronics</td>
<td>4</td>
</tr>
<tr>
<td>EETC 2609</td>
<td>Electronic Fabrication and Fiber Optics</td>
<td>3</td>
</tr>
<tr>
<td>ETD 1931</td>
<td>Special Topics</td>
<td>1</td>
</tr>
<tr>
<td>ETIC 1830</td>
<td>Materials and Processes 1</td>
<td>3</td>
</tr>
<tr>
<td>ETIC 1832</td>
<td>Materials and Processes 2</td>
<td>3</td>
</tr>
<tr>
<td>ETIC 1850</td>
<td>Aerospace Systems 1</td>
<td>3</td>
</tr>
<tr>
<td>ETIC 1852</td>
<td>Aerospace Tests and Measurements</td>
<td>4</td>
</tr>
<tr>
<td>ETIC 1853</td>
<td>Aerospace Safety and Quality</td>
<td>3</td>
</tr>
<tr>
<td>ETIC 1855</td>
<td>Aerospace Structural Fabrication</td>
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</tr>
<tr>
<td>ETIC 2411</td>
<td>Technical Task Analysis/Implementation</td>
<td>3</td>
</tr>
<tr>
<td>ETIC 2831</td>
<td>Aerospace Systems 2</td>
<td>3</td>
</tr>
<tr>
<td>ETIC 2851</td>
<td>Applied Mechanics</td>
<td>4</td>
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<tr>
<td>ETIC 2856</td>
<td>Aerospace Structural Fabrication</td>
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</tr>
<tr>
<td>ETCM 2318</td>
<td>Aerospace Fluid Systems</td>
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**SUPPORT COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
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</thead>
<tbody>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>ENC 2210</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSC 1341</td>
<td>Physical Science for Today’s World</td>
<td>3</td>
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</tbody>
</table>

**ADDITIONAL PROFESSIONAL DEVELOPMENT COURSES**

These courses are not required to complete the AS degree

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
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</thead>
<tbody>
<tr>
<td>AFR 1250</td>
<td>Evolution of the Aerospace Industry</td>
<td>1</td>
</tr>
<tr>
<td>AFR 1251</td>
<td>Aerospace Technician Profession</td>
<td>1</td>
</tr>
<tr>
<td>AFR 1252</td>
<td>Spaceport Operations and Maintenance</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 70

For application and program information contact: Aerospace Programs at (321) 433-7750 or 433-7751
e-mail to aerospace@brevardcc.edu
www.brevardcc.edu/spaceport

### Chemical Technology

**Associate in Science – Code: CHAS**

This program prepares students for employment as laboratory technicians or to provide supplemental training for persons previously or currently employed in these occupations.

Upon completion of the program, the student will be able to assist chemists and chemical engineers by performing chemical and physical laboratory tests for various purposes such as quality control monitoring of on-going production operations, research and development, and the maintenance of health and safety standards in the laboratory.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

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</tr>
</tbody>
</table>

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCC 1010</td>
<td>General Biology</td>
<td>4</td>
</tr>
<tr>
<td>CGS 1000</td>
<td>Introduction to Computers</td>
<td>4</td>
</tr>
<tr>
<td>CHM 1045</td>
<td>General Chemistry 1</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1046</td>
<td>General Chemistry 2</td>
<td>3</td>
</tr>
<tr>
<td>CHML 1045</td>
<td>General Chemistry 1 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHML 1046</td>
<td>General Chemistry 2 Laboratory</td>
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**BIOCHEMICAL TECHNOLOGY OPTION**

<table>
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<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
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</thead>
<tbody>
<tr>
<td>BSCC 2086</td>
<td>Human Anatomy and Physiology 2</td>
<td>4</td>
</tr>
<tr>
<td>BSCC 2087</td>
<td>Human Anatomy and Physiology 2</td>
<td>4</td>
</tr>
<tr>
<td>MCBC 2010</td>
<td>Microbiology</td>
<td>4</td>
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</table>

**CHEMICAL TECHNOLOGY OPTION**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
</tr>
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<tbody>
<tr>
<td>CHM 2210</td>
<td>Organic Chemistry 1</td>
<td>3</td>
</tr>
<tr>
<td>CHM 2211</td>
<td>Organic Chemistry 2</td>
<td>3</td>
</tr>
<tr>
<td>CHML 2211</td>
<td>Organic Chemistry 2 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHML 2211</td>
<td>Organic Chemistry 2 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>PHY 2048</td>
<td>General Physics 1</td>
<td>4</td>
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<tr>
<td>PHY 2053</td>
<td>College Physics 1</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049</td>
<td>General Physics 2</td>
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</table>

**TECHNICAL ELECTIVES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
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</thead>
<tbody>
<tr>
<td>AST 1002</td>
<td>Introduction to Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1015</td>
<td>Introduction to Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHM 2948</td>
<td>Service-Learning Field Studies</td>
<td>1</td>
</tr>
<tr>
<td>EVR 1001</td>
<td>Introduction to Environmental Sciences</td>
<td>3</td>
</tr>
<tr>
<td>GEO 1130</td>
<td>Fundamentals of Remote Sensing</td>
<td>3</td>
</tr>
<tr>
<td>GEO 2150</td>
<td>Fundamentals of Geographic Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>HSC 2400</td>
<td>First Aid and Safety</td>
<td>3</td>
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<tr>
<td>LIS 2004</td>
<td>Introduction to Internet Research</td>
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<tr>
<td>MAC 1233</td>
<td>Essentials of Calculus</td>
<td>3</td>
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<tr>
<td>MAC 1311</td>
<td>Calculus 1 with Analytic Geometry</td>
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<tr>
<td>MAC 2312</td>
<td>Calculus 2 with Analytic Geometry</td>
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<td>MAC 2313</td>
<td>Calculus 3 with Analytic Geometry</td>
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<tr>
<td>OCB 2013</td>
<td>Marine Biology</td>
<td>4</td>
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<tr>
<td>OCE 1001</td>
<td>Oceanography</td>
<td>3</td>
</tr>
<tr>
<td>PHY 2025</td>
<td>Introduction to Principles of Physics</td>
<td>3</td>
</tr>
<tr>
<td>PHYL 2048</td>
<td>General Physics 1 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>PHYL 2049</td>
<td>General Physics 2 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistics</td>
<td>3</td>
</tr>
<tr>
<td>SUR 2533</td>
<td>Fundamentals of Global Positioning System (GPS)</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 64
Computer Engineering Technology

**Associate in Science – Code: CEAS**

This program is designed to give students advanced skills in computer engineering and prepare them for one of the fastest growing and most enjoyable career fields of the future. This program addresses the two major aspects of computer engineering: components of hardware and computer software, from development to applications.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

### GENERAL EDUCATION COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computation Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Oral Communication Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Written Communication Requirement</td>
<td>3</td>
</tr>
</tbody>
</table>

### MAJOR COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEN 2305</td>
<td>Microsoft Windows 2000 Professional</td>
</tr>
<tr>
<td>CET 1600</td>
<td>Cisco Fundamentals</td>
</tr>
<tr>
<td>CET 1610</td>
<td>Cisco Router Technology</td>
</tr>
<tr>
<td>CETC 1114</td>
<td>Digital Fundamentals</td>
</tr>
<tr>
<td>CETC 1132</td>
<td>Microprocessor Fundamentals</td>
</tr>
<tr>
<td>CETC 1172</td>
<td>Beginning PC Repair</td>
</tr>
<tr>
<td>CETC 1174</td>
<td>Advanced PC Repair</td>
</tr>
<tr>
<td>CETC 2179</td>
<td>A+ Test Preparation</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
</tr>
<tr>
<td>COP 1332</td>
<td>Visual Basic Programming</td>
</tr>
<tr>
<td>COP 1340</td>
<td>UNIX Fundamentals</td>
</tr>
<tr>
<td>COP 2700</td>
<td>Database Techniques</td>
</tr>
<tr>
<td>EETC 1015</td>
<td>Circuit Fundamentals 1</td>
</tr>
<tr>
<td>EETC 1025</td>
<td>Circuit Fundamentals 2</td>
</tr>
<tr>
<td>EETC 1141</td>
<td>Analog Devices</td>
</tr>
<tr>
<td>ESTC 1240</td>
<td>Fiber Optic Terminations</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 68**

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Computer Information Technology

**Computer Information Administrator**

**Associate in Science – Code: CIAS**

This program is designed to prepare students for careers in the business application of computers. Students choose one of the three options: Geographic Information Systems (GIS) Help Desk or Management Information Systems (MIS). The core courses provide training in the basic concepts, which underlie computing technology, computer programming, database techniques, analysis and design and common user applications. Technical electives provide students with the opportunity to further their knowledge in the specific area of choice.

The Geographic Information Systems (GIS) option provides the opportunity to study the emerging field of spatial databases. Opportunities for employment with experience in GIS are plentiful, including federal and state agencies, local authorities, and a wide range of private businesses such as marketing, engineering, transportation, and environmental firms. This option offers a core of GIS courses supported with the related technologies of Remote Sensing and Global Positioning Systems that provide the student with the widest possible experience in the operation, maintenance, and use of spatial databases.

The Help Desk option provides the student with experience to apply knowledge with companies that have a continuing need for trained customer support specialists, to staff the help desk answering customer problem calls and providing timely assistance in solving technical problems.

The Management Information Systems (MIS) option provides the student with the knowledge and experience to apply modern data processing techniques to the operation of businesses through the control and delivery of information. Typical entry-level positions for graduates of this program include junior programmer, programmer-analyst, software support specialist, and database specialist. Individuals who are currently employed can use courses within this option to upgrade their skills.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

### GENERAL EDUCATION COURSES

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<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Computation Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Fine Arts Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Oral Communication Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Written Communication Requirement</td>
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<tr>
<th>Course</th>
<th>Credits Needed</th>
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</thead>
<tbody>
<tr>
<td>CGS 1000</td>
<td>Introduction to Computers</td>
</tr>
<tr>
<td>CGS 1101</td>
<td>Computer Management Information Systems</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
</tr>
<tr>
<td>CGS 2571</td>
<td>Microcomputer Applications-Advanced</td>
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<tr>
<td>CIS 2321</td>
<td>Systems Analysis and Design</td>
</tr>
<tr>
<td>COP 1000</td>
<td>Principles of Programming</td>
</tr>
<tr>
<td>COP 2700</td>
<td>Database Techniques</td>
</tr>
<tr>
<td>CET 1600</td>
<td>Cisco Fundamentals</td>
</tr>
<tr>
<td>CGS 2263</td>
<td>Network+</td>
</tr>
<tr>
<td>OR</td>
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</table>

### GEOGRAPHIC INFORMATION SYSTEMS (GIS) OPTION

**Credits Needed: 24**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>GEO 1130</td>
<td>Fundamentals of Remote Sensing</td>
</tr>
<tr>
<td>GEO 2150</td>
<td>Fundamentals of Geographic Information Systems</td>
</tr>
<tr>
<td>GEO 2154</td>
<td>Advanced Geographic Information System Software</td>
</tr>
<tr>
<td>SUR 2533</td>
<td>Fundamentals of Global Positioning System (GPS)</td>
</tr>
<tr>
<td>GEO 2155</td>
<td>Applications of Geographic Information System, Global Positioning System and Remote Sensing</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>GEO 2156</td>
<td>ArcInfo</td>
</tr>
<tr>
<td>Technical Electives</td>
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</table>
Computer Programming and Analysis

Associate in Science – Code: CPAS

This program is designed to prepare students for entry-level program development and analysis in the computer environment. The core courses provide an introduction to the computer, applications used on the microcomputer and training in programming language, procedural logic and design. The computer languages are introduced in a progressive delivery starting with structured programming (sequential, iteration, and decision making) used in procedural language and then progressing to object-oriented language and visual language.

Students currently employed in the field can supplement and upgrade their skills through a variety of offerings in programming languages and applications.

The Microsoft Certified Solutions Developer (MCSD) option develops the skills necessary to successfully design, implement, and administer business solutions with Microsoft products. Students preparing for this certification will take courses in the following areas: 1) desktop applications development using Visual Studio.NET; 2) distributed applications development using Visual Studio.NET; 3) solutions architecture, and 4) choose elective courses. The exact curriculum will be driven by the latest requirements as specified by Microsoft (consult Microsoft’s web site for current list of requirements - www.microsoft.com).

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES Credits Needed: 15
Computation Requirement ........................................ 3
Humansities Requirement ........................................ 3
Oral Communication Requirement ............................... 3
Social/Behavioral Science Requirement ......................... 3
Written Communication Requirement ............................ 3

MAJOR COURSES Credits Needed: 24
CGS 1000 Introduction to Computers .......................... 3
CGS 2100 Microcomputer Applications ........................ 3
CIS 2321 Systems Analysis and Design ........................ 3
COP 1000 Principles of Programming .......................... 3
COP 1332 Visual Basic Programming .......................... 3
COP 2700 Database Techniques ................................. 3
COP 2800 Introduction to Java Programming .................. 3
COP 2812 Extensible Markup Language (XML) ............... 3

COMPUTER PROGRAMMING OPTION Credits Needed: 15
Option Code – CPAS
COP 2224 Visual C++ Programming ................................ 3
COP 2333 Visual Basic Programming Advanced ................ 3
COP 2334 C++ Programming ........................................ 3
COP 2335 C++ Programming Advanced .......................... 3
COP 2805 Advanced Java Programming .......................... 3

MICROSOFT CERTIFIED SOLUTIONS DEVELOPER (MCSD) OPTION Credits Needed: 15
Option Code – CPASMSD
CDA 2302 Solution Architectures ................................ 3
COP 2333 Visual Basic Programming Advanced ................ 3
COP 2334 C++ Programming ........................................ 3
COP 2360 C# Programming ......................................... 3
COP 2701 Design and Implement Databases with Microsoft SQL 3

TECHNICAL ELECTIVES Credits Needed: 9
CDA 2302 Solution Architectures ................................ 3
CEN 2514 UNIX System Administration ........................ 3
CET 1600 Cisco Fundamentals ..................................... 3
CETC 1172 Beginning PC Repair ................................... 3
CETC 1174 Advanced PC Repair .................................... 3
CETC 2179 A+ Test Preparation .................................... 3
CGS 1101 Computer Management Information Systems ....... 3
### Computer Programming and Analysis – continued

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<td>Microcomputer Applications-Advanced</td>
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<td>Post Advanced Microcomputer Applications</td>
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<td>CGS 2872</td>
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<td>CGS 2932</td>
<td>Special Topics in Computer Technology</td>
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<td>COP 1006</td>
<td>Introduction to Computer Programming Logic</td>
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<td>UNIX Fundamentals</td>
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<td>COP 2335</td>
<td>C++ Programming Advanced</td>
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<td>COP 2336</td>
<td>Visual Basic for Applications</td>
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<td>Design and Implement Databases with Microsoft SQL</td>
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<td>COP 2740</td>
<td>Introduction to Oracle SQL and PL/SQL</td>
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<tr>
<td>COP 2741</td>
<td>Oracle Database Fundamentals 1</td>
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<td>Oracle Database Fundamentals 2</td>
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<td>Oracle Network Administration</td>
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<td>COP 2744</td>
<td>Oracle Performance Tuning</td>
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<td>COP 2805</td>
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<td>Extensible Markup Language (XML)</td>
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<td>CTS 1701</td>
<td>Information Technology Project Management</td>
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<td>GEO 2150</td>
<td>Fundamentals of Geographic Information Systems</td>
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<td>Advanced Geographic Information System Software</td>
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<tr>
<td>SUR 2533</td>
<td>Fundamentals of Global Positioning System (GPS)</td>
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</table>

**TOTAL CREDIT HOURS: 63**

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## Crime Scene Technology

**Associate in Science – Code: CRAS**

Crime scene technologists are employed by local, state, and federal law enforcement agencies, the State Attorney offices, public defender offices, medical examiners, law firms, and private industry. This program is designed to prepare an entry-level crime scene specialist who will be able to locate, identify, process, and preserve the crime scene as well as testify in court proceedings. This program is also appropriate for practicing law enforcement professionals who desire the opportunity to specialize and advance in the field of crime scene technology. Potential employment opportunities may be found as a crime scene technologist, crime scene photographer, fingerprint examiner and classification specialist, crime lab assistant, or crime scene unit supervisor.

Individuals considering enrollment must have excellent written and oral communication skills and reading and critical thinking skills. Basic computer skills, including keyboarding, are strongly recommended prior to enrollment.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

### GENERAL EDUCATION COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
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<td>Humanities Requirement</td>
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<tr>
<td></td>
<td>Oral Communication Requirement</td>
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<td>Social/Behavioral Science Requirement</td>
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**Credits Needed: 15**

### MAJOR COURSES

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<td>CJT 1110</td>
<td>Introduction to Crime Scene Technology</td>
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<tr>
<td>CJT 1111</td>
<td>Advanced Crime Scene Technology</td>
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<tr>
<td>CJT 1112</td>
<td>Crime Scene Safety</td>
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</tr>
<tr>
<td>CJT 1113</td>
<td>Courtroom Presentation of Evidence</td>
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</tr>
<tr>
<td>CJT 1141</td>
<td>Introduction to Forensic Science</td>
<td>3</td>
</tr>
<tr>
<td>CJT 1220</td>
<td>Crime Scene Photography 1</td>
<td>3</td>
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<tr>
<td>CJT 1221</td>
<td>Crime Scene Photography 2</td>
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<td>CJT 1240</td>
<td>Fingerprint Classification</td>
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<td>Latent Fingerprint Development</td>
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**Credits Needed: 31**

### TECHNICAL ELECTIVES

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<td>CCJ 1010</td>
<td>Criminology</td>
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<td>CCJ 1020</td>
<td>American Criminal Justice</td>
<td>3</td>
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<td>CCJ 1100</td>
<td>Introduction to Law Enforcement</td>
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<tr>
<td>CCJ 2022</td>
<td>Critical Issues in Criminal Justice</td>
<td>3</td>
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<td>CCJ 2650</td>
<td>Drugs, Alcohol and Crime</td>
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<td>CJD 2301</td>
<td>Ethics in Criminal Justice</td>
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<tr>
<td>CJL 1400</td>
<td>Criminal Procedures</td>
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<td>CJT 2100</td>
<td>Criminal Investigation</td>
<td>3</td>
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<tr>
<td>DSC 1005</td>
<td>Terrorism in Today’s World</td>
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<tr>
<td>ENC 2210</td>
<td>Technical Writing</td>
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<tr>
<td>HSC 1531</td>
<td>Medical Terminology</td>
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<td>OST 2335</td>
<td>Business Communications</td>
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<tr>
<td>PSC 1321</td>
<td>Physical Science Survey 1</td>
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<td>SOW 1051</td>
<td>Human Service Experience 1</td>
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<tr>
<td>SOW 1052</td>
<td>Human Service Experience 2</td>
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**Credits Needed: 14**

**TOTAL CREDIT HOURS: 60**
Criminal Justice Technology

Associate in Science – Code: CJAS

This program is designed for students interested in broadening their knowledge of criminal justice and field professionals seeking incentive benefits, career enhancement, or to increase their on-the-job competence. Many of the credits earned may be transferable to a baccalaureate degree program.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES Credits Needed: 15
Computation Requirement .............................................. 3
Humanities Requirement .................................................. 3
Oral Communication Requirement .................................... 3
Social/Behavioral Science Requirement .............................. 3
Written Communication Requirement ................................. 3

MAJOR COURSES Credits Needed: 27
CJT 1010 Criminology ...................................................... 3
CJT 1020 American Criminal Justice .................................. 3
CJC 1452 Criminal Justice Administration ............................ 3
CJJ 2650 Drugs, Alcohol and Crime .................................... 3
CJC 2000 American Corrections ......................................... 3
CJI 1400 Criminal Procedures .......................................... 3
CJL 2400 Criminal Law .................................................... 3
POS 2041 American National Government ........................... 3
POS 2112 State and Local Government ................................. 3

SUPPORT COURSES Credits Needed: 7
CGS 2100 Microcomputer Applications ................................ 3
HSC 2400 First Aid and Safety .......................................... 3
CJ 2948 Service-Learning Field Studies 1 .............................. 1
OR
SOW 1051 Human Service Experience ................................. 3

TECHNICAL ELECTIVES Credits Needed: 15
CCJ 1100 Introduction to Law Enforcement ............................ 3
CCJ 2022 Critical Issues in Criminal Justice ......................... 3
CCJ 2191 Criminal Justice Practitioners (Human Behavior) ......... 3
CJC 2162 Community Corrections ....................................... 3
CJ 2301 Ethics in Criminal Justice ....................................... 3
CJE 1440 Crime Prevention ............................................... 3
CJL 1540 Juvenile Delinquency ......................................... 3
CJT 1110 Introduction to Crime Scene Technology .................. 3
CJT 1111 Advanced Crime Scene Technology ....................... 3
CJT 1112 Crime Scene Safety .............................................. 3
CJT 1800 Introduction to Private Security ............................. 3
CJT 2100 Criminal Investigation ......................................... 3
DSC 1005 Terrorism in Today's World ................................. 3
DSC 1003 Foundation of Homeland Security ....................... 3
DSC 1032 Preparation and Response for Terrorism ................. 3
DSC 1035 Recognition and Investigation of Terrorism ............. 3
SOW 2054 Community Involvement .................................... 3

Note: Students who graduate from BCC or another law enforcement or corrections academy, and successfully complete the Florida State exam, will satisfy the technical electives block upon the following:
• Must enroll in the A.S. Criminal Justice Technology degree and complete all admission requirements for the program
• Must complete all major courses in the program
• Upon completion of major courses, must apply to the Dean, Criminal Justice Center for verification of state licensure and submittal of request for waiver of the technical elective courses

TOTAL CREDIT HOURS: 64

Database Technology

Associate in Science – Code: DBAS

This program is designed to prepare students for careers in the database administration profession. The program provides students the choice to follow one of two options:
Oracle Certified Database Administrator or Microsoft Certified Database Administrator.
Both tracks provide the foundation for obtaining the industry recognized certifications.
Oracle and Microsoft databases are among the most sophisticated databases currently available and are used by large corporations to store corporate-wide information. These databases provide for multiple-user access, control of the level of user access, and the development of specific procedures for accessing information.

Opportunities for employment include state and federal government agencies, medium-to-large corporations, Internet-based companies and educational institutions.
The college also participates in the Oracle Academic Initiative (OAI). This is a partnership between the Oracle Corporation and educational institutions. This partnership provides the students access to the major Oracle tools. The OAI also provides discounts to faculty and students for training, exam preparation and testing.

The core courses provide training in the basic concepts of computing technology, including, computer programming, database techniques, analysis and design, networking, and common user applications. The 12 credits of technical electives provide students with the opportunity to further their knowledge in the specific areas of choice.

The student can obtain training for both certifications by pursuing both options.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES Credits Needed: 15
Computation Requirement .............................................. 3
Humanities Requirement .................................................. 3
Oral Communication Requirement .................................... 3
Social/Behavioral Science Requirement .............................. 3
Written Communication Requirement ................................. 3

MAJOR COURSES Credits Needed: 24
CEN 2514 UNIX System Administration .............................. 3
CGS 1000 Introduction to Computers .................................. 3
CEN 2520 Microcomputer Applications ............................... 3
COP 2533 Network+ .................................................... 3
COP 1000 Principles of Programming ............................... 3
COP 1340 UNIX Fundamentals ......................................... 3
COP 2334 C++ Programming .......................................... 3
COP 2700 Database Techniques ....................................... 3

ORACLE CERTIFIED DATABASE ADMINISTRATOR OPTION Credits Needed: 12
Option Code – DBASMDA
COP 2740 Introduction to Oracle SQL and PL/SQL .................. 3
COP 2741 Oracle Database Fundamentals 1 ......................... 3
COP 2742 Oracle Database Fundamentals 2 ......................... 3
COP 2744 Oracle Performance Tuning ............................... 3

MICROSOFT CERTIFIED DATABASE ADMINISTRATOR OPTION Credits Needed: 12
Option Code – DBAS
CEN 2304 Microsoft Windows 2000 Server .......................... 3
CEN 2305 Microsoft Windows 2000 Networking Infrastructure Administration .................................................. 3
COP 2701 Design and Implement Databases with Microsoft SQL .................................................. 3
CTS 2811 Microsoft SQL Server 2000 .................................. 3

TECHNICAL ELECTIVES Credits Needed: 12
(Course Electives may also be selected from option 1 or 2)
CEN 2315 Microsoft Windows 2000 Active Directory Services .... 3
CEN 2321 Microsoft Windows 2000 Active Directory Services .... 3
COP 1332 Visual Basic Programming .................................. 3
COP 2224 Visual C++ Programming ................................... 3
COP 2333 Visual Basic Programming Advanced .................... 3
COP 2335 C++ Programming Advanced ............................. 3
COP 2800 Introduction to Java Programming ....................... 3
COP 2805 Advanced Java Programming ............................. 3
COP 2822 Web Page Authoring ....................................... 3
COP 2830 Web Programming I ......................................... 3
COP 2831 Web Programming II ...................................... 3
COP 2837 Windows XP Professional .................................. 3
CPT 2150 Microsoft Windows 2000 Designing Security .......... 3
GEO 1130 Fundamentals of Remote Sensing .......................... 3
GEO 2150 Fundamentals of Geographic Information Systems ...... 3
GEO 2151 ArcInfo ....................................................... 3
GEO 2154 Advanced Geographic Information System Software .... 3
GEO 2155 Applications of Geographic Information System, Global Positioning System and Remote Sensing ............... 3
SUR 2553 Fundamentals of Global Positioning System (GPS) .... 3

TOTAL CREDIT HOURS: 63

A.S. Degree
Dental Hygiene

Associate in Science – Code: DHAS

This program prepares students for careers as dental hygienists in private dental practices, public health, and other practice settings. Graduates are prepared for national, state, or regional board exams, which are required for a license to practice. Graduates will also be eligible to receive certification in expanded functions recognized by the Florida Board of Dentistry.

Dental Hygienists provide a wide range of services including the following functions: evaluation of patients’ dental health, removal of calcified deposits, stain and plaque from above and below the gum line, application of preventative agents such as fluoride, pit and fissure sealants, instruction of patients on plaque control, exposure and development of dental radiographs; placement of temporary fillings, and polishing and contouring of amalgam restorations.

Admission to the Dental Hygiene program is limited. Admission requirements are listed in the program application packet available in the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

**GENERAL EDUCATION COURSES**

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<td>College Chemistry Laboratory</td>
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<td>ENC 1101</td>
<td>Communications 1</td>
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<td>PSY 2014</td>
<td>General Psychology 1</td>
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<td>SPC 2602</td>
<td>Fundamentals of Speech Communication</td>
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<td>SYG 2000</td>
<td>Introduction to Sociology</td>
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**MAJOR COURSES**

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<td>Dental Hygiene 1</td>
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<td>DEH 1802</td>
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<td>DEH 2300</td>
<td>Pharmacology for Dental Hygiene</td>
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<td>DEH 2400</td>
<td>General Oral Pathology</td>
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<td>Community Dental Health 1</td>
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<td>Head, Neck and Dental Anatomy</td>
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<td>DES 1051</td>
<td>Dental Pharmacology/Pain Control</td>
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<td>Dental Radiography</td>
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<td>Office Emergencies</td>
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<td>DES 1800</td>
<td>Introduction to Clinical Procedures</td>
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**TECHNICAL ELECTIVES**

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<td>DESL 1020</td>
<td>Head, Neck and Dental Anatomy Lab</td>
<td>1</td>
</tr>
<tr>
<td>DESL 1200</td>
<td>Dental Radiology Lab</td>
<td>1</td>
</tr>
<tr>
<td>DESL 1800</td>
<td>Introduction to Clinical Procedures Lab</td>
<td>1</td>
</tr>
</tbody>
</table>

**SUPPORT COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCC 1084</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care</td>
<td>3</td>
</tr>
<tr>
<td>HUN 1201</td>
<td>Essentials of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>MCBC 2010</td>
<td>Microbiology</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 88

Note: A grade of “C” or above is necessary in each major course for progression and graduation.

Digital Television/Digital Media Production

(Digital Television and Media Production)

Associate in Science – Code: DTAS

This hands-on, skills-based program enables students to develop competencies in fields where television, computers, and the Internet converge. Students produce broadcast quality television in the studios of WBCC TV and on location, using professional digital cameras and editing facilities. Digital Media combine the best practices from existing disciplines (photography, video, audio recording and graphics) with an aggressive approach to learning about new tools, techniques and concepts in preparation for entry into the digital media workplace.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

**GENERAL EDUCATION COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEN 2522</td>
<td>Internet and New Technologies</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2872</td>
<td>Multimedia Authoring</td>
<td>3</td>
</tr>
<tr>
<td>ENC 2210</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>FIL 1002</td>
<td>Appreciation of the Motion Picture 1</td>
<td>3</td>
</tr>
<tr>
<td>GRAC 1100</td>
<td>Principles of Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>GRAC 1151</td>
<td>Illustration 1</td>
<td>3</td>
</tr>
<tr>
<td>GRAC 1160</td>
<td>2D Animation</td>
<td>3</td>
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<tr>
<td>GRAC 1443</td>
<td>Creative Computer Media</td>
<td>3</td>
</tr>
<tr>
<td>GRAC 2150</td>
<td>Raster Graphics</td>
<td>3</td>
</tr>
<tr>
<td>GRAC 2156</td>
<td>Vector Graphics</td>
<td>3</td>
</tr>
<tr>
<td>GRAC 2162</td>
<td>3D Animation</td>
<td>3</td>
</tr>
<tr>
<td>MUM 2604</td>
<td>Multi-Track Mixdown (Post Production)</td>
<td>3</td>
</tr>
<tr>
<td>MUMC 2606</td>
<td>Principles of Digital Audio</td>
<td>3</td>
</tr>
<tr>
<td>MUMC 2623</td>
<td>MIDI Electronic Music 1</td>
<td>3</td>
</tr>
<tr>
<td>MUML 2604</td>
<td>Multi-Track Mixdown (Post Production) Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>PGYC 1110</td>
<td>Basic Color Photography</td>
<td>3</td>
</tr>
<tr>
<td>PGYC 1401</td>
<td>Photography 1</td>
<td>3</td>
</tr>
<tr>
<td>PGYC 1610</td>
<td>Photjournalism</td>
<td>3</td>
</tr>
<tr>
<td>PGYC 1800</td>
<td>Photography with Digital Camera</td>
<td>3</td>
</tr>
<tr>
<td>PGYC 2210</td>
<td>Portraiture</td>
<td>3</td>
</tr>
<tr>
<td>RTE 2230</td>
<td>Radio and TV Announcing</td>
<td>3</td>
</tr>
<tr>
<td>RTE 2940</td>
<td>WBCC-TV Practicum/Radio or TV</td>
<td>3</td>
</tr>
<tr>
<td>RTE 2941</td>
<td>Internship</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 64

**SUPPORT COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCC 1084</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care</td>
<td>3</td>
</tr>
<tr>
<td>HUN 1201</td>
<td>Essentials of Nutrition</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 14

Upon request, departmental certificates of completion will be awarded in the following areas upon successful completion of these photography courses (see instructor).

**PHOTOJOURNALISM CERTIFICATE**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>PGYC 1110</td>
<td>Basic Color Photography</td>
<td>3</td>
</tr>
<tr>
<td>PGYC 1610</td>
<td>Photjournalism</td>
<td>3</td>
</tr>
<tr>
<td>PGYC 1800</td>
<td>Photography with Digital Camera</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 15
Drafting and Design Technology  
Associate in Science – Code: DRAS

This program provides competency in computer-aided drafting and design technology for students who desire employment in the design field upon graduation.

Technical drafters work in close association with engineers, designers, scientists, technical writers, production personnel, and salespersons to help design new products. Technical drafters translate ideas, sketches, calculations, and specifications into complete, accurate working drawings used by skilled crafts-person’s in the manufacture of products.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

**GENERAL EDUCATION COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Oral Communication Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Written Communication Requirement</td>
<td>3</td>
</tr>
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</table>

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDC 1540 Civil Drafting</td>
<td>4</td>
</tr>
<tr>
<td>EDC 2320 AutoCAD Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>EDC 2328 Microstation 2D</td>
<td>4</td>
</tr>
<tr>
<td>EDC 2351 AutoCAD Applications</td>
<td>4</td>
</tr>
<tr>
<td>EDC 2355 AutoCAD 3D</td>
<td>4</td>
</tr>
<tr>
<td>EDC 2542 Advanced Civil Drafting</td>
<td>4</td>
</tr>
<tr>
<td>TARC 1120 Architectural Drafting</td>
<td>4</td>
</tr>
<tr>
<td>TARC 2122 Advanced Architectural Drafting</td>
<td>4</td>
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</table>

**SUPPORT COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 2100 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102 Communications 2</td>
<td>3</td>
</tr>
<tr>
<td>ENC 2210 Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>OST 2335 Business Communications</td>
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</table>

**TECHNICAL ELECTIVES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 1564 Introduction to Windows</td>
<td>1</td>
</tr>
<tr>
<td>CGS 1871 Multimedia Presentations</td>
<td>3</td>
</tr>
<tr>
<td>EET 1003 Introduction to Electronics</td>
<td>3</td>
</tr>
<tr>
<td>EDC 2322 Pro-E Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>EDC 2356 Microstation 3D</td>
<td>4</td>
</tr>
<tr>
<td>GEO 1153 Survey of GIS and GPS</td>
<td>1</td>
</tr>
<tr>
<td>GEO 2150 Fundamentals of Geographic Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>GRAC 2163 3D Modeling</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS: 62

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Early Childhood Education  
Associate in Science – Code: CCAS

This program prepares students to work as preschool teachers, child development curriculum coordinators, and child development center directors in both private and public child development programs. A student who completes this degree will also be able to transfer several courses into the Early Childhood degree at most universities.

The Montessori Specialization will provide students with an American Montessori Society (AMS) Early Childhood Associate Credential. Students would be able to teach children 3-6 years old in montessori school's throughout the United States. The Montessori Accreditation Council for Teacher Education (MACHE) accredits the Montessori Specialization.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

**GENERAL EDUCATION COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer/Natural Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Requirement</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1101 Communications 1</td>
<td>3</td>
</tr>
<tr>
<td>SPC 2600 Fundamentals of Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2012 General Psychology 1</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>SYG 2000 Introduction to Sociology</td>
<td>3</td>
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</tbody>
</table>

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARE 2000 Early Childhood Art and Creativity</td>
<td>3</td>
</tr>
<tr>
<td>CHD 1220 Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>CHD 1800 Foundations of Child Care and Education Administration</td>
<td>3</td>
</tr>
<tr>
<td>MUE 2211 Early Childhood Music and Movement</td>
<td>3</td>
</tr>
</tbody>
</table>

**MONTESSORI SPECIALIZATION CERTIFICATION OPTION**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEC 1006 Montessori Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>EEC 2530 Montessori Curriculum 1</td>
<td>6</td>
</tr>
<tr>
<td>EEC 2532 Montessori Curriculum 2</td>
<td>5</td>
</tr>
<tr>
<td>EEC 2940 Montessori Teaching Practicum 1</td>
<td>5</td>
</tr>
<tr>
<td>EEC 2941 Montessori Teaching Practicum 2</td>
<td>5</td>
</tr>
</tbody>
</table>

**TRADITIONAL CHILD DEVELOPMENT OPTION**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHD 1200 Infant/Toddler Development</td>
<td>3</td>
</tr>
<tr>
<td>CHD 2336 Science, Math and Literacy for Young Children</td>
<td>3</td>
</tr>
<tr>
<td>CHD 2430 Observing the Preschool Child*</td>
<td>3</td>
</tr>
<tr>
<td>CHD 2440 Child Care Practicum 1*</td>
<td>3</td>
</tr>
<tr>
<td>EDF 1005 Introduction to Education</td>
<td>3</td>
</tr>
<tr>
<td>EDG 2701 Teaching Diverse Populations</td>
<td>3</td>
</tr>
<tr>
<td>EEX 1600 Behavior Management*</td>
<td>3</td>
</tr>
<tr>
<td>EEX 2010 Introduction to Special Education</td>
<td>3</td>
</tr>
</tbody>
</table>

* Courses taken through the PSAV Early Childhood Education certification.

TOTAL CREDIT HOURS: 63
Early Childhood Education A.S. degree is a three-level program. Each level is a continuation of the previous, and completers from each level will transfer credits into the next level.

LEVEL 1: Postsecondary Adult Vocational Certificate: Early Childhood Education
Upon completion of the Early Childhood Education certificate, students may receive credit for the following courses:

- CHD 2440 Child Care Practicum 1
- CHD 2430 Observing the Preschool Child
- EEX 1600 Behavior Management

In order to obtain these credits students must follow these guidelines:
- Complete all graduation requirements for the P.S.A.V. program and apply for graduation
- Enroll in the College Credit Certificate program in Child Development Early Intervention and complete all admissions requirements for the program within three years of graduation from the P.S.A.V. program
- Complete 12 credits of course work applicable to the C.C.C. with a grade of "C" or higher

Following completion of the above, students must petition the Registrar to have the competency-based credits placed on their permanent record. Students will be awarded the grade of "S" for those courses; this grade will not affect the GPA.

LEVEL 2: College Credit Certificate: Child Development Early Intervention
The Child Development Early Intervention Certificate includes the nine credits transferred from the Early Childhood Education vocational certificate plus the 27 child development credits necessary to complete this certificate. All courses in this certificate will transfer into the Early Childhood Education A.S. degree.

LEVEL 3: Associate in Science Degree: Early Childhood Education
The A.S. degree Early Childhood Education includes the courses from Levels 1 and 2. Students must then complete the general education courses and support courses required for the A.S. degree in Early Childhood Education.

Electronics Engineering Technology
Associate in Science – Code: EEAS
This program, designed in cooperation with local area industries, prepares students for high technology jobs in all electronic fields. Students receive training in electronic fundamentals and theory, use of electronic test equipment, analog and digital circuit design and fabrication, military standard through-hole and surface-mount soldering and rework, computer utilization for documentation and design, micro-processor assembly programming and microcomputer design, and analog and digital communications. Positions obtained by graduates include advanced repair technician, junior engineer (technologist, engineer’s assistant), clean room technician in semiconductor manufacturing, biomedical repair technician, computer-aided design engineer, and cellular telephone repair technician.

Basic skills remediation can be scheduled one semester before entering the program, if needed. Students may enter the program at the start of any term based on availability of classes.

All A.S. and A.A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of "S" or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>Communications 1</td>
<td>3</td>
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<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>PHYC 2053</td>
<td>College Physics 1</td>
<td>4</td>
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</tbody>
</table>

MAJOR COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CETC 1114</td>
<td>Digital Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>CETC 1132</td>
<td>Microprocessor Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
<td>3</td>
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<tr>
<td>COP 1000</td>
<td>Principles of Programming</td>
<td>3</td>
</tr>
<tr>
<td>EETC 1015</td>
<td>Circuit Fundamentals 1</td>
<td>4</td>
</tr>
<tr>
<td>EETC 1025</td>
<td>Circuit Fundamentals 2</td>
<td>4</td>
</tr>
<tr>
<td>EETC 1141</td>
<td>Analog Devices</td>
<td>4</td>
</tr>
<tr>
<td>EETC 1142</td>
<td>Analog Circuits</td>
<td>4</td>
</tr>
<tr>
<td>EETC 1610</td>
<td>Through-Hole and Surface-Mount Soldering</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2325</td>
<td>Electronic Communication Systems</td>
<td>4</td>
</tr>
<tr>
<td>MAC 1114</td>
<td>College Trigonometry</td>
<td>3</td>
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</tbody>
</table>

TECHNICAL ELECTIVES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 1000</td>
<td>Introduction to Computers</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2215</td>
<td>Instrumentation and Control Systems 3</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2245</td>
<td>Instrumentation Systems</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2365</td>
<td>Data Communications</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2724</td>
<td>Schematic Capture and Modeling</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2930</td>
<td>Project Management and Engineering</td>
<td>4</td>
</tr>
<tr>
<td>ESTC 1240</td>
<td>Fiber Optic Terminations</td>
<td>3</td>
</tr>
<tr>
<td>ETI 2718</td>
<td>Cleanroom Contamination Control</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS: 68
### Emergency Medical Services

**Associate in Science – Code: EMAS**

This program includes credits earned in the EMT and Paramedic programs. Completers of this degree program are eligible for state licensing as an EMT and subsequently for state licensing as a paramedic. Graduates are qualified to work as basic or advanced providers in ambulances, hospital emergency rooms, intensive care units, and emergency helicopter transport agencies, and may also qualify for management positions.

Admission to the Emergency Medical Services program is limited. Admission requirements for the program are in the application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

All A.S. degree-seeking students must be Florida certified as an EMT and complete an accredited Paramedic program, satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

<table>
<thead>
<tr>
<th>GENERAL EDUCATION COURSES</th>
<th>Credits Needed: 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computation Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Oral Communication Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Written Communication Requirement</td>
<td>3</td>
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<table>
<thead>
<tr>
<th>EMERGENCY MEDICAL TECHNOLOGY</th>
<th>Credits Needed: 11</th>
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<tbody>
<tr>
<td>EMS 1119 Emergency Medical Technology (Didactic)</td>
<td>6</td>
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<tr>
<td>EMS 1411 Emergency Medical Technology Hospital Practicum</td>
<td>2</td>
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<tr>
<td>EMS 1421 Emergency Medical Technology Ambulance Practicum</td>
<td>2</td>
</tr>
<tr>
<td>EMSL 1119 Emergency Medical Technology Laboratory</td>
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<table>
<thead>
<tr>
<th>PARAMEDIC</th>
<th>Credits Needed: 43</th>
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<tbody>
<tr>
<td>EMS 2601 Paramedic*</td>
<td>8</td>
</tr>
<tr>
<td>EMS 2602 Advanced Paramedic*</td>
<td>8</td>
</tr>
<tr>
<td>EMS 2644 Paramedic Hospital Practicum*</td>
<td>4</td>
</tr>
<tr>
<td>EMS 2654 Paramedic Ambulance Practicum</td>
<td>4</td>
</tr>
<tr>
<td>EMS 2655 Advanced Paramedic Ambulance*</td>
<td>3</td>
</tr>
<tr>
<td>EMS 2659 Advanced Paramedic Ambulance Internship*</td>
<td>9</td>
</tr>
<tr>
<td>EMSL 2601 Paramedic Laboratory*</td>
<td>2</td>
</tr>
<tr>
<td>EMSL 2602 Advanced Paramedic Laboratory*</td>
<td>2</td>
</tr>
</tbody>
</table>

* Students holding a current Florida Paramedic license may receive credit for these courses with verification of graduation from a joint review committee accredited program.

<table>
<thead>
<tr>
<th>SUPPORT COURSES</th>
<th>Credits Needed: 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCC 1084 Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 73**

*Note: A grade of “C” or above is necessary in each major course for progression and graduation.*

### Fire Science Technology

**Associate in Science – Code: FRAS**

This program prepares students for the occupation of firefighting. Students learn the theory of fire science as well as practical application. Courses are also utilized to qualify fire personnel for career advancement. Entrance recommendations: 1) High School graduate or academic equivalent; 2) Interest and aptitude in the fire fighting field.

Vocational training in fire fighting minimum standards is offered in two 225-hour modules for persons interested in pursuing a career in the fire service. Students who have received minimum standards training consisting of at least 360-clock hours will substitute for FFP 1000. A State of Florida certificate is required as proof of completion.

Qualified students who have received technical or vocational training from the Florida State Fire College may receive course waiver for those courses identified through the Articulation Agreement. Credit may also be received for courses through credit by exam. Contact the Fire Science Coordinator for additional information, qualifications, requirements and testing.

Admission to the Fire Science Technology program is limited. Admission requirements for the program are listed in the program admission packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Science web site at www.brevardcc.edu for more information.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

<table>
<thead>
<tr>
<th>GENERAL EDUCATION COURSES</th>
<th>Credits Needed: 15</th>
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<tbody>
<tr>
<td>Computation Requirement</td>
<td>3</td>
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<td>Humanities Requirement</td>
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<td>Oral Communication Requirement</td>
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<tr>
<td>Social/Behavioral Science Requirement</td>
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<tr>
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<tbody>
<tr>
<td>FFP 1000 Introduction to Fire Science</td>
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<tr>
<td>FFP 2505 Fundamentals of Fire Prevention</td>
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<tr>
<td>FFP 2570 Introduction to Fire Protection Law</td>
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<tr>
<td>FFP 2730 Fire Protection Organization and Management</td>
<td>3</td>
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<tr>
<td>FFP 2780 Fire Department Administration, Management and Supervision</td>
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<tr>
<td>FFP 2810 Fire Fighting Tactics Strategy 1</td>
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<th>TECHNICAL ELECUTIVES</th>
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<tr>
<td>FFP 1070 Marine Fire Fighting for Land Based Firefighters</td>
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<tr>
<td>FFP 1304 Aerial Operations</td>
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<tr>
<td>FFP 2111 Fire Chemistry</td>
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<td>FFP 2120 Building Construction and Codes</td>
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<tr>
<td>FFP 2301 Fire Hydraulics</td>
<td>3</td>
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<tr>
<td>FFP 2302 Fire Apparatus Operator</td>
<td>3</td>
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<tr>
<td>FFP 2510 Fire Protection Codes and Standards</td>
<td>3</td>
</tr>
<tr>
<td>FFP 2521 Plans Examination and Blueprint Reading</td>
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<tr>
<td>FFP 2540 Fire Protection Systems and Extinguishing Agents</td>
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<td>FFP 2720 Company Officer Leadership</td>
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<td>FFP 2740 Fire Service Instructor</td>
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<td>FFP 2741 Fire Service Course Design</td>
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<tr>
<td>FFP 2770 Ethical and Legal Issues for the Fire Service</td>
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<td>FFP 2811 Fire Fighting Tactics and Strategy 2</td>
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**TOTAL CREDIT HOURS: 60**

These courses satisfy the curriculum required by the Bureau of Fire Standards and Training for the Fire Officer I Certification Examination: FFP 2120, FFP 2505, FFP 2810, FFP 2540, FFP 2720, FFP 2740 and FFP 2811.

These courses are part of the curriculum required by the Bureau of Fire Standards and Training for Fire Officer II Option: FFP 2111, FFP 2780, FFP 2741 and FFP 2770.

These courses will satisfy the curriculum required by the Bureau of Fire Standards and Training for the Fire Inspector Certification Examination: FFP 2120, FFP 2505, FFP 2510, FFP 2521 and FFP 2540. Must also satisfy Florida Statutes 633.081.

Fire Officer I and Fire Officer II may have additional course and testing requirements. Contact the Fire Science Coordinator for details at (321) 433-7565.

*Note: A grade of “C” or above is necessary in each major course for progression and graduation.*
### Graphics Technology
**Associate in Science – Code: GDAS**

This program meets the current and future needs of computer graphic artists and designers. The curriculum emphasizes design and communication skills. These skills are developed in a computer production environment using current industry standard software.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

<table>
<thead>
<tr>
<th>GENERAL EDUCATION COURSES</th>
<th>Credits Needed: 15</th>
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<tbody>
<tr>
<td>Computation Requirement</td>
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<td>Humanities/Fine Arts Requirement</td>
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<td>Oral Communication Requirement</td>
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<td>Social/Behavioral Science Requirement</td>
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<td>ARTC 1201</td>
<td>Two-Dimensional Design</td>
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<td>ARTC 1300</td>
<td>Drawing</td>
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<tr>
<td>GRAC 1100</td>
<td>Principles of Graphic Design</td>
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<tr>
<td>GRAC 1160</td>
<td>2D Animation</td>
</tr>
<tr>
<td>GRAC 1710</td>
<td>Videography</td>
</tr>
<tr>
<td>GRAC 2120</td>
<td>Page Design and Layout</td>
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<td>GRAC 2150</td>
<td>Raster Graphics</td>
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<td>GRAC 2156</td>
<td>Vector Graphics</td>
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<tr>
<td>GRAC 2157</td>
<td>Integrated Design</td>
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<td>GRAC 2162</td>
<td>3D Animation</td>
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<td>GRAC 2582</td>
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<td>Drawing 2</td>
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<td>CGS 1871</td>
<td>Multimedia Presentations</td>
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<td>CGS 2823</td>
<td>Dynamic Server Pages</td>
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<tr>
<td>GRAC 1203</td>
<td>Digital Type and Color</td>
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<td>GRAC 1443</td>
<td>Creative Computer Media</td>
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<td>GRAC 2163</td>
<td>3D Modeling</td>
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**TOTAL CREDIT HOURS: 64**

### Interior Design Technology
**Associate in Science – Code: IDAS**

This program prepares students for employment in an interior design business, architectural or construction firm leading to state licensing and registration as an interior designer. Interior design goes far beyond decorating. Interior designers impact peoples daily lives by creating custom residential, commercial and leisure environments. The curriculum includes instruction on drafting equipment, CAD programs, non-textile building materials, furnishings, fixtures, equipment used in interior design and more. Graduates of the program are eligible to take the professional licensing examination adopted by the State of Florida and administered by the National Council for Interior Design.

<table>
<thead>
<tr>
<th>GENERAL EDUCATION COURSES</th>
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<tbody>
<tr>
<td>Social/Behavioral Science Requirement</td>
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<tr>
<td>ENC 1101</td>
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<td>Creativity and the Arts</td>
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<td>SPC 2600</td>
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<td>ETDC 2320</td>
<td>AutoCAD Fundamentals</td>
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<td>IND 1100</td>
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<td>IND 1423</td>
<td>Survey of Materials and Resources</td>
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<td>IND 2130</td>
<td>History of Design 2</td>
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<td>IND 2420</td>
<td>Material and Resources</td>
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<td>INDC 1010</td>
<td>Residential Design 1</td>
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<td>Principles of Interior Design</td>
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<td>Basics of Interior Design</td>
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<td>INDC 1429</td>
<td>Textiles for Interiors</td>
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<td>INDC 1935</td>
<td>Building and Barrier Free Codes</td>
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<td>INDC 2432</td>
<td>Lighting</td>
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<td>Architectural CAD</td>
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<td>INDC 2500</td>
<td>Interior Design Business Practices</td>
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<td>INDC 2910</td>
<td>Kitchen Design 1</td>
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<td>INDC 2911</td>
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<tr>
<td>CGS 1520</td>
<td>Introduction to Presentation Graphics Software</td>
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<td>CGS 1525</td>
<td>Advanced Presentation Graphics Concepts</td>
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<td>ETDC 1815</td>
<td>Adobe Photoshop for Interior Design</td>
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<td>IND 2150</td>
<td>Why Preservation</td>
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<td>IND 2931</td>
<td>Inter-relationship of Design with Environments</td>
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<td>PGYC 2801</td>
<td>Digital Imaging 1</td>
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<td>SLS 1101</td>
<td>Success Strategies for College and Life</td>
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**TOTAL CREDIT HOURS: 70**
Internet Services Technology
Associate in Science – Code: ITAS

This program prepares students to provide technology infrastructure support for companies that use E-Business or E-Commerce technologies. The program provides students with the choice to follow one of three options, which include Web Illustration, Web Administration, or Web Programming. The core courses provide training in the basic concepts, which underlie computing technology, computer programming, database techniques, analysis and design, common user applications, web applications development and the Internet infrastructure.

The Web Administration Option provides the student with the knowledge and hands-on experience to perform system administration tasks for both popular industry databases and operating systems. The option also prepares the student to work with open source operating systems and databases. Typical entry-level positions for graduates of the program include junior DBA, junior Web Master, junior System Administrator.

The Web Illustration Option provides the student with the knowledge and hands-on experience to develop elaborate web pages using the dominant industry web page development software. The student will learn HTML standards. In addition, the student will learn graphics techniques, animation, page layout and design. Opportunities for employment with experience in web illustration include federal and state agencies, local authorities, and a wide range of private businesses especially businesses with large marketing departments.

The Web Programming Option provides students with the knowledge and hands-on experience to perform programming tasks related to web applications. The student will be trained with the skills to program both client side and server side applications. The student will learn to develop applications for both proprietary, as well as, open source environments. Typical entry-level positions for graduates of the program include junior programmer, junior Web Master, junior Web Developer.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
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<tr>
<td>Computation Requirement</td>
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<td>Humanities Requirement</td>
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<td>Oral Communication Requirement</td>
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<td>Written Communication Requirement</td>
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MAJOR COURSES

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<tr>
<td>CGS 1000</td>
<td>Introduction to Computers</td>
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<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
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<tr>
<td>CGS 2263</td>
<td>Network+</td>
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<tr>
<td>COP 1000</td>
<td>Principles of Programming</td>
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<td>COP 1332</td>
<td>Visual Basic Programming</td>
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<td>COP 2334</td>
<td>C++ Programming</td>
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<td>COP 2700</td>
<td>Database Techniques</td>
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<td>COP 2822</td>
<td>Web Page Authoring</td>
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<td>COP 2825</td>
<td>Web Server</td>
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<td>Web Programming 1</td>
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<td>MNA 2821</td>
<td>Electronic Commerce Systems</td>
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WEB ADMINISTRATION OPTION

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<tr>
<td>CEN 2514</td>
<td>UNIX System Administration</td>
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<td>Web Technologies</td>
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<td>COP 1340</td>
<td>UNIX Fundamentals</td>
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<td>COP 2701</td>
<td>Design and Implement Databases w/Microsoft SQL</td>
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<td>COP 2334</td>
<td>C++ Programming Advanced</td>
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<td>C# Programming</td>
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WEB PROFESSIONAL Option

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<td>Internet and New Technologies</td>
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<td>Principles of Graphic Design</td>
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<td>2D Animation</td>
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<td>Raster Graphics</td>
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WEB ILLUSTRATION OPTION

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<td>Raster Graphics</td>
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<td>Vector Graphics</td>
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TOTAL CREDIT HOURS: 63
Medical Laboratory Technology
Associate in Science – Code: MLAS
This program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 8410 West Bryn Mawr Avenue, Suite, 670, Chicago, IL 60631 - (773) 714-8880. Upon completion of the program, the student will be able to take the examination for national certification and is eligible for state license as required by the Florida Clinical Laboratory Law.

Admission to the Medical Laboratory Technology program is limited. Admission requirements for the program are listed in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES

Credits Needed: 15

Computation Requirement ............................................. 3
Oral Communication Requirement ................................. 3
Social/Behavioral Science Requirement ......................... 3
Written Communication Requirement ........................... 3

MAJOR COURSES

Credits Needed: 40

MAJOR COURSES Credits Needed: 40

MLT 1040 Laboratory Specimens and Microscopy .......... 3
MLT 1300 Hematology ............................................ 3
MLT 1331 Serology and Coagulation Laboratory .......... 3
MLT 1440 Parasitology and Mycology ......................... 2
MLT 1525 Immunohematology ................................... 3
MLT 1610 Clinical Chemistry ...................................... 3
MLT 2401 Medical Microbiology .................................. 3
MLT 2760 Clinical Instrumentation .............................. 3
MLT 2930 Pathology Seminar ................................... 1
MLTL 1040 Laboratory Specimens and Microscopy Laboratory .......... 1
MLTL 1300 Hematology Laboratory ............................. 1
MLTL 1331 Serology and Coagulation Laboratory .......... 1
MLTL 1525 Immunohematology Laboratory .................. 1
MLTL 1610 Clinical Chemistry Laboratory ..................... 1
MLTL 1803 Clinical Practicum 1 .................................. 1
MLTL 1804 Clinical Practicum 2 .................................. 1
MLTL 2401 Medical Microbiology Laboratory ................. 2
MLTL 2806 Clinical Practicum 3 .................................. 5

SUPPORT COURSES

Credits Needed: 21

Biology Course which will transfer to upper division .......... 4
Any Computer Course ............................................. 3
BSCC 1010 General Biology ....................................... 4
CHM 1045 General Chemistry 1 ................................... 3
CHM 1046 General Chemistry 2 ................................... 3
CHML 1045 General Chemistry 1 Laboratory ................. 1
CHML 1046 General Chemistry 2 Laboratory ................. 1
HSC 1641 Medical Law, Ethics and Bioethics ................. 2

TOTAL CREDIT HOURS: 76

Note: A grade of “C” or above is necessary in each major course for progression and graduation.

Networking Services Technology
(Network Administrator)

Associate in Science – Code: CNAS
This program provides students with the training necessary to install, maintain, and troubleshoot computer networks. The curriculum includes both hands-on experience and theoretical knowledge. The student will gain general, as well as, specific network knowledge as it pertains to the “industry standard” network software. Both LAN and WAN technologies are addressed in the program. This is accomplished through both software and hardware related course offerings. The students will develop skills in multi-user/multi-process operating systems, troubleshooting (hardware component level), network protocols, network administration management, and client-server application administration. Graduates will be prepared to take certification exams in current networking operating systems and technologies. Typical positions for graduates of this program include entry-level network or system administration.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES

Credits Needed: 15

Computation Requirement ............................................. 3
Humanities/Fine Arts Requirement ................................. 3
Oral Communication Requirement ................................. 3
Social/Behavioral Science Requirement ......................... 3
Written Communication Requirement ........................... 3

MAJOR COURSES

Credits Needed: 39

CEN 1301 Microsoft Windows 2003 Server .................. 3
CEN 1322 Microsoft Windows 2003 Active Directory Services ... 3
CEN 1325 Microsoft Windows 2003 Network Infrastructure Administration ............................................. 3
CET 1600 Cisco Fundamentals ..................................... 3
CET 1610 Cisco Router Technology ............................... 3
CET 2615 Cisco Advanced Router Technology ................ 3
CET 2620 Cisco Project Based Learning ......................... 3
CETC 1172 Beginning PC Repair ................................... 3
CETC 1174 Advanced PC Repair ................................... 3
CGS 1000 Introduction to Computers ............................ 3
CGS 2100 Microcomputer Applications .......................... 3
COP 1340 UNIX Fundamentals .................................... 3
CTS 1171 Windows XP Professional ............................. 3

TECHNICAL ELECTIVES

Credits Needed: 9

CEN 2306 Microsoft Exchange Server .......................... 3
CET 2660 Network Security Fundamentals ..................... 3
CTS 1701 Information Technology Project Management ........ 3
CTS 2320 Managing a Microsoft Windows 2000 Network Environment ............................................. 3
CTS 2811 Microsoft SQL Server 2000 ......................... 3

TOTAL CREDIT HOURS: 63
Nursing RN
Associate in Science – Code: NUAS

This program prepares students for entry-level positions as professional registered nurses. The practice of professional nursing means the performance of those acts requiring substantial specialized knowledge, judgment and nursing skill based upon applied principles of psychological, biological, physical, and social sciences. The professional nurse is responsible and accountable for making decisions that are based upon the individual’s educational preparation and experience in nursing.

Upon completion of the program the student may make application to take the State Board of Nursing Examination for Registered Nurses NCLEX-RN.

Admission to the Nursing program is limited. Admission requirements for the program are in the application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES Credits Needed: 15

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<td>Communications I</td>
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<td>PSY 2012</td>
<td>General Psychology I</td>
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<td>SPC 2600</td>
<td>Fundamentals of Speech Communication</td>
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<td>MAC 1105</td>
<td>College Algebra</td>
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<td>OR MAT 1033</td>
<td>Intermediate Algebra</td>
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<td>OR SYG 2000</td>
<td>Introduction to Sociology</td>
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MAJOR COURSES Credits Needed: 42

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<td>NUR 1213</td>
<td>Basic Medical-Surgical Nursing</td>
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<td>NUR 2241</td>
<td>Advanced Medical-Surgical Nursing</td>
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<td>NUR 2463</td>
<td>Nursing Care of the Childbearing Family</td>
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<td>NUR 2522</td>
<td>Nursing Care of the Psychiatric Client</td>
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<td>Nursing Pharmacology</td>
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<td>NURL 1213</td>
<td>Basic Medical-Surgical Clinical Laboratory</td>
</tr>
<tr>
<td>NURL 2241</td>
<td>Advanced Medical-Surgical Nursing Clinical Laboratory</td>
</tr>
<tr>
<td>NURL 2463</td>
<td>Childbearing Family Clinical Laboratory</td>
</tr>
<tr>
<td>NURL 2522</td>
<td>Psychiatric Client Clinical Laboratory</td>
</tr>
<tr>
<td>NURL 2801</td>
<td>Leadership and Management Clinical Laboratory</td>
</tr>
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SUPPORT COURSES Credits Needed: 15

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>BSCC 2085</td>
<td>Human Anatomy and Physiology I</td>
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<tr>
<td>BSCC 2086</td>
<td>Human Anatomy and Physiology II</td>
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<tr>
<td>DEP 2004</td>
<td>Developmental Psychology of the Life Span</td>
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<tr>
<td>MCBC 2010</td>
<td>Microbiology</td>
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</table>

TOTAL CREDIT HOURS: 72

Note: A grade of “C” or above is necessary in each major course for progression and graduation.

Transition to Associate Degree Nursing

The Transition to Associate Degree Nursing Program is designed for qualified Florida-licensed practical nurses, paramedics, or registered/certified respiratory therapists who wish to be awarded advanced standing in the BCC Associate in Science Degree in Nursing. To qualify, the following admission criteria must be met:

1. Completion of BSCC 2085, BSCC 2086, MCBC 2010 with a grade of "C" or better
2. MAT 1033 or MAC 1105 or SYG 2000, PSY 2012, DEP 2004, ENC 1101
3. Active Florida License
4. One year or more of work experience in field of licensure
5. Physical examination supporting good health
6. Satisfactory performance on pre-admission test. A fee may be charged for the testing service.
7. Nursing Committee approval

Total Credits: 24

Upon successful completion of the above, the student is admitted into the Associate Degree Nursing program.

Upon successful completion of the Transition Course and Transition Clinical Lab, the student will be awarded 10 additional credit hours for the degree. These 10 credits substitute for NUR 1020, NURL 1020, NUR 1213 and NURL 1213.

Total Credits: 10

Students wishing to enroll should contact the Health Sciences Student Advisor and complete the special ADN application. Application deadline is September 15.

GENERAL EDUCATION COURSES Total Credits: 6

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>SPC 2600</td>
<td>Fundamentals of Speech Communication</td>
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MAJOR COURSES Total Credits: 32

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<tbody>
<tr>
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<td>Advanced Medical-Surgical Nursing</td>
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<tr>
<td>NUR 2463</td>
<td>Nursing Care of the Childbearing Family</td>
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<tr>
<td>NUR 2522</td>
<td>Nursing Care of the Psychiatric Client</td>
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<tr>
<td>NUR 2801</td>
<td>Nursing Leadership and Management</td>
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<td>NUR 2813</td>
<td>Nursing Issues and Trends</td>
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<td>NUR 2930</td>
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<td>NURC 1003</td>
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<td>NURC 1142</td>
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<td>Advanced Medical-Surgical Nursing Clinical Lab</td>
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<tr>
<td>NURL 2463</td>
<td>Childbearing Family Clinical Lab</td>
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<tr>
<td>NURL 2522</td>
<td>Psychiatric Client Clinical Lab</td>
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<tr>
<td>NURL 2701</td>
<td>Transition Clinical Lab</td>
</tr>
<tr>
<td>NURL 2801</td>
<td>Leadership and Management Clinical Lab</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS: 72

A.S. Degree
Office Administration
Associate in Science – Code: OFAS

This program prepares students for office employment. Upon completion of the first year of study, students will be prepared for an entry-level office job and may receive an Office Systems Technology Certificate. The second year of study offers further skill development as well as business and general education courses enabling the student to advance in an office career. Students with appropriate education in typing and/or shorthand may substitute a higher level office technology course. The Office Administration program has three options from which to choose – General, Legal, and Medical. Students who have completed typing and shorthand in the Brevard County Public School system should check the articulation agreement under the program acceleration section of the college catalog. Entrance recommendations: Above-average grades in high school English.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES Credits Needed: 15
- Computation Requirement ........................................... 3
- Humanities Requirement .............................................. 3
- Oral Communication Requirement .................................. 3
- Written Communication Requirement .............................. 3
- Social/Behavioral Science Requirement ............................. 3

GENERAL OPTION MAJOR COURSES Credits Needed: 34

Option Code – OFAS

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<tr>
<td>OST 1711</td>
<td>Word Processing 1</td>
<td>3</td>
</tr>
<tr>
<td>MTB 1103</td>
<td>Business Mathematics</td>
<td>3</td>
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<td>Intermediate Computer Keyboard</td>
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<tr>
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<td>OST 1811</td>
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<tr>
<td>OST 2321</td>
<td>Electronic Calculator</td>
<td>1</td>
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<td>OST 2335</td>
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<tr>
<td>OST 2402</td>
<td>Office Procedures</td>
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<tr>
<td>OST 2760</td>
<td>Word Processing 2</td>
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SUPPORT COURSES Credits Needed: 6

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<td>APA 2001</td>
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TECHNICAL ELECTIVES FOR GENERAL OPTION Credits Needed: 8

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<td>Consumer Finance</td>
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<tr>
<td>ECO 2013</td>
<td>Principles of Economics 1 (Macroeconomics)</td>
<td>3</td>
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<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
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<tr>
<td>MAN 2021</td>
<td>Business Management Principles</td>
<td>3</td>
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<tr>
<td>OCA 2505</td>
<td>Introduction to Personal Financial Management</td>
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<tr>
<td>OST 1053</td>
<td>Career Planning/Resume Preparation</td>
<td>1</td>
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<tr>
<td>OST 1311</td>
<td>Introduction to Spreadsheets</td>
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</tr>
<tr>
<td>OST 1455</td>
<td>Medical Billing and Coding</td>
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<tr>
<td>OST 1582</td>
<td>Ethics at Work</td>
<td>3</td>
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<tr>
<td>OST 1794</td>
<td>Introduction to the Internet</td>
<td>1</td>
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<tr>
<td>OST 1810</td>
<td>Business Presentations</td>
<td>1</td>
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<tr>
<td>OST 1826</td>
<td>Introduction to Business Graphics</td>
<td>1</td>
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<tr>
<td>OST 1949</td>
<td>Co-op Work Experience 1</td>
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<td>OST 2120</td>
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<td>OST 2492</td>
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<td>OST 2905</td>
<td>Current Topics in Office Administration</td>
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<td>OLA 1305</td>
<td>Telephone Techniques and Technology</td>
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LEGAL OPTION MAJOR COURSES Credits Needed: 34

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Office Administration – continued

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<td>OST 2321</td>
<td>Electronic Calculator</td>
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<td>OST 2335</td>
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<td>OST 2355</td>
<td>Records Management and Filing</td>
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<td>OST 2431</td>
<td>Legal Office Procedures</td>
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<td>OST 2712</td>
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TECHNICAL ELECTIVES FOR LEGAL OPTION Credits Needed: 8

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<td>CGS 1560</td>
<td>Introduction to the Computer - Windows</td>
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<td>Introduction to Business</td>
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<tr>
<td>MAN 2021</td>
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<td>MTB 1103</td>
<td>Business Mathematics</td>
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<td>OCA 2505</td>
<td>Introduction to Personal Financial Management</td>
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<td>OST 1311</td>
<td>Introduction to Spreadsheets</td>
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<tr>
<td>OST 1582</td>
<td>Ethics at Work</td>
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<tr>
<td>OST 1794</td>
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<td>OST 1826</td>
<td>Introduction to Business Graphics</td>
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<td>OST 2120</td>
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<td>OST 2491</td>
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<td>1-3</td>
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<td>OLA 1305</td>
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MEDICAL OPTION MAJOR COURSES Credits Needed: 36

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<td>OST 2355</td>
<td>Records Management and Filing</td>
<td>3</td>
</tr>
<tr>
<td>OST 2712</td>
<td>Word Processing 2</td>
<td>3</td>
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<td>OST 1100</td>
<td>Beginning Computer Keyboarding</td>
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<td>Medical Billing and Coding</td>
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TECHNICAL ELECTIVES FOR MEDICAL OPTION Credits Needed: 6

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<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
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<td>OST 1311</td>
<td>Introduction to Spreadsheets</td>
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</tr>
<tr>
<td>OST 1582</td>
<td>Ethics at Work</td>
<td>3</td>
</tr>
<tr>
<td>OST 1794</td>
<td>Introduction to the Internet</td>
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</tr>
<tr>
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<td>Business Presentations</td>
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</tr>
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<td>OST 1826</td>
<td>Introduction to Business Graphics</td>
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<td>OST 1949</td>
<td>Co-op Work Experience 1</td>
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</tr>
<tr>
<td>OST 2120</td>
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<td>Office Systems Technology Internship 1</td>
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<td>1-3</td>
</tr>
<tr>
<td>OLA 1305</td>
<td>Telephone Techniques and Technology</td>
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TOTAL CREDIT HOURS: 63
Paralegal
(legal assisting)

Associate in science – Code: LGAS

This program provides graduates with the knowledge and skills that are necessary to assist attorneys in the practice of law. Paralegal duties may include legal research; drafting of memoranda, legal forms, and correspondence; client interviews, case investigation and witness interviews; case and practice management; as well as participation in trials. Paralegals work in traditional private law firms, agencies of the state and national government, offices for criminal prosecution and criminal defense, and the legal departments of corporations involved in banking, insurance, real estate, and technology.

The Paralegal Program is offered through traditional on-campus classes in the day and in the evening. Law classes are available through distance learning, and an internship affords the student an opportunity to gain practical experience in a real world setting.

Graduates are eligible to become certified through successful completion of the certification examination from the National Association of Legal Assistants.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

General Education Courses

Credits Needed: 15

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<td>PLA 1104</td>
<td>Legal Research</td>
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<td>Legal Writing</td>
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<td>PLA 1423</td>
<td>Contracts</td>
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<td>PLA 1611</td>
<td>Property Law</td>
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<tr>
<td>PLA 2203</td>
<td>Civil Law and Procedure</td>
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</tr>
<tr>
<td>PLA 2273</td>
<td>Torts</td>
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</tr>
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<td>PLA 2433</td>
<td>Business Organizations</td>
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<td>PLA 2940</td>
<td>Internship</td>
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Support Courses

Credits Needed: 6

<table>
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<tbody>
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Technical Electives

Credits Needed: 15

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<td>Legal Keyboarding</td>
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<tr>
<td>PLA 1465</td>
<td>Bankruptcy</td>
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<td>PLA 2223</td>
<td>Advanced Litigation and Discovery</td>
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</tr>
<tr>
<td>PLA 2263</td>
<td>Evidence</td>
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<td>PLA 2304</td>
<td>Criminal Law</td>
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<td>PLA 2601</td>
<td>Wills and Trusts</td>
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<td>PLA 2602</td>
<td>Probate, Trust and Guardianship Administration</td>
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</tr>
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<td>PLA 2612</td>
<td>Real Estate Transactions and Closings</td>
<td>3</td>
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<td>PLA 2763</td>
<td>Law Office Management</td>
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<td>PLA 2800</td>
<td>Family Law</td>
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<td>PLA 2932</td>
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<tr>
<td>REE 1040</td>
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Total Credit Hours: 64

Radiography

Associate in Science – Code: RDAS

This program prepares the qualified student for employment as a technologist in diagnostic radiography. Graduates will be eligible to sit for the national certifying examination administered by the American Registry of Radiologic Technologists.

Admission to the Radiography program is limited. Admission requirements for the program are in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

General Education Courses

Credits Needed: 15

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities Requirement</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science Requirement</td>
<td></td>
<td>3</td>
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<tr>
<td>ENC 1101</td>
<td>Communications 1</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>SPC 2600</td>
<td>Fundamentals of Speech Communication</td>
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</table>

Major Courses

Credits Needed: 62

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
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<tbody>
<tr>
<td>BSCC 1010</td>
<td>General Biology</td>
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<tr>
<td>BSCC 2085</td>
<td>Human Anatomy and Physiology 1</td>
<td>4</td>
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<td>BSCC 2086</td>
<td>Human Anatomy and Physiology 2</td>
<td>4</td>
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<tr>
<td>CGS 1000</td>
<td>Introduction to Computers</td>
<td>3</td>
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<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care</td>
<td>3</td>
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<tr>
<td>HSC 1531</td>
<td>Medical Terminology</td>
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<tr>
<td>RTE 1000</td>
<td>Clinical Seminar</td>
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</tr>
<tr>
<td>RTE 1365</td>
<td>Radiation Health Physics</td>
<td>4</td>
</tr>
<tr>
<td>RTE 1418</td>
<td>Radiographic Exposure 1</td>
<td>2</td>
</tr>
<tr>
<td>RTE 1457</td>
<td>Radiographic Exposure 2</td>
<td>2</td>
</tr>
<tr>
<td>RTE 1503</td>
<td>Radiographic Procedures 1</td>
<td>2</td>
</tr>
<tr>
<td>RTE 1513</td>
<td>Radiographic Procedures 2</td>
<td>2</td>
</tr>
<tr>
<td>RTE 1804</td>
<td>Radiographic Clinical Education 1</td>
<td>2</td>
</tr>
<tr>
<td>RTE 1814</td>
<td>Radiographic Clinical Education 2</td>
<td>2</td>
</tr>
<tr>
<td>RTE 1824</td>
<td>Radiographic Clinical Education 3</td>
<td>2</td>
</tr>
<tr>
<td>RTE 2473</td>
<td>Radiographic Quality Assurance/Quality Control</td>
<td>2</td>
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<tr>
<td>RTE 2563</td>
<td>Radiographic Procedures 3</td>
<td>2</td>
</tr>
<tr>
<td>RTE 2762</td>
<td>Cross Sectional Anatomy</td>
<td>2</td>
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<tr>
<td>RTE 2782</td>
<td>Pathology for Radiographers</td>
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<td>RTE 2834</td>
<td>Radiographic Clinical Education 4</td>
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<td>RTE 2844</td>
<td>Radiographic Clinical Education 5</td>
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<td>RTE 2854</td>
<td>Radiographic Clinical Education 6</td>
<td>3</td>
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<tr>
<td>RTE 2931</td>
<td>Radiologic Science Seminar</td>
<td>2</td>
</tr>
<tr>
<td>RTE 1418</td>
<td>Radiographic Exposure 1 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>RTE 1503</td>
<td>Radiographic Procedures 1 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>RTE 1513</td>
<td>Radiographic Procedures 2 Laboratory</td>
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</table>

Total Credit Hours: 77

Note: A grade of “C” or above is necessary in each major course for progression and graduation.
Veterinary Technology
Associate in Science – Code: VTAS
This program is a full-time two-year associate in science degree program. The curriculum includes relevant general education courses, veterinary technology, and veterinary support courses. Students complete at least two years of academic study including clinical practice under the supervision of BCC faculty in the college’s veterinary technology building and designated external clinical sites. General education courses and support courses may be completed prior to admission to the program or concurrently with program courses. However, completion of all general education courses prior to program application will result in bonus point award aiding selection to this program (details in program application packet).

After successful completion of the Veterinary Technology program and national and state boards, the graduate may apply for state certification in veterinary technology.

Admission to the Veterinary Technology program is limited. Admission requirements for the program are available in the program application packet at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

All A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

**GENERAL EDUCATION COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science Requirement</td>
<td>3</td>
</tr>
<tr>
<td>Written Communication Requirement</td>
<td>3</td>
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<tr>
<td>MAC 1105 College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>SPC 2600 Fundamentals of Speech Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATE 1001 Introduction to Veterinary Technology</td>
<td>1</td>
</tr>
<tr>
<td>ATE 1110 Animal Anatomy</td>
<td>3</td>
</tr>
<tr>
<td>ATE 1211 Animal Physiology</td>
<td>3</td>
</tr>
<tr>
<td>ATE 1636 Large Animal Clinical and Nursing Skills</td>
<td>2</td>
</tr>
<tr>
<td>ATE 1742 Applied Veterinary Medical Terminology</td>
<td>2</td>
</tr>
<tr>
<td>ATE 1943 Veterinary Work Experience 1</td>
<td>1</td>
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<tr>
<td>ATE 1944 Veterinary Work Experience 2</td>
<td>1</td>
</tr>
<tr>
<td>ATE 2613 Small Animal Diseases and Pharmacology 1</td>
<td>3</td>
</tr>
<tr>
<td>ATE 2614 Small Animal Diseases and Pharmacology 2</td>
<td>3</td>
</tr>
<tr>
<td>ATE 2632 Veterinary Surgical Nursing</td>
<td>3</td>
</tr>
<tr>
<td>ATE 2638 Animal Clinical Pathology 1</td>
<td>3</td>
</tr>
<tr>
<td>ATE 2639 Clinical Pathology 2</td>
<td>3</td>
</tr>
<tr>
<td>ATE 2654 Advanced Anesthesia, Surgery and Radiology</td>
<td>3</td>
</tr>
<tr>
<td>ATE 2661 Large Animal Diseases</td>
<td>1</td>
</tr>
<tr>
<td>ATE 2710 Emergency Medicine for Animals</td>
<td>2</td>
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<tr>
<td>ATE 2722 Avian and Exotic Pet Medicine</td>
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<tr>
<td>ATE 2945 Veterinary Work Experience 3</td>
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<tr>
<td>ATE 2946 Veterinary Work Experience 4</td>
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<tr>
<td>ATEC 1671 Medicine of Laboratory Animals</td>
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<tr>
<td>ATEL 1110 Animal Anatomy Laboratory</td>
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<tr>
<td>ATEL 1311 Veterinary Office Procedures</td>
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<tr>
<td>ATEL 1650 Intro. to Exam Room and Clinical Procedures Lab</td>
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<td>ATEL 1652 Intro. to Anesthesia, Surgery and Radiology Lab</td>
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<tr>
<td>ATEL 2501 Professional Development and Ethics Seminar</td>
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<tr>
<td>ATEL 2613 Small Animal Diseases and Pharmacology 1 Lab</td>
<td>1</td>
</tr>
<tr>
<td>ATEL 2614 Small Animal Diseases and Pharmacology 2 Lab</td>
<td>1</td>
</tr>
<tr>
<td>ATEL 2632 Veterinary Surgical Nursing Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>ATEL 2638 Animal Clinical Pathology 1 Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>ATEL 2639 Clinical Pathology 2 Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>ATEL 2654 Advanced Anesthesia, Surgery and Radiology Lab</td>
<td>1</td>
</tr>
<tr>
<td>ATEL 2656 Large Animal Clinical and Nursing Skills Lab</td>
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</tr>
</tbody>
</table>

**TECHNICAL ELECTIVES**

Elective courses are optional courses and cannot be substituted for any of the program major courses. However, students are encouraged to take them to better prepare themselves for a career in Veterinary Technology.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATE 1633 Small Animal Nutrition</td>
<td>2</td>
</tr>
<tr>
<td>ATE 2050 Small Animal Behavior</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 73**

Note: A grade of “C” or above is necessary in each major course for progression and graduation.
Accounting Technology
Associate in Applied Science – Code: ACAA

The Accounting Technology program prepares graduates for intermediate-level accounting positions in private industry or government. The program emphasizes the development of marketable skills required to succeed in today’s highly competitive business world. The Associate in Arts degree is also available to the student planning to transfer to a senior institution after graduation. Please consult an advisor about additional courses for such plans.

All A.A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES
Credits Needed: 15
- Computation Requirement
- Humanities Requirement
- Oral Communication Requirement
- Social/Behavioral Requirement
- Written Communication Requirement

MAJOR COURSES
Credits Needed: 39
- ACG 2021 Financial Accounting
- ACG 2071 Managerial Accounting
- ACG 2100 Intermediate Accounting 1
- ACG 2450 Accounting Information Systems
- ACG 2500 Government Accounting
- BUL 2241 Business Law 1
- CGS 2100 Microcomputer Applications
- ECO 2013 Principles of Economics 1
- ECO 2023 Principles of Economics 2
- INP 1390 Human Relations
- MGF 1106 Math for Liberal Arts 1
- POS 2112 State and Local Government
- TAX 2000 Federal Tax Accounting 1

ELECTIVES
Credits Needed: 10
Any 1000 or 2000 level course with the following prefixes: ACG, ADV, BUL, CGS, COP, ECO, EVR, FIN, GEB, HFT, ISM, MAN, MAR, MKA, MTB, OCA, OST, REE, HUM, SOW 2054, ISS 1200, LIS 2400, any foreign language (except sign language).

TOTAL CREDIT HOURS: 64

Aerospace Technology
Associate in Applied Science – Code: ATAA

This program prepares students for employment as aerospace technicians who assemble, service, test, operate, and repair systems associated with both expendable and reusable space launch vehicles, payloads, related laboratories and ground support equipment. This program also provides supplemental training for persons previously or currently employed in this industry. Instruction is designed to qualify students for certification as an aerospace technician in various skill areas. Graduates may also qualify for many applied-technology jobs such as testing, fabrication, assembly, production, repair and manufacturing.

All A.S. and A.A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES
Credits Needed: 15
- Humanities Requirement
- ENC 1101 Communications 1
- MTB 1321 Technical Mathematics
- PSC 1341 Physical Science for Today’s World
- SPC 2600 Fundamentals of Speech Communication

MAJOR COURSES
Credits Needed: 46
- AFR 1100 Introduction to the Aerospace Workplace
- EETC 1005 Basic Electricity/Electronics
- EETC 2609 Electronic Fabrication and Fiber Optics
- ETD 1931 Special Topics
- ETIC 1830 Materials and Processes 1
- ETIC 1850 Aerospace Systems 1
- ETIC 1852 Aerospace Safety and Quality
- ETIC 1855 Aerospace Structural Fabrication 1
- ETIC 2411 Technical Task Analysis/Implementation
- ETIC 2851 Aerospace Structural Fabrication 1
- ETIC 2856 Aerospace Structural Fabrication 2
- ETMC 2318 Aerospace Fluid Systems

SUPPORT COURSES
Credits Needed: 9
- CGS 1000 Introduction to Computers
- ENC 2210 Technical Writing
- ETD 2941 Internship

ADDITIONAL PROFESSIONAL DEVELOPMENT COURSES
(These courses are not required to complete the AAS degree)
- AFR 1250 Evolution of the Aerospace Industry
- AFR 1251 Aerospace Technician Profession
- AFR 1252 Spaceport Operations and Maintenance

TOTAL CREDIT HOURS: 70

For application and program information contact:
Aerospace Programs at (321) 433-7750 or 433-7751
e-mail to aerospace@brevardcc.edu
www.brevardcc.edu/spaceport
### Business Administration
Associate in Applied Science – Code: BUAA

This program qualifies graduates for mid-management positions in a wide range of organizations. Students learn fundamentals appropriate for all types of business firms. Marketing, accounting, finance, law, management, and the application of modern technology are emphasized.

All A.A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits Needed</th>
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</thead>
<tbody>
<tr>
<td>GEB 2941</td>
<td>International Business Internship</td>
<td>3</td>
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<tr>
<td>HFT 1700</td>
<td>Introduction to Tourism</td>
<td>3</td>
</tr>
<tr>
<td>HFT 1501</td>
<td>Hotel/Motel Sales and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HFT 1000</td>
<td>Intro. to the Hospitality, Travel and Tourism Industry</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Principles of Economics 1 (Macroeconomics)</td>
<td>3</td>
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<tr>
<td>ECO 2023</td>
<td>Principles of Economics 2 (Microeconomics)</td>
<td>3</td>
</tr>
<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
<td>3</td>
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<tr>
<td>MAR 1011</td>
<td>Marketing Principles</td>
<td>3</td>
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<tr>
<td>OST 2335</td>
<td>Business Communications</td>
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<tr>
<td>SLS 2261</td>
<td>Leadership</td>
<td>3</td>
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</table>

**GENERAL EDUCATION COURSES**

Credits Needed: 15

- Computation Requirement: 3
- Humanities Requirement: 3
- Oral Communication Requirement: 3
- Social/Behavioral Science Requirement: 3
- Written Communication Requirement: 3

**BUSINESS ADMINISTRATION CORE**

Credits Needed: 33

- ACG 2021: Financial Accounting: 3
- ACG 2071: Managerial Accounting 1: 3
- BUL 2241: Business Law 1: 3
- CGS 2100: Microcomputer Applications: 3
- ECO 2013: Principles of Economics 1 (Macroeconomics): 3
- GEB 1011: Introduction to Business: 3
- MAN 2021: Business Management Principles: 3
- MAR 2011: Marketing Principles: 3
- OST 2335: Business Communications: 3
- SLS 2261: Leadership: 3

**MAJOR AREA/OPTION**

Credits Needed: 12

Choose 12 hours from within ONE concentration.

**ACCOUNTING OPTION**

Credits Needed: 12

Option Code – BUAAACG

- AC 2100: Intermediate Accounting 1: 3
- AC 2450: Accounting Information Systems: 3
- FIN 2000: Principles of Finance: 3
- TAX 2000: Federal Tax Accounting 1: 3

**BUSINESS ADMINISTRATION OPTION**

Credits Needed: 12

Option Code – BUAA

- BUL 2242: Business Law 2: 3
- ETI 2227: Purchasing and Material Management 1: 3
- FIN 1100: Personal Finance: 3
- GEB 1350: Introduction to International Business: 3
- MKA 1302: Business Seminar/Practicum 1: 3
- OST 1582: Ethics at Work: 3

**E-COMMERCE OPTION**

Credits Needed: 12

Option Code – BUAAECM

- CGS 1871: Multimedia Presentations: 3
- COP 2822: Web Page Authoring: 3
- MAR 2721: Marketing on the Internet: 3
- MNA 2821: Electronic Commerce Systems: 3

**HOSPITALITY OPTION**

Credits Needed: 12

Option Code – BUAAHSP

- HFT 1000: Intro. to the Hospitality, Travel and Tourism Industry: 3
- HFT 1410: Front Office Procedures: 3
- HFT 1501: Hotel/Motel Sales and Marketing: 3
- HFT 1700: Introduction to Tourism: 3
- HFT 2210: Hospitality Supervision: 3
- HFT 2750: Convention and Activities Management: 3

**INTERNATIONAL BUSINESS OPTION**

Credits Needed: 12

Option Code – BUAAINT

- GEB 1350: Introduction to International Business: 3
- GEB 2351: Introduction to Import/Export: 3
- GEB 2354: Cultural Environment of International Business: 3
- GEB 2355: Introduction to International Business Law: 3
- GEB 2941: International Business Internship: 3
- MKA 1240: International Marketing: 3

**MARKETING OPTION**

Credits Needed: 12

Option Code – BUAAMKT

- ADV 1000: Advertising: 3
- MKA 1021: Principles of Selling: 3
- MKA 1240: International Marketing: 3
- MKA 1302: Business Seminar/Practicum 1: 3
- OST 1582: Ethics at Work: 3

**TECHNICAL ELECTIVES**

Credits Needed: 4

Any 1000 or 2000 level course with the following prefixes: ACG, ADV, BTE, BUL, CGS, COP, ECO, FIN, GEB, HFT, ISM, MAN, MAR, MKA, MTB, OCA, OST, REE, SOW, INP 1390, STA 2023 (if not used for the computation requirement), any foreign language.

**TOTAL CREDIT HOURS: 68**

### Electronics Engineering Technology
Associate in Applied Science – Code: EHAU

This broad scope program, designed in cooperation with local area industries, prepares students for high technology jobs in all electronic fields. Students receive training in electronic fundamentals and theory, use of electronic test equipment, analog and digital circuit design and fabrication, military standard through-hole and surface-mount soldering and re-work, computer utilization for documentation and design, micro-processor assembly programming and microcomputer design, and analog and digital communications. Positions obtained by graduates include advanced repair technician, junior engineer (technologist, engineer’s assistant), cleanroom technician in semiconductor manufacturing, biomedical repair technician, computer-aided design engineer, and cellular telephone repair technician.

Basic skills remediation can be scheduled one semester before entering the program, if needed. Students may enter the program at the start of any term based on availability of classes.

All A.A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

**GENERAL EDUCATION COURSES**

Credits Needed: 15

- Humanities Requirement: 3
- Oral Communication Requirement: 3
- Social/Behavioral Science Requirement: 3
- Written Communication Requirement: 3

**MAJOR COURSES**

Credits Needed: 35

- CETC 1114: Digital Fundamentals: 4
- CETC 1132: Microprocessor Fundamentals: 4
- CETC 2146: Microprocessor Design: 4
- EETC 1015: Circuit Fundamentals 1: 4
- EETC 1025: Circuit Fundamentals 2: 4
- EETC 1141: Analog Devices: 4
- EETC 1142: Analog Circuits: 4
- EETC 1610: Through-Hole and Surface-Mount Soldering: 3
- EETC 2325: Electronic Communication Systems: 4

**SUPPORT COURSES**

Credits Needed: 9

- CETC 2179: A+ Test Preparation: 3
- CGS 2100: Microcomputer Applications: 3
- COP 1000: Principles of Programming: 3

* Or approved elective

**TECHNICAL ELECTIVES**

Credits Needed: 9

- CGS 1000: Introduction to Computers: 3
- EETC 2215: Instrumentation and Control Systems: 3
- EETC 2245: Instrumentation Systems: 3
- EETC 2365: Data Communications: 3
- EETC 2724: Schematic Capture and Modeling: 3
- EETC 2930: Project Management and Engineering: 3
- ESTC 1240: Fiber Optic Terminations: 3
- ETI 1716: Cleanroom Procedures: 3
- ETI 2718: Cleanroom Contamination Control: 3

**TOTAL CREDIT HOURS: 64**
Hospitality and Tourism Management
Associate in Applied Science – Code: HMAA
This program provides the means for graduates to advance at an accelerated rate forming the needed bases for their professional career development. All major areas of hospitality management are covered, and include: food and beverages, theme parks, hotel/motel, tourism, nightclubs and the cruise industry. All are intended to provide textbook learning in combination with hands-on experience. The hospitality industry, Florida’s number one employer, continues as one of the fastest growing industries nationwide.

All A.A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing and mathematics.

GENERAL EDUCATION COURSES Credits Needed: 15
Computation Requirement .................................................. 3
Humanities Requirement ....................................................... 3
Oral Communication Requirement ..................................... 3
Written Communication Requirement ............................. 3

MAJOR COURSES Credits Needed: 37
Language (Foreign Language or American Sign Language) ......... 4
HFT 1000 Introduction to the Hospitality, Travel and Tourism Industry ........................................... 3
HFT 1541 Service from the Customer’s Point of View ................. 3
HFT 2210 Hospitality Supervision ....................................... 3
HFT 2265 Food and Beverage Management and Service ........... 3
HFT 2500 Marketing and Sales in the Hospitality Industry ........ 3
HFT 2750 Convention and Activities Management ................ 3
HFT 2930 Hospitality Management Seminar (Capstone) ......... 3
HFT 2941 Hospitality Practicum (Internship) ....................... 3
MAN 2021 Business Management Principles ..................... 3
ACG 2021 Financial Accounting ........................................ 3

OR

APA 2001 Career Accounting .............................................. 3
HFT 2600 Hospitality Business Law ................................... 3
BUL 2241 Business Law 1 .................................................. 3

SUPPORT COURSES Credits Needed: 3
CGS 2100 Microcomputer Applications ................................ 3

TECHNICAL ELECTIVES Credits Needed: 9
GEB 1011 Introduction to Business .................................... 3
HFT 1410 Front Office Procedures .................................... 3
HFT 2300 Executive Housekeeping .................................... 3
HFT 2340 Restaurant Planning and Design ....................... 3
HFT 2860 Beverage Management ....................................... 3
OST 2335 Business Communications ................................ 3

TOTAL CREDIT HOURS: 64

International Business Management
Associate in Applied Science – Code: IBAA
This program prepares students for initial employment with businesses and industries engaged in international commerce and trade. Students analyze the theoretical aspects of international export and import trade and its relationship to the American economy. The graduate will be knowledgeable in importing and exporting procedures and economic theories of international trade.

All A.A.S. degree-seeking students must satisfy entry assessment requirements and complete with a grade of “S” or better all required college-preparatory courses in reading, writing, and mathematics.

GENERAL EDUCATION COURSES Credits Needed: 15
Computation Requirement .................................................. 3
Humanities Requirement ....................................................... 3
Oral Communication Requirement ..................................... 3
Written Communication Requirement ............................. 3

MAJOR COURSES Credits Needed: 33
ACG 2021 Financial Accounting ........................................ 3
ACG 2071 Managerial Accounting 1 ................................. 3
BUL 2241 Business Law 1 .................................................. 3
ECO 2013 Principles of Economics 1 (Macroeconomics) ....... 3
ECO 2023 Principles of Economics 2 (Microeconomics) ...... 3
GEB 1350 Introduction to International Business ................ 3
GEB 2351 Introduction to Import/Export ........................... 3
GEB 2354 Cultural Environment of International Business ...... 3
GEB 2355 Introduction to International Business Law ......... 3
GEB 2941 International Business Internship ..................... 3
MKA 1240 International Marketing .................................... 3

SUPPORT COURSES Credits Needed: 10
CGS 2100 Microcomputer Applications ................................ 3
MTB 1103 Business Mathematics ....................................... 3
OST 1141 Keyboarding .................................................... 1
OST 2335 Business Communications ................................ 3

TECHNICAL ELECTIVES Credits Needed: 6
ADV 1000 Advertising ...................................................... 3
HFT 1000 Introduction to the Hospitality, Travel and Tourism Industry ........................................... 3
MKA 1021 Principles of Selling ........................................ 3
OST 1711 Word Processing ................................................ 3
FIN 2000 Principles of Finance ......................................... 3
GEB 1011 Introduction to Business .................................... 3
ISS 1200 Introduction to International Studies .................... 3
MAN 2021 Business Management Principles .................... 3
OST 1100 Beginning Computer Keyboarding .................... 3

TOTAL CREDIT HOURS: 64
A.T.D. and C.C.C. Degree Requirements

Applied Technology Diploma - A.T.D.
The Applied Technology Diploma consists of a course of study that is part of an Associate in Science (A.S.) or an Associate in Applied Science Degree (A.A.S.), is less than 60 credit hours, is approximately 50% technical components (non-general education), and leads to employment in a specific career field.

College Credit Certificate (C.C.C.)
The College Credit Certificate is a series of college-credit courses that prepares students for entry-level employment in specific career fields or for career advancement. Upon completion of the Certificate program, students continuing their education in the related A.S. or A.A.S. degree program may have the credit applied toward the A.S. or A.A.S. degree as noted in specific catalog listings. A high school diploma (or GED) is a requirement for admission.

Graduation Requirements
The Postsecondary Vocational Certificate and Applied Technology Diploma are awarded to students who have satisfactorily completed specific college credit courses and have:
1. Met all admissions requirements to the college.
2. A cumulative GPA of 2.0 or higher in the courses that comprise the certificate.
3. Filed an Intent to Graduate Application on or before the published deadline. This includes an advisor’s signature and the payment of graduation fee.
4. Removed all financial obligations to the College. Final transcript and diploma will not be released until student has removed all financial obligations to the college.

Financial Aid
Not all A.T.D. and C.C.C. programs are eligible for financial aid. See page 51 for a list of eligible programs.

Emergency Medical Technician - Basic
Applied Technology Diploma – Code: EMTD
A one-semester college credit applied technology diploma program in pre-hospital emergency medical care designed for persons involved in rescue, ambulance attendants, and persons involved in emergency care of the sick or injured. Upon successful completion, the student is eligible to take the National Registry examination. CPR Certification is a prerequisite.

Admission to the Emergency Medical Technician program is limited. Admission requirements are in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardc.edu for more information.

MAJOR COURSES Credits Needed: 11
The four courses listed below are all co-requisites.
- EMS 1119 Emergency Medical Technology (Didactic) ..................... 6
- EMS 1411 Emergency Medical Technology Hospital Practicum .... 2
- EMS 1421 Emergency Medical Technology Ambulance Practicum . 2
- EMSL 1119 Emergency Medical Technology Laboratory ............. 1

TOTAL CREDIT HOURS: 11
Note: To receive a diploma, a student must meet college testing requirements and earn a grade of “C” or above in each major course for progression.

Medical Clinical Laboratory Technician
Applied Technology Diploma – Code: MLTD
This applied technology diploma is available to any student who has an A.A. or A.S. degree or higher and to foreign students who are eligible to sit for a national certification exam, based on a review of their foreign credits. Upon completion of the program, the student will receive an A.T.D. and be eligible to take the examination for national certification and is eligible for state license as required by the Florida Clinical Laboratory Law. When students apply for national examination, they must submit a transcript showing that they have an A.A. or A.S. degree or higher and a BCC transcript showing that they have an A.T.D. in Medical Laboratory Technology. A student must also have 8 hours of biology and 8 hours of chemistry at a level that will transfer to an upper division university to be granted a state license at the technologist level.

Admission to the Medical Clinical Laboratory Technician program is limited. Admission requirements for the program are listed in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardc.edu for more information.

MAJOR COURSES Credits Needed: 40
- MLT 1040 Laboratory Specimens and Microscopy .................. 3
- MLT 1300 Hematology ............................................. 3
- MLT 1331 Serology and Coagulation .............................. 3
- MLT 1440 Parasitology and Mycology .............................. 2
- MLT 1525 Immunohematology .................................. 3
- MLT 1610 Clinical Chemistry ..................................... 3
- MLT 2401 Medical Microbiology ................................ 3
- MLT 2760 Clinical Instrumentation ................................ 3
- MLT 2930 Pathology Seminar ...................................... 1
- MLT 1040 Laboratory Specimens and Microscopy ............... 1
- MLT 1300 Hematology Laboratory ............................... 1
- MLT 1331 Serology and Coagulation Laboratory ............... 1
- MLT 1525 Immunohematology Laboratory ...................... 1
- MLT 1610 Clinical Chemistry Laboratory ....................... 1
- MLT 1803 Clinical Practicum 1 .................................. 1
- MLT 1804 Clinical Practicum 2 .................................. 3
- MLT 2401 Medical Microbiology Laboratory .................. 2
- MLT 2806 Clinical Practicum 3 .................................. 5

TOTAL CREDIT HOURS: 40
Note: A grade of “C” or above is necessary in each major course for progression and to receive diploma.
Accounting Technology Management
College Credit Certificate – Code: AACC
This certificate program prepares students with job-entry employment skills for accounting positions in business, industry, and public service sectors. This program enables the student to receive a college credit certificate and to demonstrate job-entry proficiency.

MAJOR COURSES Credits Needed: 27
ACG 2021 Financial Accounting ........................................... 3
ACG 2071 Managerial Accounting 1 ....................................... 3
ACG 2100 Intermediate Accounting 1 ..................................... 3
ACG 2450 Accounting Information Systems ............................ 3
BUL 2241 Business Law 1 ........................................................ 3
CGS 2100 Microcomputer Applications ................................... 3
ECO 2013 Principles of Economics 1 (Macroeconomics) ........... 3
FIN 2000 Principles of Finance .............................................. 3
TAX 2000 Federal Tax Accounting 1 ...................................... 3

TOTAL CREDIT HOURS: 27

Accounting Technology Operations
College Credit Certificate – Code: AOCC
The purpose of this program is to prepare students for entry-level accounting employment or to provide supplemental training for persons previously or currently employed. The content prepares individuals in the principles, procedures, and theories of organizing and maintaining financial records and preparing financial reports.

MAJOR COURSES Credits Needed: 18
ACG 2021 Financial Accounting ........................................... 3
ACG 2071 Managerial Accounting 1 ....................................... 3
ACG 2100 Intermediate Accounting 1 ..................................... 3
ACG 2450 Accounting Information Systems ............................ 3
CGS 2100 Microcomputer Applications ................................... 3
INP 1390 Human Relations .................................................. 3

TOTAL CREDIT HOURS: 18

Accounting Technology Specialist
College Credit Certificate – Code: ASCC
The purpose of this program is to prepare students for entry-level positions in accounting and business or to provide supplemental training for persons previously or currently employed. The content introduces individuals to the process of data entry into an accounting information system and includes the preparation, presentation, and analysis of business reports.

MAJOR COURSES Credits Needed: 12
ACG 2021 Financial Accounting ........................................... 3
ACG 2450 Accounting Information Systems ............................ 3
CGS 2100 Microcomputer Applications ................................... 3
INP 1390 Human Relations .................................................. 3

TOTAL CREDIT HOURS: 12

AutoCAD Foundations
College Credit Certificate – Code: AFCC
This certificate program teaches the skills needed to operate the hardware and software involving Computer Aided Drafting (CAD). Some of the topics covered include emphasis on the 3-D environment, wire frame and solids modeling, and land development drawings utilizing CAD.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

MAJOR COURSES Credits Needed: 15
CGS 2100 Microcomputer Applications ................................... 3
ETDC 2320 AutoCAD Fundamentals ...................................... 4
ETDC 2351 AutoCAD Applications ....................................... 4
ETDC 2355 AutoCAD 3D ...................................................... 4

TOTAL CREDIT HOURS: 15

Broadcast Production
College Credit Certificate – Code: BDCC
This certificate program develops the essential studio and location production skills; (camera, sound, lighting, editing) adding an overview of historical and contemporary media development. Students develop informational and investigative writing and interviewing skills. Special emphasis is placed on producing and directing documentary and news style programs.

MAJOR COURSES Credits Needed: 24
RTV 1000 Survey of Broadcasting ........................................... 3
RTV 1241 Television Studio Production .................................... 3
RTV 1245 Video Field Production ......................................... 3
RTV 2100 Writing for Electronic Media .................................... 3
RTV 2242 Advanced Studio Production ................................... 3
RTV 2246 Advanced Video Field Production ......................... 3
RTV 2300 Broadcast News Production .................................... 3
RTV 2940 WCCC-TV Practicum/Radio or TV ......................... 3

TOTAL CREDIT HOURS: 24

Business Management
College Credit Certificate – Code: BMCC
This certificate program qualifies graduates for positions in a wide range of organizations. Students learn important fundamentals appropriate for all types of business: Marketing, accounting, finance, law, management, and the application of modern technology are emphasized.

MAJOR COURSES Credits Needed: 24
ACG 2021 Financial Accounting ........................................... 3
ACG 2071 Managerial Accounting 1 ....................................... 3
BUL 2241 Business Law 1 ........................................................ 3
CGS 2100 Microcomputer Applications ................................... 3
ECO 2013 Principles of Economics 1 (Macroeconomics) ........... 3
ECO 2023 Principles of Economics 2 (Microeconomics) .......... 3
MAN 2021 Business Management Principles ....................... 3
GEB 1011 Introduction to Business (or) .....................................
MTB 1103 Business Mathematics ......................................... 3

TOTAL CREDIT HOURS: 24
## Chemical Laboratory Specialist

**College Credit Certificate – Code: CLCC**

This certificate program prepares students for employment as laboratory technicians or to provide supplemental training for persons previously or currently employed in these occupations. CPT testing is a requirement for this certificate.

The curriculum includes, but is not limited to, development of chemical and other scientific skills, mathematics, computer competence, communication skills, and safe and efficient work practices. After completion of the certificate program, the student will be able to assist chemists and chemical engineers by performing chemical and physical laboratory tests for various purposes such as quality control monitoring of on-going production operations, research and development, and the maintenance of health and safety standards in the laboratory.

### MAJOR COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCC 1010</td>
<td>General Biology</td>
<td>4</td>
</tr>
<tr>
<td>ENC 1101</td>
<td>Communications 1</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
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### BIOTECHNOLOGY OPTION

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
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</thead>
<tbody>
<tr>
<td>BSC 1421</td>
<td>Introduction to Biotechnology</td>
<td>1</td>
</tr>
<tr>
<td>BSCC 1426</td>
<td>Introduction to Biotechnology Methods</td>
<td>3</td>
</tr>
<tr>
<td>BSCC 2085</td>
<td>Human Anatomy and Physiology 1</td>
<td>4</td>
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<tr>
<td>CHM 1030</td>
<td>College Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1031</td>
<td>Physiological Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>ENC 2210</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>MCB 2010</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>PHI 2600</td>
<td>Ethics</td>
<td>3</td>
</tr>
<tr>
<td>STA 2023</td>
<td>Statistics</td>
<td>3</td>
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</table>

### CHEMICAL LABORATORY OPTION

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 1000</td>
<td>Introduction to Computers</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1045</td>
<td>General Chemistry 1</td>
<td>3</td>
</tr>
<tr>
<td>CHM 1046</td>
<td>General Chemistry 2</td>
<td>3</td>
</tr>
<tr>
<td>CHML 1045</td>
<td>General Chemistry 1 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHML 1046</td>
<td>General Chemistry 2 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Technical Electives</td>
<td>16</td>
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</table>

### SUPPORT COURSES FOR BIOTECHNOLOGY OPTION (Recommended)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CHML 1025</td>
<td>College Chemistry Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHML 1031</td>
<td>Physiological Chemistry</td>
<td>1</td>
</tr>
<tr>
<td>HSC 2400</td>
<td>First Aid and Safety</td>
<td>3</td>
</tr>
</tbody>
</table>

### TECHNICAL ELECTIVES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCC 1011</td>
<td>Biology 2</td>
<td>4</td>
</tr>
<tr>
<td>CHM 1015</td>
<td>Introduction to Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHM 2210</td>
<td>Organic Chemistry 1</td>
<td>3</td>
</tr>
<tr>
<td>CHM 2211</td>
<td>Organic Chemistry 2</td>
<td>3</td>
</tr>
<tr>
<td>CHML 2948</td>
<td>Service-Learning Field Studies 1</td>
<td>1</td>
</tr>
<tr>
<td>CHML 2210</td>
<td>Organic Chemistry 1 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHML 2211</td>
<td>Organic Chemistry 2 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>EYR 1001</td>
<td>Introduction to Environmental Sciences</td>
<td>3</td>
</tr>
<tr>
<td>LIS 2004</td>
<td>Introduction to Internet Research</td>
<td>1</td>
</tr>
<tr>
<td>MAC 1114</td>
<td>College Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1140</td>
<td>Precalculus Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1147</td>
<td>Precalculus Algebra/Trigonometry</td>
<td>5</td>
</tr>
<tr>
<td>MAC 1233</td>
<td>Essentials of Calculus</td>
<td>3</td>
</tr>
<tr>
<td>MCB 2010</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>OB 2013</td>
<td>Oceanography</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2048</td>
<td>General Physics 1</td>
<td>4</td>
</tr>
<tr>
<td>PHY 2049</td>
<td>General Physics 2</td>
<td>4</td>
</tr>
<tr>
<td>PHYC 2053</td>
<td>College Physics 1</td>
<td>4</td>
</tr>
<tr>
<td>PHYC 2054</td>
<td>College Physics 2</td>
<td>4</td>
</tr>
<tr>
<td>PHYL 2048</td>
<td>General Physics 1 Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>PHYL 2049</td>
<td>General Physics 2 Laboratory</td>
<td>1</td>
</tr>
</tbody>
</table>

### TOTAL CREDIT HOURS: 37

## Child Development Early Intervention

**College Credit Certificate – Code: CHDI**

The certificate program offers a planned sequence of courses leading to the Child Development Early Intervention Certificate. This certificate is for persons interested in becoming paraprofessionals in the school system working with infants and pre-kindergarten children with disabilities and their families. Additionally, this program of study will prepare staff in early care and education centers to provide a developmentally appropriate program for infants, toddlers, and children with special needs. These courses may be applied toward the A.S. degree in Child Development and Education.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

### MAJOR COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARE 2000</td>
<td>Early Childhood Art and Creativity</td>
<td>3</td>
</tr>
<tr>
<td>CHD 1200</td>
<td>Infant/Toddler Development</td>
<td>3</td>
</tr>
<tr>
<td>CHD 1220</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>CHD 1800</td>
<td>Foundations of Child Care and Education</td>
<td>3</td>
</tr>
<tr>
<td>CHD 2336</td>
<td>Science, Math and Literacy for Young Children</td>
<td>3</td>
</tr>
<tr>
<td>CHD 2430</td>
<td>Observing the Preschool Child*</td>
<td>3</td>
</tr>
<tr>
<td>CHD 2440</td>
<td>Child Care Practicum 1*</td>
<td>3</td>
</tr>
<tr>
<td>EDF 1005</td>
<td>Introduction to Education</td>
<td>3</td>
</tr>
<tr>
<td>EDG 2701</td>
<td>Teaching Diverse Populations</td>
<td>3</td>
</tr>
<tr>
<td>EEX 1600</td>
<td>Behavior Management*</td>
<td>3</td>
</tr>
<tr>
<td>EEX 2010</td>
<td>Introduction to Special Education</td>
<td>3</td>
</tr>
<tr>
<td>MUE 2211</td>
<td>Early Childhood Music and Movement</td>
<td>3</td>
</tr>
</tbody>
</table>

### TOTAL CREDIT HOURS: 36

* Students may receive the following credits upon completion of the PSAV certificate Early Childhood Education.

Early Childhood Education A.S. degree is a three-level program. Each level is a continuation of the previous, and completers from each level will transfer credits into the next level.

### LEVEL 1: Postsecondary Adult Vocational Certificate: Early Childhood Education

Upon completion of the Early Childhood Education certificate, students may receive credit for the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHD 2440</td>
<td>Child Care Practicum 1</td>
<td>3</td>
</tr>
<tr>
<td>CHD 2430</td>
<td>Observing the Preschool Child</td>
<td>3</td>
</tr>
<tr>
<td>EEX 1600</td>
<td>Behavior Management*</td>
<td>3</td>
</tr>
</tbody>
</table>

In order to obtain these credits students must follow these guidelines:

- Complete all graduation requirements for the P.S.A.V. program and apply for graduation
- Enroll in the College Credit Certificate program in Child Development Early Intervention and complete all admissions requirements for the program within three years of graduation from the P.S.A.V. program
- Complete 12 credits of course work applicable to the C.C.C. with a grade of “C” or higher.

Following completion of the above, students must petition the Registrar to have the competency-based credits placed on their permanent record. Students will be awarded the grade of “S” for those courses; this grade will not affect the GPA.

### LEVEL 2: College Credit Certificate: Child Development Early Intervention

The Child Development Early Intervention Certificate includes the nine credits transferred from the Early Childhood Education vocational certificate plus the 27 child development credits necessary to complete this certificate. All courses in this certificate will transfer into the Early Childhood Education A.S. degree.

### LEVEL 3: Associate in Science Degree: Early Childhood Education

The A.S. degree Early Childhood Education includes the courses from Levels 1 and 2. Students must then complete the general education courses and support courses required for the A.S. degree in Early Childhood Education.
Cisco CCNA
College Credit Certificate – Code: COCC
This certificate is designed to prepare students to apply and understand the advanced principles, applications, and implementation of networking hardware. These four courses prepare students for the Cisco Certified Networking Associate examination.

MAJOR COURSES | Credits Needed: 12
--- | ---
CET 1600 Cisco Fundamentals | 3
CET 1610 Cisco Router Technology | 3
CET 2615 Cisco Advanced Router Technology | 3
CET 2620 Cisco Project Based Learning | 3

TOTAL CREDIT HOURS: 12

Computer Programming
College Credit Certificate – Code: CPCC
This certificate program is designed to prepare students for entry-level program development and analysis in the computer environment. The core courses provide introduction to the computer, applications used on the microcomputer, and training in programming language, procedural logic and design. The computer languages are introduced in a progressive delivery starting with structured programming (sequential, iteration, and decision making) used in procedural language, and then progressing to object-oriented language and visual language. Students currently employed in the field can supplement and upgrade their skills through a variety of offerings in programming languages, system analysis and applications.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

MAJOR COURSES | Credits Needed: 33
--- | ---
CGS 1000 Introduction to Computers | 3
CGS 2100 Microcomputer Applications | 3
CIS 2321 Systems Analysis and Design | 3
COP 1000 Principles of Programming | 3
COP 1332 Visual Basic Programming | 3
COP 2224 Visual C++ Programming | 3
COP 2333 Visual Basic Programming Advanced | 3
COP 2334 C++ Programming | 3
COP 2335 C++ Programming Advanced | 3
COP 2700 Database Techniques | 3
COP 2800 Introduction to Java Programming | 3

TOTAL CREDIT HOURS: 33

Cisco CCNA
College Credit Certificate – Code: COCC
This certificate is designed to prepare students to apply and understand the advanced principles, applications, and implementation of networking hardware. These four courses prepare students for the Cisco Certified Networking Associate examination.

Digital Video Fundamentals and Production
College Credit Certificate – Code: DVCC
This certificate program develops camera, lighting and non-linear editing skills necessary for producing professional digital video. Special emphasis is placed on advanced digital post-production techniques using software such as Photoshop and After Effects.

MAJOR COURSES | Credits Needed: 12
--- | ---
PGYC 2801 Digital Imaging 1 | 3
PGYC 2802 Digital Imaging 2 | 3
RTV 1245 Video Field Production | 3
RTV 2246 Advanced Video Field Production | 3

TOTAL CREDIT HOURS: 12

Drafting
College Credit Certificate – Code: DACC
This certificate program prepares students for employment as a designer/draftsman. The program is designed to give the student a broad base of drafting instruction and its application into various design professions. The curriculum uses the latest technological information, methodology and standards relating to drafting design and construction.

Previous drafting experience or permission from an instructor are needed to pursue courses for this certificate.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

MAJOR COURSES | Credits Needed: 24
--- | ---
ETDC 1540 Civil Drafting | 4
ETDC 2320 AutoCAD Fundamentals | 4
ETDC 2351 AutoCAD Applications | 4
ETDC 2355 AutoCAD 3D | 4
TARC 1120 Architectural Drafting | 4
TARC 2122 Advanced Architectural Drafting | 4

TOTAL CREDIT HOURS: 24

Educational Assisting
College Credit Certificate – Code: EDCC
This certificate program for educators is recommended for para-professionals and substitute teachers; the certificate program for child care is recommended for individuals, workers, teachers or administrators who have no plans to enter the education system. This certificate does not translate to a teaching certificate.

The content includes, but is not limited to, general education and philosophy; child growth and development theories; psychological and sociological aspects of teaching the disadvantaged and handicapped; concepts and values of diversity in the classroom; behavior analysis; education processes and theories of learning; school procedures; school resources; educational clerical processes; test construction; interpretation, evaluation and grading; instructional delivery utilizing updated technology resources; leadership and human relations skills; and health and safety.

MAJOR COURSES | Credits Needed: 6
--- | ---
EDF 1005 Introduction to Education | 3
EME 2040 Technology for Educators | 3

EDUCATORS OPTION | Credits Needed: 9
--- | ---
EDF 2030 Effective Classroom Management | 3
EDG 2701 Teaching Diverse Populations | 3
EDP 2002 Educational Psychology | 3

CHILD CARE OPTION | Credits Needed: 9
--- | ---
CHD 1220 Child Growth and Development | 3
EEX 1600 Behavior Management | 3
EEX 2010 Introduction to Special Education | 3

TOTAL CREDIT HOURS: 15
### Electronic Commerce
**College Credit Certificate – Code: ECC**
This certificate program gives students exposure to the technologies that underlie the Internet and the E-commerce environment, and provides experience in applying Web technologies to design and build E-commerce sites. Students will explore Internet culture and examine marketing theories of Internet business. Additionally, students will hone their computer, accounting, and presentation skills.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed: 36</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG 2021</td>
<td>Financial Accounting</td>
</tr>
<tr>
<td>ACG 2071</td>
<td>Managerial Accounting 1</td>
</tr>
<tr>
<td>BUL 2241</td>
<td>Business Law 1</td>
</tr>
<tr>
<td>CGS 1871</td>
<td>Multimedia Presentations</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
</tr>
<tr>
<td>COP 2822</td>
<td>Web Page Authoring</td>
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<tr>
<td>ECO 2013</td>
<td>Principles of Economics 1 (Macroeconomics)</td>
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<td>ECO 2023</td>
<td>Principles of Economics 2 (Microeconomics)</td>
</tr>
<tr>
<td>GEB 1011</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>MAR 1011</td>
<td>Marketing Principles</td>
</tr>
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<td>MAR 2721</td>
<td>Marketing on the Internet</td>
</tr>
<tr>
<td>MNA 2821</td>
<td>Electronic Commerce Systems</td>
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</tbody>
</table>

**TOTAL CREDIT HOURS: 36**

### Graphic Design Production
**College Credit Certificate – Code: DPCC**
This certificate program is made up of eight courses within the Graphics Technology A.S. degree. These core courses build on the Graphic Design Support Certificate. Within this certificate there is specific instruction about designing with type, creating page layouts and illustrations using multiple graphic applications. Products from this certificate are primarily for print; Illustrations, Composite Compositions and Digital Mechanicals. Although still images for print are created, the principles and application skills are interchangeable with web development.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed: 24</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTC 1300</td>
<td>Drawing</td>
</tr>
<tr>
<td>GRAC 1100</td>
<td>Principles of Graphic Design</td>
</tr>
<tr>
<td>GRAC 1203</td>
<td>Digital Type and Color</td>
</tr>
<tr>
<td>GRAC 2120</td>
<td>Page Design and Layout</td>
</tr>
<tr>
<td>GRAC 2150</td>
<td>Raster Graphics</td>
</tr>
<tr>
<td>GRAC 2156</td>
<td>Vector Graphics</td>
</tr>
<tr>
<td>GRAC 2157</td>
<td>Integrated Design</td>
</tr>
<tr>
<td>GRAC 2201</td>
<td>Digital Prepress</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 24**

### Graphic Design Support
**College Credit Certificate – Code: DSCC**
This certificate program is made up of five courses that begin the Graphics Technology A.S. degree. These core courses hold essential information and build vital skills that are necessary to all related certificates. Included in the Graphic Design Support certificate is Digital Prepress, a class specifically for preparing files for print.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed: 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTC 1300</td>
<td>Drawing</td>
</tr>
<tr>
<td>GRAC 1100</td>
<td>Principles of Graphic Design</td>
</tr>
<tr>
<td>GRAC 2150</td>
<td>Raster Graphics</td>
</tr>
<tr>
<td>GRAC 2156</td>
<td>Vector Graphics</td>
</tr>
<tr>
<td>GRAC 2201</td>
<td>Digital Prepress</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 15**

### Help Desk Specialist
**College Credit Certificate – Code: HDCC**
This certificate program prepares the student to become a support technician who will provide hands-on technical assistance such as computer repair and software installation. This certificate also prepares the student for industry certification. High tech companies have a continuing need for trained customer support specialists to staff the help desk; answering customer calls and providing timely assistance in solving technical problems.

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed: 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEN 1301</td>
<td>Microsoft Windows 2003 Server</td>
</tr>
<tr>
<td>CRTC 1172</td>
<td>Beginning PC Repair</td>
</tr>
<tr>
<td>CRTC 1174</td>
<td>Advanced PC Repair</td>
</tr>
<tr>
<td>CIS 1416</td>
<td>Help Desk Technical Support</td>
</tr>
<tr>
<td>CIS 1417</td>
<td>Help Desk Customer Support</td>
</tr>
<tr>
<td>CEN 2305</td>
<td>Microsoft Windows 2000 Professional</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 18**

### Interactive Media Productions
**College Credit Certificate – Code: MPCC**
This certificate program is made up of eight courses within the Graphics Technology A.S. degree. These courses build on the Interactive Media Support Certificate. Within the certificate there is specific instructions about web site construction, web animation, nonlinear editing, and graphics for the web. Products from this certificate are web sites and stand alone animations and movies.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed: 24</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTC 1300</td>
<td>Drawing</td>
</tr>
<tr>
<td>CEN 2522</td>
<td>Internet and New Technologies</td>
</tr>
<tr>
<td>GRAC 1100</td>
<td>Principles of Graphic Design</td>
</tr>
<tr>
<td>GRAC 1160</td>
<td>2D Animation</td>
</tr>
<tr>
<td>GRAC 1710</td>
<td>Videography</td>
</tr>
<tr>
<td>GRAC 2150</td>
<td>Raster Graphics</td>
</tr>
<tr>
<td>GRAC 2156</td>
<td>Vector Graphics</td>
</tr>
<tr>
<td>GRAC 2582</td>
<td>e-Media</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 24**
Interactive Media Support  
College Credit Certificate – Code: MSCC

This certificate program is made up of five courses that begin the Graphics Technology A.S. degree. These core courses hold essential information and build vital skills that are necessary to all related certificates. Included in the Interactive Media Support Certificate is Internet and New Technology, a class specifically for creating web sites.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

**MAJOR COURSES**  
Credits Needed: 15

- ARTC 1300 Drawing .............................. 3
- CEN 2522 Internet and New Technologies ........... 3
- GRAC 2150 Raster Graphics ........................ 3
- GRAC 2156 Vector Graphics ........................ 3

**TOTAL CREDIT HOURS: 15**

International Business Specialist  
College Credit Certificate – Code: SBMG

This certificate program is designed for students seeking an entrepreneurial or organizational career in global commerce. It may be obtained as an individual certificate or incorporated into other appropriate majors. Courses are designed to provide an essential understanding of both domestic and international business practices. As Florida’s trading partners grow economically, so too will Florida’s economy through increased international trade.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

**MAJOR COURSES**  
Credits Needed: 18

- GEB 1350 Introduction to International Business ............ 3
- GEB 2351 Introduction to Import/Export ..................... 3
- GEB 2354 Cultural Environment of International Business ...... 3
- GEB 2355 Introduction to International Business Law ............. 3
- GEB 2941 International Business Internship .................... 3
- MKA 1240 International Marketing .......................... 3

**TECHNICAL ELECTIVES**  
Credits Needed: 6

- ACG 2021 Financial Accounting .......................... 3
- ACG 2071 Managerial Accounting 1 .......................... 3
- BUL 2241 Business Law 1 ....................................... 3
- CGS 2100 Microcomputer Applications ....................... 3
- GEB 1011 Introduction to Business .......................... 3
- MAR 1011 Marketing Principles .............................. 3
- MTB 1103 Business Mathematics ............................. 3
- OST 2335 Business Communications .......................... 3

**TOTAL CREDIT HOURS: 24**

Marketing Operations  
College Credit Certificate – Code: MOCC

This certificate program is an intensive study of selling, advertising, and marketing combined with basic business courses. Students will learn what sells and why, who buys and when and how to package your message for the most effective results. A few specific skills include planning media strategy, examining basic principles of marketing in an international environment, and corporation stock and bond issues. Graduates are prepared for entry-level positions in the areas of marketing, customer service, and sales.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

**MAJOR COURSES**  
Credits Needed: 24

- ADV 1000 Advertising ........................................ 3
- GEB 1011 Introduction to Business .......................... 3
- MAR 1011 Marketing Principles .............................. 3
- MKA 1021 Principles of Selling ............................... 3
- MKA 1240 International Marketing .......................... 3
- MKA 1302 Business Seminar/Practicum 1 ..................... 3
- CGS 2100 Microcomputer Applications ....................... 3
  OR
- OST 1582 Ethics at Work ....................................... 3
- ACG 2021 Financial Accounting .............................. 3
  OR
- ECD 2013 Principles of Economics 1 (Macroeconomics) .... 3
  OR
- MAN 2021 Business Management Principles .................. 3

**TOTAL CREDIT HOURS: 24**

Medical Information Coder/Biller  
College Credit Certificate – Code: CDCC

This certificate program prepares the student for entry level employment as a health care coder and/or biller in a variety of settings. Insurance processing and coding functions are performed by specialists employed in health care settings. Health Insurance (or Health Information) specialists assign and report ICD, CPT and HCPCS codes on insurance claims for diagnosis and procedures/services provided to patients in a variety of health care environments.

Admission to the Medical Information Coder/Biller program is limited. Admission requirements are in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

**MAJOR COURSES**  
Credits Needed: 34

- BSIC 1084 Survey of Human Anatomy and Physiology ........ 4
- CGS 2100 Microcomputer Applications ....................... 3
- HIM 1800 Professional Practice Experience .................. 6
- HIMC 1000 Introduction to Health Information ................ 2
- HIMC 1222 Introduction to ICD Coding Principles ............. 3
- HIMC 1223 Intermediate ICD Coding Applications ............ 3
- HIMC 1253 CPT Coding Principles and Practice ................ 3
- HSC 1270 Insurance Billing and Reimbursement ................ 1
- HSC 1000 Introduction to Health Care ........................ 3
- HSC 1531 Medical Terminology ................................ 2
- HSC 1554 Pathophysiology and Pharmacology ................ 2
- HSC 1641 Medical Law, Ethics and Bioethics .................. 2

**TOTAL CREDIT HOURS: 34**

*Note: A grade of “C” or above is necessary in each major course for progression and to receive certificate.*
Microcomputer Repairer/Installer
College Credit Certificate – Code: MRCC
This certificate program is designed for students seeking employment in the computer repair field. The program provides a basic background in operating systems, computer systems and operations, and specific diagnostic and repair technologies. Students employed in this field can supplement and enhance their skills through a variety of offerings in state-of-the-art computer, electronics, and quality programs.

Students may be required to take prerequisites or acquire consent from an instructor to pursue courses for this certificate.

**MAJOR COURSES**  
Credits Needed: 15

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEN 2305</td>
<td>Microsoft Windows 2000 Professional</td>
<td>3</td>
</tr>
<tr>
<td>CETC 1172</td>
<td>Beginning PC Repair</td>
<td>3</td>
</tr>
<tr>
<td>CETC 1174</td>
<td>Advanced PC Repair</td>
<td>3</td>
</tr>
<tr>
<td>CETC 2179</td>
<td>A+ Test Preparation</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 15

Network Systems Developer
College Credit Certificate – Code: NSCC
This certificate program provides students with the training necessary to install, maintain, and troubleshoot computer networks. The curriculum includes both hands-on experience and theoretical knowledge. The student will gain general, as well as, specific network knowledge as it pertains to the “industry standard” network software. Both LAN and WAN technologies are addressed in the program.

Students may be required to take prerequisites or acquire consent from an instructor.

**MAJOR COURSES**  
Credits Needed: 42

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEN 1301</td>
<td>Microsoft Windows 2003 Server</td>
<td>3</td>
</tr>
<tr>
<td>CEN 1322</td>
<td>Microsoft Windows 2003 Active Directory Services</td>
<td>3</td>
</tr>
<tr>
<td>CEN 1325</td>
<td>Microsoft Windows 2003 Network Infrastructure</td>
<td>3</td>
</tr>
<tr>
<td>CET 1600</td>
<td>Cisco Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>CET 2615</td>
<td>Cisco Advanced Router Technology</td>
<td>3</td>
</tr>
<tr>
<td>CET 2620</td>
<td>Cisco Project Based Learning</td>
<td>3</td>
</tr>
<tr>
<td>CETC 1172</td>
<td>Beginning PC Repair</td>
<td>3</td>
</tr>
<tr>
<td>CETC 1174</td>
<td>Advanced PC Repair</td>
<td>3</td>
</tr>
<tr>
<td>CGS 1000</td>
<td>Introduction to Computers</td>
<td>3</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CTS 1171</td>
<td>Windows XP Professional</td>
<td>3</td>
</tr>
<tr>
<td>CTS 1701</td>
<td>Information Technology Project Management</td>
<td>3</td>
</tr>
<tr>
<td>CTS 2320</td>
<td>Managing a Microsoft Windows 2000 Network</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 42

Oracle Certified Database Administrator
College Credit Certificate – Code: OACC
This certificate program provides students with the training necessary to maintain an Oracle database, and prepares students for the Oracle Database Administrations Certification. Oracle databases are among the most sophisticated databases currently available and are used by large corporations to store corporate-wide information. An Oracle database allows for multiple-user access, control of the level of user access, and the development of specific procedures for accessing information. Opportunities for employment of students with experience in Oracle databases include state and federal government agencies, medium-to-large corporations, and Internet-based companies.

Students may be required to take prerequisites or acquire consent from an instructor.

**MAJOR COURSES**  
Credits Needed: 15

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP 2740</td>
<td>Introduction to Oracle SQL and PL/SQL</td>
<td>3</td>
</tr>
<tr>
<td>COP 2741</td>
<td>Oracle Database Fundamentals 1</td>
<td>3</td>
</tr>
<tr>
<td>COP 2742</td>
<td>Oracle Database Fundamentals 2</td>
<td>3</td>
</tr>
<tr>
<td>COP 2743</td>
<td>Oracle Network Administration</td>
<td>3</td>
</tr>
<tr>
<td>COP 2744</td>
<td>Oracle Performance Tuning</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 15
Paramedic
College Credit Certificate – Code: PARA
This certificate program in pre-hospital advanced life support is specifically designed for current Florida Certified Emergency Medical Technicians who demonstrate proficiency in their current field work. Upon successful completion, the student is eligible to take the Florida Paramedic certification examination and/or National Registry Examinations.

Admission to the Paramedic program is limited. Admission requirements for the program are in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

MAJOR COURSES Credits Needed: 43
EMS 2601 Paramedic .................................................. 8
EMS 2602 Advanced Paramedic .................................. 8
EMS 2644 Paramedic Hospital Practicum ...................... 4
EMS 2645 Advanced Paramedic Hospital Practicum ........ 4
EMS 2654 Paramedic Ambulance Practicum .................. 3
EMS 2655 Advanced Paramedic Ambulance ................. 3
EMSL 2601 Paramedic Laboratory ............................... 2
EMSL 2602 Advanced Paramedic Laboratory ................ 2

TOTAL CREDIT HOURS: 43

Note: A grade of “C” or above is necessary in each course for progression and to receive certificate.

Web Development Specialist
College Credit Certificate – Code: WDCC
This certificate program provides the student with the knowledge and hands-on experience to perform system administration tasks for both popular industry databases and operating systems. This program also prepares the student to work with Open Source operating systems and databases. Typical entry-level positions for graduates of the program include junior DBA, junior Web Master, junior System Administrator.

MAJOR COURSES Credits Needed: 23
CGS 1000 Introduction to Computers .......................... 3
CGS 2100 Microcomputer Applications ....................... 3
COP 1332 Visual Basic Programming ......................... 3
COP 2822 Web Page Authoring .................................. 3
COP 2825 Web Server ............................................. 3
COP 2830 Web Programming 1 ................................. 3
MNA 2821 Electronic Commerce Systems ................. 3
CGS 2932 Special Topics in Computer Technology ....... 2
OR
CGS 2941 Internship

WEB ADMINISTRATION OPTION Credits Needed: 12
CEN 2514 UNIX System Administration ...................... 3
CGS 2557 Web Technologies ..................................... 3
COP 1340 UNIX Fundamentals .................................. 3
COP 2701 Design and Implement Databases with Microsoft SQL ........................................... 3

WEB ILLUSTRATION OPTION Credits Needed: 12
CEN 2522 Internet and New Technologies .................... 3
CGS 2823 Dynamic Server Pages .............................. 3
GRAC 1151 Illustration 1 ......................................... 3
GRAC 1160 2D Animation ....................................... 3

WEB PROGRAMMING OPTION Credits Needed: 12
COP 2333 Visual Basic Programming Advanced ............ 3
COP 2800 Introduction to Java Programming ................ 3
COP 2805 Advanced Java Programming ...................... 3
COP 2831 Web Programming 2 ................................ 3

TOTAL CREDIT HOURS: 35

Television Studio Production
College Credit Certificate – Code: TVCC
This certificate program is designed to provide students with the basic skills required to produce broadcast quality television in the studio and professional video on location. Students learn studio and location lighting, multi-camera directing, audio recording and mixing, and digital video shooting and editing skills.

MAJOR COURSES Credits Needed: 12
RTV 1241 Television Studio Production ........................ 3
RTV 1245 Video Field Production ............................... 3
RTV 2242 Advanced Studio Production ......................... 3
RTV 2246 Advanced Video Field Production .................. 3

TOTAL CREDIT HOURS: 12
Vocational Certificate Programs

Postsecondary Adult Vocational Certificate (P.S.A.V.)

A Postsecondary Adult Vocational Certificate program consists of a series of vocational and/or college credit courses that prepare students for entry level employment in specific career fields. Upon completion of the Certificate program, students continuing their education in the related A.S. or A.A.S. degree program may be awarded credit in selected A.S. or A.A.S. degree courses as noted in specific catalog listings.

Some programs require the student to take the TABE (Test of Adult Basic Education) and meet minimum cut-off scores in reading, language, and mathematics prior to graduation with the certificate.

Other graduation requirements include:
1. Achieving a cumulative GPA of 2.0 or higher in all college vocational courses attempted.
2. Completing at least 25% of the program credits hours at BCC.
3. Filing an Intent to Graduate Application on or before the the published deadline. This includes an advisor's signature and the payment of graduation fee.
4. Removing all financial obligations to the college. Final transcripts and diploma will not be released until student has removed all financial obligations to the college.

Course Certificates
Course Certificates are awarded at the discretion of the instructor and the appropriate department chair for satisfactory achievement in a single-non-credit course. Students must file an application with the instructor.

Local Certificates
Local certificates are awarded by the appropriate department for satisfactory achievement in a group of identified courses. Course and Local Certificates serve as BCC recognition of an accomplishment only.

Financial Aid
Students enrolled in Vocational Certificate programs may be eligible for financial aid including: PELL Grants, work study, scholarships, guaranteed bank loans, Work Force Development, veterans benefits. Not all programs are eligible for financial aid. See page 51 for a list of eligible programs.

Veterans
Veterans are eligible to receive benefits when enrolled in Vocational Certificate programs. Contact the Financial Aid Office to determine available benefits.

Admissions
Students must complete an application for admission to Brevard Community College. See pages 63 and 64 for a list of programs and specific admission requirements such as testing and high school graduation.

Note: Brevard Community College Vocational Certificate programs prepare the student for an entry-level job in a career field. Selected courses may supplement the theoretical knowledge and skills of employed workers.
Accounting Operations
Postsecondary Adult Vocational Certificate – Code: FINC
This certificate program prepares students with job-entry employment skills for accounting positions in business, industry, and public service sectors. Most courses are individualized, and students progress at their own pace. This open-entry program enables the student to receive a vocational certificate and to demonstrate job-entry proficiency using state-of-the-art equipment.

Entrance Recommendations:
1. Basic skill in math
2. Finger dexterity
3. General aptitude for office work
4. High school reading ability

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACO 0002 Accounting 1/10-Key</td>
<td>3</td>
</tr>
<tr>
<td>APA 0121 Accounting 2</td>
<td>3</td>
</tr>
<tr>
<td>ENC 0030 Business English and Communications</td>
<td>3</td>
</tr>
<tr>
<td>MTB 0102 Mathematics for Business</td>
<td>2</td>
</tr>
<tr>
<td>OCA 0311 Introduction to Word Processing and Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>OCA 0401 Introduction to Spreadsheets</td>
<td>1</td>
</tr>
<tr>
<td>OCA 0701 Introduction to Windows</td>
<td>1</td>
</tr>
<tr>
<td>OCA 0802 Introduction to Basic Internet/E-mail</td>
<td>1</td>
</tr>
<tr>
<td>OTA 0013 Customer Relations</td>
<td>2</td>
</tr>
<tr>
<td>OTA 0103 Keyboarding and Document Processing 1</td>
<td>3</td>
</tr>
<tr>
<td>OTA 0421 Business Office Procedures</td>
<td>2</td>
</tr>
<tr>
<td>OTA 0511 Computerized Accounting</td>
<td>3</td>
</tr>
<tr>
<td>OTA 0942 Vocational Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

**ADDITIONAL RECOMMENDED COURSES:**

These courses are not required but may be beneficial toward job placement.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>APA 0131 Accounting 3</td>
<td>3</td>
</tr>
<tr>
<td>OCA 0461 Introduction to Databases</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 28
**TOTAL CLOCK HOURS:** 900

Graduates of the Accounting Operations Certificate Program may be awarded credits toward the A.S. degree program in Office Administration.

The procedure for obtaining these credits will be in accordance with the following guidelines:

- Complete all graduation requirements for the P.S.A.V. program and apply for graduation
- Enroll in the A.S. degree in Office Administration and complete all admissions requirements for the program within three years of graduation from the P.S.A.V. program
- Complete 12 credits of MAJOR COURSES applicable to the A.S. degree with a grade of “C” or higher

Following completion of the above, the student must petition the Registrar to have the competency-based credits placed on their permanent record. The student will be awarded the grade of “S” for those courses; this grade will not affect the GPA.

Credit will be awarded for the following courses based on completed competencies:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>OST 1100 Beginning Computer Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>OST 1311 Introduction to Spreadsheets</td>
<td>1</td>
</tr>
<tr>
<td>OST 1711 Word Processing</td>
<td>1</td>
</tr>
<tr>
<td>OST 1794 Introduction to the Internet</td>
<td>1</td>
</tr>
<tr>
<td>OST 2321 Electronic Calculator</td>
<td>1</td>
</tr>
</tbody>
</table>

Air Conditioning, Refrigeration and Heating Technology
Postsecondary Adult Vocational Certificate – Code: AIRM
This certificate program gives completers employment opportunities as paraprofessionals in installation, service and repair by mechanical and refrigeration contractors, dealers and related commercial businesses. Students will study basic refrigeration, electrical circuitry, load calculations and residential systems.

Students may meet attendance requirements of a course by creating their own schedule during the following hours: Monday through Thursday, 8:30 a.m. to 3:30 p.m. For more information call (321) 433-5292.

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 0060 Residential Load Calculations</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0061 Psychrometrics Calculations</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0106 Electricity for HVAC Single Phase</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0107 Electrical Circuitry for HVAC - Single Phase</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0122 Refrigeration and Air Conditioning Components</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0602 Heat Pump Technology</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0608 Residential Heating Systems</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0701 HVAC Trouble-shooting and Repair Residential</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0704 Introduction to Refrigeration/Air Conditioning</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0705 Mechanical Systems</td>
<td>3</td>
</tr>
<tr>
<td>ACR 0948 Co-op Work Experience 1</td>
<td>1</td>
</tr>
<tr>
<td>SLS 0341 Employability Skills and Entrepreneurship</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 32
**TOTAL CLOCK HOURS:** 1590

Automotive Service Technology
Postsecondary Adult Vocational Certificate – Code: AUTM
Graduates of this 2-year ASE certified training program will be qualified for entry-level employment with automobile dealerships, fleet operators, automotive specialty shops, mass merchandisers, and independent retailers. Using state-of-the-art diagnostic and test equipment, students will learn operational theory, diagnostic procedures, and industry accepted methods of service and repair of current automotive systems. All courses contain periods of classroom lecture, practical demonstration, and “hands-on” laboratory experience to provide a comprehensive and thorough learning experience for the student.

The BCC Automotive Technology program is recognized by the National Institute for Automotive Service Excellence (ASE) as having met the requirements for master certification in all eight areas of automotive service specialization.

Students are admitted to the Automotive Service Technology program in the fall term and admission is limited. Persons interested in the program should apply to the Automotive Service Technology office by May 15 of the year in which they wish to enter. Admission requirements for the program are in the program application packet available at the Automotive Service Technology office, Cocoa Campus, Building 16, Room 119. Interested students should contact the program coordinator at (321) 433-7633.

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>AERC 0010 Introduction to Automotive Technology</td>
<td>6</td>
</tr>
<tr>
<td>AERC 0110 Engine Repair</td>
<td>6</td>
</tr>
<tr>
<td>AERC 0250 Automatic Transmissions and Transaxes</td>
<td>6</td>
</tr>
<tr>
<td>AERC 0271 Manual Transmissions and Drivelines</td>
<td>6</td>
</tr>
<tr>
<td>AERC 0310 Electrical/Electronic Systems 1</td>
<td>6</td>
</tr>
<tr>
<td>AERC 0312 Electrical/Electronic Systems 2</td>
<td>6</td>
</tr>
<tr>
<td>AERC 0410 Brake Systems</td>
<td>4</td>
</tr>
<tr>
<td>AERC 0450 Suspension and Steering Systems</td>
<td>4</td>
</tr>
<tr>
<td>AERC 0501 Engine Performance 1</td>
<td>4</td>
</tr>
<tr>
<td>AERC 0502 Engine Performance 2</td>
<td>6</td>
</tr>
<tr>
<td>AERC 0610 Air Conditioning and Heating Systems</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 56
**TOTAL CLOCK HOURS:** 1800
### Auxiliary Correctional Officer
**Postsecondary Adult Vocational Certificate – Code: CORA**

This certificate program provides the student with the minimum standards education necessary to become a Corrections Auxiliary Officer. Auxiliary officers work in correctional facilities and provide assistance to certified officers and correctional staff.

For applications and program inquiries, contact the Criminal Justice Center at (321) 433-5636. All Academy training is conducted at either the Melbourne or Titusville Campus.

**Entrance Requirements:**
1. High school graduate or equivalent
2. U.S. citizen
3. Must not have been convicted of any felony or misdemeanor involving perjury, false statements or domestic violence
4. Complete a physical assessment evaluation
5. Pass a physical examination and drug screening
6. Satisfy the requirements of a criminal history background check
7. Be of good moral character
8. Never have received a dishonorable discharge from the U.S. Armed Forces
9. Complete testing requirements

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0120</td>
<td>Corrections Auxiliary Prerequisite Course</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0031</td>
<td>First Aid for Criminal Justice Officers</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0040</td>
<td>CMS Criminal Justice Firearms</td>
<td>3</td>
</tr>
<tr>
<td>CJKC 0050</td>
<td>CMS Criminal Justice Defensive Tactics</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 10**

**TOTAL CLOCK HOURS: 254**

---

### Auxiliary Law Enforcement Officer
**Postsecondary Adult Vocational Certificate – Code: LAWA**

This certificate program provides the student with minimum standards training to become a Law Enforcement Auxiliary Officer. Auxiliary officers work with police or sheriff agencies and provide assistance to certified officers and law enforcement agency staff.

For applications and program inquiries, contact the Criminal Justice Center at (321) 433-5636. All Academy training is conducted at either the Melbourne or Titusville Campus.

**Entrance Requirements:**
1. High school graduate or equivalent
2. U.S. citizen
3. Must not have been convicted of any felony or misdemeanor involving perjury, false statements or domestic violence
4. Complete a physical assessment evaluation
5. Pass a physical examination and drug screening
6. Satisfy the requirements of a criminal history background check
7. Be of good moral character
8. Never have received a dishonorable discharge from the U.S. Armed Forces
9. Complete testing requirements

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0001</td>
<td>Law Enforcement Auxiliary Prerequisite Course</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0020</td>
<td>CMS Vehicle Operations</td>
<td>1</td>
</tr>
<tr>
<td>CJKC 0031</td>
<td>First Aid for Criminal Justice Officers</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0040</td>
<td>CMS Criminal Justice Firearms</td>
<td>3</td>
</tr>
<tr>
<td>CJKC 0050</td>
<td>CMS Criminal Justice Defensive Tactics</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 11**

**TOTAL CLOCK HOURS: 302**

---

### Computer Repair Technology
**Postsecondary Adult Vocational Certificate – Code: ECHS**

This certificate program is designed for students seeking employment in the computer repair field. The program provides a basic background in computer systems and operations, specific diagnostic and repair technologies, and introduces operating systems. It provides the student with the skills and knowledge to successfully pass the CompTIA A+ exam, which most employers now require.

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CETC 1172</td>
<td>Beginning PC Repair</td>
<td>3</td>
</tr>
<tr>
<td>CETC 1174</td>
<td>Advanced PC Repair</td>
<td>3</td>
</tr>
<tr>
<td>CETC 2173</td>
<td>PC Repair Lab</td>
<td>3</td>
</tr>
<tr>
<td>CETC 2179</td>
<td>A+ Test Preparation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 0948</td>
<td>Co-op Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 15**

**TOTAL CLOCK HOURS: 450**
Correctional Officer
Postsecondary Adult Vocational Certificate – Code: CORS

This certificate program provides minimum standards education for Correctional Officers as required by the Criminal Justice Standards and Training Division, Florida Department of Law Enforcement. Correctional Officers are employed by prisons, jails, and other correctional facilities to maintain a safe and secure environment. This program includes an overview of the corrections system as well as basic correctional skills and procedures. This basic academy prepares the student to sit for the state examination by the Florida Department of Law Enforcement. Individuals must be at least 19 years of age to sit for the state exam.

For applications and program inquiries contact the Criminal Justice Center at (321) 433-5636. Academy training is conducted at either the Melbourne or Titusville Campus.

Entrance Requirements:
1. High school graduate or equivalent
2. U.S. citizen
3. Must not have been convicted of any felony or misdemeanor involving perjury, false statements, or domestic violence
4. Complete a physical assessment evaluation
5. Pass a physical examination and drug screening
6. Satisfy the requirements of a criminal history background check
7. Be of good moral character
8. Never have received a dishonorable discharge from the U.S. Armed Forces

MAJOR COURSES Credits Needed: 21

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0741</td>
<td>Emergency Preparedness (Corrections)</td>
<td>1</td>
</tr>
<tr>
<td>CJD 0750</td>
<td>Interpersonal Skills 2 (Corrections)</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0752</td>
<td>Correctional Operations (Corrections)</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0770</td>
<td>Corrections Legal 1</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0771</td>
<td>Corrections Legal 2</td>
<td>1</td>
</tr>
<tr>
<td>CJD 0772</td>
<td>Corrections Communications</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0773</td>
<td>Corrections Interpersonal Skills 1</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0095</td>
<td>Criminal Justice Special Topics</td>
<td>1</td>
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<tr>
<td>CJKC 0031</td>
<td>First Aid for Criminal Justice Officers</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0040</td>
<td>CMS Criminal Justice Firearms</td>
<td>3</td>
</tr>
<tr>
<td>CJKC 0050</td>
<td>CMS Criminal Justice Defensive Tactics</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS: 21
TOTAL CLOCK HOURS: 532

BRIDGE COURSES

The State of Florida recognized that individuals may want to change or obtain additional criminal justice career certifications. If currently Florida certified as a correction officer, correctional probation officer, or law enforcement officer, the bridge courses can lead to dual certification. Call (321) 433-5636 for additional details.

Applicants must successfully pass the basic abilities test for entry into the program. Permission to participate in the bridge courses must be obtained from the Director, Criminal Justice Center, Melbourne campus.

For applications, testing, and program inquiries contact the Criminal Justice Center, Melbourne or Titusville campus.

CORRECTIONAL PROBATION BRIDGE TO CORRECTIONS

This program provides minimum standards training for Certified Probation Officers who wish to become dual certifiable or a Corrections Officer. (Must pass basic abilities test for Corrections)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0741</td>
<td>Emergency Preparedness (Corrections)</td>
<td>1</td>
</tr>
<tr>
<td>CJD 0752</td>
<td>Correctional Operations (Corrections)</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0798</td>
<td>Correctional Probation Bridge to Corrections</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0799</td>
<td>Correctional Probation Bridge to Corrections</td>
<td>1</td>
</tr>
<tr>
<td>CJKC 0040</td>
<td>CMS Criminal Justice Firearms</td>
<td>3</td>
</tr>
</tbody>
</table>

Credits Needed: 9
Total Clock Hours: 256

LAW ENFORCEMENT OFFICER BRIDGE TO CORRECTIONS

This program provides minimum standards training for Certified Law Enforcement Officer who wishes to become dual certifiable or a Corrections Officer. (Must pass basic abilities test for Corrections)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0741</td>
<td>Emergency Preparedness (Corrections)</td>
<td>1</td>
</tr>
<tr>
<td>CJD 0750</td>
<td>Interpersonal Skills 2 (Corrections)</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0752</td>
<td>Correctional Operations (Corrections)</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0791</td>
<td>Correctional Probation Operations</td>
<td>1</td>
</tr>
</tbody>
</table>

Credits Needed: 6
Total Clock Hours: 156

Cosmetology
Postsecondary Adult Vocational Certificate – Code: COSM

This certificate program prepares the student for successful completion of the State Board Licensing Examination which is required for the practice of cosmetology. Students learn creative hair styling, hair design, and application of cosmetics to the skin, hair, and scalp.

Admission to the Cosmetology program is limited. Admission requirements are listed in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 124. Interested students should call (321) 433-7549 for more information.

MAJOR COURSES Credits Needed: 40

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COS 0001</td>
<td>Introduction to Cosmetology</td>
<td>3</td>
</tr>
<tr>
<td>COS 0080</td>
<td>Theory in Techniques</td>
<td>3</td>
</tr>
<tr>
<td>COS 0870</td>
<td>Sales and Management</td>
<td>1</td>
</tr>
<tr>
<td>COS 0871</td>
<td>Public Relations and Salon Management</td>
<td>1</td>
</tr>
<tr>
<td>COS 0963</td>
<td>Prerequisite to State Board Exam</td>
<td>4</td>
</tr>
<tr>
<td>COSL 0001</td>
<td>Fundamental Skills 1 Laboratory</td>
<td>6</td>
</tr>
<tr>
<td>COSL 0003</td>
<td>Fundamental Skills 2 Laboratory</td>
<td>6</td>
</tr>
<tr>
<td>COSL 0080</td>
<td>Basic Techniques of Cosmetology 3 Laboratory</td>
<td>6</td>
</tr>
<tr>
<td>COSL 0083</td>
<td>Basic Techniques of Cosmetology 4 Laboratory</td>
<td>6</td>
</tr>
<tr>
<td>COSL 0084</td>
<td>Applied Techniques 5 Laboratory</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS: 40
TOTAL CLOCK HOURS: 1200

Note: A grade of “C” or above is necessary in each major course for progression and graduation.
Culinary Operations

Postsecondary Adult Vocational Certificate – Code: CLOP
This certificate program is designed to prepare students for employment as food and beverage preparers, kitchen and dining room helpers, or baker and cook’s assistants. This is for the serious culinary student. Included are electives in the finer art of preparation, presentation, and service.

MAJOR COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSS 0002</td>
<td>Introduction to Culinary Arts/Menu 3</td>
</tr>
<tr>
<td>FSS 0202</td>
<td>Food Production 1 (Stocks and Sauces) 3</td>
</tr>
<tr>
<td>FSS 0221</td>
<td>Food Production 2 (Preparation and Service) 3</td>
</tr>
<tr>
<td>FSS 0241</td>
<td>Regional Cuisine - American and International 3</td>
</tr>
<tr>
<td>FSS 0246</td>
<td>Baking 3</td>
</tr>
<tr>
<td>FSS 0247</td>
<td>Pastries and Desserts 3</td>
</tr>
<tr>
<td>FSS 0288</td>
<td>Pantry and Fast Foods 3</td>
</tr>
<tr>
<td>FSS 0942</td>
<td>Food Service Internship 1 1</td>
</tr>
<tr>
<td>FSS 0943</td>
<td>Food Service Internship 2 - External Placement 1</td>
</tr>
<tr>
<td>HMV 0125</td>
<td>Food/Beverage Control and Purchasing 3</td>
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</table>

TECHNICAL ELECTIVES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
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<tbody>
<tr>
<td>FOS 0201</td>
<td>Sanitation and Safety 1</td>
</tr>
<tr>
<td>FSS 0245</td>
<td>Just Desserts - a Contemporary Approach 1</td>
</tr>
<tr>
<td>FSS 0273</td>
<td>Wine for Food 1</td>
</tr>
<tr>
<td>FSSC 0006</td>
<td>Educated Palate - Appeal to the Senses 1</td>
</tr>
<tr>
<td>FSSC 0022</td>
<td>Competitive Culinary Artistry 1</td>
</tr>
<tr>
<td>FSSC 0227</td>
<td>Intensive Seafood and Shellfish 1</td>
</tr>
<tr>
<td>FSSC 0284</td>
<td>On and Off Premise Catering 1</td>
</tr>
<tr>
<td>SLS 0341</td>
<td>Employability Skills and Entrepreneurship 1</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS: 32
TOTAL CLOCK HOURS: 1200

Customer Assistance Technology

Postsecondary Adult Vocational Certificate – Code: CUST
This certificate program is designed to prepare students for employment in customer service positions. The content includes the development of interpersonal skills, conflict resolution, leadership, basic computer skills and employability skills.

Entrance Recommendations:
1. Basic skill in math
2. Finger dexterity
3. General aptitude for office work
4. High school reading ability

MAJOR COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 0030</td>
<td>Business English and Communications 3</td>
</tr>
<tr>
<td>MIB 0102</td>
<td>Mathematics for Business 2</td>
</tr>
<tr>
<td>OCA 0401</td>
<td>Introduction to Spreadsheets 1</td>
</tr>
<tr>
<td>OCA 0461</td>
<td>Introduction to Databases 1</td>
</tr>
<tr>
<td>OCA 0802</td>
<td>Introduction to Basic Internet/E-mail 1</td>
</tr>
<tr>
<td>OTA 0013</td>
<td>Customer Relations 2</td>
</tr>
<tr>
<td>OTA 0103</td>
<td>Keyboarding and Document Processing 1</td>
</tr>
<tr>
<td>OTA 0421</td>
<td>Business Office Procedures 2</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS: 15
TOTAL CLOCK HOURS: 450

Dental Assisting

Postsecondary Adult Vocational Certificate – Code: DENT
The dental assistant’s primary role is to assist the dentist performing chairside procedures. The dental assistant also works independently performing delegated duties such as taking x-rays, impressions, placing sealants and polishing the crowns of the teeth. This certificate program provides preparation for all aspects of dental assisting including clinical, laboratory and office responsibilities. Laboratory skills include pouring and trimming models of the teeth and fabrication of bleaching or custom trays. Business office skills taught include scheduling patient appointments, filing insurance claims and other responsibilities of an office manager.

Graduates of the Dental Assisting program who are accepted in the Dental Hygiene program may transfer 32 of their credits towards the Dental Hygiene A.S. degree. Transferable Dental Assisting courses must be current within the past three years.

Admission to the Dental Assisting program is limited. Admission requirements are listed in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

MAJOR COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCH 1084</td>
<td>Survey of Human Anatomy and Physiology 4</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications 3</td>
</tr>
<tr>
<td>DEA 0130</td>
<td>Allied Dental Theory 2</td>
</tr>
<tr>
<td>DEA 0150</td>
<td>Dental Psychology 1</td>
</tr>
<tr>
<td>DEA 0800</td>
<td>Clinical Practicum 1 2</td>
</tr>
<tr>
<td>DEA 0936</td>
<td>Dental Seminar 1</td>
</tr>
<tr>
<td>DEAL 0800</td>
<td>Clinical Practice 1 Lab 5</td>
</tr>
<tr>
<td>DEAL 0850</td>
<td>Clinical Practicum 2 6</td>
</tr>
<tr>
<td>DES 1020</td>
<td>Head, Neck and Dental Anatomy 2</td>
</tr>
<tr>
<td>DES 1051</td>
<td>Dental Pharmacology/Pain Control 1</td>
</tr>
<tr>
<td>DES 1200</td>
<td>Dental Radiography 2</td>
</tr>
<tr>
<td>DES 1502</td>
<td>Dental Office Management 1</td>
</tr>
<tr>
<td>DES 1600</td>
<td>Office Emergencies 1</td>
</tr>
<tr>
<td>DES 1800</td>
<td>Introduction to Clinical Procedures 2</td>
</tr>
<tr>
<td>DES 1840</td>
<td>Preventive Dentistry 2</td>
</tr>
<tr>
<td>DES 2100</td>
<td>Dental Materials 2</td>
</tr>
<tr>
<td>DESC 2830</td>
<td>Expanded Functions for Dental Auxiliaries 2</td>
</tr>
<tr>
<td>DESL 1020</td>
<td>Head, Neck and Dental Anatomy Lab 1</td>
</tr>
<tr>
<td>DESL 1200</td>
<td>Dental Radiology Lab 1</td>
</tr>
<tr>
<td>DESL 1800</td>
<td>Introduction to Clinical Procedures Lab 1</td>
</tr>
<tr>
<td>DESL 2100</td>
<td>Dental Materials Lab 1</td>
</tr>
<tr>
<td>ENC 1101</td>
<td>Communications 1 3</td>
</tr>
<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care 3</td>
</tr>
<tr>
<td>SPC 2600</td>
<td>Fundamentals of Speech Communication 3</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS: 52
TOTAL CLOCK HOURS: 1230

Note: A grade of “C” or above is necessary in each major course for progression and graduation.
Digital Design
Postsecondary Adult Vocational Certificate – Code: DDNSN
This certificate program provides graduates the skills to gain employment as a publications specialist or general office clerk in business, industry, and public service occupations as well as to become an entrepreneur. This program is open-entry and includes the development of skills in word processing, desktop publishing, accounting, small business management, business communications, and on-the-job training. Students use state-of-the-art computer equipment and software. Courses are individualized and students progress at their own rate.

Entrance Recommendations:
1. Basic skill in math
2. Finger dexterity
3. General aptitude for office work
4. High school reading ability

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 0030</td>
<td>Business English and Communications</td>
</tr>
<tr>
<td>MTB 0102</td>
<td>Mathematics for Business</td>
</tr>
<tr>
<td>OCA 0311</td>
<td>Introduction to Word Processing and Laboratory</td>
</tr>
<tr>
<td>OCA 0315</td>
<td>Advanced Word Processing</td>
</tr>
<tr>
<td>OCA 0401</td>
<td>Introduction to Spreadsheets</td>
</tr>
<tr>
<td>OCA 0461</td>
<td>Introduction to Databases</td>
</tr>
<tr>
<td>OCA 0600</td>
<td>Desktop Publishing 1</td>
</tr>
<tr>
<td>OCA 0601</td>
<td>Desktop Publishing 2</td>
</tr>
<tr>
<td>OCA 0605</td>
<td>Desktop Publishing 3</td>
</tr>
<tr>
<td>OCA 0630</td>
<td>Computerized Imaging</td>
</tr>
<tr>
<td>OCA 0631</td>
<td>Advanced Business Graphics</td>
</tr>
<tr>
<td>OCA 0701</td>
<td>Introduction to Windows</td>
</tr>
<tr>
<td>OCA 0802</td>
<td>Introduction to Basic Internet/E-mail</td>
</tr>
<tr>
<td>OTA 0013</td>
<td>Customer Relations</td>
</tr>
<tr>
<td>OTA 0103</td>
<td>Keyboarding and Document Processing 1</td>
</tr>
<tr>
<td>OTA 0421</td>
<td>Business Office Procedures</td>
</tr>
<tr>
<td>OTA 0942</td>
<td>Vocational Internship</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>OTA 0949</td>
<td>Co-op Work Experience</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 38
**TOTAL CLOCK HOURS:** 1200

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Early Childhood Education
Postsecondary Adult Vocational Certificate – Code: CHED
This certificate program gives the student the knowledge and practical experience to provide developmentally appropriate early childhood experiences for children from birth through five years old. Students will spend 20-30 hours a week in on-the-job training at their place of employment (if presently working in a child development center) or at the College Child Development Center as a student intern. Credit is given for the state-mandated 30-hour course in child care. Completers will receive the state-approved Child Development Associate Equivalency (CDA) certificate, as well as their Vocational Certificate.

**NOTE:** In addition to the required courses, it is suggested that participants have a current certificate in First Aid and Infant and Child CPR. This certification must be earned no earlier than one term prior to graduation.

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEV 0135</td>
<td>Social-Emotional Development in Young Children</td>
</tr>
<tr>
<td>HEV 0137</td>
<td>Learning Environments - HRS 20-hour Child Care Training</td>
</tr>
<tr>
<td>HEV 0141</td>
<td>Guidance and Discipline</td>
</tr>
<tr>
<td>HEV 0142</td>
<td>Relationships and Families</td>
</tr>
<tr>
<td>HEV 0151</td>
<td>Preschool Curriculum</td>
</tr>
<tr>
<td>HEV 0152</td>
<td>Professionalism</td>
</tr>
<tr>
<td>HEV 0181</td>
<td>Observing and Recording Children’s Behavior</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 20
**TOTAL CLOCK HOURS:** 600

Early Childhood Education A.S. degree is a three-level program. Each level is a continuation of the previous, and completers from each level will transfer credits into the next level.

**LEVEL 1: Postsecondary Adult Vocational Certificate: Early Childhood Education**
Upon completion of the Early Childhood Education certificate, students may receive credit for the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHD 2440</td>
<td>Child Care Practicum 1</td>
</tr>
<tr>
<td>CHD 2430</td>
<td>Observing the Preschool Child</td>
</tr>
<tr>
<td>EEX 1600</td>
<td>Behavior Management</td>
</tr>
</tbody>
</table>

In order to obtain these credits students must follow these guidelines:

- Complete all graduation requirements for the P.S.A.V. program and apply for graduation
- Enroll in the College Credit Certificate program in Child Development Early Intervention and complete all admissions requirements for the program within three years of graduation from the P.S.A.V. program
- Complete 12 credits of course work applicable to the C.C.C. with a grade of “C” or higher.

Following completion of the above, students must petition the Registrar to have the competency-based credits placed on their permanent record. Students will be awarded the grade of “S” for those courses; this grade will not affect the GPA.

**LEVEL 2: College Credit Certificate: Child Development Early Intervention**
The Child Development Early Intervention Certificate includes the nine credits transferred from the Early Childhood Education vocational certificate plus the 27 child development credits necessary to complete this certificate. All courses in this certificate will transfer into the Early Childhood Education A.S. degree.

**LEVEL 3: Associate in Science Degree: Early Childhood Education**
The A.S. degree Early Childhood Education includes the courses from Levels 1 and 2. Students must then complete the general education courses and support courses required for the A.S. degree in Early Childhood Education.
Facials Specialty

**Postsecondary Adult Vocational Certificate – Code: FACE**

This certificate program is designed to prepare students for employment as a facial specialist. They may work in beauty salons, day spas, dermatologists' offices, plastic surgeons' offices, major cosmetic companies, and theme parks as make-up specialists. Classroom and clinical instruction prepares the student to function as an esthetician in varied settings and roles.

Admission to the Facials Specialty program is limited. Admission requirements are listed in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7549 for more information.

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSP 0300 Facial Specialty - Theory</td>
<td>3</td>
</tr>
<tr>
<td>CSPL 0300 Applied Techniques - Facial Specialty</td>
<td>6</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 9**
**TOTAL CLOCK HOURS: 260**

Note: A grade of “C” or above is necessary in each major course for progression and graduation.

Fire Fighter II

**Postsecondary Adult Vocational Certificate – Code: FRII**

This certificate program prepares students for safe, dependable, and prompt performance of a firefighter's tasks during emergencies and in the fire station. Students learn the tasks, duties, and responsibilities of fire fighting. Those who successfully complete the course and Bureau of Fire Standards and Training (BFST) testing receive state certification. Florida Statutes require this certification for employment in the fire service. High School diploma or GED required.

The first module concerns those subjects addressed in the NFPA 1001 Professional Qualifications Standard for Fire Fighter I. The second module addresses those subject areas in NFPA 1001 for Fire Fighter II. To be eligible for enrollment, students must meet all state and BCC requirements which include but are not limited to:

- State medical exam
- Clear record of misdemeanors and felonies
- Be of good moral character
- BCC physical agility test

Admission to the Fire Training Academy program is limited. Admission requirements are in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7549 or visit the Health Sciences web site at www.brevardcc.edu for more information.

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJK 0005 Introduction and Law</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0010 Human Issues</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0015 Communications</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0060 Law Enforcement Patrol</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0070 Investigations</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0075 Investigating Offenses</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0080 Traffic Stops</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0085 Traffic Crash Investigations</td>
<td>1</td>
</tr>
<tr>
<td>CJK 0090 Tactical Applications</td>
<td>2</td>
</tr>
<tr>
<td>CJK 0095 Criminal Justice Special Topics</td>
<td>1</td>
</tr>
<tr>
<td>CJKC 0020 CMS Vehicle Operations</td>
<td>1</td>
</tr>
<tr>
<td>CJKC 0031 First Aid for Criminal Justice Officers</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0040 CMS Criminal Justice Firearms</td>
<td>3</td>
</tr>
<tr>
<td>CJKC 0050 CMS Criminal Justice Defensive Tactics</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS: 26**
**TOTAL CLOCK HOURS: 760**

Bridge Courses

- Be of good moral character
- Must have not been convicted of any felony or misdemeanor involving personal injury, false statements, or domestic violence
- Complete physical assessment evaluation
- Pass a physical examination and drug screening
- Satisfy the requirements of a criminal history background check
- Never have received a dishonorable discharge from the U.S. Armed Forces

**TOTAL CREDIT HOURS: 26**
**TOTAL CLOCK HOURS: 760**

Law Enforcement Officer CMS

**Postsecondary Adult Vocational Certificate – Code: LAWB**

This certificate program provides minimum standards education for law enforcement officers as required by the Criminal Justice Standards and Training Commission, Florida Department of Law Enforcement. This program prepares the student to sit for the State Examination by the Florida Department of Law Enforcement. Individuals must be at least 19 years of age to sit for the State Examination.

For applications and program inquiries, contact the Criminal Justice Center at (321) 433-5636. All Academy training is conducted at either the Melbourne or Titusville campus.

**Entrance Requirements:**

1. Successful completion of Police Testing Program
2. High school graduate or equivalent
4. Must not have been convicted of any felony or misdemeanor involving personal injury, false statements, or domestic violence
5. Complete physical assessment evaluation
6. Pass a physical examination and drug screening
7. Be of good moral character
8. Satisfy the requirements of a criminal history background check
9. Never have received a dishonorable discharge from the U.S. Armed Forces

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0731 Law Enforcement Patrol</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0732 Law Enforcement Traffic</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0734 Law Enforcement Investigations</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0796 Correctional Probation Legal</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0797 Correctional Probation Bridge to Law Enforcement</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0020 CMS Vehicle Operations</td>
<td>1</td>
</tr>
<tr>
<td>CJKC 0040 CMS Criminal Justice Firearms</td>
<td>3</td>
</tr>
</tbody>
</table>

**Credits Needed: 14**
**Total Clock Hours: 412**

**Corrections Officer Bridge to Law Enforcement**

This program provides minimum standards training for Certified Corrections Officers who wish to become dual certifiable or a Law Enforcement Officer. (Must pass basic abilities test for Law Enforcement)

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0730 Criminal Justice Legal</td>
<td>1</td>
</tr>
<tr>
<td>CJD 0731 Law Enforcement Patrol</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0732 Law Enforcement Traffic</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0734 Law Enforcement Investigations</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0796 Correctional Probation Legal</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0797 Correctional Probation Bridge to Law Enforcement</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0020 CMS Vehicle Operations</td>
<td>1</td>
</tr>
<tr>
<td>CJKC 0040 CMS Criminal Justice Firearms</td>
<td>3</td>
</tr>
</tbody>
</table>

**Credits Needed: 14**
**Total Clock Hours: 412**

**Correctional Probation Bridge to Law Enforcement**

This program provides minimum standards training for Certified Probation Officers who wish to become dual certifiable or a Law Enforcement Officer. (Must pass basic abilities test for Law Enforcement)

<table>
<thead>
<tr>
<th>MAJOR COURSES</th>
<th>Credits Needed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0731 Law Enforcement Patrol</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0732 Law Enforcement Traffic</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0734 Law Enforcement Investigations</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0796 Correctional Probation Legal</td>
<td>2</td>
</tr>
<tr>
<td>CJD 0797 Correctional Probation Bridge to Law Enforcement</td>
<td>2</td>
</tr>
<tr>
<td>CJKC 0020 CMS Vehicle Operations</td>
<td>1</td>
</tr>
<tr>
<td>CJKC 0040 CMS Criminal Justice Firearms</td>
<td>3</td>
</tr>
</tbody>
</table>

**Credits Needed: 14**
**Total Clock Hours: 412**
Medical Assistant
(Medical Assisting)
Postsecondary Adult Vocational Certificate – Code: MEDA
A Medical Assistant works under the direct supervision of a licensed physician and is a highly skilled, unique, and versatile part of the health care delivery team. This certificate program prepares students as significant members of the health care team with the specific roles of physical management and maintenance of the office, to treatment and examination of patients, and assisting the physician. Classroom theory and clinical practice prepares the student for capabilities that range from general front office transcription, managerial and supervisory functions. Clinical performance includes non-intravenous injections, phlebotomy, diagnostic testing, surgical technique and assisting, pharmaceutical principles, and administration of medication. Specialty areas are medical law and ethics, coding and billing, radiology, and EKG.

Upon completion of the program, students receive a certificate in Introduction to Electrocardiography, CPR, AIDS, Phlebotomy, Injections, and the Post Secondary Adult Vocational Certificate in Medical Assisting.

During the course work students are prepared to apply and sit for the National AAMA Certification test which recognizes the Certified Medical Assistant profession.

The Medical Assistant program is an open-entry program. Admission requirements for the program are in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCC 1084</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care</td>
<td>3</td>
</tr>
<tr>
<td>HSC 1531</td>
<td>Medical Terminology</td>
<td>2</td>
</tr>
<tr>
<td>MEA 0801</td>
<td>Medical Assistant Externship</td>
<td>10</td>
</tr>
<tr>
<td>MEAC 0200</td>
<td>Clinical Competencies</td>
<td>8</td>
</tr>
<tr>
<td>MEAC 0322</td>
<td>Administrative Competencies/Coding</td>
<td>8</td>
</tr>
<tr>
<td>MLTL 0009</td>
<td>General Laboratory Practices for Medical Assistants</td>
<td>3</td>
</tr>
<tr>
<td>MLTL 0009</td>
<td>General Laboratory Practices Lab for Medical Assistants</td>
<td>1</td>
</tr>
<tr>
<td>OST 1611</td>
<td>Medical Machine Transcription</td>
<td>3</td>
</tr>
<tr>
<td>RTE 0096</td>
<td>Basic X-Ray Machine Operator</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 47
**TOTAL CLOCK HOURS:** 1300

Note: A grade of “C” or higher is necessary in each major course for progression and graduation.

Medical Secretary
(Medical Administrative Specialist)
Postsecondary Adult Vocational Certificate – Code: MSEC
This certificate program prepares students for the medical environment. Students who complete the program will receive a vocational certificate and will be proficient in the skills normally used in medical offices or hospitals. Secretarial courses, medical terminology, medical transcription, and medical office procedures should qualify an individual for an entry-level position.

This is an open-entry program, and most courses are individualized so students can progress at their own pace.

**Entrance Recommendations:**
1. Basic skill in math
2. Finger dexterity
3. General aptitude for office work
4. High school reading ability

**MAJOR COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 0030</td>
<td>Business English and Communications</td>
<td>3</td>
</tr>
<tr>
<td>HSC 0530</td>
<td>Medical Terminology for the Front Office</td>
<td>3</td>
</tr>
<tr>
<td>MTB 0102</td>
<td>Mathematics for Business</td>
<td>2</td>
</tr>
<tr>
<td>OCA 0701</td>
<td>Introduction to Windows</td>
<td>1</td>
</tr>
<tr>
<td>OCA 0802</td>
<td>Introduction to Basic Internet/E-mail</td>
<td>1</td>
</tr>
<tr>
<td>OTA 0013</td>
<td>Customer Relations</td>
<td>2</td>
</tr>
<tr>
<td>OTA 0602</td>
<td>Medical Insurance</td>
<td>3</td>
</tr>
<tr>
<td>OTA 0612</td>
<td>Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>OCA 0311</td>
<td>Introduction to Word Processing and Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>OTA 0103</td>
<td>Keyboarding and Document Processing</td>
<td>3</td>
</tr>
<tr>
<td>OTA 0105</td>
<td>Keyboarding and Document Processing</td>
<td>3</td>
</tr>
<tr>
<td>OTA 0421</td>
<td>Business Office Procedures</td>
<td>2</td>
</tr>
<tr>
<td>OTA 0484</td>
<td>Medical Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OTA 0942</td>
<td>Vocational Internship</td>
<td>1</td>
</tr>
<tr>
<td>OTA 0949</td>
<td>Co-op Work Experience</td>
<td></td>
</tr>
</tbody>
</table>

**ADDITIONAL RECOMMENDED COURSES**

These courses are not required but may be beneficial towards job placement.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care</td>
<td>3</td>
</tr>
<tr>
<td>OCA 0401</td>
<td>Introduction to Spreadsheets</td>
<td>1</td>
</tr>
<tr>
<td>OCA 0461</td>
<td>Introduction to Databases</td>
<td>1</td>
</tr>
</tbody>
</table>

Gradsuates of the Medical Secretary Certificate program will have demonstrated the competencies and may be awarded 12 credits toward the AS Degree program in Office Administration.

The procedure for obtaining these credits will be in accordance with the following guidelines:
- Complete all graduation requirements for the P.S.A.V. program and apply for graduation
- Enroll in the A.S. degree in Office Administration and complete all admissions requirements for the program within three years of graduation from the P.S.A.V. program
- Complete 12 credits of applicable to the A.S. degree with a grade of “C” or higher

Following completion of the above, the student must petition the Registrar to have the competency-based credits placed on their permanent record. The student will be awarded the grade of “S” for those courses; this grade will not affect the GPA.

Credit will be awarded for the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OST 1100</td>
<td>Beginning Computer Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>OST 1110</td>
<td>Intermediate Computer Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>OST 1611</td>
<td>Medical Machine Transcription</td>
<td>3</td>
</tr>
<tr>
<td>OST 1711</td>
<td>Word Processing</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDIT HOURS:** 33
**TOTAL CLOCK HOURS:** 1050
Nails Specialty
Postsecondary Adult Vocational Certificate – Code: NAIL
This program prepares the student for successful completion of the manicuring/pedicuring/nail extension requirements set by the State Board of Cosmetology to obtain a Nails Specialty certification. Admission to the program is limited and requires a special application. An individual wishing to enroll in the program should complete the special Nails Specialty application and forward it to the Allied Health Division at least 30 days in advance of expected registration. Applications are available at the Cocoa Campus Health Sciences Campus, Building 20, Room 232 and the Cosmetology Department Office, Building 20, Room 124.

BCC offers this program in January, May, and August of each year.

MAJOR COURSES Credits Needed: 8
CSP 0001 Nail Technology ........................................ 2
CSPL 0010 Applied Nail Technology ......................... 6

TOTAL CREDIT HOURS: 8
TOTAL CLOCK HOURS: 240

Note: A grade of “C” or above is necessary in each major course for progression and graduation.

Patient Care Technician
Postsecondary Adult Vocational Certificate – Code: PTCT
This certificate program is designed to prepare students for employment as Patient Care Technicians (advanced cross-trained nursing assistants), Nursing Assistants, Home Health Aides, Patient Care Assistants, Electrocardiographic Aides, Health Sciences Assistants, and Phlebotomists. It also offers supplemental training for persons previously or currently employed in any of these occupations who have the prerequisite course work. Classroom and clinical instruction prepare the student to function as a member of the health care team in varied settings and roles. Upon completion of the program, the student will receive a Postsecondary Adult Vocational Certificate in Patient Care Technician. Certificates for Nursing Assistant, Home Health Aide, Patient Care Assistant, Electrocardiography, HIV/AIDS, CPR, and Phlebotomy will be given upon completion of these modules. During course work, the student is prepared for the Florida Nursing Assistant Certification Exam and is eligible to take the Phlebotomy National Certification Exam.

Admission to the Patient Care Technician program is limited. Admission requirements are listed in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

MAJOR COURSES Credits Needed: 20
EMS 1525 Introduction to Electrocardiography ........... 2
HCP 0001 Fundamentals of Health Careers .......... 3
HCP 0120 Nursing Assistant ................................. 3
HCP 0310 Home Health Aide ............................ 1
HCP 0620 Patient Care Assistant ...................... 3
HCP 0920 Patient Care Technician ....................... 1
MLT 0047 Phlebotomy ..................................... 2
MLTL 0048 Phlebotomy Clinical Rotation ............... 1

TOTAL CREDIT HOURS: 20
TOTAL CLOCK HOURS: 600

Note: A grade of “C” or above is necessary in each major course for progression and graduation.

Phlebotomy
Postsecondary Adult Vocational Certificate – Code: PHLB
This certificate is a 16-week program. An 8-week mini-semester course is taught on campus and is followed by an 8-week supervised hospital experience consisting of 105 hours. Upon completion of the program, students are eligible to take a national certification exam.

Admission to the Phlebotomy program is limited. Admission requirements are in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

MAJOR COURSES Credits Needed: 5
MLT 0047 Phlebotomy ......................................... 1
MLTL 0047 Phlebotomy Laboratory ....................... 1
MLTL 0048 Phlebotomy Clinical Rotation ............... 3

TOTAL CREDIT HOURS: 5
TOTAL CLOCK HOURS: 165

Note: A grade of “C” or above is necessary in each major course for progression and graduation.

Practical Nursing
Postsecondary Adult Vocational Certificate – Code: LPNS
This certificate program prepares the student to become eligible for licensure as a practical nurse. Employment opportunities are available in long-term care facilities, hospitals, doctors’ offices, and health maintenance organizations. Upon completion of the basic fundamentals of nursing course, the student is eligible to seek certification as a nursing assistant. Upon successful completion of the program, the student may make application to take the State Board of Nursing Examination for Practical Nurses NCLEX-PN.

Admission to the Practical Nursing program is limited. Admission requirements are listed in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

MAJOR COURSES Credits Needed: 45
PRN 0012 Vocational Adjustments .......................... 1
PRN 0020 Human Growth and Development .............. 1
PRN 0030 Pharmacology 1 .................................... 1
PRN 0040 Personal Family and Community Health ...... 1
PRN 0070 Principles of Nutrition .......................... 1
PRN 0080 Body Structure and Functions ................. 1
PRN 0100 Maternal and Newborn Nursing ............... 1
PRN 0110 Pediatric Nursing .................................. 1
PRN 0200 Introduction to Medical Surgical Nursing ...... 1
PRN 0201 Medical-Surgical Nursing 1 ..................... 1
PRN 0202 Medical-Surgical Nursing 2 ................. 1
PRN 0203 Medical-Surgical Nursing 3 ................... 1
PRN 0400 Mental Health ..................................... 1
PRN 0500 Geriatric Nursing ............................... 1
PRN 0933 Comprehensive Seminar ..................... 1
PRNC 0001 Basic Fundamentals of Nursing Theory, Laboratory and Clinical ...................................... 5
PRNC 0003 Advanced Fundamentals of Nursing Theory, Laboratory and Clinical ................................ 3
PRNL 0301 Medical-Surgical Nursing 1 Clinical ............ 4
PRNL 0302 Medical-Surgical Nursing 2 Clinical ........... 4
PRNL 0303 Medical-Surgical Nursing 3 Clinical .......... 12

TOTAL CREDIT HOURS: 45
TOTAL CLOCK HOURS: 1350

Note: A grade of “C” or above is necessary in each major course for progression and graduation.
Public Safety Telecommunication
Postsecondary Adult Vocational Certificate – Code: PSTC
The purpose of this program is to prepare students for employment as police, fire, and ambulance dispatchers. Content includes, but is not limited to, standard telecommunication operating procedures, relationship to field personnel, understanding of command levels, and overview of emergency agencies.

MAJOR COURSES Credits Needed: 7
CJD 0520 Public Safety Telecommunicator 7

TOTAL CREDIT HOURS: 7
TOTAL CLOCK HOURS: 208

Surgical Technology
Postsecondary Adult Vocational Certificate – Code: SURG
The Surgical Technologist works with the surgeon, anesthesiologist or anesthetist, and professional registered nurse as a member of the direct patient care team during surgery. The surgical technologist assists by preparing and handling supplies and equipment to maintain a safe and therapeutic environment for the patient through specific techniques and practices designed to exclude all pathogenic microorganisms from the operative wound. High School diploma or GED required.

Upon successful completion of the Surgical Technology program, the student is qualified to make application to the National Certification Examination for Surgical Technologists.

Admission to the Surgical Technology program is limited. Admission requirements for the program are listed in the program application packet available at the Cocoa Health Sciences Campus, Building 20, Room 232. Interested students should call (321) 433-7575 or visit the Health Sciences web site at www.brevardcc.edu for more information.

MAJOR COURSES Credits Needed: 48
BSCC 1084 Survey of Human Anatomy and Physiology 4
HSC 1000 Introduction to Health Care 3
HSC 1531 Medical Terminology 2
STS 0003 Introduction to Surgical Technology 7
STS 0120 Surgical Technology 1 3
STS 0121 Surgical Technology 2 1
STS 0179 Technology in the Operating Room 1
STSC 0155 Surgical Techniques and Procedures Laboratory 8
STSL 0255 Surgical Procedures Clinical 1 11
STSL 0256 Surgical Procedures Clinical 2 4
STSL 0257 Surgical Procedures Clinical 4

TOTAL CREDIT HOURS: 48
TOTAL CLOCK HOURS: 1330

Welding (Applied Welding Technologies)
Postsecondary Adult Vocational Certificate – Code: WELD
This certificate program provides the theory and practical experience necessary in developing a basic foundation in the skill of welding. The successful completion of this program enables the student to enter the welding trade at the entry-level.

Job opportunities are unlimited for persons willing to apply themselves and learn the welding trade. Welding is a highly skilled and high paying trade that requires training and determination. The BCC Welding program is designed to train students to become certified welders.

MAJOR COURSES Credits Needed: 31
PMT 0101 Welding Symbols and Blueprints 2
PMT 0121 Shielded Metal-Arc Welding Principles 1 1
PMT 0122 Shielded Metal-Arc Welding Principles 2 1
PMT 0134 Gas Metal-Arc Welding Principles 1
PMT 0949 Co-op Work Experience 1
PMTC 0104 Fundamentals of Metallurgy 1
PMTC 0105 Fundamentals of Metallurgy 2
PMTC 0111 Oxygen/Fuel Gas Principles 1
PMTC 0131 Gas Tungsten-Arc Welding 5
PMTC 0153 Plasma Arc Skills 1
PMTL 0121 Shielded Metal-Arc Welding 1 Laboratory 6
PMTL 0122 Shielded Metal-Arc Welding 2 Laboratory 6
PMTL 0134 Gas Metal-Arc Welding Laboratory 3
SLS 0341 Employability Skills and Entrepreneurship 1

ADDITIONAL RECOMMENDED COURSES
These courses are not required to complete the certificate program.
PMTL 0157 Specialized Welding Processes 1 2
PMTL 0158 Specialized Welding Processes 2 2

TOTAL CREDIT HOURS: 31
TOTAL CLOCK HOURS: 1170
## Follow-up Report 2003-2004


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<td>1</td>
<td>100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welding</td>
<td>63</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>100</td>
<td></td>
<td></td>
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</table>

**VOCATIONAL PROGRAMS**

<table>
<thead>
<tr>
<th>Total ENROLL</th>
<th>Total COMP</th>
<th>Total In Pool</th>
<th>Total Employed In Field</th>
<th>Total Active Military</th>
<th>Total Continuing Education</th>
<th>Total PLACED</th>
</tr>
</thead>
<tbody>
<tr>
<td>5499</td>
<td>1118</td>
<td>723</td>
<td>512</td>
<td>2</td>
<td>266</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

**ASSOCIATE IN ARTS**

<table>
<thead>
<tr>
<th>Total ENROLL</th>
<th>Total COMP</th>
<th>Total In Pool</th>
<th>Total Employed In Field</th>
<th>Total Active Military</th>
<th>Total Continuing Education</th>
<th>Total PLACED</th>
</tr>
</thead>
<tbody>
<tr>
<td>10825</td>
<td>1440</td>
<td>1238</td>
<td>993</td>
<td>80.21%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: AA program placement figures only include those students who are continuing their education.

updated November 17, 2004, CEC
Courses in this catalog are identified by prefixes and numbers that were assigned by Florida's Statewide Course Numbering System. This numbering system is used by all public postsecondary institutions in Florida and thirty-two participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the Statewide Course Numbering System (SCNS). The list of course prefixes and numbers, along with their generic titles, is referred to as the “SCNS taxonomy.” Descriptions of the content of courses are referred to as “course equivalency profiles.”

### Example of Course Identifier

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Level Code</th>
<th>Century Digit</th>
<th>Decade Digit</th>
<th>Unit Digit</th>
<th>Lab Code</th>
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<tbody>
<tr>
<td>SYG</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

### General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions. (Exceptions are listed below.)

For example, a survey course in social problems is offered by 31 different postsecondary institutions. Each institution uses “SYG_010” to identify its social problems course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, “SYG” means “Sociology, General,” the century digit “0” represents “Entry-level General Sociology,” the decade digit “1” represents “Survey Course,” and the unit digit “0” represents “Social Problems.”

In science and other areas, a “C” or “L” after the course number is known as a lab indicator. The “C” represents a combined lecture and laboratory course that meets in the same place at the same time. The “L” represents a laboratory course or the laboratory part of a course, having the same prefix and course number without a lab indicator, which meets at a different time or place.

Transfer of any successfully completed course from one institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, SYG 1010 is offered at a community college. The same course is offered at a state university as SYG 2010. A student who has successfully completed SYG 1010 at the community college is guaranteed to receive transfer credit for SYG 2010 at the state university if the student transfers. The student cannot be required to take SYG 2010 again since SYG 1010 is equivalent to SYG 2010. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed which have not been designated as equivalent.

### The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or sub-category of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

### Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating non-public postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or non-public control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

### Exceptions to the General Rule for Equivalency

The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution:

- A. Courses in the 900-999 series (e.g., ART 2905)
- B. Internships, practical, clinical experiences and study abroad courses
- C. Performance or studio courses in Art, Dance, Theater and Music
- D. Skills courses in Criminal Justice
- E. Graduate courses
- F. Courses not offered by the receiving institution

College preparatory and vocational preparatory course may not be used to meet degree requirements and are not transferable.

### Transfer Courses for non-public Institutions Participating in the Statewide Course Numbering System

Several non-public institutions have chosen to participate in the Statewide Course Numbering System in accordance with Chapter 1007.24(6), Florida Statutes, and as such, have submitted courses for number assignment. Florida Statute 1007.24(7) defines the transfer process for these institutions and requires that “faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution.” The staff of the Statewide Course Numbering System have reviewed transcripts for faculty teaching courses and have determined which courses are taught by faculty possessing comparable credentials. They have provided State universities and community colleges a list of eligible schools and courses, and identified the transfer practice the institutions are to use when evaluating transcripts. Courses are identified as credentialed for AA and academic transfer; credentialed for AS transfer only; or not guaranteed for transfer and the effective date the courses was credentialed.

Questions about the Statewide Course Numbering System and appeals regarding course credit transfer decisions should be directed to the Office of the Registrar, (321) 433-7272 or the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the Statewide Course Numbering System office at (850) 245-0427 or SunCom 205-0427.
Courses are listed alphabetically by prefix. Course clock hours per week are indicated in parentheses if they vary from credit hours.

All courses below 1000 are Vocational Credit courses. Courses above 1000 are College Credit courses.

To locate courses in a given subject, consult the prefix directory.

### DIRECTORY OF COURSE NUMBER PREFIXES (ALPHABETICAL)

<table>
<thead>
<tr>
<th>PREFIX TITLE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG</td>
<td>Accounting – General</td>
</tr>
<tr>
<td>ACO</td>
<td>Accounting – Occupational/Technical</td>
</tr>
<tr>
<td>ACR</td>
<td>HVACR – Technical/Trades</td>
</tr>
<tr>
<td>ADV</td>
<td>Advertising</td>
</tr>
<tr>
<td>AER</td>
<td>Automotive Mechanics</td>
</tr>
<tr>
<td>AFR</td>
<td>Aerospace Studies</td>
</tr>
<tr>
<td>AMH</td>
<td>American History</td>
</tr>
<tr>
<td>AML</td>
<td>American Literature</td>
</tr>
<tr>
<td>ANT</td>
<td>Anthropology</td>
</tr>
<tr>
<td>APA</td>
<td>Accounting – Applied</td>
</tr>
<tr>
<td>ARE</td>
<td>Art Education</td>
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<tr>
<td>ARH</td>
<td>Art History</td>
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<tr>
<td>ART</td>
<td>Art</td>
</tr>
<tr>
<td>AST</td>
<td>Astronomy</td>
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<tr>
<td>ATE</td>
<td>Animal Science Technology</td>
</tr>
<tr>
<td>BOT</td>
<td>Botany</td>
</tr>
<tr>
<td>BSC</td>
<td>Biological Science</td>
</tr>
<tr>
<td>BTE</td>
<td>Business Teacher Education</td>
</tr>
<tr>
<td>BUL</td>
<td>Business Law</td>
</tr>
<tr>
<td>CCJ</td>
<td>Criminology and Criminal Justice</td>
</tr>
<tr>
<td>CDA</td>
<td>Computer Design/Architecture</td>
</tr>
<tr>
<td>CEN</td>
<td>Computer Software Engineering</td>
</tr>
<tr>
<td>CET</td>
<td>Computer Engineering Technology</td>
</tr>
<tr>
<td>CGS</td>
<td>Computers General Studies</td>
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<tr>
<td>CHD</td>
<td>Child Development</td>
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<td>CHI</td>
<td>Chinese</td>
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<tr>
<td>CHM</td>
<td>Chemistry</td>
</tr>
<tr>
<td>CIS</td>
<td>Computer Science and Information Systems</td>
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<td>CJC</td>
<td>Corrections</td>
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<td>CJD</td>
<td>Criminal Justice Development</td>
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<td>CJE</td>
<td>Law Enforcement</td>
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<tr>
<td>CJJ</td>
<td>Juvenile Justice</td>
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<td>CJK</td>
<td>Criminal Justice Basic Training</td>
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<tr>
<td>CJL</td>
<td>Law and Process</td>
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<td>CJT</td>
<td>Criminal Justice Technologies</td>
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<td>CLP</td>
<td>Clinical Psychology</td>
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<td>COA</td>
<td>Consumer Affairs</td>
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<td>COP</td>
<td>Computer Programming</td>
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<td>Cosmetology</td>
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<td>Creative Writing</td>
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<tr>
<td>CSP</td>
<td>Cosmetology – Specialized</td>
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<tr>
<td>CTS</td>
<td>Computer Technology and Skills</td>
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<tr>
<td>DAA</td>
<td>Dance, Emphasis on Activity</td>
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<td>DEA</td>
<td>Dental Assisting</td>
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<td>DEH</td>
<td>Dental Hygiene</td>
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<td>DEP</td>
<td>Dental Support</td>
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<tr>
<td>DES</td>
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<tr>
<td>DSC</td>
<td>Domestic Security</td>
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<tr>
<td>EAP</td>
<td>English as a Second Language</td>
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<td>ECS</td>
<td>Economic Systems and Development</td>
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<tr>
<td>EDF</td>
<td>Education: Foundation/Policy Studies</td>
</tr>
<tr>
<td>EDG</td>
<td>Education: General</td>
</tr>
<tr>
<td>EDP</td>
<td>Educational Psychology</td>
</tr>
<tr>
<td>EEC</td>
<td>Education: Early Childhood</td>
</tr>
<tr>
<td>EET</td>
<td>Electronic Engineering Technology</td>
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<tr>
<td>EEX</td>
<td>Education: Exceptional Child-Core Competencies</td>
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<tr>
<td>EGN</td>
<td>Engineering: General</td>
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<tr>
<td>EME</td>
<td>Education: Technology and Media</td>
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<td>Emergency Medical Services</td>
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<td>ENC</td>
<td>English Composition</td>
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<td>English Literature</td>
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<td>ETD</td>
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<tr>
<td>ETI</td>
<td>Engineering Technology: Industrial</td>
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<tr>
<td>ETM</td>
<td>Engineering Technology: Mechanical</td>
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<td>EUH</td>
<td>European History</td>
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<td>Film</td>
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<td>FIN</td>
<td>Finance</td>
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DIRECTORY OF COURSE NUMBER PREFIXES (ALPHABETICAL) - continued

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<td>Graphic Arts</td>
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<td>HCP</td>
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<td>HEV</td>
<td>Home Economics – Vocational</td>
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<td>HFT</td>
<td>Hospitality Management</td>
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<td>HIM</td>
<td>Health Information Management</td>
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<td>Mass Media Communication</td>
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<td>Mathematics: Technical and Business</td>
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<td>MTG</td>
<td>Mathematics: Topology and Geometry</td>
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<td>Music: Conducting</td>
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<td>MUL</td>
<td>Music Literature</td>
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<td>MUM</td>
<td>Music: Commercial/Management/Administration</td>
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<td>Music Ensembles</td>
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<td>MUO</td>
<td>Music: Opera/Musical Theatre</td>
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<td>MUS</td>
<td>Music</td>
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<td>Music: Theory</td>
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<td>Applied Music: Brasses</td>
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<td>MVK</td>
<td>Applied Music: Keyboard</td>
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<td>MVP</td>
<td>Applied Music: Percussion</td>
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<tr>
<td>MVS</td>
<td>Applied Music: Strings</td>
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<tr>
<td>MVV</td>
<td>Applied Music: Voice</td>
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<td>MVW</td>
<td>Applied Music: Woodwinds</td>
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<td>General Oceanography</td>
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<td>OST</td>
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<td>OTA</td>
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<td>PEM</td>
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<td>PET</td>
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<td>Physics</td>
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<td>PL A</td>
<td>Paralegal/Legal Assistant/Legal Administration</td>
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<td>Political Science</td>
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<td>Practical Nursing</td>
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<td>Religion</td>
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<td>RTE</td>
<td>Radiologic Technology</td>
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<td>RTV</td>
<td>Radio – Television</td>
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<td>RUS</td>
<td>Russian Language</td>
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<td>Russian Literature in Transition</td>
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<td>SCE</td>
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<td>SOW</td>
<td>Social Work</td>
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<td>SPA</td>
<td>Speech Pathology and Audiology</td>
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<td>Speech Communication</td>
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<tr>
<td>SPN</td>
<td>Spanish Language</td>
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<td>SPW</td>
<td>Spanish Literature (Writings)</td>
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<td>STA</td>
<td>Statistics</td>
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<td>Surgical Technology Studies</td>
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<td>TPA</td>
<td>Theatre Production and Administration</td>
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<td>TPP</td>
<td>Theatre Performance and Performance Training</td>
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<tr>
<td>ZOO</td>
<td>Zoology</td>
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ACG 2021 Credits: 3
Financial Accounting
Financial accounting for service and merchandising enterprises organized as sole proprietorships, partnerships, and corporations. Emphasis on: the accounting cycle, financial statements, receivables and payables, inventory costing, depreciation and disposal of plant assets, corporate stock and bond issues.

ACG 2071 Credits: 3
Managerial Accounting 1
Prerequisite: ACG 2021. Accounting as it applies to managerial theory and practice; cost accounting concepts and relationships; forecasting and budgeting; business information requirements.

ACG 2100 Credits: 3
Intermediate Accounting 1
Prerequisite: ACG 2021. A review of the accounting cycle and advanced work in the areas of preparing and analyzing financial reports and doing case studies. A three-week internship in a small business or accounting firm is included for practical experience in the accounting field and to gain experience in state tax processes.

ACG 2450 Credits: 3
Accounting Information Systems
Prerequisites: ACG 2021, CGS 2100. The accounting applications of electronic data processing, including the preparation, interpretation, and use of computer information in financial decision making.

ACG 2500 Credits: 3
Government Accounting
Prerequisite: ACG 2071. Accounting theory as applied to municipal and government problems with emphasis on budgeting, encumbrances, funds, and bond issues.

ACO 0002 Credits: 3
Accounting 1/10-Key
Introduction to accrual accounting system emphasizing balance sheet approach and accounting cycle, including journals, ledgers, worksheets, payroll and reports of a service business, and merchandising enterprise.

ACR 0060 Credits: 3
Residential Load Calculations
The study of heat and heat flow, calculate the gain and loss, duct fabrication and sizing, register selection and installation for residential application. Lab Fee.

ACR 0061 Credits: 3
Psychometrics Calculations
Element of air and related properties necessary to solve air flow and air mixture problems, to include the basic formulas for calculations of heat and gain computations static flow. Lab Fee.

ACR 0106 Credits: 3
Electricity for HVAC Single Phase
Introduction to electron theory, Ohm’s law and its application, how electricity is produced, transmitted to load services and HVAC industry applications. Lab Fee.

ACR 0107 Credits: 3
Electrical CIRCUITRY for HVAC - Single Phase
Introduces HVAC wiring diagrams and schematics on air conditioning systems, refrigeration and heating devices, to include the use of electrical test equipment. Lab Fee.

ACR 0122 Credits: 3
Refrigeration and Air Conditioning Components
Introduction to the major components of air conditioning and refrigeration, to include compressors, compression cycle accessories, the component functions and operational performance. Lab Fee.

ACR 0602 Credits: 3
Heat Pump Technology
Introduces heat pump concepts and fundamentals of operation, service and startup procedures, to include heat pump theory and operation from inception to present technology. Lab Fee.

ACR 0608 Credits: 3
Residential Heating Systems
Introduces the fundamentals of heating, to include fossil fuels, electrical strips and heat pumps. This further introduces associated air distribution, methods of service, installation, maintenance and safety. Lab Fee.

ACR 0701 Credits: 3
HVAC Troubleshooting and Repair Residential
Develops skills in utilizing test equipment, instruction manuals and tools necessary to determining the nature of the problem. Lab Fee.

ACR 0704 Credits: 3
Introduction to Refrigeration/Air Conditioning
Introduces the basic thermodynamics, fundamentals of refrigeration and air conditioning, including the history, principles of heat, pressures, refrigerants, and system identification. Lab Fee.

ACR 0705 Credits: 3
Mechanical Systems
Study of internal chemistry and of the refrigeration system, refrigerants, oil, contaminants, dehydration and compressor burnouts in detail. Lab Fee.

ACR 0948 Credits: 1
Co-op Work Experience 1
Prerequisite: Completion of 2 courses in major field. Introduces student to the basic principles in their field of study at the entry level and to provides an opportunity to develop appropriate work attitudes and skills needed for successful employment. Establishes an effective partnership between the student and the employer.

ACR 0185 Credits: 1
EPA Regulations for HVAC
A preparatory course for the EPA Certification Standards Test required by section 608 of the 1990 Clean Air Act (approved and implemented September 1993).

ADV 1000 Credits: 3
Advertising
A survey of product (service) promotion with emphasis on systematic planning of a complete campaign consisting of communication goals, positioning, media strategy and cost efficiency, and post evaluative testing.

ADV 2948 Credits: 1
Service-Learning Field Studies 1
Course gives student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.
Courses

AERC 0501 Credits: 4
Engine Performance 1
Prerequisites: AERC 0010 and AERC 0310.
A theoretical and practical application course of study that focuses on the automotive fuel, ignition and emission control systems. Major topics to include engine operation, solid state ignition, electronic fuel injection and the use of comprehensive engine systems tests to isolate and repair common engine performance and emission system malfunctions. Lab Fee.

AERC 0502 Credits: 6
Engine Performance 2
Prerequisites: AERC 0110 and AERC 0310.
An advanced course in the theory of electronic engine control, component identification and diagnostic methods for the service and repair of engine performance problems. Students will acquire hands-on experience in the use of modern diagnostic tools, to include: scan tools, exhaust gas analyzers, digital storage oscilloscopes and chassis dynamometers. Lab Fee.

AERC 0610 Credits: 4
Air Conditioning and Heating Systems
Prerequisites: AERC 0010 and AERC 0310.
A study of the theory of air conditioning and heating system operation including Title IV of the Clean Air Act. Students will receive “hands-on” instruction in industry accepted practices for recovery and recycling of refrigerants, service, repair, testing, and diagnosis of automotive air conditioning systems using state of the art tools and equipment. Lab Fee.

AFR 1100 Credits: 3
Introduction to the Aerospace Workplace
Prerequisite: AFR 1250 This course covers aerospace industry terminology and acronyms as well as hands-on activities related to tools, procedures, and standard practices. Also covered are inspection procedures, workplace rules and regulations, safety procedures, good housekeeping practices, and lessons learned. Lab Fee.

AFR 1250 Credits: 1
Evolution of the Aerospace Industry
This course provides an overview of the major elements of national and international aerospace programs. The topics covered include aerospace history, propulsion and orbital science basics, regulatory issues, planetary exploration, launch activities and commercialization efforts.

AFR 1251 Credits: 1
Aerospace Technician Profession
This course provides an overview of the aerospace profession with a review of the primary technical (core) areas of: applied mechanics, basic electricity, materials and processes, aerospace safety, and test measurement in preparation to pass the SpaceTEC "Core" examination and be certified. Lab Fee.

AFR 1252 Credits: 1
Spaceport Operations and Maintenance
This course provides an overview of the aerospace profession with a review of the additional technical (concentration) areas of: aerospace systems, aerospace materials and processes, fluid systems, electronic fabrication and fiber optics, and technical task analysis in preparation to pass the SpaceTEC "Aerospace Processing" examination and be certified. Lab Fee.

AERC 1253 Credits: 3
Spacecraft Structures
This course provides an overview of spacecraft structures and materials, with emphasis on the typical "hands on" tasks associated with their inspection, test, repair modification, and maintenance.

AMH 1092 Credits: 3
History of the African-American to 1877
This course deals with the study of the African-American, free and slave, up to 1877. Emphasis is on the Black experience and the impact of the African-American on the institutions, and culture of North America.

AMH 1093 Credits: 3
History of the African-American since 1877
This course is designed as a telecourse and deals with the efforts and problems of African-Americans as they struggled to acquire and exercise the rights and prerogatives of freedom and analyzes the measures of success enjoyed up to the present time.

AMH 2010 Credits: 3
United States History 1 - U.S. History to 1877
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. A survey of the social, political, economic, geographic, and cultural development of the American people through the Reconstruction. Emphasis is placed on enabling students to understand and appreciate their heritage.

AMH 2011H Credits: 3
Honors United States History 1 (to 1877)
Prerequisites: Appropriate test scores in reading and writing. Admission to the BCC Honors Program. Meets Gordon Rule requirements. A topical survey of America's historical development through the Civil War intended to stimulate the students' awareness of broad influences in cultural development, primarily economics, ideas, and world view. Requires basic knowledge of American history, and reading and writing skills appropriate to Honors students. The course is open to students enrolled in the BCC Honors Program.

AMH 2020 Credits: 3
United States History 2 - U.S. History since 1877
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. American history since 1877. Emphasize the social, political, and economic factors instrumental in the rise of the US to a position of world leadership. Enables student to better understand the problems of the present.

AMH 2095 Credits: 3
American Indian History
American Indian History from European contact to present. Topics include European colonial policy and the Indian, selected Indian cultures, Indian resistance, United States government policies and the Indian and the present concerns of Native Americans.

AMH 2948 Credits: 1
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

AML 2010 Credits: 3
Survey of American Literature 1
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule and General Education requirements. A critical survey and study of American literature from the early period to 1865.

AML 2020 Credits: 3
Survey of American Literature 2
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule and General Education requirements. A continuation of AML 2010. A critical survey and study of American literature from 1865 to the present.

AML 2020H Credits: 3
Honors Survey of American Literature 2
Prerequisites: Appropriate test scores in reading and writing. ENC 1101, and admission to the Honors Program. Meets Gordon Rule and General Education requirements. A continuation of AML 2010. A critical survey and study of American literature from 1865 to the present with a focus on diversity issues in America. The course encourages engaging, scholarly study, activities and writing designed to foster independent learners. Open to students enrolled in the BCC Honors Program.

AML 2650 Credits: 3
Issues in Multicultural American Literature
A reading of multicultural American authors focusing on issues that define our multicultural society. Students will study, critically discuss, and write about social and historical issues by examining selections by committed writers who use the written word to record, interpret, and change the social and cultural reality in which we live.

ANT 2410 Credits: 3
Cultural Anthropology
Introduction to the varieties of customs and patterns of social and cultural life of humankind. The study of behavior that is learned rather than genetically transmitted Major divisions include anthropology and culture, sociocultural adaptations, ethnography.

APA 0121 Credits: 3
Accounting 2
Prerequisite: ACO 0002. Accounting concepts as they apply to partnerships and corporations with special emphasis on notes and interest, merchandise inventory, accruals and deferrals, plant assets, partnerships, corporate accounting, bad debts, and long-term liabilities and investments.

APA 0131 Credits: 3
Accounting 3
Prerequisite: APA 0121. More advanced accounting concepts as they apply to corporations with special emphasis on cash flow, comparative financial statements, departmental accounting, manufacturing accounting, job processing and cost accounting, budgeting, governmental and not-for-profit accounting.

APA 2001 Credits: 3
Career Accounting
Prerequisites: GEB 1011 and MBT 1103. Accounting fundamentals with emphasis on application within the total framework of business operations. May be used for AS degree in Office Technology or to provide a foundation for Accounting 1.
ARH 1050 Credits: 3
Art History Survey: Prehistory through Early Italian Renaissance
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule and General Education requirements. A survey of western art from prehistory to the early Italian Renaissance.

ARH 1051 Credits: 3
Art History Survey of Early Italian Renaissance to Nineteenth Century
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule and General Education requirements. Survey of western art from the early Italian Renaissance to the Nineteenth century.

ART 1300 Credits: 3
Drawing
Introduction to the fundamentals of drawing and composition, using a variety of media. This course may be taken for maximum credit of 12.

ART 1330 Credits: 3
Drawing 2
Prerequisite: ARTC 1300 or consent of instructor. An introduction to the fundamentals of drawing the human figure. This course may be taken for maximum credits of 12.

ART 1500 Credits: 3
Painting 1
Prerequisite: ARTC 1300 or consent of instructor. Investigation of materials and techniques in oil and/or water based painting. Course may be taken for maximum credit of 12.

ART 1501 Credits: 3
Advanced Painting
Prerequisite: Consent of instructor. Emphasis on exploratory work in oil and/or water based medium, achieved by means of research, evaluation of traditional and contemporary compositions. This course may be taken for maximum credit of 12.

ART 1540 Credits: 3
Watercolor
Prerequisite: ARTC 1300 or consent of the instructor. Fundamentals of watercolor painting techniques. Investigates the vocabulary, procedures, tools, and materials necessary to create a watercolor painting. May be taken for maximum credit of 12.

ART 1750 Credits: 3
Pottery
Instruction in hand-building, throwing on the wheel, glazing, and raku. Aesthetics of pottery design is also included. May be taken for maximum credit of 12. Lab Fee.

ART 2400 Credits: 3
Printmaking
A course in graphic arts design investigating the relief, silk screen, paper making, and etching printmaking techniques and processes. Emphasis is placed upon the student’s individual visual response to the printmaking process and technique. May be taken for maximum credits of 12. Lab Fee.

ART 2553 Credits: 3
Acrylic Painting
Prerequisite: Consent of the instructor. A painting course working with the acrylic or plastic based paints. May be taken for maximum credit of 12.

ARTC 1201 Credits: 3
Two-Dimensional Design
Fundamentals of the basic elements and principles of design on two-dimensional planes. Investigates the vocabulary, theory, materials, and techniques involved in creating two-dimensional design forms. May be taken for maximum credits of 12.

ARTC 1203 Credits: 3
Three-Dimensional Design
Fundamentals of the basic elements and principles of design on three-dimensional planes. The course investigates the vocabulary, theory, materials and techniques involved in creating semi-three-dimensional and purely three-dimensional design forms. May be taken for maximum credits of 12. Lab Fee.

ARTC 1260 Credits: 3
Calligraphy 1
The Italic and Roman alphabets will be executed in pen and brush lettering. The commercial aspects of hand lettering and typography also will be studied. Students will analyze and produce classical, contemporary, and experimental calligraphic works. This course may be taken for maximum credits of 12.

AST 1002 Credits: 3
Introduction to Astronomy
Prerequisite: High school algebra/equivalent.
emphasized in Introduction to Exam Room and Veterinary Office Procedures (ATEL 1311) and Introduction to Veterinary Technology (ATE 1001) will be reinforced.

ATE 1944

Veterinary Work Experience 2

Credits: 1

Prerequisite: ATE 1943
Corequisites: ATEL 1654, ATE 2638, ATEL 2638. A course consisting of supervised clinical experience in a work place approved and monitored by the instructor and in class time. Skills emphasized in Introduction to Anesthesia, Surgery, and Radiology (ATEL 1654) and Animal Clinical Pathology (ATE 2638 and ATEL 2638) will be enforced.

ATE 2050

Small Animal Behavior

Credits: 2

This course is an elective course for students accepted in the veterinary technology program that provides knowledge of normal canine and feline behavior, learning theory, behavior modification techniques and causes of behavioral problems in dogs and cats.

ATE 2613

Small Animal Diseases and Pharmacology 1

Credits: 3

Prerequisites: ATE 1110, ATEL 1650, ATEL 1652.
Corequisite: ATEL 2613. This course is designed to provide the student with knowledge in the following subjects: basic pharmacology principles and calculations, small animal infectious diseases and preventative medicine, and common disease states, routine procedures and treatments of the ophthalmic, aural, gastrointestinal, and urinary systems.

ATE 2614

Small Animal Diseases and Pharmacology 2

Credits: 3

Prerequisites: ATEL 2614, ATE 2654, ATEL 2654.
The course is designed to provide the student with knowledge in common disease states, causes, pathogenesis, detection, prevention, and pharmacological treatments in dermatology, neurology, cardiology, respiratory medicine, reproduction, pediatrics, behavior medicine, and geriatrics.

ATE 2632

Veterinary Surgical Nursing

Credits: 3

Prerequisites: ATE 1110, ATEL 1650, ATEL 1652.
Corequisite: ATE 2613. This course will provide information on basic animal nursing skills, principles of aseptic technique, anesthesia, pain management, surgical instrumentation for a variety of procedures, and basic principles of patient preparation and monitoring.

ATE 2638

Animal Clinical Pathology 1

Credits: 3

Prerequisite: ATE 1110. Corequisite: ATEL 2638.
This course is designed to introduce the student to common parasites and their life cycles. Hematology and the kinetics of the hematopoietic system are discussed with emphasis on normal animal blood smears and common changes seen during disease states.

ATE 2639

Clinical Pathology 2

Credits: 3

Prerequisites: ATE 2638, ATEL 2638. Corequisite: ATEL 2639. This course covers selected topics in immunology, serology, and parasitology. Laboratory testing of the renal, hepatic, pancreatic, digestive, and endocrine systems are discussed as well as normal and abnormal expoliative cytology.

ATE 2654

Advanced Anesthesia, Surgery and Radiology

Credits: 3

Prerequisites: ATE 2632, ATEL 2632, ATE 2613, ATEL 2613. Corequisites: ATEL 2614, ATEL 2614, ATEL 2654. The course will continue principles in surgical assisting and anesthesia, dental procedures in animals, and basic radiography safety and techniques.

ATE 2661

Large Animal Diseases

Credits: 1

Prerequisites: ATEL 1638, ATE 2656. Designed to acquaint the student with the fundamentals of preventive medicine and common diseases present in large animals.

ATE 2710

Emergency Medicine for Animals

Credits: 1

Prerequisite: ATEL 1110. This is a course designed to acquaint the student with fundamentals of emergency veterinary medicine including office and record systems, veterinary emergency first aid, toxicology and assisting in specialized radiological, medical and surgical techniques.

ATE 2722

Avian and Exotic Pet Medicine

Credits: 2

Prerequisite: ATEL 2638. This course is designed to acquaint the student with the fundamentals of avian and exotic pet husbandry, physiology, management and medicine. Includes the following vertebrate groups as lecture topics: reptiles, birds and exotic mammals.

ATE 2945

Veterinary Work Experience 3

Credits: 1

Prerequisite: ATE 1944. A course consisting of supervised clinical experiences in a workplace approved by the instructor. Experience may include exotic laboratory animal or specialty practice experience.

ATE 2946

Veterinary Work Experience 4

Credits: 1

Prerequisite: ATE 2945. A course consisting of supervised clinical experiences in a workplace approved by the instructor, with emphasis placed on emergency medical and surgical technical assistance and clinical pathology techniques.

ATEL 1650

Introduction to Exam Room and Clinical Procedures Laboratory

Credits: 1

Designed to acquaint the student with basic laboratory and nursing skills, including restraint, history taking, exam room techniques, administration of medication, basic parasitology, and basic clinical pathology procedures. Lab Fee.

ATEL 1652

Introduction to Anesthesia, Surgery and Radiology Laboratory

Credits: 1

Prerequisite: ATEL 1650. Corequisite: ATEL 1110. An introductory course providing the basic knowledge of skills used in veterinary practice for induction and monitoring of anesthesia, preparation of the patient for surgery, surgical assisting, and basic radiographic technique. Lab Fee.

ATEL 2501

Professional Development and Ethics Seminar

Credits: 1

Prerequisites: ATEL 1650, ATE 2654. This course will provide information on basic animal nursing skills, principles of aseptic technique, anesthesia, pain management, surgical instrumentation for a variety of procedures, and basic principles of patient preparation and monitoring.

ATEL 2502

Small Animal Diseases and Pharmacology 1 Laboratory

Credits: 1

Prerequisites: ATE 1110, ATEL 1650, ATEL 1652.
Corequisites: ATEL 2613. The student will apply and perform skills learned in lecture on: basic pharmacology ad procedures, routine procedures for diagnosis and treatments of common small animal infectious diseases, and common disease states of the ophthalmic, aural, gastrointestinal, and urinary systems. Lab Fee.

ATEL 2613

Small Animal Diseases and Pharmacology 2 Laboratory

Credits: 1

Prerequisites: ATE 2613, ATEL 2613.
Corequisites: ATEL 2614, ATEL 2654, ATEL 2654. The course is designed to provide the student with competence in performing procedures related to the following subjects: dermatology, neurology, cardiology, respiratory system, reproduction, pediatrics, geriatrics, behavior, alternative and blood transfusion medicine, and to expand skills learned in Animal Diseases and Pharmacology 1. Lab Fee.

ATEL 2632

Veterinary Surgical Nursing Laboratory

Credits: 1

Prerequisites: ATE 1110, ATEL 1650, ATEL 1652.
Corequisites: ATEL 2632, ATE 2632, ATEL 2613. The course will provide information on basic animal nursing skills, principles of aseptic technique, anesthesia, pain management, surgical instrumentation for a variety of procedures, and basic principles of patient preparation and monitoring. Lab Fee.

ATEL 2638

Animal Clinical Pathology 1 Laboratory

Credits: 2

Prerequisite: ATEL 1610. Corequisite: ATEL 2638.
This laboratory course is designed to introduce the student to the laboratory procedures covered in the Animal Pathology 1 lecture course. Lab Fee.

ATEL 2639

Clinical Pathology 2 Laboratory

Credits: 2

Prerequisites: ATEL 2638, ATEL 2658. Corequisite: ATEL 2639. Provides experience in the clinical techniques of comparative hematology, serology, cytology, and bacterial and fungal cultures. Lab Fee.
**ATEL 2654**  
*Credits: 1*

Advanced Anesthesia, Surgery and Radiology Laboratory  
Prerequisites: ATE 2632, ATEL 2613, ATE 2614, ATE 2654. This laboratory course consists of supervised clinical training and practical application of the principles and skills required of a veterinary technician in small animal anesthesia, surgical assisting, dentistry and radiography. Lab Fee.

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**ATEL 2654**  
*Credits: 1*

Advanced Anesthesia, Surgery and Radiology Laboratory  
Prerequisites: ATE 2632, ATEL 2613, ATE 2614, ATE 2654. This laboratory course consists of supervised clinical training and practical application of the principles and skills required of a veterinary technician in small animal anesthesia, surgical assisting, dentistry and radiography. Lab Fee.

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**ATEL 2656**  
*Credits: 1*

Large Animal Clinical and Nursing Skills Laboratory  
Prerequisite: ATE 1636. Introduction to the techniques discussed in Large Animal Clinical And Nursing Skills (ATE 1636). Emphasis on animal restraint, venipuncture, injections, and administration of oral medications will be reviewed and demonstrated. Lab Fee.

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### ATEC 1010  
*Prerequisite: College Level Biology (BSCC 1010 or equivalent).*  
**Credits: 4**

**Botany**  
Prerequisite: College Level Biology (BSCC 1010 or college credit in AP or IB biology) Corequisite: BSCC 1426. Advanced course recommended for biology and related majors to gain knowledge of major aspects of plant science. A survey of the major plant taxa with regard to representatives, structures, physiology, morphology, life histories, classification, ecology, and economic importance. Lab Fee.

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### BSCC 1005  
*Prerequisite: College Level Reading (CPT 83+ or equivalent).*  
**Credits: 4**

**Fundamentals of Biology**  
Prerequisite: College Level Reading (CPT 83+ or equivalent). An introduction to the fundamentals of biology to include the biology of plants, animals, and fungi; structure, function, and disorders of the human body; and organizational levels and interactions within the ecosystem. Lecture and lab are designed to meet the requirements for the AA degree; this class does not substitute for BSCC 1010 as a prerequisite for advanced science courses. Lab Fee.

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### BSCC 1010  
*Prerequisite: College Level Reading (CPT 83+ or equivalent).*  
**Credits: 4**

**General Biology**  
Prerequisite: College Level Reading (CPT 83+ or equivalent). An introduction to principles of biology to include a study of: cell structure, function and reproduction; inheritance; development, metabolism, photosynthesis, evolution, and ecology of populations. Three hours of lecture and two hours of lab per week. Lab Fee.

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### BSCC 1010H  
*Prerequisite: College Level Reading (CPT 83+ or equivalent).*  
**Credits: 4**

**Honors Biology**  
Prerequisite: College Level Reading (CPT 83+ or equivalent). Admission to the BCC Honors Program. An introduction to principles of biology to include a study of: cell structure, function and reproduction; inheritance; development, metabolism, photosynthesis, evolution, and ecology of populations. The program is open to students admitted to the BCC Honors Program. In addition to the regular BSCC 1010 course content, students will be expected to complete a research project. Two hours of lecture and two hours of lab per week.

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### BSCC 1011  
*Prerequisite: BSCC 1010 or BSCC 1010H with a grade of “C” or better.*  
**Credits: 4**

**Biology 2**  
Prerequisite: BSCC 1010 or BSCC 1010H with a grade of “C” or better. An analysis of biological systems at the organismic and supraorganismic levels to include a study of evolution and diversity of life, organismic structure and function and ecology. Three hours of lecture and two hours of lab per week. Lab Fee.

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### BSCC 1084  
*Prerequisite: College Level Reading (CPT 83+ or equivalent).*  
**Credits: 4**

**Survey of Human Anatomy and Physiology**  
Prerequisite: College Level Reading (CPT 83+ or equivalent). One-semester course of human anatomy and physiology. Includes terminology; chemistry; cell biology and cellular respiration; tissues; survey of all organ systems. May be used for some Allied Health programs and to meet the Biological Science requirement for graduation. This course is recommended for non-science majors and does not substitute for BSCC 1010 as the prerequisite for advanced science courses. Lab Fee.

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### BSCC 1426  
*Prerequisite: CHM 1025, BSCC 1421. Corequisite: BSCC 1010.*  
**Credits: 3**

**Introduction to Biotechnology Methods**

Prerequisites: CHM 1025, BSCC 1421. Corequisite: BSCC 1010. This course teaches basic concepts and techniques necessary to work effectively in a biotechnology laboratory. The nature of science, lab work, and the role of the biotechnician will be discussed. Basic skills learned will include: following procedures and keeping records; laboratory safety procedures for biological, chemical, and radiological hazards; laboratory mathematics and measuring; preparing solutions; and basic techniques used for the separation of biomolecules. Students will develop confidence in their ability to work safely with proficiency in the use of basic biotech lab instruments. Lab Fee.

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### BSCC 2085  
**Human Anatomy and Physiology 1**  
Prerequisite: BSCC 1010 or BSCC 1010H with a grade of “C” or better. First of a two-semester human anatomy and physiology sequence emphasizing terminology; chemistry; cell biology; tissues; and the integumentary, skeletal, muscular, respiratory, and reproductive systems. Lab Fee.

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### BSCC 2086  
**Human Anatomy and Physiology 2**  
Prerequisite: BSCC 2085 with a grade of “C” or better. Second of a two-semester human anatomy and physiology sequence emphasizing nervous, cardiovascular, lymphatic, endocrine, digestive, and urinary systems as well as metabolism and fluid-electrolyte balance. Lab Fee.

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### BSCC 2948  
**Service-Learning Field Studies 1**

Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

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### BTE 2932  
**Special Topics in Business Technology**

Prerequisite: Determined by the Department. Courses centering around topics of current interest to students in Business Administration and Management programs. This course may be taken for maximum credit of 3.

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### BUL 2241  
**Business Law 1**

A study of fundamental principles of law applicable to business transactions. The course specifically relates to the areas of legal environment of business, contracts, and sales contracts as set forth in the Uniform Commercial Code (UCC).

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### BUL 2242  
**Business Law 2**

A study of fundamental principles of law applicable to government regulation, commercial paper, property, bailments, agency, and business organizations.

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### BUL 2948  
**Service-Learning Field Studies 1**

Course gives student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.
CCJ 1010 Credits: 3
Criminology
In-depth examination of crime and criminality in our society. Criminology examines the causes and types of crime and means by which our society copes with it. Domestic violence, murder, and several other areas of criminology are highlighted.

CCJ 1020 Credits: 3
American Criminal Justice
The philosophical and historical background of criminal justice; to evaluate their purpose, functions, administration, and related programs.

CCJ 1100 Credits: 3
Introduction to Law Enforcement
Introductory survey of the historical and philosophical development of Law Enforcement in a democratic society. The purpose, functions, organization, and issues such as brutality, corruption and diversity are discussed. Various policing styles, including community policing, will be examined.

CCJ 1452 Credits: 3
Criminal Justice Administration
Principles of management and methods of supervision and evaluation are surveyed. Administration and managerial concepts underlying decision making, policy formation, operational strategies and coordination and control procedures.

CCJ 1488 Credits: 3
Applied Ethics
A practical overview of key issues, questions and concepts in applied ethics. Special emphasis is placed on the historical development of ethical thinking and ethical theories on the multicultural aspects of ethics.

CCJ 1714 Credits: 1
Law Enforcement Bridge to Corrections
Prerequisite: Current L. E. Certification. Designed to provide basic knowledge specific to corrections for persons currently possessing Florida Law Enforcement Certification, allowing the student to be dual certified.

CCJ 1716 Credits: 3
Corrections Bridge to Law Enforcement
Prerequisite: Current C.O. certification. Provides basic knowledge specific to law enforcement for persons currently possessing Florida Corrections Officer Certification, allowing the student to be dual certified.

CCJ 2022 Credits: 3
Critical Issues in Criminal Justice
Prerequisite: CCJ 1010 or CCJ 1020. In-depth examination of selected topics related to the study of crime and the American Criminal Justice System. Students will critically analyze a number of contemporary issues affecting enforcement, administration, law and corrections within the American social structural framework.

CCJ 2191 Credits: 3
Criminal Justice Practitioners (Human Behavior)
Course concentrates on factors associated with human behavior of clients and practitioners of the criminal justice system. Emphasis is placed on understanding basic behavior patterns encountered by the criminal justice practitioner and how to react to them.

CCJ 2650 Credits: 3
Drugs, Alcohol and Crime
Examination of use and abuse of alcohol and drugs, emphasizing physiological effects and social aspects relating to control measures and public safety.

CCJ 2948 Credits: 1
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

CDA 2302 Credits: 3
Solution Architectures
Prerequisites: CIS 2321, COP 1332, and Internet Literacy. Develop complete information systems based on an analysis of requirements and available solution architectures. Lab Fee.

CDA 2500 Credits: 3
Networking with TCP/IP
Prerequisite: GIS 1000 or consent of instructor. Introductory course on data communications including basic communications concepts, hardware, and software design with a substantial amount of technical material.

CEN 1301 Credits: 3
Microsoft Windows 2003 Server
Prerequisites: GIS 1000, GIS 2100. This course is designed to prepare a student to install, administer, configure, customize, optimize and troubleshoot the Windows 2003 Server operation system in a network environment, and to take the Microsoft Certification Exam 70-290.

CEN 1322 Credits: 3
Microsoft Windows 2003 Active Directory Services
Prerequisite: CEN 2304. This course is designed to prepare a student to install, administer, configure, customize, optimize and troubleshoot the Windows 2003 Active Directory in a network environment, and to take the Microsoft Certification Exam 70-294.

CEN 2305 Credits: 3
Microsoft Windows 2000 Professional
Prerequisites: GIS 1000, GIS 2100. This course is designed to prepare a student to install, administer, configure, customize, optimize and troubleshoot the Windows 2000 Professional operating system in a network environment, and to take the Microsoft Certification Exam 70-210. Lab Fee.

CEN 2306 Credits: 3
Microsoft Exchange Server
Prerequisite: CEN 2304. This course is designed to prepare a student to install, administer, configure, customize, optimize, and troubleshoot the Microsoft Exchange 2000 Server in a network environment, and to prepare for the Microsoft Certified Professional Exam 70-224. Lab Fee.

CEN 2307 Credits: 3
Internet Information Server
Prerequisite: CEN 2513 or permission of instructor. Provides the core foundation for supporting Microsoft Windows NT Internet Information Server. The goal of this course is to provide support professionals with the skills necessary to install, configure, customize, optimize, network, integrate, and troubleshoot Windows NT Internet Information Server.

CEN 2308 Credits: 3
Internet Explorer 5
Prerequisites: GIS 1000, GIS 2100. This course is designed to prepare a student to install, administer, configure, customize, optimize and troubleshoot the Microsoft Internet Explorer 5.0 in a network environment, and to take the Microsoft Certification Exam 70-080. Lab Fee.

CEN 2320 Credits: 3
Windows 2000 Network Infrastructure Administration
Prerequisite: CEN 2304. This course is designed to prepare a student to design, plan, implement, and support Windows 2000 on enterprise networks, and to take the Microsoft Certification Exam 70-216. Lab Fee.

CEN 2321 Credits: 3
Microsoft Windows 2000 Active Directory Services
Prerequisite: CEN 2304. This course is designed to prepare a student to install, administer, configure, customize, optimize and troubleshoot the Windows 2000 Active Directory in a network environment, and to take the Microsoft Certification Exam 70-217. Lab Fee.

CEN 2513 Credits: 3
Windows NT Server
Prerequisite: GIS 2263. An in-depth examination of the various tasks involved in effectively managing local or wide area networks, including management hardware, software, systems, users, and data resources.

CEN 2514 Credits: 3
UNIX System Administration
Prerequisites: GIS 2300, GIS 2100, COP 1340. An advanced hands-on course teaching the essentials of UNIX System Administration. Topics include TCP/IP, PPP, package and window managers, make and send mail commands, hardware configuration, scripting, kernel and shell customization, administrating DNS, NFS, SMB, NIS, Apache, XFree86 Networking Systems. Lab Fee.

CEN 2522 Credits: 3
Internet and New Technologies
Prerequisites: GRAC 1100, GRAC 2156, and
GRAC 2150. Create web pages with an industry
standard WYSIWYG (what you see is what you get)
web development application. Learn how to create
web pages with graphics, hyperlinks, rollovers,
swap image, animation and sound. Upload your
finished web sites to remote servers. Lab Fee.

CEN 2523 Credits: 3
Network Analysis and Design
Prerequisite: CGS 2263. Offers an examination of
analysis and design methodology for local and wide
area networks, including structured analysis
techniques, system requirements definition, cost
determination/comparison, network design and
development, and system implementation.

CEN 2524 Credits: 3
Windows NT Server Enterprise
Prerequisite: CGS 2263. Continuation of CGS
2263 in network technology and troubleshooting,
Administering and troubleshooting networks,
protocols, security and system maintenance.

CET 1600 Credits: 3
Cisco Fundamentals
This course is designed to prepare a student to
apply and understand the basics of networking
hardware. The course covers the OSI model and
industry standards; network topologies; IP
addressing, including subnet masks; and basic
network design. This is the first part of a four-part
series to prepare students for the Cisco Certified
Networking Associate examination. Lab Fee.

CET 1610 Credits: 3
Cisco Router Technology
Prerequisite: CET 1600. This course is designed to
prepare a student to apply and understand the basics
of networking hardware. The course covers
beginning router configurations; routed and routing
protocols; and introduction to LAN switching. This
is the second of a four-part series to prepare
students for the Cisco Certified Networking
Associate examination. Lab Fee.

CET 2615 Credits: 3
Cisco Advanced Router Technology
Prerequisite: CET 2610. This course is designed to
prepare a student to apply and understand the
advanced principles and applications of networking
hardware. The course covers advanced router
configurations; LAN switching; network
management; and advanced network design. This
is the third of a four-part series to prepare students
for the Cisco Certified Networking Associate
examination. Lab Fee.

CET 2620 Credits: 3
Cisco Project Based Learning
Prerequisite: CET 2615. This course is designed to
prepare a student to apply and understand the
advanced principles, applications, and
implementation of networking hardware. The
course covers advanced network design projects
and advanced network management projects. This
is the fourth of a four-part series to prepare
students for the Cisco Certified Networking
Associate examination. Lab Fee.

CET 2626 Credits: 3
Cisco 5 - Advanced Routing
Prerequisite: CCNA Certification. This course is
designed to prepare a student to apply and
understand advanced routing concepts of building
scalable Internetworks. The course covers an
overview of scalable networks, IP addressing,
routing, OSPF, multi-area OSPF, route optimization,
EIGRP, BGP, and Security. Lab Fee.

CET 2627 Credits: 3
Cisco 7 - Multilayer Switching
Prerequisites: CCNA, CET 2626, and CET 2628.
This course teaches the student how to build
campus networks using multilayer switching
technologies over high speed Ethernet. This course
addresses the integration of routing and switching
technologies to create an efficient campus
network. Cisco products and services are identified
that enable connectivity and traffic transport over
Fast Ethernet. Lab Fee.

CET 2628 Credits: 3
Cisco 6 - Remote Access
Prerequisites: CCNA certification and CET 2626.
This course is designed to prepare a student to
apply and understand remote access principles.
The course covers wide area networks, modems
and asynchronous dialup connections, PPP, ISDN
and DDR, dialer profiles, X.25, frame relay
managing frame relay traffic, WAN backup,
queuing and compression, scaling IP addresses
with NAT, and using AAA to scale access control.
Lab Fee.

CET 2629 Credits: 3
Cisco 8 - Internetwork Troubleshooting
Prerequisites: CCNA and CET 2627. This course is
designed to prepare a student to troubleshoot
problems with Cisco router and Catalyst switches.
Content includes troubleshooting methodologies,
management and diagnostic tools, protocol,
and troubleshooting TCP/IP, LAN/WAN, VLAN issues,
frame relay, ISDN, EIGRP, OSPF, and BGP. Lab Fee.

CET 2660 Credits: 3
Network Security Fundamentals
Prerequisite: CET 2304. This course is designed to
provide a student with a broad-based knowledge of
network security, and to prepare students for
further study in specialized security fields. This
course will also prepare the student to take the
Computing Technology Industry Association’s
Security + certification exam. Lab Fee.

CETC 1174 Credits: 3
Advanced PC Repair
Understanding advanced technologies of the
personal computer and associated peripherals.
Processors and memory, bus architectures, chip
sets, support circuitry, mass storage and external
peripherals. Lab Fee.

CETC 2146 Credits: 4
Microprocessor Design
Prerequisites: CETC 132, EETC 1142. This
course will continue the study of microprocessors
and include interfacing concepts with emphasis on
the peripheral interface adapter (PIA), digital to
analog, and analog to digital converters. Topics
covered: system connections, timing,
troubleshooting, interrupts, digital and analog
interfacing, data communications and networks.
Lab Fee.

CETC 2173 Credits: 3
PC Repair Lab
Lab procedures will acquaint you to the hardware
structure through integrating, disassemble, and
reassemble of a computer system. You will
evaluate computers using diagnostic software.
Install and troubleshoot DOS and Windows 3.x
operating systems. Correct upgrade techniques will
be covered.

CETC 2179 Credits: 3
A+ Test Preparation
Prerequisite: CETC 1174 or permission of
instructor. To prepare the student to successfully
pass the CompTIA A+ certification exam. The
subjects covered will be processors and memory,
bus architecture, chip sets, support circuitry, mass
storage, and external peripherals. Lab Fee.

CGS 1000 Credits: 3
Introduction to Computers
Is a survey course of the capabilities of digital
computers. The student is presented with an
overview of the software and hardware that make
up a computer system. Topics include introduction
to the Internet, application software, computer
components, methods used in software
development, operating systems, the computer
numbering system, networking and
communications, and related subjects. Lab Fee.

CGS 1101 Credits: 3
Computer Management Information Systems
Prerequisite: CGS 1000 or consent of instructor.
Introduction to computerized management
information systems: in-depth coverage of the
different elements required to implement a data
management system. Evaluation of hardware,
system software, and (software) applications, data
communications, and networks.

CGS 1510 Credits: 3
Computer Spreadsheets
An introductory to advanced course using
commercial electronic spreadsheet software. The
concepts, features and commands of an electronic
spreadsheet system are applied to a variety of
practical business applications. Classes are
conducted in hands-on lecture/lab environment.
Each student assigned a microcomputer or
terminal to use during class. CGS 1000 is
recommended but not required. Lab Fee.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 1520</td>
<td>Introduction to Presentation Graphics Software</td>
<td>1</td>
<td>An introductory hands-on course teaching the essentials of creating a slide show using commercially available presentation graphics software. Topics include building a slide show presentation, adding tables, graphs, special effects and clip art, templates, on-line help and saving and printing techniques.</td>
</tr>
<tr>
<td>CGS 1555</td>
<td>Introductory to the Internet</td>
<td>3</td>
<td>Introductory course. Topics covered include navigation of the Internet and World Wide Web, research fundamentals, browser use, mailing lists and newsgroups, security issues, email, FTP and Telnet, basics of electronic commerce, and HTML. Lab Fee.</td>
</tr>
<tr>
<td>CGS 1560</td>
<td>Introduction to the Computer - Windows</td>
<td>1</td>
<td>Designed for the student who needs basic skills for using computer application programs. Students have a friendly “hands-on” introduction to the computer and to the DISK Operating System. Lab Fee.</td>
</tr>
<tr>
<td>CGS 1871</td>
<td>Multimedia Presentations</td>
<td>3</td>
<td>Introduction to the application of commercial presentation graphics programs and authorizing software for microcomputers. Topics include sound, animation, still images, text, and video. Lab Fee.</td>
</tr>
<tr>
<td>CGS 1949</td>
<td>Co-op Work Experience 1</td>
<td>3</td>
<td>Prerequisite: Completion of two courses in major field. Provides students with an introductory work-based experience. Develops appropriate attitudes and skills required for occupational specialty and establishes an effective partnership between students and their employers. May be taken up to four times for credit.</td>
</tr>
<tr>
<td>CGS 2100</td>
<td>Microcomputer Applications</td>
<td>3</td>
<td>Introduction to the application of software commercially available for microcomputers - topics include: word processing, electronic spreadsheets, database management, computer graphics, electronic mail, Internet access, and presentation software. Lab Fee.</td>
</tr>
<tr>
<td>CGS 2263</td>
<td>Network+</td>
<td>3</td>
<td>Prerequisite: CGS 2100. The course is designed to teach the skills and knowledge measured by the CompTIA Network+ certification exam. The course provides networking information and skills in the areas of Media and Topologies, Protocols and Standards, Network Implementation, and Network Support. Lab Fee.</td>
</tr>
<tr>
<td>CGS 2571</td>
<td>Microcomputer Applications – Advanced</td>
<td>3</td>
<td>Prerequisite: CGS 2100. This course is a continuation of CGS 2100 covering advanced topics in word processing, spreadsheets, databases, and presentation software. Lab Fee.</td>
</tr>
<tr>
<td>CGS 2572</td>
<td>Post Advanced Microcomputer Applications</td>
<td>3</td>
<td>Prerequisites: CGS 2100, CGS 2571. This is a continuation of CGS 2571 covering post advanced topics in Microsoft Word, Excel, Access, and PowerPoint. This course is designed as a preparatory course for individuals seeking certification as a Microsoft Office User Specialist. Lab Fee.</td>
</tr>
<tr>
<td>CHD 1200</td>
<td>Infant/Toddler Development</td>
<td>3</td>
<td>Study of the physical, social, emotional and cognitive development of typical and atypical infants and toddlers, and the caregiving environment.</td>
</tr>
<tr>
<td>CHD 1220</td>
<td>Child Growth and Development</td>
<td>3</td>
<td>Student will gain knowledge of the growth and development of the total child - physically, emotionally, socially and intellectually through biological, family, social, economic, and cultural contexts. This course will include children from birth to eight years old.</td>
</tr>
<tr>
<td>CHD 1800</td>
<td>Foundations of Child Care and Education</td>
<td>3</td>
<td>This course meets the educational requirement for the Foundational Level Child Care and Education Administrator Credential as defined by the State of Florida. This course includes organizational leadership, personnel issues, financial and legal issues, and child care and education programming.</td>
</tr>
<tr>
<td>CHD 2333</td>
<td>Creative Art for Children</td>
<td>3</td>
<td>Familiarize teachers with how children use art activities as a means of growth and develop self-expression. To understand the importance of art in the early years of development.</td>
</tr>
<tr>
<td>CHD 2335</td>
<td>Creative Music for Children</td>
<td>3</td>
<td>Prerequisite: CHD 1220. To enable students to deal with basic skills needed to involve children in music activities. Ways to use music as an integral part of building desirable attitudes in group situations and develop skills in muscular coordination, creativity, and auditory discrimination.</td>
</tr>
<tr>
<td>CHD 2336</td>
<td>Science, Math and Literacy for Young Children</td>
<td>3</td>
<td>Covers the cognitive development of young children through science, math, and language arts. Students plan, guide, and implement developmentally appropriate science, math, and language arts activities.</td>
</tr>
<tr>
<td>CHD 2430</td>
<td>Observing the Preschool Child</td>
<td>3</td>
<td>Covers the cognitive development of young children through science, math, and language arts. Students plan, guide, and implement developmentally appropriate science, math, and language arts activities.</td>
</tr>
<tr>
<td>CHD 2440</td>
<td>Child Care Practicum 1</td>
<td>3</td>
<td>To provide students with the opportunity to observe children, to gain experience in working with children, to discuss what they see and learn with someone qualified to interpret behavior thus to expose students to current knowledge about child development.</td>
</tr>
<tr>
<td>CHM 1015</td>
<td>Introduction to Chemistry</td>
<td>3</td>
<td>Prerequisite: High school algebra 1 (if completed within the last three years) or high school algebra 1 and 2. Introductory course for students with inadequate backgrounds to develop and build mathematical skills and learn concepts required for entry into more rigorous chemistry courses. Will not meet general education requirement.</td>
</tr>
<tr>
<td>CHM 1025</td>
<td>College Chemistry</td>
<td>3</td>
<td>Prerequisites: Appropriate test scores in reading and writing/one year high school Algebra. Corequisite: CHML1025. A one-semester course covering, with slightly less rigor, the same topics found in CHM 1045 and 1046 (General Chemistry 1 and 2).</td>
</tr>
</tbody>
</table>
| CHM 1031   | Physiological Chemistry                        | 3       | Prerequisites: CHM 1025, MAT 1033. Corequisite: CHML 1031. The course is the second part of a rigorous two-semester sequence in general chemistry intended for health science or biotechnology majors. The course is designed to provide an environment of collaborative and active learning. Areas of concentration include modern organic chemistry nomenclature and organic reaction pathways, nomenclature, structure, function and
metabolism of major biomolecular groups including proteins, lipids, carbohydrates and nucleic acids.

CHM 1045 Credits: 3
General Chemistry 1
Prerequisites: MAT 1033 or MAC 1105 or MAC 1140. Corequisite: CHML 1045. The first of a rigorous two-course sequence in general chemistry designed for science majors. Relates modern theories of atomic and molecular structure to physical and chemical properties. The areas of concentration include stoichiometry, kinetic molecular theory, acid properties of solutions.

Honors General Chemistry 1
Prerequisite: MAT 1033. Corequisite: CHML 1045H. The course is the first part of a rigorous two-course sequence in general chemistry intended for science majors. The course is designed to provide a unique environment based on collaborative and active learning. Major areas of concentration include modern theories of atomic and molecular structure, quantitative chemistry, physical chemistry and the behavior of gases.

CHM 1046 Credits: 3
General Chemistry 2
Prerequisite: CHM 1045. Corequisite: CHML 1046. The application of chemical principles to families of elements; introduction to organic and nuclear chemistry. Areas of concentration include kinetics, electrochemistry, and equilibrium.

CHM 1200 Credits: 3
Introduction to Organic Chemistry
Prerequisites: CHM 1045, CHM 1045. A course designed to introduce students to the terminology and major concepts of organic chemistry, to prepare the student for the CHM 2210-2211 series. This course cannot be taken to meet General Education requirement for an AA degree.

CHM 2210 Credits: 3
Organic Chemistry 1
Prerequisites: CHM 1046, CHM 1046, CHM 2210 Corequisite: CHM 2210. The first of a rigorous two-course sequence in the study of the organization of carbon compounds and the unifying principles of their chemistry.

CHM 2211 Credits: 3
Organic Chemistry 2
Prerequisite: CHM 2210, CHM 2210 Corequisite: CHM 2211. The second of a rigorous two-course sequence in the study of the organization of carbon compounds and the unifying principles of their chemistry.

CHM 2941 Credits: 1-3
Internship
Prerequisite: Complete two courses in major field. Introduce to students the basic principles in their fields of study and to provide an opportunity for students to develop appropriate attitudes and skills needed for successful employment and to establish an effective partnership between the student and the cooperating employer. This course may be taken for maximum credit of 6.

CHM 2948 Credits: 1
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

CHM 1025 Credits: 1
College Chemistry Laboratory
Corequisite: CHM 1025. Laboratory practices designed to help the student acquire basic chemical laboratory skills and to illustrate theoretical concepts studied in CHM 1025. Lab Fee.

CHM 1031 Credits: 1
Physiological Chemistry Laboratory
Prerequisites: CHM 1025, MAT 1033. Corequisite: CHM 1031. This laboratory complements CHM 1031, the second part of a rigorous two-course sequence in general chemistry intended for health science or biotechnology majors. It provides active, collaborative learning through direct chemical manipulation of organic and biochemical substances. Lab Fee.

CHM 1045 Credits: 1
General Chemistry 1 Laboratory
Corequisite: CHM 1045. Laboratory experience in which basic manipulative skills are presented and practiced. Some applications of basic chemical principles are explored. Lab Fee.

CHM 1045H Credits: 1
Honors General Chemistry 1 Laboratory
Prerequisite: MAT 1033. Corequisite: CHM 1045H. The course is the laboratory portion of the first part of a two-course sequence in general chemistry intended for science majors. The course is designed to provide a unique environment based on collaborative learning and modern day applications of chemistry. Experiments will illustrate the chemical concepts taught in the lecture part of the course and will provide students with the experience required to work in a modern chemistry laboratory. Lab Fee.

CHM 1046 Credits: 1
General Chemistry 2 Laboratory
Prerequisites: CHM 1045, CHM 1045. A continuation of CHM 1045 with greater emphasis on analytical techniques and analysis and interpretation of data.

CHM 2210 Credits: 1
Organic Chemistry 1 Laboratory
Prerequisite: One year college level Chemistry. Corequisite: CHM 2210. A first course in fundamental techniques used in carrying out organic synthesis. Emphasis placed on basic procedural steps and lab reports. Lab Fee.

CHM 2211 Credits: 1
Organic Chemistry 2 Laboratory
Prerequisites: CHM 2210, CHM 2210, appropriate test scores in reading and writing. Corequisite: CHM 2211. A continuation of CHM 2210, with emphasis on application of techniques and multi-step synthesis. Lab Fee.

CIS 0948 Credits: 3
Co-op Work Experience
Prerequisite: Completion of two courses in major field. Introduce to students the basic principles in their fields of study and to provide an opportunity for students to develop appropriate attitudes and skills needed for successful employment. To establish an effective partnership between the student and employer. This course may be taken up to two times for credit. This may be included as a part of any vocational program.

CIS 1416 Credits: 3
Help Desk Technical Support
Prerequisite: CGS 2100 or consent of instructor. This course is designed to provide students with a broad-based knowledge of Help Desk technologies, tools, and techniques that will prepare students to implement and support an enterprise Help Desk operation. Lab Fee.

CIS 1417 Credits: 3
Help Desk Customer Support
Prerequisite: CGS 2100 or consent of instructor. This course is designed to provide students with a broad-based knowledge of Help Desk customer support skill that will prepare students to implement and support an enterprise Help Desk operation. Lab Fee.

CIS 2321 Credits: 3
Systems Analysis and Design
Prerequisite: COP 1000 or COP 1332. An introduction to the analysis of business data processing: feasibility studies, systems flow charts, and collection of relevant information. Lab Fee.

CJC 2000 Credits: 3
American Corrections
Overview of American Correctional System examining its historical and philosophical origins; State and Federal system and its problems, treatment approaches, future trends and related facilities and agencies.

CJC 2162 Credits: 3
Community Corrections
Emphasis on community programs as alternatives to institutionalization. Programs include: halfway houses, work-release, study release. Probation and parole and community resources in the corrections process, welfare and use of volunteers, as part of the process.

CJD 0011 Credits: 2
Law Enforcement Auxiliary Prerequisite Course
This course is designed to provide specific knowledge on law enforcement for person desiring to work in the field as a law enforcement auxiliary officer. The course includes topics in Legal, Communications, Patrol, Traffic and Interpersonal Skills.

CJD 0120 Credits: 2
Corrections Auxiliary Prerequisite Course
This course is designed to provide specific knowledge on corrections for persons desiring to work in the field as a Corrections Auxiliary Officer. The course includes topics in Corrections Legal, Communications, Operations and Interpersonal Skills.

CJD 0520 Credits: 7
Public Safety Telecommunicator
This course is an entry-level training program designed to give the student experience in handling equipment commonly used in a Public Safety communications environment, as well as knowledge of the basic tasks performed by a telecommunications officer. Lab Fee.

CJD 0730 Credits: 1
Criminal Justice Legal 3
This course will provide the law enforcement student with the knowledge in specific areas of law including traffic and juvenile law.

CJD 0731 Credits: 2
Law Enforcement Patrol
This course is designed to provide the student the
basic knowledge in law enforcement patrol techniques including patrol hazards, firefighting, and officer survival through classroom presentation and practical scenario training.

**CJD 0732 Law Enforcement Traffic**
Credits: 2
This course is designed to provide the student with the basic knowledge and skills to control traffic, enforce common traffic related alcohol violations and investigate accidents.

**CJD 0734 Law Enforcement Investigations**
Credits: 2
This course is designed to provide the student the basic knowledge and skill needed to preserve a crime scene, secure evidence, and document what they found.

**CJD 0738 Law Enforcement Bridge to Correctional Probation 1**
Prerequisite: Current Florida Law Enforcement Certification. Basic legal and supervision knowledge specific to correctional probation for person currently certified in law enforcement, enabling them to work in either discipline.

**CJD 0739 Law Enforcement Officer Bridge to Correctional Probation 2**
Prerequisite: Current Florida Law Enforcement Certification. Provides knowledge and skills in communication and interpersonal skills specific to correctional probation for persons currently certified in law enforcement, enabling them to work in either discipline.

**CJD 0741 Emergency Preparedness (Corrections)**
Credits: 1
Provides basic skills needed to respond to and neutralize emergency situations within the correctional environment.

**CJD 0750 Interpersonal Skills 2 (Corrections)**
Credits: 2
Provides basic knowledge and skills to deal with specific problems within a corrections facility.

**CJD 0752 Correctional Operations (Corrections)**
Credits: 2
Designed to give the student a basic knowledge of the inner workings of a corrections facility and how to safely handle procedures involving inmates.

**CJD 0770 Corrections Legal 1**
Credits: 2
This course is designed to give the student an overview of the judicial system and its components.

**CJD 0771 Corrections Legal 2**
Credits: 1
This course will provide the law enforcement student with the knowledge in specific areas of law including property and person.

**CJD 0772 Corrections Communications**
Credits: 2
This course will provide basic knowledge in sentence structure, spelling and how to write clear grammatically correct reports.

**CJD 0773 Corrections Interpersonal Skills 1**
Credits: 2
This course is designed to provide basic knowledge and skills needed to successfully interact with a variety of cultures and situations.

**CJD 0774 Legal Bridge to Correctional Probation**
Prerequisite: Current Florida Corrections Certification. Provides specific knowledge on correctional probation legal issues for persons currently certified in corrections, enabling them to work in either discipline.

**CJD 0775 Bridge to Correctional Probation**
Prerequisite: Current Florida Corrections Certification. Provides specific knowledge on correctional probation interpersonal skills and supervision of offenders placed on supervision for persons currently certified in corrections, enabling them to work in either discipline.

**CJD 0780 Law Enforcement Bridge to Corrections**
Prerequisite: Current Florida Law Enforcement Certification. Basic knowledge specific to corrections for persons currently certified in law enforcement, enabling them to work in either discipline.

**CJD 0781 Corrections Bridge to Law Enforcement**
Prerequisite: Current Florida Corrections Certification. Provides specific knowledge in the areas of law enforcement legal, communications, and interpersonal skill topics for persons currently certified in corrections, enabling them to work in either discipline.

**CJD 0790 Correctional Probation Legal**
Credits: 2
Provides basic knowledge and skills concerning the judicial system, officer ethics, Criminal Justice Standards and Training, crimes against persons and property and offender sentencing guidelines.

**CJD 0791 Correctional Probation Operations**
Provides knowledge on correctional facility operations, processing of inmates and effectively allowing prisoners to re-enter society after incarceration.

**CJD 0792 Correctional Probation Interpersonal Skills**
Basic knowledge and skills needed to successfully interact with a variety of cultures and situations.

**CJD 0793 Correctional Probation Communication**
Provides basic knowledge in spelling, grammar, language mechanics, report writing, and the Florida Crime Information Center.

**CJD 0794 Correctional Probation Supervisor**
Provides basic knowledge on effectively supervising a variety of offenders in the community and resources available to the officer in social service referral.

**CJD 0795 Correctional Probation Weapons**
Provides a basic familiarization in safely handling and discharging a weapon. Lab Fee.

**CJD 0796 Correctional Probation Legal Bridge to Law Enforcement**
Prerequisite: Current Florida Correctional Probation Certification. Provides specific knowledge in areas of law enforcement legal issues for persons currently certified in correctional probation, enabling them to work in either discipline.

**CJD 0797 Correctional Probation Bridge to Law Enforcement**
Prerequisite: Current Florida Correctional Probation Certification. Provides specific knowledge in areas of law enforcement communication and interpersonal skills for persons currently certified in correctional probation, enabling them to work in their discipline.

**CJD 0798 Correctional Probation Bridge to Corrections 1**
Prerequisite: Current Florida Correctional Probation Certification. Provides specific knowledge in areas of corrections communication and interpersonal skills for persons currently certified in correctional probation, enabling them to work in either discipline.

**CJD 0799 Correctional Probation Bridge to Corrections 2**
Prerequisite: Current Correctional Probation Certification. This course is designed to provide basic knowledge specific on corrections for person currently possessing correctional probation officer certification. This will allow the student to be dual certified. The course includes topics on Defensive Tactics, and Legal 1 and 2.

**CJD 2301 Ethics in Criminal Justice**
Credits: 3
A detailed exploration of ethical issues in Criminal Justice Special emphasis on morality and the law, human behavior, and ethical decision making in law enforcement, corrections and the courts.

**CJE 1440 Crime Prevention**
Credits: 3
An overview and analysis of crime prevention strategies used in the private and public sectors.

**CJJ 1540 Juvenile Delinquency**
This course examines some of the causes and impacts in our society as well as the juvenile justice system developed to deal with it.

**CJK 0005 Introduction and Law**
Credits: 2
This course is designed to introduce the student to the academy, graduation requirements, and recruit expectations during their academy attendance. It will help the students understand the components of the criminal justice system and the proper use of the chain of command in an organization. It will assist the student in learning Constitutional Law and Florida Statutes. It will enable the students to understand the Police Code of Ethics.

**CJK 0010 Human Issues**
Credits: 2
To enhance awareness and understanding of human diversity issues and to provide skills to enable new officers to effectively interact with people of diverse populations.

**CJK 0015 Communications**
The entire police report writing process is covered. Topics include interviewing and interrogation, IPC skills, radio and telephone procedures, as well as practice exercises. Objectives are as specified by the CJSTC.
CJ 0060 Law Enforcement Patrol
Credits: 2
To enable the student to perform basic tasks and procedures associated with responding to commonly encountered patrol situations including: observing activity, interacting with citizens, handling traffic and escort assignments, responding to a call for service or alarm, searching grounds and/or buildings, approaching and interacting with a suspect, making an arrest, transporting and processing a prisoner, as well as completing the appropriate documentation and/or reports of these activities.

CJ 0070 Investigations
Credits: 2
The purpose of this course is to introduce the student to the process of performing an investigation.

CJ 0075 Investigating Offenses
Credits: 1
The purpose of this course is to introduce the student to the process of investigating specific offenses.

CJ 0080 Traffic Stops
Credits: 2
To introduce the recruit to the basic rules for conducting safe, effective traffic stops.

CJ 0085 Traffic Crash Investigations
Credits: 1
This course introduces the student to traffic crash investigations, laws pertaining to traffic crashes, and procedures for responding to a traffic crash.

CJ 0090 Tactical Applications
Credits: 2
To familiarize the student with the court process, court procedures, steps to take in preparing to give testimony, and techniques for giving credible testimony. To enable the officer to identify common types of bombs, make quick searches and evacuate persons from suspected areas when authorized and to recognize signs and symptoms of weapons of mass destruction.

CJ 0095 Criminal Justice Special Topics
Credits: 1
This course is designed to enhance hours of program curriculum where identified as needed in current existing courses within the Law Enforcement, Corrections, and Correctional Probation Basic Academics.

CJ 0200 CMS Vehicle Operations
Credits: 1
To better prepare prospective officers to apply all applicable vehicle operations knowledge and techniques. Lab Fee.

CJ 0320 First Responder
Credits: 2
To better prepare prospective officers to apply all applicable first responder knowledge and techniques to emergency situations. Lab Fee.

CJ 0330 First Aid for Criminal Justice Officers
Credits: 2
This course is designed to provide the student with skills and knowledge of medical first aid and CPR training. The student becomes familiar with life saving skills and safety concerns for the patient and the officer responding. Lab Fee.

CJ 0400 CMS Criminal Justice Firearms
Credits: 3
This course is designed to give the student basic skills and knowledge needed to safely operate a firearm. Lab Fee.

CJ 0500 CMS Criminal Justice Defensive Tactics
Credits: 3
To better prepare prospective officers to control subjects and defend themselves using appropriate defensive tactics in accordance with the Recommended Response to Resistance Matrix. Lab Fee.

CJ 1400 Criminal Procedures
Credits: 3
Thorough study of rules governing admissibility of evidence focusing on the law of arrest, search and seizure and other due process requirements. Constitutional law is also examined as it relates to courtroom procedure.

CJ 2070 Legal Rights of Inmates
Credits: 3
An examination of the constitutional and statutory rights of both jail and prison inmates in the American correctional community.

CJ 2401 Criminal Law
Credits: 3
The theory and purpose of criminal law procedures with emphasis on role of the US Supreme Court and the US Constitution. The F index crimes and legal defenses are also examined.

CJ 1110 Introduction to Crime Scene Technology
Credits: 3
An introduction to crime scene investigation techniques. Emphasis on recording the crime scene, collecting and preserving physical evidence, and examination of evidence. Includes demonstration of techniques available to the crime scene investigator. Lab Fee.

CJ 1111 Advanced Crime Scene Technology
Credits: 4
Covers advanced principles, theories and applications in crime scene technology. Specialized collection procedures of weapons, traffic crash evidence, arson, gun shot residue, blood splatter, and recovery of buried bodies and surface skeletons also included. Emphasis on data analysis, reporting and plan of action development. Lab Fee.

CJ 1112 Crime Scene Safety
Credits: 3
Emphasis on potential health and safety hazards encountered at a crime scene. Introduction of proper protective techniques to minimize risk to self and others. Includes emergency procedures and state and federal regulations. Lab Fee.

CJ 1113 Courtroom Presentation of Evidence
Credits: 3
Prerequisite: CJ 1110. Emphasis on dress, grooming, speaking, listening and stress control during courtroom proceeding. Includes visual aid preparation and presentations of all evidence (commonly referred to as “scientific evidence”) collected at the crime scene and mock trial exercises. Lab Fee.

CJ 1141 Introduction to Forensic Science
Credits: 3
Exposes the student to the capabilities and functions of a full-service crime laboratory. Includes evidence selection and submission to crime lab in accordance with established standards and legal requirements, including chain of custody. Lab Fee.

CJ 1220 Crime Scene Photography I
Credits: 3
Prerequisite: CJ 1110. Includes basic crime scene photography skills including camera operation and exposure control, proficiency in related photos and flash control for crime scene and evidentiary documentation. Includes videography. Lab Fee.

CJ 1221 Crime Scene Photography II
Credits: 3
Prerequisite: CJ 1220. Emphasis on concepts, knowledge and skills taught in Crime Scene Photography 1, including specialty light sources, darkroom techniques and procedures, filters and specialized equipment including black and white and color enlargers. Lab Fee.

CJ 1240 Fingerprint Classification
Credits: 3
Explores the Henry modified system of fingerprint classification and prepares the student for a position as an inked fingerprint examiner. Lab Fee.

CJ 1241 Latent Fingerprint Development
Credits: 3
Prerequisite: CJ 1110. Emphasizes the techniques involved in detection, enhancement and recovery of latent fingerprints from physical evidence. Chemical and mechanical methods and surfaces will be analyzed and evaluated for proper application in both theory and practice. Lab Fee.

CJ 1800 Introduction to Private Security
Credits: 3
Examination of the nature of private/industrial security including history and development; organization and management, legal issues and loss prevention techniques. Both personal and physical security issues are studied.

CJ 2100 Criminal Investigation
Credits: 3
Provides educational theory in the fundamentals of investigation, including procedures dealing with part one felony crimes; techniques of collection, preservation and transportation of evidence.

CLP 1001 Human Adjustment 1
Credits: 3
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule and General Education requirements. Basic concepts, theories and behavior related to growth and development of personality. Emphasis on the origin and development of self-concept and techniques of healthy self-management in a changing society.

CLP 2140 Abnormal Psychology
Credits: 3
Prerequisite: PSY 2012 or equivalent. This course explores major types of psychological disturbances and maladaptive behaviors as well as various diagnostic categories, causation, terminology and therapeutic approaches.

CLP 2948 Service-Learning Field Studies 1
Credits: 1
This course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning
Courses

COA 1100 Credits: 3
Consumer Finance
Aiding students to plan for economic future by developing capabilities of managing income and expenditure with emphasis on saving and investment plans; buying and selling a house; acquiring health, auto and life insurance coverage; borrowing money and entering into contracts.

COP 1000 Credits: 3
Principles of Programming
Prerequisite: CGS 1000. This course introduces the essential concepts that provide a foundation for computer programming. Topics include problem solving and algorithm development with pseudocode; control structures such as selection, repetition and sequence; numbering systems and memory representation; data types; sorting and searching; and documentation procedures with programming paradigms using C++ as the language platform. Other topics are array processing; modularization with cohesion and coupling; and object-oriented design with polymorphism and encapsulations. Lab Fee.

COP 1332 Credits: 3
Visual Basic Programming
Prerequisite: Completion of a procedural language or consent of instructor. Introduction to the creation of Microsoft Windows programs using Microsoft Visual BASIC programming language. Topics include properties and controls, mouse and keyboard operations, menus and dialog boxes, graphics methods, file and data operations, debugging, arrays, and multiple document interface. Lab Fee.

COP 1340 Credits: 3
UNIX Fundamentals
Prerequisites: CGS 1000, CGS 2100. An introductory hands-on class teaching the essentials of the UNIX operating system. Topics include the command line, text processing utilities, managing file systems, the boot and other processes, administrating users, groups, log files and permissions, backup techniques and task automation. Lab Fee.

COP 1949 Credits: 3
Co-op Work Experience 1
Introduces students to the basic principles in their fields of study and to develop appropriate attitudes and skills needed for successful employment and to establish an effective partnership between the student and his or her employer. May be taken up to four times for credit. This may be included as part of any vocational program.

COP 2224 Credits: 3
Visual C++ Programming
Prerequisite: COP 2334. A study of Visual C++ Programming for the Windows environment using object-oriented design. Includes interaction with class libraries, managing advanced controls, user interface objects, graphics interface, owner-drawn controls, and serialization. Lab Fee.

COP 2333 Credits: 3
Visual Basic Programming Advanced
Prerequisite: COP 1332. Continuation of previous course. Advanced features of Microsoft Visual BASIC Programming language. Topics include database tools, DDE and OLE, random access files, drag and drop and multi-form applications. Lab Fee.

COP 2334 Credits: 3
C++ Programming
Prerequisite: COP 1000 or consent of instructor. Introduction to the C++ Programming language syntax. Topics include implementation of loops, decision structures, functions, input/output and file operations, arrays, pointers, structures, and overloading. Introduction to object-oriented paradigms of classes, data abstraction, encapsulation, inheritance and polymorphism. Lab Fee.

COP 2335 Credits: 3
C++ Programming Advanced
Prerequisite: COP 2334, or consent of instructor. Continuation of the C++ language. Topics include operator and function overloading, information hiding, inheritance, virtual functions (polymorphism) and traditional and object-oriented programming. Study of standard data structures, arrays, stacks, queues, sets, linked lists, trees, hash tables, and their implementations. Lab Fee.

COP 2336 Credits: 3
Visual Basic for Applications
Prerequisites: CGS 2100 and COP 1332. This course uses the programming languages Visual Basic for Applications (VBA) to customize applications in the Microsoft Office suite of products. VBA offers a sophisticated set of programming tools developers can use to harness the power of Word, Excel, PowerPoint, and Access. Lab Fee.

COP 2360 Credits: 3
C# Programming
Prerequisite: COP 2334, C# (Sharp) is an evolution of the C and C++ programming languages. It uses many of the features found in those languages. It also includes enhancements to type safety, versioning, events, and garbage collection. Language includes access to common API styles. Lab Fee.

COP 2700 Credits: 3
Database Techniques
Prerequisite: CGS 2100. Current trends in database theory and techniques with hands-on experience with candid micro-computer database packages provided. Lab Fee.

COP 2701 Credits: 3
Design and Implement Databases with Microsoft SQL Server
Prerequisite: COP 2700. This course covers skills required for one of the certification exams for the Microsoft Certified Solutions Developer (MCSD) certification. Topics covered include creating data sources, creating a physical database, and maintaining a database. Lab Fee.

COP 2740 Credits: 3
Introduction to Oracle SQL and PL/SQL
Prerequisites: COP 1000, COP 2700. This course provides students with an introduction to database technology using the Oracle 8 database. The course covers relational database concepts. A strong SQL focus is emphasized. The student will be introduced to DDL, DML, and DCL statements. The course prepares students for the Oracle Application Developer and Oracle Database Administrator exams. Lab Fee.

COP 2741 Credits: 3
Oracle Database Fundamentals 1
Prerequisite: COP 2740. This course provides the basic knowledge required to perform database administration tasks. The course prepares the students for the most commonly used administration tasks. These tasks include managing user accounts, managing database instances and managing all database resources. The course prepares students for the Oracle Database Administrator exams. Students with SQL experience may co-register for COP 2740 and COP 2741 with consent of instructor. Lab Fee.

COP 2742 Credits: 3
Oracle Database Fundamentals 2
Prerequisite: COP 2741. This course prepares the student for developing database recovery strategies and policies. The student will learn to perform backup and recovery using Server Manager, Recovery Manager, and Backup Manager. The course will emphasize troubleshooting strategies that are used to resolve the most common problems encountered in the enterprise environment. The course prepares students for the Oracle Database Administrator exams. Lab Fee.

COP 2743 Credits: 3
Oracle Network Administration
Prerequisite: COP 2741. This course prepares students for implementing solutions dealing with various problems associated with business networking. The students will learn to use the Net8 utility to maintain the connectivity in an Oracle database environment. Students will configure and implement middle tier systems such as Names server and Connection Manager. The course prepares students for Oracle Database Administrator exams. Lab Fee.

COP 2744 Credits: 3
Oracle Performance Tuning
Prerequisite: COP 2741. This course provides the skills to enhance the performance of an Oracle database. The focus is on proper database implementation. This course also demonstrates the warning signs of inefficient database installation and provides guidelines that can be used to resolve performance issues. Lab Fee.

COP 2800 Credits: 3
Introduction to Java Programming
Prerequisite: COP 1000 and COP 1332. Topics include loops, decision structures, I/O operations. Introduction to Java’s object-oriented features including arrays, references, classes, objects, inheritance, and data encapsulation. Introduction to GUI design using Java’s AWT package and Java’s predefined packages. Lab Fee.

COP 2805 Credits: 3
Advanced Java Programming
Prerequisite: COP 2800. Advanced Java programming concepts. Includes applets, interfaces, packages, properties, exception handling, native methods, multimedia mechanisms, multithreading, and networking capabilities. Continuation of Java’s object-oriented features with major emphasis on class implementation. Advanced GUI design using Java’s AWT Package with major emphasis on event handling. Lab Fee.

COP 2812 Credits: 3
Extensible Markup Language (XML)
Prerequisites: CGS 2100 and COP 2822. Introduction and overview of XML, including writing well-formed and valid XML, the use of DTDs, XML schema, CSS and XSL for formatting. XML provides a uniform method for describing and exchanging structured data that is independent of applications or vendors. Lab Fee.
COP 2822 Credits: 3
Web Page Authoring
Designed for individuals who wish to create corporate or personal web pages. Includes overall structure, special effects, and coding of web page presentation. Lab Fee.

COP 2825 Credits: 3
Web Server
Prerequisite: COP 2822. Focuses on the Web Server as the workhouse of the World Wide Web (WWW). Teaches how to set up and maintain a Web server. Provides in-depth knowledge of Web server operations and provides hands-on experience in installation and maintenance of a Web server. Highlights the role a Web server plays in the field of e-commerce.

COP 2830 Credits: 3
Web Programming 1
Prerequisite: Knowledge of HTML. A hands-on intermediate level programming course teaching the essentials of programming languages used to enhance Web pages. Topics include JavaScript, VBScript, XML, SGML, Dynamic HTML, CGI authoring and database programming with PERL and Encrypting and Decrypting Internet Data.

COP 2831 Credits: 3
Web Programming 2
Prerequisite: COP 2830. This course is designed to prepare a student for developing web applications to build and maintain server sites on the World Wide Web. Server side programming languages - JSP and PERL and server-based scripting languages - ASP, and ColdFusion - are covered.

COS 0001 Credits: 3
Introduction to Cosmetology
Corequisite: COSL 0001. Develops an awareness and appreciation of current design and techniques. Theoretical principle of cosmetology amplified through the study of basic chemistry, sanitation and ethics, Florida Law and basic anatomy.

COS 0080 Credits: 3
Theory in Techniques
To develop awareness and understanding of theoretical principles and techniques in various salon services rendered.

COS 0087 Credits: 1
Sales and Management
Theoretical application of manicuring and pedicuring, scalp and hair treatment, professional management and salesmanship. Designed to acquaint students with the contagious and non-contagious condition of skin, scalp, hair and nails.

COS 0081 Credits: 1
Public Relations and Salon Management
Corequisite: COS 0963. Develops professional ethics with specific emphasis on proper attitude. Emphasis on good public relations with patrons, co-workers, employers, and society, and legal aspects of owning and operating a salon.

COS 0920 Credits: 1-8
Cosmetology Review for State Board
Prerequisite: Instructor's Approval. A review to evaluate students with 1000 contact hours who need to earn the additional hours to meet state requirements Lab Fee.

COS 0963 Credits: 4
Prerequisite to State Board Exam
Reviews all phases of manipulative techniques.

Acquaints the student with State Board Examination procedure; with requirements and evaluation via a generalized simulation of evaluation procedure. Lab Fee.

COSL 0001 Credits: 6
Fundamental Skills 1 Laboratory
Corequisite: COS 0001. Provides opportunities and working situations for the student to attain the required basic manipulative skills; to develop through practice, safety habits and sanitary measures; to reach fundamental performance objectives in preparation for more advanced skills. Lab Fee.

COSL 0005 Credits: 6
Fundamental Skills 2 Laboratory
Corequisite: COSL 0001. Provides opportunities and working situations for the student to attain the required basic manipulative skills; to develop through practice, safety habits and sanitary measures; and to reach fundamental performance objectives in preparation for more advanced skills. Lab Fee.

COSL 0080 Credits: 6
Basic Techniques of Cosmetology 3 Laboratory
Prerequisite: COSL 0001. Corequisite: COS 0080. Application of techniques in salon services demonstrated on live models and mannequins. Lab Fee.

COSL 0083 Credits: 6
Basic Techniques of Cosmetology 4 Laboratory
Prerequisite: COSL 0080. Corequisite: COS 0080. Application of techniques in salon services demonstrated on live models and mannequins. Lab Fee.

COSL 0084 Credits: 4
Applied Techniques 5 Laboratory
Lab provides salon experience with patrons in hair and scalp care using principles of design in styling and preliminary diagnostic techniques used in the care of the hair and scalp prior to and following chemical treatment. Lab Fee.

CRW 2001 Credits: 3
Creative Writing 1
Designed to help guide the student in developing original written work with emphasis on contemporary writing techniques. Planned to accommodate the needs of the individual.

CRW 2001H Credits: 3
Honors Creative Writing 1
Prerequisite: Admission to the Honors Program. This course is designed to help guide students in developing original written work, with an emphasis on contemporary writing techniques. The course is open to students enrolled in the BCC Honors Program.

CRW 2002 Credits: 3
Creative Writing 2
A continuation of CRW 2001 but either course may be taken first. Designed to guide the student in developing original work with emphasis on contemporary writing techniques.

CRW 2002H Credits: 3
Honors Creative Writing 2
Prerequisite: Admission into the BCC Honors Program. A continuation of CRW 2001 and CRW 2001H, but courses need not be taken in sequence. Designed to guide the Honors student in developing a heightened appreciation of the methodology of producing original work, with emphasis on contemporary writing techniques.

CSP 0001 Credits: 2
Cosmetology Specialist - Nails
Theory of safe and efficient work practices and related chemistry, bacteriology, basic anatomy, physiology, and state laws which pertain to nail technology.

CSP 0300 Credits: 3
Facial Specialty - Theory
Prepares student as a skincare specialist to work in a day spa, dermatologist's office, plastic surgeon's office, or in merchandising with cosmetics companies. Subject areas are sanitation, physiology, skin disorders and diseases, skin analysis, massage techniques, facial treatments and make-up.

CSPL 0010 Credits: 6
Applied Cosmetology Specialist - Nails
Lab provides the development of skills in performing the manipulative techniques required in the practice of nail specialties. Lab Fee.

CSPL 0300 Credits: 6
Applied Techniques - Facial Specialty
Lab provides salon experience in all areas of skin care. Diagnostic and consultation techniques are used. Lab Fee.

CTS 1101 Credits: 1
Introduction to Windows
Introductory hands-on course teaching the essentials of using the Windows Operating System. Emphasis on use and management of the explorer, taskbar, desktop and menus, online help and included disk tools and accessories.

CTS 1171 Credits: 3
Windows XP Professional
This course is designed to provide a student with a broad-based knowledge of Windows XP Professional, and to prepare students to design, plan, implement, and support the product along with preparing the student to take the related Microsoft Certified Professional Exam 70-270. Lab Fee.

CTS 1701 Credits: 3
Information Technology Project Management
Prerequisite: CTS 2100. An introduction to the techniques, skills and tools required to ensure the success of information technology projects. Lab Fee.

CTS 2310 Credits: 3
Microsoft Windows 2000 Designing Security
Prerequisite: CEN 2304. This course is designed to prepare a student to design security for all aspects of a Windows 2000 network, and to take the Microsoft Certification Exam 70-220. Lab Fee.

CTS 2320 Credits: 3
Managing a Microsoft Windows 2000 Network Environment
Prerequisite: CEN 2304. This course is designed to prepare a student to manage a Microsoft Windows 2000 network environment and to take the Microsoft Certification Exam 70-218. Lab Fee.

CTS 2811 Credits: 3
Microsoft SQL Server 2000
Prerequisite: CEN 2304. This course is designed to prepare a student to install, administer, configure, customize, optimize and troubleshoot the Windows 2000 SQL Server database system in a network environment, and to take the Microsoft Certification Exam 70-228.
DAA 1100
Beginning Modern Dance
Elementary modern dance exercises and combinations based on recognized technical modern dance styles to promote an understanding of modern dance theory. This course is designed for the student without prior dance training. Improvisational exercises will also be incorporated. This course may be taken for maximum credits of 12.

DAA 1220
Fundamentals of Ballet
Introduces the student the basic fundamental ballet movements in dance technique class environment. This course is for students without formal ballet training or that require a complete review of basic work. This course may be taken for maximum credits of 12.

DAA 1201
Beginning Ballet
Prerequisite: DAA 1201 or other equivalent experience or accepted by audition or approval of faculty. This course is for students that are familiar with basic ballet movement and are ready to develop and complete the basic movement vocabulary requirements. This course may be taken for maximum credits of 12.

DAA 1500
Beginning Jazz Dance
Introduces the student to the many elements of jazz dance at the basic level. Jazz as an art form will be analyzed by technique, style and performance in the dance technique class environment. This course may be taken for maximum credits of 12.

DAA 1680
Performance Repertory Company
Prerequisites: Student must be actively enrolled in either DAA 1100, DAA 2101, DAA 1500, DAA 2501, DAA 1201, DAA 2202, DAA 2203, and accepted by audition or approval by faculty. Provides an opportunity for dancers to work in a repertory company and explore the various devices and skills of ensemble performance. This course strives to provide the dancers with performance opportunities throughout the semester, as well as culminates in a final stage performance. This course may be taken for maximum credit of 12.

DAA 1750
Dance Conditioning
To increase technical skills through conditioning exercises appropriate for dancers. Dance conditioning is an excellent course to improve fundamentals for the beginning/intermediate and advanced dance student or athlete. This course may be taken for maximum credits of 12.

DAA 2101
Intermediate Modern Dance
Prerequisite: DAA 1100 or other equivalent experience or accepted by audition or approval of faculty. This course is designed for students with prior modern dance training and a desire to further develop their modern dance technique. Improvisational exercises will also be incorporated. This course may be taken for maximum credits of 12.

DAA 2202
Intermediate Ballet
Prerequisite: DAA 1201 or other equivalent experience or accepted by audition or approval of faculty. This course is designed for students with a complete knowledge and mastery of the basic movement vocabulary requirements and are ready for intermediate ballet dance technique. Student will be able to demonstrate a clean single pirouette. This course may be taken for maximum credits of 12.

DAA 2203
Advanced Ballet
Prerequisite: DAA 2202 or other equivalent experience or accepted by audition or approval of faculty. This course is for students with a complete knowledge and mastery of the intermediate movement vocabulary requirements and are ready for advanced ballet dance technique. Student must successfully complete two clean pirouettes and be practicing petite and grand allegro combinations with batterie. Pointe work is practiced at the end of each class. This course may be taken for maximum credits of 12.

DAA 2501
Intermediate Jazz Dance
Prerequisite: DAA 1500 or other equivalent experience, or accepted by audition or approval of faculty. Intermediate jazz for dancers with a background in fundamental placement and technique. Emphasis is placed on correct body positions and correct execution of advanced basic technique. Student must be able to complete a single clean jazz turn. This course may be taken for maximum credit of 12.

DEA 0130
Allied Dental Theory
Prerequisite: DES 1020. This course provides a scientific base in pharmacology, embryology/ histology, oral pathology, microbiology, and nutrition.

DEA 0150
Dental Psychology
Basic theories of psychology and knowledge of behavioral patterns relevant to dentistry.

DEA 0800
Clinical Practicum 1
Corequisite: DEA 0800. Basic theories and procedures involved in various dental specialties including restorative/cosmetic dentistry, endodontics, periodontics, pediatric dentistry, oral surgery, orthodontics, and fixed and removable prosthodontics.

DEA 0936
Dental Seminar
This course is designed to provide students with a review for the Dental Assisting National Board Exam and to provide the student with an understanding of ethics, jurisprudence, and risk management as related to dentistry. Students gain skills for seeking employment.

DEA 0800
Clinical Practice 1 Lab
Prerequisites: DES 1800, DESL 1800. Corequisite: DEA 0800. Initial patient contact involving the application and practice of general chairside and specialty dental assisting functions.

DEA 0850
Clinical Practicum 2
Prerequisites: DEA 0800, DEA 0800. Continuous practice in all the skill areas of the dental assisting curriculum. Included will be a supervised internship program utilizing the private dental offices and clinical settings. The student will apply all skills and competencies developed and increase his/her capabilities and proficiencies.

DEH 1800
Dental Hygiene 1
Prerequisites: DEHC 1003, DES 1200.
Corequisite: DEHL 1800. Introduction to theory behind clinical procedures necessary for complete patient assessment and comprehensive patient care. Topics include radiographic interpretation, periodontal charting, treatment planning, patient recall, instrument sharpening, root planing, instruments modified for special scaling, dental implant maintenance.

DEH 1802
Dental Hygiene 2
Prerequisites: DEH 1800, DEHL 1800.
Corequisite: DEHL 1802. Introduction to nutritional counseling and the rationale and utilization of ultrasonic instrumentation. Includes communication and therapeutic needs of sensory impaired, physically disabled, clefted, gerodontic, and hormonally developing special-needs patients.

DEH 2300
Pharmacology for Dental Hygiene
Prerequisites: BSCC 1084 or BSCC 2085 and BSCC 2086. This course is a study of the administration, indications, contraindications, adverse reactions, and precautions of pharmaceutical preparations. Special consideration is given to the therapeutic agents used in dentistry.

DEH 2400
General and Oral Pathology
Study of general pathology and human physiological response to disease and injury. Emphasis is given to recognition and study of pathological conditions of structures of oral cavity.

DEH 2701
Community Dental Health
Students are introduced to aspects of public health and community dentistry. The course includes basic concepts of program planning, implementation, and evaluation. Statistics, research methodology, and dental health education are also studied.

DEH 2804
Dental Hygiene 3
Prerequisites: DEH 1802, DEHL 1802, DEHC 2602. Corequisite: DEHL 2804. A continuation of Dental Hygiene 2. The theory and practical application for more advanced clinical skills such as ultrasonic debridement, gingival curettage, air polishing, and overhang removal are introduced. Other areas of emphasis include case documentation, intraoral photography, and management of special-needs patients.

DEH 2806
Dental Hygiene 4
Prerequisites: DEH 2804, DEHL 2804.
Corequisite: DEHL 2806. The last course in the clinical lecture course series includes the introduction of advanced techniques and new technologies in patient care; the study of ethics and jurisprudence; and review of national and state board examination requirements to aid in student employment preparation.

DEHC 1003
Pre-Clinical Dental Hygiene
Prerequisite: HSC 1000. Theory and practical skills necessary for instrumentation is introduced.
including clinical sessions to demonstrate proficiency utilizing dental hygiene instruments, charting periodontal findings and appointment sequencing. Emphasis on beginning instrumentation skills. Lab Fee.

**DEHC 1130** Credits: 2
**Oral Histology and Embryology**
A study of embryonic development of the face and oral cavity and the process of tooth development. Included is a study of the microscopic anatomy of the teeth and supporting structures. Lab Fee.

**DEHC 2602** Credits: 2
**Periodontology**

**DEHL 1800** Credits: 3
**Dental Hygiene Clinic 1**

**DEHL 1802** Credits: 1
**Dental Hygiene Clinic 2**
Prerequisites: DEHL 1800, DEH 1800. Corequisite: DEH 1802. This course provides the student with continuing clinical practice and mastery of basic patient assessment skills, instrumentation, and radiographic techniques. Students will be introduced to adjunctive debridement techniques utilizing ultrasonic scaling devices. Lab Fee.

**DEHL 2701** Credits: 1
**Community Dental Health 2**
Prerequisite: DEH 2701. Gives the dental hygiene student an opportunity to apply concepts and methods covered in DEH 2701 to a community setting. Student projects will be designed and implemented.

**DEHL 2804** Credits: 4
**Dental Hygiene Clinic 3**
Prerequisites: DEHL 1802, DEH 1802. Corequisite: DEH 2804. Emphasizes proficiency in oral prophylaxis, root planing and comprehensive treatment planning. Students will gain experience in intraoral photography, nutritional counseling and working with special needs patients. Students will prepare a case documentation on selected clinical patients. Lab Fee.

**DEHL 2806** Credits: 5
**Dental Hygiene Clinic 4**
Prerequisites: DEH 2804, DEH 2804. Corequisite: DEH 2806. Course emphasizes mastery level proficiency in oral prophylaxis, root planing, gingival curettage, comprehensive treatment planning and use of ultrasonics, air polishers and oral irrigators. Students are prepared for state board tests. Lab Fee.

**DEP 2004** Credits: 3
**Developmental Psychology of the Life Span**
Prerequisite: C or better in PSY 2012. Recommended for students who have achieved sophomore standing. An analysis of the physical, psychological, social and environmental factors in human growth and development. Lecture and field observation.

**DEP 2948**
**Service-Learning Field Studies 1**
Course gives an opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

**DES 1020** Credits: 2
**Head, Neck and Dental Anatomy**
Corequisite: DESL 1020. Study of the anatomy of head and neck with emphasis on the maxilla and mandible. Also, the anatomy of the deciduous and permanent dentitions and supporting structures is covered.

**DES 1051**
**Dental Pharmacology/Pain Control**
This course is the study of agents used in dentistry for local anesthesia and pain control. Nitrous oxide sedation and its use is covered.

**DES 1200**
**Dental Radiography**
Corequisite: DESL 1200. This course provides the student with the fundamental knowledge of the nature, physical behavior, biological effects of radiation to maximize under-standing of proper control and safety precautions to be used in exposing, processing, mounting, and evaluating diagnostically acceptable radiographs.

**DES 1502**
**Dental Office Management**
Students gain knowledge and proficiency in all office management procedures. Course includes telephone techniques written communication for business, inventory control ordering, recall systems, appointment control, accounts payable, accounts receivable, dental insurance.

**DES 1600**
**Office Emergencies**
Prerequisite: HSC 1000. Theory and practice in basic emergency procedures to manage medical emergencies occurring in the dental setting.

**DES 1800**
**Introduction to Clinical Procedures**
Prerequisite: HSC 1000. Corequisite: DESL 1800. Introduces Dental Assisting and Dental Hygiene students to basic concepts of clinical practice. History of dentistry dental health team members, professional organizations, medical/dental history, operation/maintenance of dental equipment, operator/patient, four-handed techniques, oral evaluation, dental charting and coronal polishing skills are included.

**DES 1840**
**Preventive Dentistry**
Philosophy and principles of preventive dentistry, emphasizing the dental auxiliary's role in patient care utilizing proper methods for plaque control, patient education and motivational techniques, tooth stains and discolorations, hypersensitive teeth, and fluorides are also discussed.

**DES 2100**
**Dental Materials**
This course provides theoretical knowledge of the composition, preparation, and application of materials commonly used in dentistry.

**DESC 2830**
**Expanded Functions for Dental Auxiliaries**
Basic knowledge and clinical practice necessary for the dental auxiliary to perform expanded functions permitted by the rules and regulations of the Florida State Board of Dentistry.

**DES 1020**
**Head, Neck and Dental Anatomy Laboratory**
Corequisite: DES 1020. Laboratory course provides an opportunity to use anatomical models and teeth to apply didactic information in a laboratory setting and begin to apply knowledge of anatomy to clinical dental practice. Lab Fee.

**DES 1200**
**Dental Radiology Laboratory**
Corequisite: DES 1200. As a corequisite to Dental Radiology Theory (DES 1200), this course provides the student with laboratory experience in exposing, processing, mounting, and critiquing diagnostically acceptable intraoral and extraoral radiographs. Lab Fee.

**DES 1800**
**Introduction to Clinical Procedures Laboratory**

**DES 2100**
**Dental Materials Laboratory**
This course enables students to transfer theory into technique by providing hands-on experience with dental equipment and materials covered in the Dental Materials lecture course. Lab Fee.

**DSC 1003**
**Foundation of Homeland Security**
Provides an introspective review of the history of U.S. Homeland defense initiative. Explores the evolution of homeland security and the agencies involved.

**DSC 1005**
**Terrorism in Today’s World**
An examination of ideologies of a variety of social and political conflicts (international and domestic) that bring about Terrorism. The implications that these issues bring upon the criminal justice system will be examined as part of this course.

**DSC 1032**
**Preparation and Response for Terrorism**
This course focuses on the increased awareness of terrorism. The instituting of meaningful preventive measures while significantly increasing preparedness levels is studied. As well, the aspects of response techniques and recovery plans are explored.

**DSC 1035**
**Recognition and Investigation of Terrorism**
This course focuses on the identification of terrorist groups. The gathering of intelligence information and the analysis of the material is studied. The unique aspects of terrorism investigations versus the traditional investigation is also explored.
EAP 0300  Intermediate ESL Speech 1  Credits: 3
Intermediate Oral Skills for ESL focuses on vocabulary, pronunciation, and proper intonation, as well as listening comprehension skills such as classroom notetaking. Instruction includes 15 language lab hours and optional out-of-class tutorials.

EAP 0382  Intermediate ESL Writing/Reading 1  Credits: 3
Prerequisite: LOEP score of 36. An ESL language course that combines intermediate level syntax, basic topical essay production, and parallel reading comprehension skills. Fifteen hours of language lab required.

EAP 0400  Intermediate ESL Writing/Reading 2  Credits: 3
Prerequisite: LOEP score of 61. A high-intermediate ESL oral skills course which continues (at an accelerated rate) pronunciation and academic listening and speaking skills (notetaking and basic oral presentation). Fifteen language lab hours required; individual tutoring may be available.

EAP 1810  English as a Second Language (Intermediate Level)  Credits: 3
Prerequisite: TOEFL Score 450 or equivalent. Intermediate ESL stresses individualized instruction and use of the Language Laboratory to develop basic communication, composition, oral interaction, pronunciation, and syntax in English, preparing the non-native speaker of English for study on the college level.

EAPL 0280  Reading Skills and TOEFL Preparation  Credits: 3
Designed to improve ESL student reading skills and academic vocabulary, with special focus on TOEFL preparation. Extensive language lab facilities and individualized student-teacher conferencing available.

ECO 2013  Principles of Economics 1 (Macroeconomics)  Credits: 3
Macroeconomics: introduction to the general theories of economics with practical applications. Topics include determination of price, national income computation, economic stabilization growth, money and banking, and monetary policy.

ECO 2013H  Honors Principles of Economics 1 (Macroeconomics)  Credits: 3
Prerequisite: Admission to the Honors Program. Macroeconomics: introduction to the general theories of economics with practical applications. Topics include determination of prices, national income computation, economic stabilization growth, money and banking, and monetary policy. The course is open to students enrolled in the BCC Honors Program.

ECO 2023  Principles of Economics 2 (Microeconomics)  Credits: 3
Microeconomics: introduction covering theory and practical applications. Topics include economic growth, resource allocation, economics of the firm and international economics.

ECO 2023H  Honors Principles of Economics 2 (Microeconomics)  Credits: 3
Prerequisite: Admission to the Honors Program. Microeconomics: introduction covering theory and practical applications. Topics include economic growth, resource allocation, economics of the firm and international economics. The course is open to students enrolled in the BCC Honors Program.

ECO 2030  Effective Classroom Management  Credits: 3
This course is designed to assist future and current teachers and support personnel in establishing a positive learning environment in the classroom. This course transfers to the upper division as elective credit only. It does not satisfy any prerequisite requirement.

ECO 2048  Service-Learning Field Studies 1  Credits: 1
Course gives students an opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

ECO 2050  Introduction to Comparative Economics  Credits: 3
Prerequisite: ECO 2013. A comparative study of economic systems in selected Western and non-Western nations. An explanation of the economic basis for world trade, the balance of payments, and international exchange rates.

EDF 1005  Introduction to Education  Credits: 3
Prerequisite: ENC 1101. This course is an orientation to the teaching profession and includes an overview of the historical, sociological, and philosophical issues affecting teachers and schools. It requires 15 hours of observation in a school setting and is mandatory for all students pursuing a degree in education. Students desiring to complete the observation in the Brevard County School System must be prepared to undergo a security check.

EDF 2090  Current Issues in Education  Credits: 3
Prerequisite: Completion of EDF 1005 or Instructor's Approval. This course offers an opportunity for students to discuss a wide range of issues in education. NOTE: This course does not satisfy the SUS requirements for undergraduate admissions into a Florida teacher preparation program. This course transfers to the upper level as elective credit only. It does not satisfy any prerequisite requirement.

EDF 2600  School and Society  Credits: 3
Prerequisite: Completion of EDF 1005 or Instructor's Approval. This course offers an introduction to the historical, philosophical, sociological, and political foundations of American education. Note: This course does not satisfy the SUS requirements for undergraduate admissions into a Florida teacher preparation program. This course transfers to the upper level as elective credit only. It does not satisfy any prerequisite requirement.

EDF 2905  Directed Study in Education  Credits: 3
Course involves a direct study in a specified topic for participants. Check with the instructor for the approved specific content for a particular semester. This course transfers to the upper division as elective credit only. It does not satisfy any prerequisite requirement.

EDF 2910  Educational Research  Credits: 3
Prerequisite: Completion of EDF 1005 or Instructor's Approval. This course provides education majors and education professionals an opportunity to engage in intensive research on an appropriate topic in their educational career. Paper must be at least 6,000 words. This course transfers to the upper level as elective credit only. It does not satisfy any prerequisite requirement.

EDF 2930  Special Topics in Education  Credits: 3
This course involves an intensive study of particular concepts in education; check with the instructor for specific content for a particular semester. Course may be repeated for credit with a change in topic for a maximum of 12 credits. This course transfers to the upper level as elective credit only. It does not satisfy any prerequisite requirement.

EDF 2948  Service-Learning Field Studies 1  Credits: 1
Course gives students an opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

EDG 1940  Field Experience in Educational Settings  Credits: 3
Prerequisite: Instructor's Approval. This course offers credit for field placement in educational settings that reflect the students' career choice and area of specialization. NOTE: This course does not satisfy the SUS requirements for undergraduate admissions into a Florida teacher preparation program. This course transfers to the upper level as elective credit only. It does not satisfy any prerequisite requirement.
EDG 2701  
Teaching Diverse Populations  
Credits: 3  
Prerequisite: ENC 1101. This course is designed to provide students with the attitude, knowledge, and skills necessary to function in a culturally diverse educational setting. This course has a mandatory fifteen hour direct field experience component. Students desiring to complete the direct field experience in the Brevard County School System must be prepared to undergo a security check.

EDG 2932  
Special Topics in Science Education  
Credits: 1-6  
An introductory course to describe the evolution and distribution of coral reefs, their biotic diversity, and ecological relationships.

EDG 2948  
Service-Learning Field Studies 1  
Credits: 1  
Course gives students an opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

EDP 2002  
Educational Psychology  
Credits: 3  
Prerequisite: ENC 1101. This course is designed to provide students with the attitude, knowledge, and skills necessary to function in a culturally diverse educational setting. This course has a mandatory fifteen hour direct field experience component. Students desiring to complete the direct field experience in the Brevard County School System must be prepared to undergo a security check.

EEC 1006  
EEC 2940  
Theory of Montessori Method including evolution, relationship to Piaget, Erikson, Kohlberg, Vygotsky, and others; sensitive periods of development; role of teacher as directress; prepared environment; and process of normalization.

EEC 2530  
Montessori Curriculum 1  
Prerequisite: EEC 1006. Corequisite: EEC 2940. This course introduces the student to the learning materials found in the practical life and language areas of a Montessori preschool classroom. Class time includes demonstration of materials by the instructor and practice with the materials by the student.

EEC 2532  
Montessori Curriculum 2  
Prerequisites: EEC 1006, EEC 2530. Corequisite: EEC 2941. This course introduces students to the learning materials found in the sensory and math areas of a Montessori preschool classroom. Class time includes demonstration of materials by the instructor and practice with the materials by the student.

EEC 2940  
Montessori Teaching Practicum 1  
Prerequisite: EEC 1006. Corequisite: EEC 2530. Teaching experience in approved Montessori early childhood classroom under the supervision of approved instructors.

EEC 2941  
Montessori Teaching Practicum 2  
Prerequisites: EEC 1006, EEC 2940. Teaching experience in approved Montessori early childhood classroom under the supervision of approved instructors.

EET 1003  
Introduction to Electronics  
Credits: 3  
Prerequisite: PSY 2012. Introduction to electronics to acquaint the student with the principles upon which modern electronic devices operate. The course includes an introduction to the basic concepts of electricity and magnetism, electronic circuits, television, digital electronics and computers.

EET 1550  
Introduction to Distributed Energy Technology  
Credits: 3  
An introduction to the background, essential theory, principles and future of “Distributive Energy Technology”. Topics include alternative energy and fuels, distributed power systems, microturbines, fuel cells, recent advances in solar technology, and alternative fuel vehicles.

EET 1551  
Distributed Electrical Power Generation and Storage  
Credits: 3  
An introduction to the background, essential theory, principles and future of “Distributed Electric Power Generation and Storage”. Topics include photovoltaic system components and configurations, panel assembly, introduction to microturbines, theory of operation, installation, operation, checkout, maintenance, troubleshooting and repair.

EET 1005  
Basic Electricity/Electronics  
Credits: 4  
A comprehensive introduction using a broad based approach covering principles upon which modern electronic/ electrical systems operate. Introduction to basics of electronics, measuring devices, basic units, resistance, conductors, measurement sources, series/parallel circuits, common DC/AC circuits, and safety will be covered. Lab Fee.

EET 1015  
Circuit Fundamentals 1  
Prerequisite: MAT 1033. This course is the foundation course of the Electronic Engineering Technology Program. This course covers the atomic nature of electricity, DC circuit components and symbols, Ohms law, series and parallel DC circuits, common DC circuits, Kirchhoff’s laws, Nodal analysis, Mesh analysis, Superposition theorem, Delta to Yoe transformation, Thévenin’s theorem, Norton’s theorem, Millman’s theorem, maximum power transfer theorem, DC magnetics, electromagnetic induction, DC and AC motors, moving coil instruments. Lab Fee.

EET 1025  
Circuit Fundamentals 2  
Prerequisite: EETC 1015. This course is a continuation of EETC 1015. The subjects covered in the course are: inductance, capacitance, RC and RL time constants, generation of the alternating current (AC), phases and decibels, inductive and capacitive reactance, transformers, series RC, RL, and RLC circuits, series and parallel resonance, filters, and their applications. This course will prepare you for the two-course sequence in analog electronics that begins with EETC 1141. Lab Fee.

EET 1036  
DC/AC Circuits  
Prerequisite: Pass CPT. Introduction to electronics explores the essential theory and applications of DC and AC circuits. Topics covered are: electrical quantities and units, resistors, switches, batteries, conductors, series circuits, parallel circuits, series parallel circuits magnetism, the sine wave, capacitance, inductance, and transformers, four class hours and three computer-assisted instruction (CAl) lab hours. Lab Fee.

EETC 1037  
DC/AC Analysis  
Prerequisite: MAT 1033. Corequisite: MAC 1105 or MAC 1140. Topics covered are Kirchhoff’s voltage and current law, nodal and mesh analysis, superposition theorem, delta-omega transformation, impedance and complex numbers and RLC circuit analysis. Required for students with BCC Certificate in Electronic Technology or equal wishing to transfer credits toward AS degree Electronic Engineering Technology program. Lab Fee.

EETC 1141  
Analog Devices  
Prerequisite: EETC 1025. Corequisite: EETC 1025. This is the first course of a sequence in analog electronics. The topics covered in this course are: history of electronics, semiconductors, diodes, diode rectifier circuits, zener, varactor, LED and special diodes, bipolar transistors, monopolar transistors, small signal transistor amplifiers, power transistor amplifiers, and amplifier frequency response. After finishing this course, the student will be able to design unregulated power supplies, transistor audio amplifiers, audio power amplifiers, audio oscillators, limiters, clamps, and several other important circuits. Lab Fee.

EETC 1142  
Analog Circuits  
Prerequisite: EETC 1141. This course is a continuation of EETC 1141. The topics covered in this course are: operational amplifiers, active filters, mixers, oscillators, function generator, timers, VCOs, PLLs, industrial switching devices such as SUSs, SSCRs, DSCRs, SBSs, TRIACS, UTSs, linear and switching regulators, optoelectronic devices, vacuum tubes. After finishing this course, the student will be able to design pre-amplifiers using operational amplifiers (opamps) oscillators, comparators and active filters using op-amps, linear regulated power supplies, switching power supplies, and several other important circuits. Lab Fee.

EETC 1157  
General Principles of Residential and Commercial Facility Wiring  
Prerequisite: MAT 1033. Introduction to theory and safe electrical practices for residential and commercial wiring systems, controls and repairs. Load balancing and power demands of modern dwellings. Exclusive overview of modern house wiring and repair methods.

EETC 1161  
Through-Hole and Surface-Mount Soldering  
Prerequisite: MAT 1033. A course for electronic technicians which includes high reliability soldering techniques, electrostatic discharge awareness and protection and surface mount rework and repair. Lab Fee.

EETC 2213  
Basic Instrumentation  
Prerequisite: MAT 1033. An introduction to the operation of standard laboratory test equipment, the measurement of electrical parameters and measurement methods used in industries requiring strict quality assurance. Lab Fee.

EETC 2215  
Instrumentation and Control Systems  
Prerequisite: EETC 1142. A review of the operation of standard laboratory test equipment, the measurement of electrical parameters, and an introduction to computer controlled instrumentation systems. Major topics are: general...
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EETC 2245</td>
<td>Instrumentation Systems</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2325</td>
<td>Electronic Communication Systems</td>
<td>4</td>
</tr>
<tr>
<td>EETC 2335</td>
<td>Communication Systems 2</td>
<td>4</td>
</tr>
<tr>
<td>EETC 2609</td>
<td>Electronic Fabrication and Fiber Optics</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2620</td>
<td>Advanced Surface-Mount Soldering Technology</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2724</td>
<td>Schematic Capture and Modeling</td>
<td>3</td>
</tr>
<tr>
<td>EETC 2930</td>
<td>Project Management and Engineering</td>
<td>4</td>
</tr>
<tr>
<td>EEX 1600</td>
<td>Behavior Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Emphasis is placed on the acquisition of skills used in promoting constructive interactions between children and adults.

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>EEX 2010</td>
<td>Introduction to Special Education</td>
<td>3</td>
</tr>
<tr>
<td>EEX 2947</td>
<td>Service-Learning Field Studies 1</td>
<td>1</td>
</tr>
<tr>
<td>EEX 2948</td>
<td>Service-Learning Field Studies 1</td>
<td>1</td>
</tr>
<tr>
<td>EGN 2930</td>
<td>Space Science and Technology</td>
<td>3</td>
</tr>
<tr>
<td>EME 1501</td>
<td>Distance Learning Seminar</td>
<td>3</td>
</tr>
<tr>
<td>EME 2040</td>
<td>Technology for Educators</td>
<td>3</td>
</tr>
<tr>
<td>EME 2948</td>
<td>Service-Learning Field Studies 1</td>
<td>1</td>
</tr>
<tr>
<td>EMS 1119</td>
<td>Emergency Medical Technology (Didactic)</td>
<td>6</td>
</tr>
</tbody>
</table>

An introduction to behavior change techniques and methods for observing and recording behaviors.

<table>
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<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>EMS 1411</td>
<td>Emergency Medical Technology Hospital Practicum</td>
<td>2</td>
</tr>
<tr>
<td>EMS 1421</td>
<td>Emergency Medical Technology Ambulance Practicum</td>
<td>2</td>
</tr>
<tr>
<td>EMS 1525</td>
<td>Introduction to Electrocardiography</td>
<td>2</td>
</tr>
<tr>
<td>EMS 2601</td>
<td>Paramedic</td>
<td>8</td>
</tr>
<tr>
<td>EMS 2602</td>
<td>Advanced Paramedic</td>
<td>8</td>
</tr>
<tr>
<td>EMS 2644</td>
<td>Paramedic Hospital Practicum</td>
<td>4</td>
</tr>
</tbody>
</table>
Advanced Paramedic Hospital Practicum
Prerequisites: EMS 2601, EMS 2644, EMS 2654, EMSL 2601. Corequisites: EMS 2602, EMS 2645, EMSL 2602. This course is designed to provide advanced training in emergency medical procedures in areas such as ACLS (Advanced Cardiac Life Support), obstetrics, pediatrics, management of the emotionally disturbed, intubation, extrication, medical emergencies, MCI, HazMat, and acute interventions for the chronic care patient in the hospital setting.

Advanced Paramedic Ambulance
Prerequisites: Florida State EMT Certificate. Corequisites: EMS 2601, EMS 2644, EMSL 2601. This course is designed to provide advanced training in emergency medical procedures in areas such as pharmacology, emergency law, including roles and responsibilities, patient assessment, trauma and medical emergencies with special emphasis on computer pen-based reporting, the well-being of the paramedic, therapeutic communications, documentation, and life-span development. Lab Fee.

Advanced Paramedic Ambulance Internship
Prerequisites: EMS 2601, EMS 2602, EMS 2644, EMS 2645, EMS 2654, EMSL 2601, EMS 2602. This course is designed to provide the application and demonstration of knowledge in the pre-hospital setting on Advanced Life Support Ambulance working as a paramedic while under direct supervision of a Florida Certified solo Paramedic.

Emergency Medical Technology Laboratory
Prerequisites: CPR certification. Corequisites: EMS 1119, EMS 1411, EMS 1421. This course is designed to include practice, application and performance evaluation of required occupational skills for the EMT in simulated patient care situations. Lab Fee.

Paramedic Laboratory
Prerequisites: Florida State EMT Certificate. Corequisites: EMS 2644, EMS 2654, EMS 2601. This course is designed to provide advanced training in emergency medical procedures in areas such as pharmacology, emergency law, including roles and responsibilities, patient assessment, trauma and medical emergencies with special emphasis on computer pen-based reporting, the well-being of the paramedic, therapeutic communications, documentation, and life-span development. Lab Fee.

Advanced Paramedic Laboratory
Prerequisites: EMS 2601, EMS 2644, EMS 2654, EMSL 2601. Corequisites: EMS 2645, EMS 2655, EMS 2602. This course is designed to provide advanced training in emergency medical procedures in areas such as ACLS (Advanced Cardiac Life Support), obstetrics, pediatrics, management of the emotionally disturbed, intubation, extrication, medical emergencies, MCI, HazMat, and acute interventions for the chronic care patient in the hospital setting. Lab Fee.

Business English and Communications
A course designed to provide fundamentals in English skills, effective business writing, and oral communications. Emphasis on grammar, spelling, punctuation, business writing, speaking, listening skills, and employability skills.

Honors Communications
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule and General Education requirements. The first of two courses in writing teaches principles of pre-writing, organizing, revising and editing essays. Includes basic research and documentation methods. By state mandate, students must write a minimum of 6,000 words in this course. This is a general education diversity infused course.

Honors Communications
Prerequisite: Appropriate test scores and admission to the Honors Program. Meets Gordon Rule and General Education requirements. A course designed to utilize the objectives of ENC 1101 in a setting of intensified study, discussion, and analysis of a wide variety of written work. The course is open to students admitted to the BCC Honors Program.

Communications 2
Prerequisite: ENC 1101 or ENC 1101H. Meets Gordon Rule and General Education requirements. Emphasizes writing literary analysis using different rhetorical strategies. Selections include the short story, essay, novel, poetry, drama, or film which provide the basis for advanced essay writing, research, and practice. This is a general education diversity infused course.

Communications 2
Prerequisites: ENC 1101 or ENC 1101H and admission to the Honors Program. Meets Gordon Rule and General Education requirements. Continuation of ENC 1101 or ENC 1101H with emphasis on writing about literature. Selections from the areas of the short story, essay, novel, poetry, or drama provide the basis for advanced essay writing, research, and practice in literary analysis. The course is open to students admitted to the Honors Program.

Technical Writing
Prerequisite: ENC 1101. Organization, correctness, and use of technical documents important to industry and business. The entire report is studied, from its initial concept to the completed work. Sentence structure, punctuation, and spelling are stressed to reflect the writer's ideas and ability to present those ideas correctly and acceptably.

Service-Learning Field Studies
Course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

College Preparatory Writing 1
Prerequisites: Placement test CPT/FLPT, score below 60; ACT score below 14; SAT, score below 371. Teaches sentence building skills and simple paragraph development. Emphasizes logical, effective, varied sentence constructions, correct grammar, usage, punctuation, mechanics. Includes simple word processing skills. Based in classroom and lab. To exit, students complete course requirements and pass exit exam, written and objective.

College Preparatory Writing 2
Prerequisites: Placement test CPT/FLPT, score 60-82; ACT, score 14-15; SAT, score 371-419. Teaches basic writing skills, including content organization, grammar, punctuation, mechanics, and basic word processing. Based in classroom and lab. Satisfies vocational writing course requirements and/or prepares students for college-level writing courses. To exit, students complete course requirements and pass state exit exam.

Survey of British Literature 1
Prerequisite: ENC 1101 is recommended and appropriate test scores in reading and writing. Meets Gordon Rule and General Education requirements. Introduction to the first ten centuries of British literature from the early Anglo-Saxon period through the eighteenth century. Major works such as Beowulf and authors such as Chaucer, Milton, Shakespeare and Swift are emphasized.

Survey of British Literature 2
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule and General Education requirements. A continuation of ENC 1102. A critical study of selected pieces of British literature from the Romantic period to the present.

Introduction to Shakespeare
Prerequisite: Appropriate test scores in reading and writing. Introduction to the pleasure and wisdom of Shakespeare's plays. Various approaches are used: movie version of the plays, staging of scenes from the plays, lecture and classroom discussion.

Solar Thermal Technologies
An introduction to the background, essential theory, principles and future of "Solar Thermal Technologies". Topics include solar fundamentals, solar water heating systems and components, systems installation, check-out and startup procedures, solar water heating troubleshooting, solar pool heating, and code and safety issues.

Energy Efficient Buildings
This is the foundation course for understanding the engineering principles in Energy Efficient Buildings. Topics include: energy efficient - site selection, masonry, plumbing, materials, appliances, electrical and diagnostic testing.
<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>EST 1820</td>
<td>Alternative Fuels and Electric Vehicle Technologies</td>
<td>3</td>
<td>An introduction to the background, essential theory, principles and future of “Alternative Fuels and Electric Technologies”. Topics include: history of the automobile, world energy supply and demand for transportation, bi-fuel vehicles, liquid gas, bio-diesel, electric technology, electric vehicle components, fuel cell safety, and other sources of energy.</td>
</tr>
<tr>
<td>ESTC 1240</td>
<td>Fiber Optic Terminations</td>
<td>3</td>
<td>A hands-on fiber optic course focused on the fabrication of fiber optic cable assemblies, using a variety of connectorization and splicing techniques. Cable installation and system troubleshooting techniques will also be presented. Lab Fee.</td>
</tr>
<tr>
<td>ETD 1931</td>
<td>Special Topics</td>
<td>1-4</td>
<td>Course topics to be established as community needs are identified. Lab Fee.</td>
</tr>
<tr>
<td>ETD 2941</td>
<td>Internship</td>
<td>3</td>
<td>Principles of field of study with opportunities for students to develop appropriate attitudes and skills needed for successful employment and establish an effective partnership between student and cooperating employer. This course may be taken for a maximum credit of 6.</td>
</tr>
<tr>
<td>ETD 1802</td>
<td>Pictorial Drafting</td>
<td>4</td>
<td>A course in technical illustration involving isometric, oblique, perspective, diametric and tridimensional drawings of a technical nature. Drawings to be completed on CAD. Lab Fee.</td>
</tr>
<tr>
<td>ESTC 1815</td>
<td>Adobe Photoshop for Interior Design</td>
<td>3</td>
<td>This course teaches the fundamentals of image-editing tools for professional designers who want to produce sophisticated graphics for print and the web using Adobe Photoshop. Photo retouching, image editing, and color painting will be among the topics covered. Lab Fee.</td>
</tr>
<tr>
<td>ETDC 2320</td>
<td>AutoCAD Fundamentals</td>
<td>4</td>
<td>Course teaches the skills needed to operate the hardware and software involving CAD. Lab Fee.</td>
</tr>
<tr>
<td>ETDC 2322</td>
<td>PRO E Fundamentals</td>
<td>4</td>
<td>An advanced CAD course utilizing the parametric modeling CAD program PRO E.</td>
</tr>
<tr>
<td>ETDC 2328</td>
<td>Microstation 2D</td>
<td>4</td>
<td>Basic commands of Microstation 2D to include working units, element placement and manipulation, text, cell libraries, plotting and dimensioning commands. Lab Fee.</td>
</tr>
<tr>
<td>ETDC 2351</td>
<td>AutoCAD Applications</td>
<td>4</td>
<td>Prerequisite: ETDC 2320. Advanced AutoCAD software applications to provide 2D and 3D enhancements. Topics include paper space, tool bar customizing, plotting and internet, assembly, attributes and X reference, Raster vs. Vector. Lab Fee.</td>
</tr>
<tr>
<td>ETDC 2355</td>
<td>AutoCAD 3D</td>
<td>4</td>
<td>Prerequisite: ETDC 2320. Advanced AutoCAD using both 2D and 3D commands. Emphasis on 3D environment, wire frame and solids modeling, and Mechanical Desktop. Lab Fee.</td>
</tr>
<tr>
<td>ETDC 2356</td>
<td>Microstation 3D</td>
<td>4</td>
<td>Prerequisite: ETDC 2328. Basic commands of Microstation 3D including file creation, 3D environment, auxiliary coordinate system, project and surface of revolution, cells, text, dimensioning, B-Spline services and rendering. Lab Fee.</td>
</tr>
<tr>
<td>ETD 2542</td>
<td>Advanced Civil Drafting</td>
<td>4</td>
<td>Prerequisite: ETDC 1540. An advanced CAD course utilizing software specializing in Civil 3-D Model Based Design.</td>
</tr>
<tr>
<td>ETD 2803</td>
<td>Page Design and Layout</td>
<td>3</td>
<td>Prerequisite: GCS 2100 or GCS 1000. Principles of design and layout using industry standard computer applications. In addition to skill building while creating flyers, brochures, covers, ads and Web pages, students will experiment with original concepts and designs. Lab Fee.</td>
</tr>
<tr>
<td>ETDC 2804</td>
<td>Prepress and Production</td>
<td>3</td>
<td>Learning the technical side of computer graphics in prepress and production. Color correction, color models, scanning, file sizes, color separations and trapping. Creating and preparing quality computer art. Lab Fee.</td>
</tr>
<tr>
<td>ETDC 2841</td>
<td>Airbrush Rendering</td>
<td>4</td>
<td>Introductory use of the airbrush and related equipment to develop skill in rendering technical illustrations. Lab Fee.</td>
</tr>
<tr>
<td>ETI 1200</td>
<td>Introduction to Logistics</td>
<td>3</td>
<td>Introduction to the principles and concepts of logistics functions covering the total product flow from the inbound raw materials to the outbound finished goods, to include logistics activities such as acquisition, physical supply, physical distribution and product support.</td>
</tr>
<tr>
<td>ETI 1716</td>
<td>Cleanroom Procedures</td>
<td>1</td>
<td>An introduction to cleanroom technology. Provides an overview of basic procedures required for anyone entering or working the cleanroom environment.</td>
</tr>
<tr>
<td>ETI 1805</td>
<td>Fundamentals of Heavy Lift Operations</td>
<td>1</td>
<td>An introduction to equipment and procedures required for the performance of heavy lift operations.</td>
</tr>
<tr>
<td>ETI 1900</td>
<td>ISO 9000 Fundamentals</td>
<td>3</td>
<td>ISO 9000 overview, background of ISO 9000 requirements, structures of the individual series, the registration process and internal assessment program.</td>
</tr>
<tr>
<td>ETI 1949</td>
<td>Co-op Work Experience 1</td>
<td>3</td>
<td>Prerequisite: completion of two courses in major field. Basic principles in student’s field of study. Students develop appropriate attitudes and skills needed for successful employment to establish an effective partnership between students and their employers. May be taken up to four times for credit.</td>
</tr>
<tr>
<td>ETI 2153</td>
<td>Quality Auditing</td>
<td>3</td>
<td>Prerequisite: ETI 2100, ETI 2110. Principles and techniques for assessing the adequacy of a quality system and evaluating conformance to those systems. Reviews definitions of standard audit terms and types, conventions for conducting and reporting audits. Concepts tested in ASQC Certified Quality Auditor (CQA) examination.</td>
</tr>
<tr>
<td>ETI 2154</td>
<td>Principles of Mechanical Inspection</td>
<td>3</td>
<td>Prerequisite: High school Algebra. Basic principles of mechanical inspections including drawing (blue print) readings, geometric tolerances, inspection tools and equipment, materials and processes, inspection planning, inspection technology, statistics, sampling and sampling plans. Includes concepts tested in ASQC Certified Mechanical Inspector (CMI) examination.</td>
</tr>
<tr>
<td>ETI 2181</td>
<td>Quality Assurance Applications</td>
<td>3</td>
<td>Prerequisite: MAT 1033 or equivalent. Basic principles of quality assurance engineering related to each step of various manufacturing processes. Includes computer applications to quality data management, development of computer based tools for analysis and reporting.</td>
</tr>
<tr>
<td>ETI 2182</td>
<td>Quality Engineering and Analysis</td>
<td>3</td>
<td>Prerequisite: ETI 2100 and ETI 2110 or equivalent. Theory and application of total range of assurance sciences including motivation, human factors, quality costs, audits, calibration, inspection, probability, hypotheses testing, quality management, control charts sampling, design of experiments, reliability and maintainability and computer applications. Includes concepts tested in ASQC “Quality Engineer” certification examination.</td>
</tr>
<tr>
<td>ETI 2227</td>
<td>Purchasing and Material Management 1</td>
<td>3</td>
<td>Introduces the principles and methods relating to the purchasing operation, inventory control and materials management from the inbound raw materials to the outbound finished goods. Covers the role of purchasing and materials management, operating procedures, the make-or-buy decision and sources of supply.</td>
</tr>
<tr>
<td>ETI 2228</td>
<td>Purchasing and Material Management 2</td>
<td>3</td>
<td>Prerequisite: ETI 2227. Continues the principles and methods relating to inventory management and material management and the introduction of supplier management, stores and receiving, general material management responsibilities, the buying plan, ethical and professional standards, and government purchasing.</td>
</tr>
<tr>
<td>ETI 2718</td>
<td>Cleanroom Contamination Control</td>
<td>3</td>
<td>An introduction to current contamination control technology. The student will investigate the requirement for contamination control in settings.</td>
</tr>
</tbody>
</table>
ETI 2834  
Credits: 3  
Handling of Space-Related Chemicals and Propellants  
Prerequisite: ETIC 2851. This course is designed to introduce the student to handling of specific propellants, gases, and ordnance found in the space launch environment. Focus is on the nature of materials and related safety measures.

ETIC 1400  
Credits: 3  
Engineering Machine Practices  
This course emphasizes hands on work to familiarize students with the variety of machine tools found in modern machine shops. It gives future designees a perspective of processes that follow after design and drafting in manufacturing. Lab Fee.

ETIC 1830  
Credits: 3  
Materials and Processes 1  
Prerequisites: Physical Science and MTB 1321 (or higher). This course covers the physical properties and characteristics of common materials and commodities used in the aerospace industry. Materials compatibility, basic metallurgy, and treatment processes are also covered. Lab Fee.

ETIC 1832  
Credits: 3  
Materials and Processes 2  
Prerequisite: ETI 1830. This course provides information in aerospace applications of non-metallic materials. The use of adhesives, coatings, sealing, and issues with delaminations, and faulty bonds are covered. Spacecraft fuels and oxidizers, including cryogenics and hypergolics, are also included. Lab Fee.

ETIC 1833  
Credits: 3  
Mechanical Skills Technology  
Preparation for technician positions in the nation’s space program. Practical “hands-on” exercises are combined with lectures. Servicing of launch vehicles, payloads and ground support equipment is included.

ETIC 1842  
Credits: 3  
Machine Installation and Rigging  
Practical application combining theory and actual installation/maintenance techniques for industrial machinery and equipment. Specific references to the Space Program.

ETIC 1850  
Credits: 3  
Aerospace Systems 1  
Prerequisite: MTB 1321 or higher. This course provides an introduction to expendable and reusable spacecraft systems including hydraulic, pneumatic, electrical, propulsion, mechanical, HVAC, and ECLSS (Environmental Control and Life Support Systems). How systems interact with computer and data acquisition systems is also covered. Lab Fee.

ETIC 1852  
Credits: 4  
Aerospace Tests and Measurements  
Prerequisites: MTB 1321, ETIC 1005, ETIC 2851. This course covers electrical and mechanical testing procedures (primarily nondestructive testing), equipment, measurements, and instrumentation involved in aerospace systems. Verification of tool and equipment calibration is also covered.

ETIC 1853  
Credits: 3  
Aerospace Safety and Quality  
This course covers identification of hazards, personal protective equipment, safe practices, and protection of personnel, property, and equipment in the aerospace environment. Safety procedures, including OSHA regulations and hazardous materials handling, are also covered. Basic principles of quality assurance engineering relating to work processes will be discussed. The use of computer based tools for analysis and reporting will be covered.

ETIC 1855  
Credits: 3  
Aerospace Structural Fabrication 1  
Prerequisites: ETI 1830, ETIC 2851. This course provides an introduction to basic machining and fabrication skills, including mathematical computations and measurements as they apply to metal fabrication. Lab fee.

ETIC 2131  
Credits: 3  
Statistical Process Control  
Lectures and exercises demonstrating principles of data collection, frequency distributions, bar and Pareto charts, run charts, histograms, scatter diagrams and various control charts.

ETIC 2411  
Credits: 3  
Technical Task Analysis/Implementation  
Prerequisite: Last semester or instructor permission. A capstone course in the Aerospace Technology Program. This course applies the knowledge and skills acquired in previous classes through project completion. Tools, equipment, supplies, processes, and materials are selected and used as required for a given task.

ETIC 2810  
Credits: 3  
Electrical Skills Technology  
Prerequisites: ETIC 1005, EGSC 1100. Information and hands-on experience for specific electrical skills in space programs. Completion can lead to formal certification as prescribed by government/contractor licensing/certification requirements.

ETIC 2831  
Credits: 3  
Aerospace Systems 2  
Prerequisite: ETIC 1850. This course provides a continuation of ETIC 1850 and entails a hands-on approach to modification, assembly and disassembly of spacecraft system components, including operation of ground support equipment. Lab Fee.

ETIC 2851  
Credits: 4  
Applied Mechanics  
This course takes a hands-on approach to the identification, uses and care of tools and equipment used in aerospace systems. Blueprint reading, geometric dimensioning, and tolerancing and English and metric measuring systems are included. Lab Fee.

ETIC 2856  
Credits: 3  
Aerospace Structural Fabrication 2  
Prerequisites: ETIC 1855, ETIC 1832. This course provides a continuation of ETIC 1855. Knowledge, techniques, and skills are refined and enhanced. Projects using composites are completed. Lab Fee.

ETMC 2317  
Credits: 3  
Drive and Pump Systems  
Prerequisites: MAT 1033, EST 1521. Fluid mechanics and machine design studied in detail using basic load theories with various component support systems.
### Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FFP 0010</td>
<td>Fire Fighter 1 Minimum Standards</td>
<td>7</td>
</tr>
<tr>
<td>FFP 0011</td>
<td>Building Construction and Codes</td>
<td>3</td>
</tr>
</tbody>
</table>

A prerequisite to Fire Inspector certification, the course provides information on the types and methods of building construction and their effect on fire tactics and firefighter safety. Also discussed are effects of physical forces on structures during fires.

### FFP 2301 Fire Hydraulics

**Prerequisite:** FFP 1000. Application of hydraulics to assure effective water stream at fire ground, practical and specific problems related to water supply including water demands for sprinklers, standpipes, hose streams and nozzles. Underwriters Laboratory and National Fire Protection Association standards are studied.

### FFP 2505 Fundamentals of Fire Prevention

**Prerequisite:** FFP 1000. Structure and organization of fire prevention organizations, conducting inspections; interpreting and applying code regulations. A study of procedures and techniques of fire prevention, including surveying and mapping, recognition and elimination of fire hazards, and fire risk analysis as applied to municipal and industrial occupations.

### FFP 2570 Fire Protection Systems and Extinguishing Agents

**Prerequisite:** FFP 1000. Functions and general design principles of suppression systems. Review of standards and principles of installation of detection, signaling and communication systems. Review of the characteristics and limitations of extinguishing agents.

### FFP 2570 Introduction to Fire Protection Law

**Prerequisite:** FFP 1000. National, state and local laws that affect the Fire Service. Included are labor practices, state standards, fire inspections and investigations.

### FFP 2720 Company Officer Leadership

A prerequisite to Fire Officer One certification, the course provides methods of management and problem solving techniques for beginning officers. Management theory, principles of leadership and motivation, effective communications, and group dynamics are examined.

### FFP 2730 Fire Protection Organization and Management

**Prerequisite:** FFP 1000. Fire department organization emphasizing the evaluation of personnel planning and administration, training, public relations, budgeting, reporting and recording requirements, and relationships between insurance organizations and the fire service.

### FFP 2740 Fire Service Instructor

Prerequisite to Fire Officer One certification, a variety of instructional methods and practical guidance for the beginning instructor are offered. Broadly applicable teaching techniques are emphasized and measurement of teaching effectiveness and student performance are examined.

### FFP 2740 Fire Service Course Design

Emphasizes techniques that will assist the Fire Service Instructor develop skills in curriculum development including the importance of an Active Training program.

### FFP 2770 Ethical and Legal Issues for the Fire Service

This course deals with the entire spectrum of issues facing today's fire service leaders. Topics include: labor relations, human rights and diversity, conflicts of interest, and frameworks for ethical decision-making are used.

### FFP 2780 Fire Department Administration, Management and Supervision

The course is designed to present the principles of management theory, and its application in the fire service. The course is intended for officers whose area of responsibility encompasses long and short range planning, budgeting and administration.

### FFP 2810 Fire Fighting Tactics Strategy 1

A prerequisite to Fire Officer 1 certification, the course develops evaluation skills in fire situations. Assessing life hazards associated with building construction, occupancy, weather conditions and location of the fire are examined, rescue and conserving property by effective planning and tactical firefighting are taught.
FIL 1002    Credits: 3
Prerequisite: ENC 1101. Continuation of FIL 1002, but either course may be taken first. Significant films by American and foreign film makers are viewed and discussed; includes written and oral critique and reviews.

FIL 1003    Credits: 3
Prerequisite: ENC 1101. Continuation of FIL 1002, but either course may be taken first. Significant films by American and foreign film makers are viewed and discussed; includes written and oral critique and reviews.

FIN 1100    Credits: 3
Personal Finance
The student will develop capabilities for managing income and expenditures with emphasis on saving and investment plans, buying/selling a house, acquiring health, auto and life insurance coverage, borrowing money and entering into various contracts.

FIN 2000    Credits: 3
Principles of Finance
Introduction to the field of finance. The financial institutions, instruments and procedures used for loans and investments to meet the demands for funds in the capital markets are described and discussed and investment practices are analyzed.

FIN 2948    Credits: 1
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning contract, necessary oral and written reflection methods.

FOS 0201    Credits: 1
Sanitation and Safety
Students will explore the scientific rationale for sanitation and safety procedures which are mandated for use in food service facilities. The student will identify causative agents of foodborne illnesses and how to prevent these agents from contaminated food and facilities. Methods of accident and fire prevention. Prepares student for the State required Food Handlers certification.

FRE 1120    Credits: 4
French 1
Beginning course, first half, provides basic communication skills for student interested in the functional use of language in everyday situations and/or students in AA and AS programs requiring essential skills as preparation for university parallel programs. The use of the Language Lab, tutorial and individualized instruction are integral elements of the course.

FRE 1121    Credits: 4
French 2
Prerequisite: FRE 1120, one year of high school French. French 2 provides basic communication for students interested in functional use of language in everyday situations and/or for students in AA and AS programs requiring essential skills in language as preparation for university parallel programs. Use of Language Lab, tutorial and individualized instruction are integral elements of the course.

FRE 2000    Credits: 3
Intensive Conversational French
Course in second language acquisition offered for an intensive period of time, stressing conversational skills to help students acquire skills to meet general social demands and to further develop competency for language requirements within academic, business, professional, or career fields. Course does not replace, but may serve as a supplement or complement for basic introductory or intermediate level courses.

FRE 2201    Credits: 4
French 3
Prerequisites: FRE 1120, FRE 1121, two years of high school French or permission of the instructor. Intermediate course review of essential skills in the language in combination with social and cultural aspects of contemporary society, with integrated use of language laboratory, tutorial, and individualized instruction as essential elements.

FSS 0221    Credits: 3
Food Production 2 (Preparation and Service)
The student will acquire the knowledge, principles and skills necessary for service and quantity food preparation used by cafeterias, restaurants and institutions. Lab Fee.

FSS 0241    Credits: 3
Regional Cuisine - American and International
Designed to develop the student's understanding and skills appropriate to a variety of cooking techniques typical of various regions throughout the world. Diversity of menu, available foods, ingredients, and cultures will be studied. Students will have the opportunity to prepare complete meals typical of several cultures during the term. You'll research and prepare representative regional menu items from the European, American, Asian, and African continents. Timing, organization, mise en place, and plate presentation are stressed. Contemporary trends will be included. Lab Fee.

FSS 0245    Credits: 1
Just Desserts - a Contemporary Approach
Explore the “after the meal” experience. In addition to pastries and baking typical for many desserts, you will be introduced to recipes for sorbets, chocolates, and fruits. Decoration and presentation will be stressed as well as the nutritional values of many recipes and fitting the tastes encountered to their rest of the meal. Examine the assembly and use for cakes, desserts with a modern approach. Focus will be on smaller, lighter cakes, and items that can be used for cakes, desserts, individual pastries, and mignardises. You’ll learn to utilize new technologies while focusing on fresh products, simplicity of style, and ease of production. Lab Fee.

FSS 0246    Credits: 3
Baking
This course provides the student with occupational preparation in the area of composition and career. The student will utilize the proper equipment, tools and standardized recipes to prepare yeast breads, rolls, pastries and cakes in the food service laboratory. The instructor will evaluate the products prepared by using established food service standards. Lab Fee.

FSS 0247    Credits: 3
Pastries and Desserts
This course will illustrate the fundamentals of pastry science, equipment, technology, ingredients, formula conversions, and costing. Product preparations will include cakes, icings, fillings, puff pastries, classical pastries, and petits fours. Lab Fee.

FSS 0273    Credits: 1
Wine for Food
The goal of this course is to teach you the roles wines play in professional food service as complements to food and the dining experience, and as building blocks of sales and profits. You will develop an appreciation of the different types of wine and learn the criteria by which to evaluate them. In addition, you’ll learn the principles of purchasing, storing, issuing, pricing and merchandising, and the service of wines. The course includes a field trip to a local winery for a facilities tour where a tasting may be offered. Lab Fee.

FSS 0288    Credits: 3
Pantry and Fast Foods
Prerequisite: FOS 0201. Corequisite: FOS 0201. Development and practice of skills for knife usage, basic salad/dressing and sandwich preparation, and portion control as well as fast food service functions including grilling, deep fat frying, beverage preparation and control. Lab Fee.
Courses

FSSC 0227
Intensive Seafood and Shellfish
The student will learn quality identification, cooler management, and butchery techniques for seafood through lectures and demonstrations. Student will be required to apply fundamental cooking concepts and techniques to the preparation and presentation of seafood items in a production setting. Food safety and cost is practiced daily. Lab Fee.

FSSC 0284
On and Off Premise Catering
The study of catering of food and beverages on-site, such as banquets and receptions, but also off-premises. Lectures involving the business concepts, including banquet sales and contract preparation, together with some hands-on preparation of hors d'oeuvres, canapés and banquet food. Lectures and demonstrations in banquet layouts, menus, sales and supervision. The operation of a typical catering business is detailed from conception through layout and design, which includes the latest in food handling technology. Lab Fee.

GEB 1011
Introduction to Business
Survey of business activities including principles, problems and practices related to our economy. Topics covered are organization, production, marketing, personnel, and finance. May be used for AA and AS degrees.

GEB 1012
Contemporary Business
Overview of today's business environment. The effect of technology and quality movements on today's market, contemporary business issues in organizations, ethics, finance, marketing, law, information systems, and the effects on various business careers are explored.

GEB 1350
Introduction to International Business
Analysis of socio-cultural and political conflicts affecting regulation of international trade: covers systems of payments, balance of trade and management operations of multinational companies and the effects contrasting political systems on international business relationships.

GEB 2351
Introduction to Import/Export
Overview of the import/export process that focuses on the organization procedures and documentation.

GEB 2354
Cultural Environment of International Business
An introduction to the basics of cross-cultural communication as a paradigm to international business relationships.

GEB 2355
Introduction to International Business Law
An overview of international and comparative law as it applies to global business relationships.

GEB 2940
Sports Management Internship
Prerequisites: ADV 1000, MAR 1011. Clinical setting for practical applications of knowledge acquired in the classroom. Students work in private sports offices, recreational offices, or sports departments of corporations.

GEB 2941
International Business Internship
A clinical approach to applying classroom knowledge in a real world setting. Student will work in an organization engaged in international business transactions.

GEB 2948
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

GEO 1130
Fundamentals of Remote Sensing
Prerequisite: GEO 2150. Corequisite: GEO 2150. A course that provides students with a clear understanding of the principles of remote sensing and image processing and their virtually unlimited applications. This course concentrates on satellite imagery and aerial photography. Lab Fee.
GER 1120    German 1
Prerequisite: GER 1120, one year of high school
German or permission of the instructor.
Course provides basic communication
skills for student interested in functional
use of the language in everyday situations
and/or for students in AA and AS programs
requiring essential skills in the language
as preparation for university parallel programs.
The use of the language lab, tutorial and
individualized instruction are integral elements
of the course.

GER 1121    German 2
Prerequisite: GER 1120, one year of high school
German or permission of the instructor.
Continuation of GER 1120 provides basic
communication for students interested in
functional use of the language in everyday
situations and/or for students in AA and AS
programs requiring essential skills in the language
as preparation for university parallel programs.
The use of the language lab, tutorial and
individualized instruction are integral elements
of the course.

GER 2000    Intensive Conversational German
Prerequisites: GER 1120, GER 1121, one year of
high school German, or permission of
the instructor. A course in second language acquisition
offered for an intensive period of time stressing
conversational skills, to help students acquire skills
to meet general social demands and to further
develop competency for language requirements
within academic, business, professional, or career
fields. This course does not replace, but may serve
as a supplement or complement for basic
introductory or intermediate level courses.

GER 2200    German 3
Prerequisites: GER 1120, GER 1121 or two years
high school German or permission of the instructor.
Intermediate course review of essential skills in the
language in combination with social and cultural
aspects of contemporary society, with integrated
use of language laboratory, tutorial, and
individualized instruction as essential elements.

GEO 1153    Introduction to Physical Geology
An introductory course dealing with our
relationship to the natural environment in the
various climactic, regional, and economic areas
of the world and the interrelationships and problems
of conservation of natural resources.

GEO 2150    Fundamentals of Geographic Information Systems
Detailed course on Geographic Information
Systems (GIS) and accompanying laboratory
session. Course will cover all aspects of a
geographic information system including data
collection, preprocessing, data management and
data analysis as well as systems applications. Lab Fee.

GEO 2154    Advanced Geographic Information System Software
Prerequisite: GEO 2150. This course focuses on
from GEO 2150 providing students with hands-on
experience with additional GIS capabilities. It
concentrates on solving geographic problems that
involve street networks, continuously varying map
features (e.g. elevation) and those that require 3-D
visualization.

GEO 2155    Applications of Geographic Information System,
Global Positioning System and Remote Sensing
Prerequisites: GEO 2154, GEO 1130, SUR 2533.
A course that brings together these three
technologies for solving real world problems. The
course is divided into a series of modules that
concentrate on specific problems and allows
students to explore the capabilities of GIS, GPS,
and remote sensing software/hardware to generate
solutions. Lab Fee.

GRA 0070    Introduction to Design and Composition
Prerequisites: GES 1600, GES 1630 and GES
1650. Study of the elements and principles of
design and composition. Use of the elements of
art—shape, line, area, value, and color—gives
form and balance to the design. 3-D space.
Students will learn to develop advanced
visualizations using textures, lighting and shadows.
Students will learn to create renderings (simple,
stylistic and photorealistic) of these 3-D
environments.

GRA 0077    3D Animation
Prerequisites: GRA 0078. 3D Animation will be
offered for an intensive period of time stressing
conversational skills, to help students acquire skills
to meet general social demands and to further
develop competency for language requirements
within academic, business, professional, or career
fields. This course does not replace, but may serve
as a supplement or complement for basic
introductory or intermediate level courses.

GRA 0078    Introduction to 3D Animation
Students will create volumetric objects within a
3-D space. Students will learn to develop advanced
visualizations using textures, lighting and shadows.
Students will learn to create renderings (simple,
stylistic and photorealistic) of these 3-D
environments.

GRA 0079    2D Animation
Prerequisites: GRA 0078, 0077 and 1110. Students
will gain a firm foundation of computer draw
applications. Students will complete projects
which are technical and creative. Skills learned in
this course will carry over into many computer
draw, paint, and three-dimensional applications.

GRA 1110    Principles of Graphic Design
Learn design solutions that will turn your ideas into
well-arranged compositions. Receive a
comprehensive foundation in design. Use elements
of design and principles of design to give form to
your creative ideas. Lab Fee.

GRA 1151    Illustration 1
Prerequisite: GES 2100 or GES 1000. Students will
 gain a firm foundation of computer draw
applications. Students will complete projects
which are technical and creative. Skills learned in
this course will carry over into many computer
draw, paint, and three-dimensional applications.

GRA 1152    Illustration 2
Prerequisite: GRA 1151 or consent of instructor.
Students will combine the output from vector and
pixel based computer graphic applications.
Students will understand how to convert and
integrate various file formats. Graphic and creative
projects such as package design and TV
backgrounds will be assigned.

GRA 1160    2D Animation
Prerequisites: GRA 1100, GRA 2156 and GRA
2150. Put graphics in motion while learning
concepts similar to cartoon animation in the most
popular web animation application. Cell Animation,
Inbetweening and Morphing are topics within
animation projects that you will create for
multimedia and the web. Lab Fee.

GRA 1203    Digital Type and Color
Prerequisites: GRA 1100, GRA 2151 and GRA
2201. This course shows the graphic designer
how to incorporate good typography for each design.
Traditional typesetting rules are combined with
computer illustration and layout applications to
create professional results. This course also
instructs color trends and color perception. Lab Fee.

GRA 1443    Creative Computer Media
Prerequisites: GRA 1100, GRA 2156 and GRA
2150. Students will learn traditional art principles
while working within industry standard computer
graphic applications. Experimentation with line,
shape, value, volume and color will build knowledge
of computer software applications and graphic
design. Lab Fee.

GRA 1710    Videography
Prerequisites: GRA 1100, GRA 2156 and GRA
2150. Make movies for multimedia and electronic
publications. Learn how to use non-linear video
ingesting software. Combine still images with movie
clips. Edit and compile digital clips to create movies with composites, blue screen, and special effects. Lab Fee.

GRAC 2120  Credits: 3
Page Design and Layout
Prerequisites: GRAC 1100, GRAC 2156 and GRAC 2150. Students will learn theories of design and layout using industry standard page layout computer applications. Student will build design and layout skills while creating flyers, brochures and advertisements. Creative projects will take concepts from initial design to final layout. Lab Fee.

GRAC 2150  Credits: 3
Raster Graphics
In this course, students will use a Raster Image Application (currently Adobe Photoshop) to manipulate, enhance and combine scanned and stock images. Learn in-depth information about using an Image Application. Put together images or scans exactly as you imagine. Lab Fee.

GRAC 2156  Credits: 3
Vector Graphics
Students will use Vector Illustration Applications to complete projects that are illustrative, technical and creative. This course contains projects that exercise vector draw tools to develop core skills that will be used in all courses and computer applications. Lab Fee.

GRAC 2157  Credits: 3
Integrated Design
Prerequisites: GRAC 1100, GRAC 2156 and GRAC 2150. Students will combine the files from vector and raster based graphic applications. Learn how to convert and integrate various file formats to create a single composition. Creative projects such as TV backgrounds, package designs and complex print illustrations will be assigned. Lab Fee.

GRAC 2162  Credits: 3
3D Animation
Prerequisites: GRAC 1100, GRAC 2156 and GRAC 2150. Create 3D animations with a state of the art Broadcast Quality computer application. Learn how to create motion paths to animate objects and caricatures. Light the scene and be the cameraman, as you render your animation into a movie. Lab Fee.

GRAC 2163  Credits: 3
3D Modeling
Prerequisite: GRAC 2162. Create 3D objects within virtual space. Learn Texture Mapping and the use of Weight Maps. Learn the many types of modeling techniques like extrude, lathe, skin, bevel, and boolean. Make organic caricature models using Splines, MetaBalls and Subpatch. Lab Fee.

GRAC 2180  Credits: 1
Portfolio Development
Prerequisites: All required Graphic Design Courses. Prepare yourself for employment with a well-crafted presentation of your skills. Present your work at its best with a printed portfolio and a self-promotion web site. Lab Fee.

GRAC 2201  Credits: 3
Digital Prepress
Prerequisites: GRAC 1100, GRAC 2156 and GRAC 2150. Students learn the technical side of computer graphics in Digital Prepress. This course concentrates on color correction, color models, scanning techniques, resolution, color separations trapping and other press related topics. Insuring quality while creating and preparing computer art. Lab Fee.

GRAC 2582  Credits: 3
eMedia
Prerequisites: GRAC 1160, CEN 2522. Combine previous web presentation knowledge, graphic art skills and your design ability to create complete visual solutions to real world projects. The eMedia course introduces industry standard software, current software that creates graphic components compatible with your existing core web site applications. Lab Fee.

HCP 0001  Credits: 3
Fundamentals of Health Careers
Prerequisite: 18 years of age. This is the basic pre-clinical course of theory and student laboratory practice for students in the Patient Care Technician Program (includes Nursing Assistant, Home Health Aide, and Patient Care Assistant). Instructional content includes, but is not limited to basic anatomy and physiology; health care delivery system; communication; legal and ethical issues; concepts of wellness and disease; infection control, safety, CPR; basic math and science; computers in health care.

HCP 0120  Credits: 3
Nursing Assistant
Prerequisite: HCP 0001 with grade of “C” or better. A classroom, laboratory and clinical course to prepare the student who has successfully completed the Fundamentals of Health Careers for employment as a Nursing Assistant. The focus is on basic patient care principles and the role of the Nursing Assistant in delivering resident care as a member of the health care team. Content includes, but is not limited to: communication, nutrition, physical comfort and safety functions, personal patient care, and infection control. Special emphasis is placed on care of the geriatric resident in the long term care setting.

HCP 0310  Credits: 1
Home Health Aide
Prerequisites: Fundamentals of Health Careers, Nursing Assistant (both with grade of “C” or better). Current AHA BLS certification. Classroom and laboratory program for students who have already completed a Nursing Assistant Program. Content includes, but is not limited to, role of the Home Health Aide; communication; legal and ethical responsibilities; comfort and safety functions; nutrition; and infection control. This program meets the Florida requirements for Home Health Aide.

HCP 0620  Credits: 3
Patient Care Assistant
Prerequisites: Fundamentals of Health Careers, Nursing Assistant (both with grade of “C” or better). Current AHA BLS certification. High School Diploma or GED. For those students who have previously completed a Nursing Assistant Program and Home Health Aide program and are adding skills to work in a health facility other than a nursing home. Clinical experiences will be in a local hospital. Content includes, but is not limited to: care of patients with acute common health problems; pre- and post-op patients, and special procedures.

HCP 0920  Credits: 3
Patient Care Technician
Prerequisites: High School Diploma/GED Nursing Assistant, Patient Care Assistant, Electrocardiography, Phlebotomy, Allied Health Assistant. Independent study and on-the-job training to prepare students for employment as cross-trained patient care technicians. A training plan signed by the student, teacher, and employer will include instructional objectives and a list of on-the-job and independent learning experiences individualized for the work place and career goal chosen by the student.

HEV 0135  Credits: 4
Social-Emotional Development in Young Children
This course explores the social-emotional...
development of the young child. Students will learn how to provide physical and emotional security, as well as how to assist children in developing a sense of self-esteem and independence.

**HEV 0137**  
Learning Environments - HRS 20-hour Child Care Training  
This course will provide the HRS 20-hour required training in child care. Students will obtain knowledge of state rules and regulations, health, safety and nutrition, child abuse and neglect, child growth and development.

**HEV 0141**  
Guidance and Discipline  
Student learns children develop skill in knowing what behaviors are appropriate or acceptable by experiencing situations in which limits and realistic expectations are consistent and clearly and positively defined. Understanding and following simple rules help children develop self-control. Expectations need to take into account each child's individual needs.

**HEV 0142**  
Relationships and Families  
This course focuses on open, friendly, and informative relationships with each child’s family; recognizing that the family has primary responsibility for its children. However, family and caregiver become partners who communicate freely and openly for the mutual benefit of each.

**HEV 0151**  
Preschool Curriculum  
This course will provide an overview of preschool curriculum models in early childhood education. Students will be able to utilize teaching strategies appropriate to their curriculum goals as well as implement long and short range curriculum goals.

**HEV 0152**  
Professionalism  
This course focuses on commitment of caregiver to improve competence by setting new goals and taking advantage of opportunities that promote professional growth for own benefit as well as for children and their families.

**HEV 0181**  
Observing and Recording Children's Behavior  
This course introduces and provides practice with types of observation records and recording techniques used with young children. Students learn to organize and implement a developmentally appropriate learning environment.

**HFT 1000**  
Introduction to the Hospitality, Travel and Tourism Industry  
Growth, development, and career opportunities in major segments of hospitality, travel and tourism industry; food service, hotels, motels, resorts, clubs, amusement, theme parks, agencies.

**HFT 1410**  
Front Office Procedures  
Front office procedures including check-ins, reservations, auditing, and the function of front desk operations within a hotel with emphasis on organization and communication.

**HFT 1501**  
Hotel/Motel Sales and Marketing  
Prerequisite: HFT 1000. Presents a practical understanding of the where, how and why the sales effort fits into total earnings and profits of a hospitality operation.

**HFT 1541**  
Service from the Customer's Point of View  
Prerequisite: HFT 1000. Designed to improve the student's customer service skills by analyzing situations from the customer's viewpoint. Field experience, reports, and readings contribute to understanding how to provide exceptional customer experience under a variety of circumstances.

**HFT 1700**  
Introduction to Tourism  
Provides students with a basic knowledge of tourism-related concepts and practical experience to effectively apply those concepts to the hospitality industry.

**HFT 2210**  
Hospitality Supervision  
Prerequisite: HFT 1000. Training in the techniques involved in the supervision of employees in the hospitality industry. Emphasis on the new supervisor and the development of the relationship to the total organization.

**HFT 2265**  
Food and Beverage Management and Service  
Principles of food service and the study of food management problems, including job analysis, selection, control, supervision, and training of personnel, work plans and schedules, labor and cost controls, purchasing, equipment and care, safety and sanitation, and customer service.

**HFT 2300**  
Executive Housekeeping  
Prerequisite: HFT 1000. An overview of the fundamentals of housekeeping management describing the management functions, tools, and practices required in today's lodging and institutional housekeeping departments.

**HFT 2340**  
Restaurant Planning and Design  
Prerequisites: HFT 1000, HFT 2265. From concept through completion, this course considers the analysis, evaluation, and scheduling of the economic, technical, aesthetic, and merchandising factors involved in developing an actual restaurant project. Includes student project work.

**HFT 2500**  
Marketing and Sales in the Hospitality Industry  
Prerequisite: HFT 1000. Students develop actual marketing campaign for a hospitality business. Emphasis is on analysis of the market, competition, and product development. Planning includes developing a financial budget, short-term and long-range strategies for advertising, sales and public relations.

**HFT 2600**  
Hospitality Business Law  
Prerequisite: HFT 1000. A basic course in restaurant, hotel and motel law and risk management. The student is introduced to the fundamental laws, rules and regulations applicable to the hospitality industry. Illustrates possible consequences of failure to satisfy legal obligations. Includes formulation of preventable tactics to avoid lawsuits.

**HFT 2721**  
Travel Agency Operations  
Introduces the business aspects of the travel agency, including documentation, sales, retailing, group tours, public relations, the organization of the travel agency team, training and basic rules and regulations of the industry.

**HFT 2750**  
Convention and Activities Management  
Introduces methods of recruiting, planning and supervision required for conventions and other large volume activities, to include cost estimation and accounting.

**HFT 2860**  
Beverage Management  
Prerequisite: HFT 1000. Introduces the identification, use and service of wines and other alcoholic beverages. Lectures will develop skills and awareness of dram shop liability, staff training, responsible customer service, wine list development, purchasing, storage, cost controls and loss prevention. Will include creative beverage merchandising, and field trips at student expense - estimated $50.

**HFT 2930**  
Hospitality Management Seminar (Capstone)  
Prerequisite: Department Permission. A series of seminars, lectures and videos lead to in-depth class discussions on a variety of hospitality industry topics. These include property operations, careers, cruise cruise ships, insurance issues, casino management, etc. May include field trips.

**HFT 2941**  
Hospitality Practicum (Internship)  
Prerequisite: Department permission. Students will participate in work-related experience in the hospitality industry. Students will demonstrate job preparation and work habits based on previous course theories. Actual location of placement will be based on availability of participating area businesses. Includes field experience hours and instructor contact during semester. This course may be repeated one time for credit.

**HIM 1800**  
Professional Practice Experience  
Prerequisites: CGS 2100, HSC 1531, BSCC 1084, HSC 1000, HIMC 1000, HIMC 1270, HIMC 1222, HIMC 1253, HSC 1554, HIMC 1223. Provides students actual coding and/or billing experience in health care setting. The student will participate in a wide range of duties, giving the student opportunity to apply knowledge of coding/billing procedures. There is no remuneration to the student. A grade of “C” or higher is required in all other courses and signature of program coordinator is required for registration.

**HIMC 1000**  
Introduction to Health Information  
This course will introduce the student to health information technology both as a work-based, task-oriented function and as a part of a larger profession of health information management. The course begins with a view of the health care industry delivery systems continuing to the basic elements of health information technology. Lab Fee.

**HIMC 1073**  
Coding, Billing, Reimbursements, Pharmacology  
Prerequisites: BSCC 1084, CGS 2100, HSC 1000, HSC 1531. Course is designed to help students acquire the knowledge and skills required for employment as a medical coder/biller. Theory and
lab are incorporated in all aspects of instructional components to enable the completing student to function effectively and professionally. Lab Fee.

**HIMC 1222 Credits: 3**
**Introduction to ICD Coding Principles**
Introduction to the mechanics of using ICD (International Classification of Diseases) and review of current and future ICD coding systems. Lab Fee.

**HIMC 1223 Credits: 3**
**Intermediate ICD Coding Applications**
Prerequisite: HIMC 1222. This course will build on the previous knowledge gained in HIMC 1222 and address more complex issues related to diagnostic (ICD - International Classification of Diseases) coding. Case studies and class exercises will be provided to assist in strengthening coding skills and stimulate class discussion. Applying Inpatient Coding skills under Prospective Payment system is key focus. Lab Fee.

**HIMC 1253 Credits: 3**
**CPT Coding Principles and Practice**
This course provides a foundation using CPT/HCPCS coding conventions, rules, methodology, and sequencing, data sets, documentation requirements, coding resources and ethics. Lab Fee.

**HIMC 1270 Credits: 1**
**Insurance Billing and Reimbursement**
Study of the principles and practice of insurance and reimbursement processing, to include the assignment and reporting of codes for diagnoses and procedures/services; completion of UB-92 and CMS-1500 claims for inpatient, outpatient, emergency department, and physician office encounters; and the review of inpatient and outpatient cases to identify issues of fraud and abuse. Lab Fee.

**HLP 1081 Credits: 2**
**Health Analysis and Improvement**
Information is provided to the students to develop an awareness of the benefits of quality health and lifetime fitness, along with the knowledge and means to make positive lifestyle changes for their future health.

**HMV 0125 Credits: 3**
**Food/Beverage Control and Purchasing**
The student will develop the knowledge and skills necessary for purchasing of food and beverages in quantity. The course presents the basic principles and procedures of effective food and beverage cost control. Practical application will be made in the purchasing and selecting of food, beverages and will include purchase controls, receiving, issuing, setting standards and production control.

**HSC 0530 Credits: 3**
**Medical Terminology for the Front Office**
This course covers the terminology used in the medical environment. Course focus is on spelling and pronunciation of medical terms and acquaintance with commonly used abbreviations.

**HSC 1000 Credits: 3**
**Introduction to Health Care**
The course focuses on core concepts common to all health care occupations. Content includes health care delivery systems with emphasis on health occupations communication skills, legal and ethical responsibilities, wellness and disease concepts, infection control, CPR, first aid and safety, medical terminology, employability and computer skills. Lab Fee.

**HSC 1100 Credits: 3**
**Health**
To help the student change health behaviors through presentation of material relating to family health, personal health, potentials and limitations of drugs, values of sound nutritional practices, human sexuality and reproduction, functioning of the human body, and trends and techniques relating to current medical practices.

**HSC 1531 Credits: 2-3**
**Medical Terminology**
Introduction to the medical language used throughout the healthcare delivery system. Emphasis is placed on word building and analysis with attention to prefixes, suffixes, and word roots. Medical terms are applied to a basic overview of anatomy and physiology.

**HSC 1554 Credits: 2**
**Pathophysiology and Pharmacology**
Prerequisites: HSC 1531, BSCC 1084. This course covers the nature, cause and treatment of human diseases including the diagnostic and therapeutic modalities used for each, including pharmacology.

**HSC 1641 Credits: 2**
**Medical Law, Ethics and Bioethics**
This course is designed to provide adequate resource in the study of medical law, ethics and bioethics for healthcare employees. A portion of the class is designated to understanding Health Insurance Portability and Accountability Act of 1996 (HIPAA) and how it relates to rules and regulations associated with privacy and security in healthcare settings.

**HSC 2400 Credits: 3**
**First Aid and Safety**
General first aid for the “citizen responder”, providing the knowledge and skills necessary in an emergency to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until professional medical help arrives.

**HUM 1020 Credits: 3**
**Creativity and the Arts**
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. General introduction to the humanities. An integrated course designed to assist students in exploring and analyzing their perception of people and their relationships to nature, machines, and technology, others, and the divine.

**HUM 2211 Credits: 3**
**Humanities Survey: Ancient through Byzantine Culture**
Prerequisite: Test score requirement same as ENC 1101. Meets Gordon Rule and General Education requirements. An integrated course designed to increase the student’s understanding and appreciation of the creative process in cultures through the study of representative artifacts in literature, music, philosophy, religion, social history, architecture and visual arts from the late Byzantine era until the 18th century. This is a general education diversity-infused course. Gordon Rule required: 3,000 words.

**HUM 2219H Credits: 3**
**Honors in Humanities 1**
Prerequisites: Appropriate test scores in reading and writing, and admission to the Honors Program. Meets Gordon Rule requirements. An honors course in humanities to study selected works in the fine arts and literature from the major creative periods of western culture. Analysis and interpretation are stressed, and individual research is encouraged. The course is open to students admitted to the Honors Program.

**HUM 2249 Credits: 3**
**Humanities Survey: Enlightenment through the 21st Century**
Prerequisite: Test score requirement same as ENC 1101. Meets Gordon Rule and General Education requirements. An integrated course designed to increase the student’s understanding and appreciation of the creative process in cultures through the study of representative artifacts in literature, music, philosophy, religion, social history, architecture and visual arts from the Enlightenment through the 21st century. This is a general education diversity-infused course. Gordon Rule Required: 3,000 words.

**HUM 2270 Credits: 3**
**Humanities in Latin America, Africa, and the Eastern World**
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. An interdisciplinary introduction to the humanities. Each unit of study represents a major theme, problem or aspect of human existence explored through art, music, literature, philosophy, drama and religion. The course centers on documentary telecasts.

**HUM 2390 Credits: 3**
**The Art of Being Human**
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. An interdisciplinary introduction to the humanities. Each unit of study represents a major theme, problem or aspect of human existence explored through art, music, literature, philosophy, drama and religion. The course centers on documentary telecasts.

**HUM 2740 Credits: 3**
**Humanities Study Abroad**
Prerequisite: Test score requirement same as ENC 1101. Meets Gordon Rule and General Education requirements. An integrated course designed to increase the student’s understanding and appreciation of the creative process in cultures through the study of representative artifacts in
literature, music, philosophy, religion, social history, architecture and visual arts from the prehistory through the 21st century. Gordon Rule
Required: 3000 words.

HUM 2948
Credits: 1
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

HUN 1201
Credits: 3
Essentials of Nutrition
An introductory course to the scientific principles of nutrition, covering the role of specific nutrients, their digestion, absorption, and metabolism, sources of the nutrients, and requirements of the various age groups.

IDH 1001H
Credits: 2
Honors Seminar 1
Prerequisite: Admissions to the BCC Honors Program or Acceptance to Phi Theta Kappa. Honors seminar designed to allow students to explore issues important to self-discovery and academic growth and development. Seminar will bring together students, faculty, administration, staff, and guest lecturers to enrich the Honors experience. Topics help students develop good listening, reasoning, and articulation skills. Course is open to students enrolled in the BCC Honors Program or members of Phi Theta Kappa.

IND 1100
Credits: 3
History of Design 1
Students will acquire the ability to identify furniture styles, architectural details, and ornamental motifs from the time of our primitive beginnings through the Renaissance period. Research conducted by the students is an integral segment of the course. Both residential and contract furnishings and finishes are addressed.

IND 1423
Credits: 1
Survey of Materials and Resources
Prerequisite: INDC 1020. This course teaches the students market information about the materials and resources used in the field of interior design. On-site visits are an integral part of the course.

IND 2130
Credits: 3
History of Design 2
Prerequisite: IND 1100. Students will acquire the ability to identify furniture styles, architectural details, and ornamental motifs from the Renaissance period through the twentieth century. Research conducted by students is an integral segment of the course.

IND 2150
Credits: 3
Why Preservation
This course is designed to make students aware of the growing efforts in this country to preserve, protect, and utilize our built environment. The course covers the history of the preservation movement, its social, economic, legal, and aesthetic ramifications, with an emphasis on preservation in our local area.

IND 2420
Credits: 3
Materials and Sources
This course is a study of the materials of interior design and sources of each. Topics include textiles, floor and wall coverings, furniture, window treatments and accessories. This course includes estimation and installation of materials, and specification guidelines. Both residential and contract furnishes and finishes are addressed.

IND 2931
Credits: 3
Inter-relationship of Design with Environments
Prerequisite: Interior design major or approval from interior design director. This course will provide a wide range of design experiences through lectures, group discussions, research and field tours. Topics which will be explored are special populations, economic and psychological factors, as well as environmental concerns. Architectural styles with an emphasis on preservation and renovation will be stressed. To receive credit for this course, students must complete a thesis paper. These papers will be submitted to the Journal of Interior Design Research (JIDER) for possible publication. Additional costs will be required by students for trips.

IND 1010
Credits: 3
Residential Design 1
Prerequisite: INDC 1010, Corequisite: INDC 1015. This course presents the design process used in residential interiors. Space planning, human factors, technical issues, furniture and material selection, budgets, code requirements, and presentation techniques are reviewed. The course is project oriented. Lab Fee.

IND 1015
Credits: 3
Residential Design 2
Prerequisites: INDC 1010, INDC 1022. This course present intermediate projects in creative problem solving in residential design. An emphasis placed on graphic skills and presentation techniques including scale variations, wall elevations, water color techniques and furniture and accessory selection. Lab Fee.

INDC 1020
Credits: 2
Basics of Interior Design
Corequisite: INDC 1010. This course assists interior design students in preparing better presentations of their projects and ideas. Areas to be addressed are board presentation options, mat cutting and board construction, lettering and rendering techniques including surface treatments and dress and oral presentations. Lab Fee.

INDC 1429
Credits: 3
Textiles for Interiors
In this introductory course, students learn to identify and analyze fibers, fabrics, and finishes. Consumer factors such as durability, care, and price of various furnishings will be presented. Lab Fee.

INDC 1935
Credits: 2
Building and Barrier Free Codes
This course addresses contract documents, as well as building interior systems, that applies to the interior environment. The content also examines standards related to life safety, building codes, barrier free, and testing. Lab Fee.

INDC 2016
Credits: 3
Commercial Interior Design 1
Prerequisite: INDC 1015. This course presents the design process used in commercial interiors. Space planning, human factors, technical issues, furniture and material selection, budgets, code requirements, and presentation techniques are reviewed. The course is project oriented. Lab Fee.

INDC 2432
Credits: 3
Lighting
Prerequisite: INDC 1010. This course continues the study of interior design principles, specifically understanding, utilizing and planning electrical and lighting systems in residential and non-
residential applications. Emphasis on lighting and electrical plans, reflected ceiling plans, measurements and acoustics. Lab Fee.

**INDC 2460**  
Architectural CAD  
Prerequisites: ETOC 2320, TARC 1120. This course is a study of the uses of a personal computer in interior and exterior design. Included will be commercial office space, industrial support areas and the development of an efficient and effective house. The interior designer will learn how to use the computer as a time-saving tool. Lab Fee.

**INDC 2500**  
Interior Design Business Practices  
This course teaches specialized information on establishing and maintaining a successful interior design business. Lab Fee.

**INDC 2910**  
Kitchen Design 1  
Prerequisites: TARC 1120, ETDC 2320. This course teaches basic kitchen design. The National Kitchen and Bath Association design principles are presented. Students complete a kitchen design project including programming, space planning, mechanical systems and product selection. The industry standard kitchen CAD program is used. Drafting ability and computer skills are required for this course. Lab Fee.

**INDC 2911**  
Kitchen Design 2  
Prerequisite: INDC 2910. This course teaches advanced kitchen design. After a review of basic principles of kitchen design, advanced techniques are presented. National Kitchen and Bath Association guidelines and NKBA Access planning guidelines are used. Lab Fee.

**INP 1390**  
Human Relations  
An investigation into the behavior of individuals within an organizational framework. Students will develop an understanding of how the modern organization attempts to meet company goals while satisfying the needs of today's workers.

**ISC 1010**  
History of Natural Science  
Introductory course providing a basis for college level courses in biological and physical science. Topics in engineering, chemistry, physics, and biology are considered in terms of their methods and development against the backdrop of their historical significance.

**ISS 1011**  
Social Science Survey 1  
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. Using major concepts of anthropology, sociology, psychology, and education, students learn how to assess society, diverse culture, group behavior, and global social change. Students assess problems typical of diverse and stratified societies. This is a designated diversity infused course.

**ISS 1012**  
Social Science Survey 2  
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. Continuation of ISS 1011, with emphasis on economic ideas, political ideologies, systems, international relations, and the impact of diverse cultures. This is a designated diversity infused course.

**ISS 1200**  
Introduction to International Studies  
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. An introduction to the concept and study of nations and cultures. An interdisciplinary class designed to promote an understanding and appreciation of diverse cultures and societies. This is a designated diversity infused course.

**ISS 2948**  
Service-Learning Field Studies 1  
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

**JOU 1400**  
College Newspaper  
Newwriting, makeup, editorial and feature writing through production of the college newspaper and literary magazine. Individuals assigned to writing, production, circulation, as needed to meet publication deadlines. This course may be taken for maximum credit of 8.

**JOU 1949**  
Co-op Work Experience/Internship  
Prerequisite: Permission of instructor. Corequisite: Second year Journalism major. Students will gain practical experience by participating in an internship at a local business or newspaper in the field of journalism or public relations. Students will be mentored and supervised by a professional in their field as well as by a BCC faculty member. Internship may be taken for maximum credit of 6.

**JOU 2303**  
Feature and Critical Writing  
Techniques for feature and critical review writing for freelance and staff non-fiction writing, the content of most magazines today. Areas of focus include research for story ideas and information, development of stories for specific markets, query letters, copyright and other media law.

**JOU 2307**  
Advanced Reporting  
Prerequisite: MMC 1000. Develops specialized news gathering and reporting skills and sharpens in-depth reporting skills. Emphasis is on investigative reporting. Students are assigned “beats” and cover local town meetings. Students submit materials to student newspaper and other publications.

**JOU 2440**  
College Humanities Magazine  
A laboratory course for the production of a humanities magazine which encourages and gives voice to the artistic expression of Brevard Community College students. Students gain an understanding of aesthetic principles of selection, layout and design, and sharpen editing and proofreading skills in the preparation of the magazine. This course may be taken for maximum credit of 8.

**JOU 1120**  
Japanese 1  
An introduction to the appreciation of the culture of Japan. Basic functional vocabulary includes greetings, daily situations, schoolroom activities. Weather and time expressions will be introduced, along with reading and writing patterns of Hiragana and approximately 50 Kanji.

**JOU 1121**  
Japanese 2  
Prerequisite: JPN 1120. Intermediate study to Katakana, Hiragana, and approximately 125 Kanji forms; the verbal syllable and simple sentence structure will be introduced, along with intermediate vocabulary for business, leisure and family activities.

**JOU 2200**  
Japanese 3  
Prerequisites: JPN 1120 and JPN 1121. Intermediate course introducing students to situations peculiar to society to provide better communication in the Japanese language. Idioms and informal speech are taught and used for natural conversational techniques.
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**LAE 1000  Literacy in the Classroom**
Course is designed to introduce future and current teaching personnel to methods to incorporate literacy in comprehensive educational levels (pre K - Adult). This course transfers to the upper division as elective credit only. It does not satisfy any prerequisite requirement.

**LEIX 0171  CLAST Mathematics Review**
CLAST Math Review Partial review for CLAST, covering the most frequently missed questions in the following topics: geometry and measurements, logic, probability and statistics, and algebra. Methods for solving word problems included. Course may be repeated.

**LEIX 0172  CLAST English Review**
Six-week review of skills required for CLAST. English Language Skills Test and CLAST Essay Test. Course emphasizes grammatical, mechanical, and essay competencies identified by the state. Course may be repeated.

**LEIX 0173  CLAST Reading Review**
The CLAST Reading Review course reviews the reading skills covered on the Florida CLAST to assess student proficiency, and to increase student competency. Course may be repeated for credit.

**LIS 1023  Information Technology Literacy**
Introduction to fundamental computer and information literacy skills. Topics include basic computer concepts, electronic communications, common user applications, effective search strategies, locating and using information in print and on the Internet, critical evaluation of information, and citation and copyright issues. Lab Fee.

**LIS 2004  Introduction to Internet Research**
Course will focus on information resources available through the Internet. Designed to develop research skills with emphasis on improving the critical thinking involved in searching for information. Various search engines and methods of access will be explored.

**LIT 2090  Contemporary Literature**
Study of modern literature as a reflection of the philosophy of modern life and a mirror of the student’s world. Familiarization of students with recent trends in contemporary fiction and analysis of selected contemporary works.

**LIT 2100  Living Ideas in World Literature I**
Study of modern world literature and the human search for identity in its concepts, culture and philosophy.

**LIT 2300  Special Themes in Literature**
Prerequisite: College level reading and writing placement scores. Intensive readings in a particular concept or topic of popular literary appeal. Examples may include mystery fiction, black writers, Latin American fiction. Please check with the instructor for specific content for a particular semester.

**LIT 2300H  Honors - Special Themes in Literature**
Prerequisite: Admission into the BCC Honors Program. Students will be introduced to the normal, non-honors content but will gain a heightened understanding of that content through participation in extra learning experiences, including in-depth readings and comprehensive exploration of a particular topic, theme, or concept in literature. Examples might be Victorian Literature, Women’s Literature, Ethnic Literature. Some sections may include a travel experience (at the student’s expense). See the instructor or Honors Program Director for specific content for a particular semester. Open to students enrolled in the BCC Honors Program.

**MAC 1105  College Algebra**
Prerequisites: MAT 1033 with a “C” or 2 years high school algebra and appropriate placement test scores. Meets Gordon Rule requirements. Topics include: functions and functional notation; domains and ranges of functions; graphs of functions and relations; operations on functions; inverse functions; linear, quadratic, and rational functions; absolute value and radical functions; exponential and logarithmic functions, their properties and graphs; systems of equations and inequalities; applications.

**MAC 1114  College Trigonometry**
Prerequisite: MAC 1105 with a “C” or better or equivalent. Meets Gordon Rule requirements. Provides background for the calculus sequence or other disciplines involving skills in trigonometry. Includes properties and graphs of trigonometric functions and inverse trigonometric functions; trigonometric identities; conditional trigonometric equations; solutions of triangles; vector algebra; parametric equations; polar coordinates; applications.

**MAC 1140  Precalculus Algebra**
Prerequisite: MAC 1105 with a “C” or better or equivalent. Meets Gordon Rule requirements. An in depth course in algebra which provides the algebra skills necessary for calculus. Topics include properties and graphs of polynomial, rational and other algebraic functions; polynomial and rational inequalities; exponential and logarithmic functions, their properties and graphs; piecewise defined functions; conic sections; matrices and determinants; sequences and series; mathematical induction; the binomial theorem; applications.

**MAC 1147  Precalculus Algebra/Trigonometry**
Prerequisites: MAC 1105 with a “C” or better and High School Trigonometry. Meets Gordon Rule requirements. Equivalent to MAC 1140 and MAC 1114 but more intensely paced. The same material is covered in a single semester rather than two semesters. Topics include properties and graphs of polynomial, rational, and other algebraic functions; polynomial and rational inequalities; exponential and logarithmic functions, their properties and graphs; piecewise defined functions; conic sections; matrices and determinants; sequences and series; mathematical induction; the binomial theorem; properties and graphs of trigonometric functions; solutions of triangles; vector algebra; parametric equations; polar coordinates; applications.

**MAC 1233  Essentials of Calculus**
Prerequisite: MAC 1105 with a “C” or better. Meets Gordon Rule requirements. Includes topics of limits, continuity, differentiation and integration of algebraic, exponential and logarithmic functions, and basic differential equations with applications to business, natural and social sciences.

**MAC 1311  Calculus 1 with Analytic Geometry**
Prerequisites: MAC 1140 and 1114 or MAC 1147 - all with a “C” or better. Meets Gordon Rule requirements. This course includes a study of limits, continuity, differentiation and integration of algebraic and trigonometric functions, and
application of derivatives and integrals. The course is the first of a three-course sequence.

MAC 1311H  Credits: 5
Honors Calculus 1 with Analytic Geometry
Prerequisites: Admission to the Honors Program, MAC 1140 and MAC 1114 or MAC 1147 - all with a "C" or better. Meets Gordon Rule requirements. The course includes a study of limits, continuity, differentiation, and integration of algebraic and trigonometric functions, and the applications of derivatives and integrals. The course is open to those students admitted to the BCC Honors Program.

MAC 2312  Credits: 5
Calculus 2 with Analytic Geometry
Prerequisite: MAC 1311 or MAC 1311H with a "C" or better. Meets Gordon Rule requirements. Techniques of integration, transcendental functions, selected topics in analytic geometry, polar coordinates, sequences and series, parametric equations, and indeterminate forms are studied. Second of a three-course sequence.

MAC 2312H  Credits: 5
Honors Calculus 2 with Analytical Geometry
Prerequisites: MAC 1311 or MAC 1311H with a "C" or higher. Admission to Honors Program. This course covers techniques of integration, transcendental functions, analytical geometry, polar coordinates, sequences and series, parametric equations and indeterminate forms. Proofs will be studied. Second of a three-course sequence. Open to students admitted to the Honors Program.

MAC 2313  Credits: 5
Calculus 3 with Analytic Geometry
Prerequisite: MAC 2312 or MAC 2312H with a "C" or higher. Meets Gordon Rule requirements. Three-dimensional coordinate systems, vectors, functions of several variables, partial differentiation, multiple integration, line integrals and an introduction to the solution of differential equations are included. Third of a three-course sequence.

MAD 2104  Credits: 3
Discrete Mathematics
Prerequisite: MAC 1105 with a "C" or higher. Meets Gordon Rule requirements. Topics include formal logic, set theory, combinatorics, mathematical induction, relation and function, recursion, and graph theory.

MAE 2801  Credits: 4
Elementary School Mathematics
Prerequisite: MAC 1105 or MGF 1106 or MGF 1107. Mathematics appropriate for the elementary school teacher including the six basic sets of numbers, concepts, number systems and geometry.

MAN 2021  Credits: 3
Business Management Principles
Principles of business administration, problems and practices related to our economy. Management functions of planning, organizing, directing, and controlling as applied to various facets of business are included.

MAN 2948  Credits: 1
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods. Lab Fee.

MAP 2302  Credits: 3
Differential Equations
Prerequisite: MAC 2132 with a "C" or higher. Meets Gordon Rule requirements. The course is an introduction to the basic concepts, theory, methods, and applications of ordinary differential equations. The course emphasizes the standard techniques of solving ordinary differential equations including series, operator and the (Laplace) Transform solutions.

MAR 1011  Credits: 3
Marketing Principles
A survey of the activities of product (service) development, pricing, promotion, and physical distribution with emphasis on the systematic coordination of these activities into an integrated marketing strategy for the product (service).

MAR 2721  Credits: 3
Marketing on the Internet
Prerequisite: MAR 1011. Corequisite: COP 2822. Study of the Internet, its culture and procedures from a marketing perspective and examining the application of marketing theories to internet businesses.

MAR 2948  Credits: 1
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

MEA 0801  Credits: 10
Medical Assistant Externship
Prerequisites: All precore courses. Corequisites: All precore courses. An actual clinical and administrative experience for the student outside the classroom/lab setting. Time will be devoted to achieving proficiency in clinical/administrative tasks through exposure to a wide range of duties and interactions with physicians, staff, and patients. The emphasis is on the student performing in a professional environment with strict supervision, under a licensed physician, and performance reports from the clinical sites. There is no remuneration for the student during this externship experience.

MEAC 0322  Credits: 8
Administrative Competencies/Coding
This course provides a thorough introduction to the wide range of administrative skills that a medical assistant should possess and include medical law and ethics, communication, appointments/scheduling, filing, computer application software and insurance. Billing and coding, managerial,
accounts payable and receivable, and quality improvement and risk management will provide theory and lab practice to support these skills. Psychology for the medical assistant will play an integral part of this curriculum. Lab Fee.

**MET 2010 Meteorology**
Prerequisite: High School Algebra I (if completed within the last three years) or high school Algebra 1 and 2. Emphasis on the study of weather elements, weather instruments, atmospheric motion, types of storms, forecasting, and world climates. Time devoted to analyzing weather maps.

**MGF 1106 Math For Liberal Arts 1**
Prerequisite: MAT 1033 with a “D” or better or suitable placement score. Meets Gordon Rule requirements. This is a General Education mathematics course which includes, but is not limited to, the following major topics: sets, logical reasoning, geometry and measurement, probability, and statistics.

**MGF 1107 Math for Liberal Arts 2**
Prerequisite: MAT 1033 with a “D” or better or recommendation of an appropriate instructor. Meets Gordon Rule requirements. This is a General Education mathematics course which includes, but is not limited to, the following major topics: sets, logical reasoning, geometry and measurement, probability, and statistics.

**MGF 1111 GEOMETRY AND MEASUREMENT**
Course covers concepts of geometry; angles and their measures; parallel and intersecting lines; properties of triangles, including similar triangles; perimeters and areas of rectangles, squares, parallelograms, triangles, trapezoids, and circles; volumes and surface areas of cylinders, spheres, rectangular solids, and cones.

**MKA 1021 Principles of Selling**
Survey of technique utilized in process of determining, activating and satisfying needs or wants of a buyer to mutual continuous benefit of both buyer and seller.

**MKA 1240 International Marketing**
Prerequisite: MAR 1011. Examination of the basic principles of marketing in an international environment are presented. Major facets of the cultural, political and economic environments affecting multinational marketing management are reviewed to develop a framework useful for analysis of international marketing problems.

**MKA 1302 Business Seminar/Practicum 1**
Theory of marketing principles; course work observed through the use of various plans such as on-the-job training with local business, marketing project papers including surveys, trainer-observer tours of local business and employability skills.

**MKA 1312 Business Seminar/Practicum 2**
Second term sequence for on-the-job training or approved study leading to a career in the marketing field.

**MLT 0009 General Laboratory Practices for Medical Assistants**
Corequisite: MLTL 0009. A course designed to allow Medical Assistants to introduce basic knowledge of CLIA waived testing in the areas of microbiology, urinalysis, clinical chemistry, and hematology.

**MLT 0047 Phlebotomy**
Prerequisite: 18 years of age. Corequisite: MLTL 0047. A course designed to explore principles for collecting blood specimens for the purpose of laboratory analysis. Principles of basic cardiovascular anatomy and physiology, blood drawing equipment, safety procedures, standard precautions, specimen processing and medical terminology will be stressed.

**MLT 1040 Laboratory Specimens and Microscopy**
Prerequisite: Admission to program. Corequisites: MLT 1040 and MLTL 1803. A course designed to explore basic procedures for obtaining laboratory specimens. Laboratory safety, quality control, laboratory math and basic lab testing and microscopy of urine and body fluid specimens will be emphasized.

**MLT 1300 Hematology**
Prerequisite: MLT Program Admission. Corequisite: MLTL 1300. A course designed to introduce the student to blood components and laboratory tests for normal hematology, followed by a study of pathological hematology. Emphasis will be placed on anemias, leukemias, and abnormal hemoglobins.

**MLT 1331 Serology and Coagulation**
Prerequisite: Admission to the Program. Corequisite: MLTL 1331. A course designed to explore the immune response of the body as it relates to the area of serology and to study the mechanisms of coagulation and hemostasis disorders.

**MLT 1440 Parasitology and Mycology**
Prerequisite: Admission to the Program. A course designed to explore the life cycles, mode of transmission and pathophysiology of clinically significant parasites and to explore the clinical importance of medically-related fungi.

**MLT 1525 Immunohematology**
Corequisite: MLTL 1525. A course designed to explore the immune response of the body as it relates to the area of immunohematology. Procedures and principles of blood banking will be examined.

**MLT 1610 Medical Microbiology**
A course designed to explore principles of biochemical reactions used for the diagnostic evaluation of human physiology. Procedures for quantization of electrolytes, proteins, carbohydrates, hormones, lipids, enzymes and drugs will be emphasized and the implications of these substances in health and disease will be stressed.

**MLT 2760 Clinical Instrumentation**
Prerequisite: Admission to Program. A course designed to explore principles of operation and maintenance of the instruments used in the clinical laboratory. Safety, OSHA regulations, and quality control will be emphasized.

**MLT 2930 Pathology Seminar**
Tapes of seminar topics will be viewed to illustrate how the results of lab tests are used in the diagnosis and treatment of disease. Students will prepare for the certification exam by taking online tests in each area of the laboratory and students will take a comprehensive examination over all areas of medical technology. Lab Fee.

**MLTL 0009 General Laboratory Practices Lab for Medical Assistants**
Corequisite: MLTL 0009. A course designed to allow the Medical Assistant to perform basic procedures for CLIA waived laboratory tests. Lab Fee.

**MLTL 0047 Phlebotomy Laboratory**
Prerequisite: 18 years of age. Corequisite: MLTL 0047. A course designed to give the student practical experience in collecting blood specimens for the purpose of laboratory analysis. Capillary and venipuncture techniques will be performed with emphasis on safety and standard precautions. Lab Fee.
MLTL 1610 Clinical Chemistry Laboratory  
Prerequisite: Admission to the program.  
Corequisite: MLTL 1610. A course designed to allow the student to perform routine tests that are done in the clinical chemistry laboratory. Students will gain experience in reagent preparation, use of instruments and quality control. Lab Fee.

MLTL 1803 Clinical Practicum 1  
Prerequisite: 18 years of age. Corequisites: MLT 1040 and MLTL 1040. A course designed to give the student actual hospital experience to gain proficiency in collecting, transporting, handling and processing blood specimens for analysis.

MLTL 1804 Clinical Practicum 2  
Prerequisite: Completion of relevant didactic course work. A course designed to give the student actual hospital experience to gain proficiency in laboratory testing in various departments within the laboratory. Individual assignments to a laboratory department will build competency to job entry level.

MLTL 2401 Medical Microbiology Laboratory  
Corequisite: MLT 2401. A course designed to give the student practical experience in the isolation and identification of pathogenic organisms. Students will learn to differentiate between normal flora and pathogens. Lab Fee.

MLTL 2806 Clinical Practicum 3  
Prerequisite: Completion of relevant didactic course work. A course designed to give the student actual hospital experience to gain proficiency in laboratory testing in various departments within the laboratory. Individual assignments to a laboratory department will build competency to job entry-level and this course completes the laboratory rotation that was begun in MLTL 1804.

MMC 1000 Introduction to Mass Communications  
Survey of all mass communication media, the effects of mass communication, the development of and new trends in the mass media, requirements and opportunities of journalism and democracy, concepts of freedom of the press, and principles of understanding media audiences.

MMC 1100 Writing for Mass Communications  
Prerequisite: ENC 1101. Introduction to the various media of mass communication with emphasis on the gathering and writing of news, stories, and features. The value of editorials, cartooning, and photojournalism included. Guest speakers from the media.

MNA 2821 Electronic Commerce Systems  
Prerequisite: CGS 2100. Corequisite: COP 2822. This course is designed to provide exposure to the technologies that underlie the Internet and the e-commerce environment, and to provide experience in applying Web technologies to design and build e-commerce sites.

MTB 1103 Business Mathematics  
To develop the ability to apply the fundamentals of mathematics to inventory, depreciation, turnover, overhead, taxes, insurance, and other business operations.

MTB 1321 Technical Mathematics  
This course will provide the mathematics skills technicians will need. It will focus on practical and applied skills. Students will work with real-world concepts, systems and problems. Subject areas are concepts of arithmetic, measurement systems, algebra, graphing, analytic geometry, basic geometric concepts and vectors and basic trigonometry.

MTG 2204 Geometry for Educators  
Prerequisite: MAC 1105 or equivalent. A course in Euclidean and non-Euclidean geometry, including history and development, proofs, and measurement and properties of angles, plane and solid figures. Credit will not be given for this course and MGF 1111.

MUG 2101 Introduction to Conducting  
Prerequisite: MUG 1111. This course is an introduction to the skill and art of musical conducting.

MUL 2010 Survey of Music Literature  
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. To develop the understanding and appreciation of music in Western Civilization from the late Middle Ages to the present.

MUM 2600 Introduction to Sound Recording Techniques  
Corequisite: MUM 2600. An introduction to basic audio engineering and studio practices. Listening exercises, psychoacoustics, microphone characteristics, studio etiquette, techniques, practices and procedures of multi-track recording, acoustical balancing, editing, and over dubbing will be studied.

MUM 2604 Multi-Track Mixdown (Post Production)  
Prerequisites: MUM 2600, MUM 2600. This course explores the application of signal processing gear as it relates to multi-track master mixdowns. In addition, software and hardware application of mixdown is applied to post-production practices.

MUM 2606 Principles of Digital Audio  
Prerequisites: MUM 2600, MUM 2600. A study of digital audio production techniques, which includes sampling, editing and mixing using a digital audio workstation. The student will complete audio recording projects using a variety of digital production techniques. Lab Fee.

MUMC 2623 MIDI Electronic Music 1  
Prerequisite: MUTC 1001 or equivalent. An introduction to electronic musical application through lecture and studio instruction with an emphasis on the MIDI system, in conjunction with computers and digital audio. A basic knowledge of musical notation is recommended. This course may be taken for maximum credit of 6. Lab Fee.

MUML 2600 Introduction to Sound Recording Techniques Laboratory  
Prerequisite: MUM 2600 required for repeated course attempts Corequisite: MUM 2600 (first attempt). This course is designed to provide students with “hands on” experience in conjunction with live performance activities. This course is a corequisite for MUM 2600 but may be taken alone after successful completion of MUM 2600. This course may be taken for maximum credit of 3. Lab Fee.

MUML 2604 Multi-Track Mixdown (Post Production) Laboratory  
Prerequisites: MUM 2600, MUM 2600, MUM 2604 required for repeated course attempts. Corequisite: MUM 2604 (1st attempt). This course allows for “hands on” application of signal processing gear as it relates to multi-track master mixdowns to stereo mastering machines. This course is a corequisite of MUM 2604 but may be taken alone after successful completion of MUM 2604. This course may be taken for maximum credit of 3. Lab Fee.

MUN 1120 College Concert Band  
Prerequisite: Audition required. A performing wind and percussion ensemble. This course will provide a comprehensive study of music representing all musical periods and styles. Audition is required. Course may be taken for maximum credits of 12.

MUN 1180 Community Band  
A community concert band open to all residents throughout Brevard County ages senior high school through senior citizen. Previous playing experience on a wind or percussion instrument necessary. No audition required. May be taken for maximum credit of 12.

MUN 1210 College Concert Orchestra  
A performing string ensemble. A comprehensive study of music with emphasis on style and form of orchestral literature from the 1700s to the present. This course is open to all students with previous experience on a strong instrument. This course may be taken for maximum credit of 12.

MUN 1340 Chamber Ensemble  
Prerequisite: Audition. Corequisite: MUN 2340. A select performing choral organization which emphasizes small ensemble singing utilizing choral literature from all musical styles. Auditions required. May be taken for maximum credit of 12.

MUN 1380 Community Chorus  
A community chorus open to all students, faculty and their families, and residents throughout the county from senior high age through senior citizen.
Auditions may be required. This course may be taken for maximum credit of 12.

MUN 1430  Instrumental Ensemble
Prerequisite: Audition required. This is a performing ensemble with emphasis placed on literature of all historic periods for the small performing ensemble with emphasis placed on literature of all historic periods for the small ensemble. Audition required. This course may be taken for maximum credits of 12.

MUN 1710  Jazz Band
Prerequisite: Instrument proficiency. An instrumental ensemble specializing in the music of the dance and jazz band idiom beginning with the big band era of the 40’s and progressing to present day. This course may be taken for maximum credit of 12.

MUN 1720  Music Express Show Choir
Prerequisite: Audition and consent of Director. An entertainment-oriented choral ensemble which represents the college through performances of a varied repertoire of choral music often with choreography. Membership by audition only. The course may be repeated for credit.

MUN 2340  Concert Choir
Prerequisite: High School Choir or equivalent. Corequisite: MUN 1340. A choral organization open to all students with previous choral experience performing a varied selection of choral literature from all musical styles. Auditions may be required. This course may be taken for maximum credit of 12.

MUO 1002  Musical Theatre 1 Laboratory
The study, analysis, organization, casting, production and performance of a musical theatre work. This class may be taken for maximum credit of 12.

MUO 1003  Musical Theatre 2 Laboratory
Prerequisite: MUO 1002. Continuation of MUO 1002. Study, analysis, organization, casting, production and performance of a musical theatre/ opera work. This class may be taken for maximum credits of 12.

MUO 1004  Musical Theatre 3 Laboratory
Prerequisite: MUO 1003. The study, analysis, organization, casting, production and performance of a musical theatre work. This course may be taken for maximum credits of 12.

MUO 1005  Musical Theatre 4 Laboratory
Prerequisite: MUO 1004. The study, analysis, organization, casting, production and performance of a musical theatre work. This course may be taken for maximum credits of 12.

MUS 1010  Student Seminar and Recital
This course requires attendance and participation in student seminars and recitals of the Applied Music Courses. This course may be repeated.

MUT 1111  Music Theory 1
Prerequisite: College Level Reading CPT 83+ or equivalent. Corequisite: MUT 1241. A basic course for music majors to include the study of rhythms, intervals, phrases, chords, and chord progressions through listening, analyzing and writing music from the common practice period.

MUT 1112  Music Theory 2
Prerequisite: MUT 1111. Corequisite: MUT 1242. A continuation of Music Theory I which provides further study of rhythms, intervals, phrases, chords, and chord progressions through listening, analyzing, and writing music from the common practice period.

MUT 1241  Sight-Singing and Aural Skills 1
Corequisite: MUT 1111. A basic course for music majors to develop skills in sight-singing, dictation, and aural discrimination.

MUT 1242  Sight-Singing and Aural Skills 2
Prerequisite: MUT 1241. Corequisite: MUT 2246. A continuation of Sight-Singing and Aural Skills I and to develop a greater skill in sight-singing, dictation, and aural discrimination.

MUT 2116  Music Theory 3
Prerequisite: MUT 1112. Corequisite: MUT 2246. An advanced study of the theoretical aspects of music including chords, chord progressions, modulations, and form.

MUT 2117  Music Theory 4
Prerequisite: MUT 2116. Corequisite: MUT 2247. A continuation of the advanced study of the theoretical aspects of music including chords, chord progressions, modulations and form.

MUT 2246  Sight-Singing and Aural Skills 3
Prerequisite: MUT 2242. Corequisite: MUT 2116. An advanced course for music majors to develop skills in sight singing, dictation, and aural discrimination.

MUT 2247  Sight-Singing and Aural Skills 4
Prerequisite: MUT 2246. Corequisite: MUT 2117. An advanced course for music majors to develop skills in sight singing, dictation, and aural discrimination.

MUT 2641  Jazz Improvisation 1
Prerequisite: Audition. A performing ensemble with concentration on improvisation as applied to Jazz of the 30’s through today. Emphasis is on learning Jazz scales, modes, chords and progressions through the study of standards, Pop, Be-Bop, and Blues. This course may be taken for maximum credits of 12. Auditions required.

MUTC 1001  Fundamentals of Music
To teach incoming students fundamental music theory and ear training in order to prepare them for the standard sequence of Music Theory and Ear Training for the music major. Additionally, the class will be constructed so as to teach adults the rudiments of music and music reading.

MVB 1211  Trumpet Lessons
Prerequisites: Department Chair Approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVB 1212  French Horn Lessons
Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVB 1213  Trombone Lessons
Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVB 1215  Tuba Lessons
Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVB 1311  Applied Trumpet
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVB 1312  Applied French Horn
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVB 1313  Applied Trombone
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVB 1315  Applied Tuba
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to music majors with progress geared toward the achievement of
Courses

professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVB 2321

Prerequisites: MVK 1311 (4 credits). Corequisite: MUT 2116 or MUT 2117. This course is a continuation of MVB 1311 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVB 2322

Prerequisites: MVK 1312 (4 credits). Corequisite: MUT 2116 or MUT 2117. This course is a continuation of MVB 1312 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVB 2323

Prerequisites: MVK 1313 (4 credits). Corequisite: MUT 2116 or MUT 2117. This course is a continuation of MVB 1313 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVB 2325

Prerequisites: MVK 1315 (4 credits). Corequisite: MUT 2116 or MUT 2117. This course is a continuation of MVB 1315 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVK 1111

Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVP 1311

Prerequisites: Department Chair approval, audition required. Corequisite: MUT 2116 or MUT 2117. This course is a continuation of MVB 1311 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVP 2321

Prerequisites: Audition required. Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 1116

Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVS 1211

Violin Lessons

Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVS 1212

Viola Lessons

Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVS 1213

Cello Lessons

Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVS 1214

String Bass Lessons

Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVS 1216

Guitar Lessons

Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVS 1311

Applied Violin

Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 1312

Applied Viola

Prerequisites: Audition required. Department Chair approval, audition required. Corequisite: MUT 2116 or MUT 2117. This course is a continuation of MVK 1211 and is primarily for the music major as a secondary instrument. Class in keyboard harmony designed primarily for music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVK 1811

Class Piano

This course is in piano instruction designed primarily for the beginner or the intermediate player who does not read music. This course may be taken for a maximum credit of 4. Lab Fee.

MVK 2121

Keyboard Harmony 3

This course is a continuation of MVK 1112 and is primarily for the music major. Student should be familiar with the basics of piano keyboard harmony. May be taken for a maximum credit of 4. Lab Fee.

MVK 2122

Keyboard Harmony 4

Class in keyboard harmony designed primarily for the music major as a secondary instrument. This course is a continuation of MVK 2121 with the emphasis on passing the Sophomore Piano proficiency. May be taken for a maximum number of 4 credits. Lab Fee.

MVP 1211

Percussion Lessons

Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVP 1311

Applied Percussion

Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVP 2321

Applied Percussion

Prerequisites: MVP 1311 (4 credits). Corequisite: MUT 2116 or MUT 2117. This course is a continuation of MVP 1311 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 1116

Class Guitar

Class in guitar instruction designed primarily for the beginner or the intermediate player who does not read music. This course may be taken for maximum credit of 12.
approval. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 1313
Credits: 2
Applied Cello
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 1314
Credits: 2
Applied String Bass
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 1316
Credits: 2
Applied Guitar
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 2222
Credits: 2
Applied Viola
Prerequisite: MVS 1312 (4 credits). Corequisite: MUT 2116 or MUT 2117. This is a continuation of MVS 1312 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 2321
Credits: 2
Applied Violin
Prerequisite: MVS 1311 (4 credits). Corequisite: MUT 2116 or MUT 2117. This is a continuation of MVS 1311 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 2323
Credits: 2
Applied Cello
Prerequisite: MVS 1313 (4 credits). Corequisite: MUT 2116 or MUT 2117. This is a continuation of MVS 1313 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 2324
Credits: 2
Applied String Bass
Prerequisite: MVS 1314 (4 credits). Corequisite: MUT 2116 or MUT 2117. This is a continuation of MVS 1314 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVS 2326
Credits: 2
Applied Guitar
Prerequisite: MVS 1316 (4 credits). Corequisite: MUT 2116 or MUT 2117. This is a continuation of MVS 1316 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVW 1111
Credits: 1
Class Voice
Class instruction in basic vocal and music reading techniques; no audition required. This course may be taken for maximum credit of 12.

MVW 1211
Credits: 1
Voice Lessons
Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVW 1311
Credits: 2
Applied Voice
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVW 2321
Credits: 2
Applied Voice
Prerequisite: MVW 1311 (4 credits). Corequisite: MUT 2116 or MUT 2117. This is a continuation of MVW 1311 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVW 2324
Credits: 2
Applied String Bass
Prerequisite: MVW 1314 (4 credits). Corequisite: MUT 2116 or MUT 2117. This is a continuation of MVW 1314 for Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 4. Lab Fee.

MVW 1213
Credits: 1
Clarinet Lessons
Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVW 1214
Credits: 1
Bassoon Lessons
Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVW 1215
Credits: 1
 Saxophone Lessons
Prerequisites: Department Chair approval, audition required. Private instruction offered to non-music majors with previous instrumental or ensemble and music reading experience. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 12. Lab Fee.

MVW 1311
Credits: 2
Applied Flute
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVW 1312
Credits: 2
Applied Oboe
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVW 1313
Credits: 2
Applied Clarinet
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

MVW 1314
Credits: 2
Applied Bassoon
Prerequisites: Department Chair approval, audition required. Corequisite: MUT 1111 or MUT 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MVW 1315 Applied Saxophone</td>
<td>2</td>
<td>This course may be taken for maximum credit of 6. Lab Fee. Participation in an Allied Performing organization is contingent upon approval and performance.</td>
</tr>
<tr>
<td>MVW 2321 Applied Flute</td>
<td>2</td>
<td>This course may be taken for maximum credit of 6. Lab Fee. Participation in an Allied Performing organization is contingent upon approval and performance.</td>
</tr>
<tr>
<td>MVW 2322 Applied Oboe</td>
<td>2</td>
<td>This course may be taken for maximum credit of 6. Lab Fee. Participation in an Allied Performing organization is contingent upon approval and performance.</td>
</tr>
<tr>
<td>MVW 2323 Applied Clarinet</td>
<td>2</td>
<td>This course may be taken for maximum credit of 6. Lab Fee. Participation in an Allied Performing organization is contingent upon approval and performance.</td>
</tr>
<tr>
<td>MVW 2324 Applied Bassoon</td>
<td>2</td>
<td>This course may be taken for maximum credit of 6. Lab Fee. Participation in an Allied Performing organization is contingent upon approval and performance.</td>
</tr>
<tr>
<td>MVW 2325 Applied Saxophone</td>
<td>2</td>
<td>This course may be taken for maximum credit of 6. Lab Fee. Participation in an Allied Performing organization is contingent upon approval and performance.</td>
</tr>
</tbody>
</table>

**Fundamentals of Nursing**

- NUR 1020: 5 credits
- Prerequisites: Introduction to Nursing Program, BSCC 2085, 2086 Corequisites: MCBC 2010, NUR 1020, PSY 2012. Presentation of theory regarding fundamental knowledge and skills essential to deliver care to clients across the lifespan, including end-of-life care. Focus is on the nursing process utilizing Patterns of Health and Maslow's hierarchy of needs to organize care. Lab Fee.

**Basic Medical-Surgical Nursing**

- NUR 1213: 5 credits
- Prerequisites: MUT 1111 or 1112. Private instruction offered to Music majors with progress geared toward the achievement of professional standards of performance. Acceptance into this class is contingent upon approval and participation in an Allied Performing organization. This course may be taken for maximum credit of 6. Lab Fee.

**Advanced Medical-Surgical Nursing**

- NUR 2241: 5 credits
- Prerequisites: NUR 2463, NURL 2463, NUR 2522, NURL 2522, NURC 1142. Corequisites: NURL 2241. The focus is on the theoretical application of the nursing process to selected complex medical-surgical conditions as they occur across the lifespan. Related pathophysiological and psychosocial concepts, principles of nutrition, communication, pharmacology, and critical care aspects are included as they apply to the selected conditions. Lab Fee.

**Nursing Care of the Childbearing Family**

- NUR 2463: 2 credits
- Prerequisites: NUR 1213, NURL 1213, DEP 2004 Corequisites: NUR 2463, NURL 2463, NURC 1142. Focus is on the theoretical application of the nursing process to the childbearing family. Content is presented on management of normal and high-risk aspects of the childbearing cycle. Emphasis is on the application of physiological, psychosocial concepts, principles of nutrition, communication, pharmacology, and critical care aspects in the care of the childbearing family during pregnancy, childbirth, and newborn period. Lab Fee.

**Nursing Care of the Psychiatric Client**

- NUR 2522: 1 credit
- Prerequisites: NUR 1213, NURL 1213, DEP 2004 Corequisites: NUR 2522, NURL 2522, NURC 1142. Focus is on the theoretical application of the nursing process in the care of clients with psychiatric/mental health problems. Lab Fee.

**Nursing Leadership and Management**

- NUR 2801: 1 credit
- Prerequisites: NUR 2241, NUR 2241, Corequisites: NUR 2801, NUR 2813, NUR 2930. Presents theoretical application of the nursing process to the management of the client in a variety of situations. Leadership and management principles as related to the role of the nurse in the hospital and community are addressed. Lab Fee.

**Nursing Issues and Trends**

- NUR 2813: 2 credits
- Prerequisites: NUR 2241, NUR 2241, Corequisites: NUR 2801, NUR 2801, NUR 2930. Provide the student the opportunity to explore professional, legal, ethical, educational employment and community-based issues related to health care.

**Nursing Elective**

- NUR 2930: 1 credit
- Prerequisites: NUR 2241, NURL 2241. Corequisites: NUR 2801, NURL 2801, NUR 2813. Selected supplemental content which supports application of the nursing process for clients across the lifespan. Several areas will be offered for student choice. Physiological, pathophysiological, and psychosocial concepts, principles of nutrition and communications in pharmacology are included as they apply to selected situations.

**Fundamentals Clinical Laboratory**

- NURL 1020: 4 credits
- Prerequisites: Admission to Nursing Program. Corequisites: NUR 1020, PSY 2012, MCBC 2010. Lab Fee.

**Nursing Pharmacology**

- NURL 1142: 3 credits
- Prerequisites: NUR 1213, NURL 1213, DEP 2004 Corequisites: NUR 2463, NURL 2463, NUR 2522, NURL 2522. Combined theory and clinical/lab related to utilization of the nursing process and knowledge necessary for planning safe delivery of common medications as a Registered Nurse. Basics of pharmacokinetics are reviewed, and drugs are studied according to classification/body system.

**Transition Course**

- NURL 1020: 1 credit
- Prerequisites: Admission to Associate Degree Nursing Program. Corequisites: NUR 2463, NURL 2463, NUR 2522, NURL 2522. Combined theory and clinical/lab related to utilization of the nursing process and knowledge necessary for planning safe delivery of common medications as a Registered Nurse. Basics of pharmacokinetics are reviewed, and drugs are studied according to classification/body system.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
<th>Course Title</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURL 2463</td>
<td>1</td>
<td>Childbearing Family Clinical Laboratory</td>
<td>Prerequisites: NUR 1213, NURL 1213, DEP 2004, NURC 1142. Corequisite: NUR 2463. Clinical application of the nursing process in the management of the childbearing family, normal and at risk. Application of physiological, pathophysiological and psychosocial concepts, principles of nutrition, communications, and pharmacology concepts in the planning and implementation of care. Lab Fee.</td>
</tr>
<tr>
<td>NURL 2522</td>
<td>1</td>
<td>Psychiatric Client Clinical Laboratory</td>
<td>Prerequisites: NUR 1213, NUR 1213, DEP 2004 Corequisites: NURC 1020, NURC 1142. Focus is on the clinical application of the nursing process in the care of clients with psychiatric/mental health disorders. Physiological, pathophysiological ad psychosocial concepts, principles of nutrition and communications and pharmacology are included as they apply to selected situations.</td>
</tr>
<tr>
<td>NURL 2701</td>
<td>3</td>
<td>Transitional Clinical Laboratory</td>
<td>Prerequisite: Admission to the ADN Program. Corequisite: NURC 1003. Clinical application of the nursing process in the care of the geriatric client, medical-surgical client, and child with alterations in health. Experiences will be in acute care and long-term care facility. Lab Fee.</td>
</tr>
<tr>
<td>NURL 2801</td>
<td>3</td>
<td>Leadership and Management Clinical Laboratory</td>
<td>Prerequisites: NUR 2801, NUR 2813, NUR 2930. Clinical application of leadership and management skills in delivering care for clients across the lifespan in a variety of situations. Experiences will include community and hospital based assignments and a preceptorship in the acute care facility. Lab Fee.</td>
</tr>
<tr>
<td>NURL 2802</td>
<td>3</td>
<td>Advanced Business Graphics</td>
<td>Prerequisite: OCA 0311. This course teaches advanced word processing techniques with a strong emphasis on graphics and desktop publishing.</td>
</tr>
<tr>
<td>OCA 0311</td>
<td>3</td>
<td>Introduction to Word Processing and Laboratory</td>
<td>Corequisite: OCA 0311. Introduction to Word Processing and Laboratory. This course prepares the student with an introduction to word processing concepts and theory. It also provides hands-on experience with word processing equipment and skill building. Lab Fee.</td>
</tr>
<tr>
<td>OCA 0315</td>
<td>3</td>
<td>Advanced Word Processing</td>
<td>Prerequisite: OCA 0311. This course teaches advanced word processing techniques with a strong emphasis on graphics and desktop publishing.</td>
</tr>
<tr>
<td>OCA 0401</td>
<td>1</td>
<td>Introduction to Spreadsheets</td>
<td>Prerequisite: OCA 0311. An introductory course in the application of commercially available spreadsheet software. Topics include formatting and enhancing worksheets, using formulas, and creating charts. Lab Fee.</td>
</tr>
<tr>
<td>OCA 0461</td>
<td>1</td>
<td>Introduction to Databases</td>
<td>Prerequisite: OCA 0311. An introductory course in the application of commercially available database software. Topics include creating a database, forms, reports, labels and charts, and performing queries. Lab Fee.</td>
</tr>
<tr>
<td>OCA 0600</td>
<td>2</td>
<td>Desktop Publishing 1</td>
<td>Prerequisite: OCA 0311. This course is designed to introduce students to the very basics of desktop publishing using a popular personal desktop publishing software as well as using a number of other inexpensive desktop publishing materials.</td>
</tr>
<tr>
<td>OCA 0601</td>
<td>3</td>
<td>Desktop Publishing 2</td>
<td>Prerequisite: OCA 0600. Provides an understanding of desktop publishing at an intermediate level using a popular desktop publishing package, including computer-aided page design and using and manipulating graphics.</td>
</tr>
<tr>
<td>OCA 0603</td>
<td>2</td>
<td>Page Layout and Design</td>
<td>Prerequisite: OCA 0311. Computer aid page design and publishing using text and graphics to prepare flyers, manuals, newsletters, and other media publications.</td>
</tr>
<tr>
<td>OCA 0605</td>
<td>3</td>
<td>Desktop Publishing 3</td>
<td>Prerequisite: OCA 0601. Provides students with an advanced knowledge of desktop publishing techniques and procedures using a popular desktop publishing software. This is a hands-on course driven by projects for more complete understanding.</td>
</tr>
<tr>
<td>OCA 0630</td>
<td>2</td>
<td>Computerized Imaging</td>
<td>Prerequisite: OCA 0601. This course will provide a hands-on approach to using scanners, digital cameras, and other input devices for use in a computer design program.</td>
</tr>
<tr>
<td>OCA 0680</td>
<td>1</td>
<td>Introduction to Spreadsheets</td>
<td>Prerequisite: OCA 0311. Introduction to Spreadsheets. This course provides an introduction to spreadsheets.</td>
</tr>
<tr>
<td>OCA 0701</td>
<td>1</td>
<td>Introduction to Windows</td>
<td>This course provides basic knowledge of Windows in order to make the migration into other Windows applications easier and more straightforward.</td>
</tr>
<tr>
<td>OCA 0802</td>
<td>1</td>
<td>Introduction to Basic Internet/E-mail</td>
<td>Students will learn the elements of Windows to facilitate a successful migration in the basics of Internet, e-mail and an integrated desktop information program system. Students will learn better communication skills and to organize business information. Lab Fee.</td>
</tr>
<tr>
<td>OCA 0810</td>
<td>3</td>
<td>Web Page Authoring</td>
<td>Prerequisite: OCA 0311. Provides understanding of the different facets of Web page authoring, using not only a popular markup code language but also a popular Web page publishing software package.</td>
</tr>
<tr>
<td>OCA 0870</td>
<td>3</td>
<td>Creating Multimedia</td>
<td>Learn industry standard computer graphic applications. Build knowledge of computer, software applications, graphic design, and multimedia software toward a career in interactive multimedia. Experimentation with shape, volume, color, and animation.</td>
</tr>
<tr>
<td>OCA 2505</td>
<td>1</td>
<td>Introduction to Personal Financial Management</td>
<td>Introduction to a financial management computer application program utilized to organize and manage personal finances, pay bills electronically, and organize financial data. Classes are conducted in a hands-on computer lab.</td>
</tr>
<tr>
<td>OCBC 2013</td>
<td>4</td>
<td>Marine Biology</td>
<td>Prerequisite: BSCC 1010 and College Level Reading (CPT 83+ or equivalent). A survey of global marine and local estuarine ecosystems focusing on biological, chemical and physical parameters influencing these ecosystems. Includes a study of the major phyla inhabiting these ecosystems, with particular, but not exclusive focus on Brevard County marine environs. Lab Fee.</td>
</tr>
<tr>
<td>OCE 1001</td>
<td>3</td>
<td>Oceanography</td>
<td>Prerequisite: High school Algebra I (if completed within the last three years) or high school Algebra I and 2. Introduction to oceanography including study of the seafloor, of seawater, currents, waves and tides, and life in the sea.</td>
</tr>
<tr>
<td>OST 1053</td>
<td>1</td>
<td>Career Planning/Resume Preparation</td>
<td>Techniques for development of a career plan resulting in meaningful professional growth and career advancement.</td>
</tr>
<tr>
<td>OST 1100</td>
<td>3</td>
<td>Beginning Computer Keyboarding</td>
<td>A study of the keyboard and the mechanics necessary for the acquisition of elementary typing skills. Introduction to typing correspondence, tabulation, business forms and manuscripts.</td>
</tr>
<tr>
<td>OST 1110</td>
<td>3</td>
<td>Intermediate Computer Keyboarding</td>
<td>Prerequisite: Minimum grade of C in OST 1100 or consent of instructor. Continued emphasis on basic keyboarding techniques, knowledge, and skills; application problems include business letters,</td>
</tr>
</tbody>
</table>
memorandums, tables, and reports. Three hours of instruction plus individual lab time each week. May be used for AS or AA degrees.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OST 1141</td>
<td>Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Touch operation of the alphabetic and numeric keyboard. The student acquires a basic keyboarding skill which is the foundation of personal and business applications and also useful for computer data entry and retrieval.</td>
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</tr>
<tr>
<td>OST 1311</td>
<td>Introduction to Spreadsheets</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Introduction to electronic spreadsheet computer application programs. Student will prepare business spreadsheets to perform mathematical, statistical, and financial calculations, to perform &quot;what if&quot; scenarios for planning and budgeting, and create charts to display data. Classes are conducted in a hands-on computer lab.</td>
<td></td>
</tr>
<tr>
<td>OST 1435</td>
<td>Legal Terminology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Common legal vocabulary drawn from general principles of law.</td>
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</tr>
<tr>
<td>OST 1455</td>
<td>Medical Billing and Coding</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisites: HSC 1531 and OST 1100. Introduces the student to patient billing and CPT and ICD-9-CM, the major coding system for procedures and services performed by physicians for diagnoses used in hospitals and other health care settings.</td>
<td></td>
</tr>
<tr>
<td>OST 1582</td>
<td>Ethics at Work</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Students develop strategies for ethical decision making in the work environment.</td>
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</tr>
<tr>
<td>OST 1601</td>
<td>Machine Transcription 1</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: 35 wpm or OST 1100. Use of transcribing equipment reinforces keyboarding skills, reviews language skills, and develops skills in proofreading, editing, and composing.</td>
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</tr>
<tr>
<td>OST 1602</td>
<td>Machine Transcription 2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: OST 1601. Advanced machine transcription of dictated documents using more difficult terminology and software applications packages.</td>
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</tr>
<tr>
<td>OST 1611</td>
<td>Medical Machine Transcription 1</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisites: OST 1141, HSC 1531. Designed to provide training in the use of transcribing equipment, to reinforce typewriting skills, review language and skills, and develop skills in proofreading, editing and composing. Focus is on medical terms used in document preparation.</td>
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</tr>
<tr>
<td>OST 1612</td>
<td>Medical Machine Transcription 2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: OST 1611. Advanced medical machine transcription of dictated documents using advanced terminology and software applications packages.</td>
<td></td>
</tr>
<tr>
<td>OST 1621</td>
<td>Legal Machine Transcription 1</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: OST 1100. Training in use of transcribing equipment, to reinforce typewriting skills, legal language and skills, and to develop skills in proofreading, editing and composing.</td>
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</tr>
<tr>
<td>OST 1622</td>
<td>Legal Machine Transcription 2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: OST 1621. Advanced legal machine transcription of dictated documents using advanced terminology and software applications packages.</td>
<td></td>
</tr>
<tr>
<td>OST 1711</td>
<td>Word Processing 1</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: OST 1100. Provides opportunity for the student to acquire knowledge in word processing concepts and to acquire knowledge in the keyboarding of WP equipment. Emphasis is also placed on the application of proofreading and grammar skills.</td>
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</tr>
<tr>
<td>OST 1741</td>
<td>Word Processing for Personal Use</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: Keyboarding skills. The course is designed for students who wish to learn to prepare simple reports and business letters using a word processing program on a microcomputer.</td>
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</tr>
<tr>
<td>OST 1794</td>
<td>Introduction to the Internet</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: OST 1141 or equivalent. Travel the information superhighway with skills taught in this course. You will be taught to access the Internet, search for and retrieve information, and use a graphical browser.</td>
<td></td>
</tr>
<tr>
<td>OST 1810</td>
<td>Business Presentations</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Hands-on computer course with an office application program to create visual aids for effective business presentations. Suggested for students entering business and office professions.</td>
<td></td>
</tr>
<tr>
<td>OST 1811</td>
<td>Desktop Publishing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Theory and hands-on training in desktop publishing. Discussion topics include layout principles, font sizes and styles, graphics, hardware and software. Lab sessions provide an opportunity to prepare a variety of documents using desktop publishing application programs on the microcomputer.</td>
<td></td>
</tr>
<tr>
<td>OST 1826</td>
<td>Introduction to Business Graphics</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Introduction to a graphics computer application program. The student will gain skill using a basic illustration program to create graphics and text. Classes are conducted in a hands-on computer lab.</td>
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</tr>
<tr>
<td>OST 1949</td>
<td>Co-op Work Experience 1</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisites: Completion of two courses in major field. Basic principles in student's field of study. Students develop appropriate attitudes and skills needed for successful employment to establish an effective partnership between students and their employer. May be taken up to four times for credit.</td>
<td></td>
</tr>
<tr>
<td>OST 2120</td>
<td>Advanced Computer Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: OST 1110. Speed building, improvement of basic techniques with the emphasis on production typing of letters, tabulations, reports, manuscripts, and solving the types of office problems for a marketable skill. Three hours of instruction plus individual lab time each week.</td>
<td></td>
</tr>
<tr>
<td>OST 2131</td>
<td>Legal Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisites: Basic keyboarding and word processing skills. Familiarizes the student with various fields of law and the proper preparation of legal documents utilized in each. Preparation techniques, the efficient processing of the document using the computer and software program, and a clarification of the required language and clauses explored.</td>
<td></td>
</tr>
<tr>
<td>OST 2135</td>
<td>Medical Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisites: Basic keyboarding and word processing skills. Continued emphasis on keyboarding techniques and application skills using the computer and software programs. Application programs include medical consultation letters, operative reports, history and physical exam reports, chart notes, and other applicable medical documents. Emphasis on formatting and productivity. Three hours of instruction plus individual lab time each week.</td>
<td></td>
</tr>
<tr>
<td>OST 2321</td>
<td>Electronic Calculator</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Theory and practice in use of calculators and other office machines. Involves solving arithmetic problems. One hour of class plus laboratory time. Useful for accounting and management students.</td>
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</tr>
<tr>
<td>OST 2335</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Develop ability to write effective business letters, memorandums, and reports; and develop effective techniques for oral communications with emphasis on promoting and maintaining good human relations in business.</td>
<td></td>
</tr>
<tr>
<td>OST 2355</td>
<td>Records Management and Filing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Principles, procedures, and systems of filing are presented. Records management cover the creation, storage, protection, control, use and disposition of records. Basic considerations for selection of equipment and supplies is studied.</td>
<td></td>
</tr>
<tr>
<td>OST 2402</td>
<td>Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: Typewriting and shorthand or machine transcription. Refinement of typing and other office skills. Employability skills, development of decision-making skills relating to the office, work habits and working with others are covered. Application of skills demonstrated through use of specialized simulated office situations.</td>
<td></td>
</tr>
<tr>
<td>OST 2431</td>
<td>Legal Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: Typewriting and shorthand or legal machine transcription. Refinement of typing and other office skills. Employability skills, development of decision-making skills relating to the medical office, work habits, and ability to work with others are included in the course. Application of skills demonstrated through use of medical simulated office situations.</td>
<td></td>
</tr>
<tr>
<td>OST 2461</td>
<td>Medical Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: Basic keyboarding or medical machine transcription skills. Refine keyboarding and other medical office skills. Employability skills, development of decision-making skills related to the medical office, work habits, and ability to work with others are included in the course. Application of skills demonstrated through use of medical simulated office situations.</td>
<td></td>
</tr>
<tr>
<td>OST 2491</td>
<td>Office Systems Technology Internship 1</td>
<td>3</td>
</tr>
</tbody>
</table>
|             | Prerequisite: Departmental approval. Work in
selected business office a minimum of 15 hours per week. Attend seminars, answer questions, allow sharing of experiences, and provide further knowledge of varying aspects of secretarial work.

OST 2492 Credits: 3
Office Systems Technology Internship 2
Prerequisite: Departmental approval. Work in a selected business office a minimum of 15 hours per week. Attend seminars, answer questions, allow sharing of experiences, and provide further knowledge of varying aspects of secretarial work.

OST 2760 Credits: 3
Word Processing 2
Prerequisite: OST 1711 or consent of instructor. Continued acquisition of knowledge in word processing concepts and application of keyboarding and formatting skills in the operation of word processing software equipment. Emphasis is placed on editing and revising skills in the creation of office documents.

OST 2801 Credits: 3
Information Systems Applications
Prerequisites: OST 1711, OST 2321, CGS 2100. Student will perform a variety of tasks using information processors and integrated software programs. Projects include application of the following types of programs: word processing, database management, spreadsheet, graphics, and desktop publishing.

OST 2905 Credits: 1-3
Current Topics in Office Administration
Prerequisite: Permission of instructor. Designed to provide training in specialized topics in office administration. Topics will vary dependent upon current needs of students and latest technology in office skills and knowledge. This course may be repeated for maximum credits of 6.

OST 2949 Credits: 3
Co-op Work Experience 2
Prerequisite: Completion of two courses in major field. Introduces students to the basic principles in their fields of study and provides an opportunity for students to develop appropriate attitudes and skills needed for successful employment and establishes an effective partnership between the student and the employer. May be taken up to four times for credit. This may be included as a part of any vocational program.

OTA 0013 Credits: 2
Customer Relations
The student is introduced to the concepts central to successful customer relations. Within the context of laboratory exercises, the student will experience multiple scenarios dealing with customer service.

OTA 0103 Credits: 3
Keyboarding and Document Processing 1
Introduction to the keyboard, manipulation of the keyboard, business correspondence, reports, tables, and skill improvement. Minimum of 30 wpm for a grade of C. Lab Fee.

OTA 0105 Credits: 3
Keyboarding and Document Processing 2
Prerequisite: OTA 0103. To improve basic keyboarding skills and knowledge, manipulation of the keyboard, business correspondence, reports, tables, skill improvement, and use materials efficiently. Minimum of 45 wpm for a grade of C.

OTA 0171 Credits: 2
Machine Transcription
Prerequisite: Typing. A course designed to acquaint students with dictation/transcription equipment. This course will reinforce typewriting skills. Grammar, spelling, and punctuation skills will be reviewed. Proofreading and editing skills will be developed.

OTA 0411 Credits: 2
General Business Procedures
Prerequisite: Term 1 courses. A study of general office procedures and application of skills in typewriting, filing, shorthand or bookkeeping, business communications, and office machines. Minimum of 45 wpm in typing, 80-100 wpm shorthand, and a minimum grade of “C” for bookkeeping and office machines.

OTA 0421 Credits: 2
Business Office Procedures
General office procedures and application of skills in keyboarding, alphabetic, subject, numeric, and geographic filing and office machines, including photocopier, facsimile, electronic mail and telephones.

OTA 0484 Credits: 3
Medical Office Procedures
Prerequisites: Medical terminology and OTA 0612. Focus on medical secretarial procedures, both traditional and computer related.

OTA 0511 Credits: 3
Computerized Accounting
Prerequisite: ACO 0002. Application of principles covered in Accounting 1 to learn computer accounting. General ledger, accounts receivable, accounts payable, financial statement analysis, depreciation, inventory and payroll systems are covered.

OTA 0602 Credits: 3
Medical Insurance
Prerequisite: HSC 0530. Introduction to, and manipulation of, common systems used for patient records, billing, and collections. Insurance processing and medical coding are emphasized. Includes CPT and ICD-9 coding functions as well as preparation of HCFA and other related insurance forms.

OTA 0612 Credits: 3
Medical Transcription
Prerequisites: OTA 0103, HSC 0530. Familiarization with basic medical terms through transcription of realistic medical cases.

OTA 0942 Credits: 1-3
Vocational Internship
Prerequisite: Instructor approval. The student receives on-the-job training in his/her field of study. The student will perform relevant tasks for staff members.

OTA 0949 Credits: 1-3
Co-op Work Experience 1
Prerequisites: Completion of two courses in major field and instructor approval. Introduces students to the basic principles in their fields of study and to provide an opportunity for students to develop appropriate attitudes and skills needed for successful employment and to establish an effective partnership between the student and employer.

OTA 1305 Credits: 1
Telephone Techniques and Technology
To develop lifelong skills in using proper telephone techniques and procedures vital to success in the business world, whether answering the telephone as an office professional or an office assistant.

OST 0111 Credits: 1
BOWLING
A study and physical application of bowling fundamentals including terminology, lane conditioning, fundamental and general knowledge (grips, approaches, deliveries, equipment, etc.), spare conversion and scoring. This course may be taken for maximum credits of 99. Facility Use Fee.

OST 2121 Credits: 1
GOLF
Instruction in skills and rules in golf. This course may be taken for maximum credits of 99.

OST 2341 Credits: 1
Tennis
Instruction in skills, rules, and strategy of tennis. Time for supervised practice and game experience also provided. This course may be taken for maximum credits of 99.

PEM 1101 Credits: 1
Physical Activity for Modern Living
An introductory course for physical education students. Emphasis is placed on physical fitness and body mechanics. This course is an orientation for the other activity courses offered in the physical education program. This course may be taken for maximum credits of 99.

PEM 1131 Credits: 1
Weight Training
Instruction regarding values, techniques, and methods of weight training as a means of developing strength as one aspect of fitness. Focus on applying principles and techniques in a well-organized weight training program which will lead to increased muscular strength and endurance. This course may be taken for maximum credits of 99.

PEM 1141 Credits: 1
Aerobics
Introduces the student to various forms of aerobic movement designed to improve cardiovascular endurance. This course may be taken for maximum credits of 99.

PEM 1146 Credits: 1
Jogging
To increase the cardiovascular endurance of students by participating in the activities of walking, jogging, and running. Students will be placed on an individualized walk/jog program based on their conditioning level. This course may be repeated for maximum credits of 99.

PEM 1441 Credits: 1
Karate
Instruction in basic karate techniques consisting of self defense, physical/mental development, word terminology and skill. This course may be repeated for maximum credit of 99.

PEM 2461 Credits: 3
Fencing
Instruction in foil fencing, introduction to the saber and epee. This course is designed for beginning and intermediate students. This course may be repeated for maximum credit of 99.

PEN 1241 Credits: 1
Windsurfing
Prerequisite: Swimming ability. The windsurfer who completes every section will be able to demonstrate the fundamental windsurfing skills
necessary to enable them to sail unsupervised but in
the company of others in Force 4 winds in a
safe, controlled manner while sailing for pleasure
and/or racing. This course may be repeated for
maximum credit of 99. Lab Fee.

**PEN 1251**
**Canoeing**
Develop a basic understanding of canoeing and
develop competency in basic techniques and skills.
This course may be repeated for maximum credit of
99.

**PEN 1411**
**Basic Ice Skating**
Introduction of basic ice skating skills, techniques,
and safety knowledge necessary to achieve a
competent level of participation. This course may
be repeated for maximum credit of 99. Lab Fee.

**PEN 2113**
**Lifeguard Training**
This course teaches the minimum skills necessary
for a person to qualify as a non-surf lifeguard with
the necessary qualifications to prevent and respond
to aquatic emergencies. Training designs range from
concept knowledge to physical skills participation.

**PEN 2122**
**Intermediate Swimming**
Prerequisite: PEN 2121 or Instructor permission. A
review of fundamentals and basic water safety
survival aquatic skills with added emphasis on basic
swimming strokes (front crawl, side stroke, breast
stroke, elementary back stroke, and back crawl). This
course may be repeated for maximum credit of 99.

**PEN 2123**
**Swim/Stroke Mechanics**
Prerequisite: PEN 2122 or Instructor permission.
To learn to decrease the time it takes to traverse
the width of a swimming pool doing any one of the
four competitive strokes: butterfly, back stroke,
breast stroke, and freestyle; includes starts, turns,
strokework, conditioning, and an intraclass swim
meet. This course may be repeated for maximum
credit of 99.

**PEO 2004**
**Principles and Problems in Coaching**
Participants learn coaching techniques, and how to
deal effectively with athletes, principles involved in
training, conditioning, and motivation of athlete.
Issues and problems which make coaching a
demanding, challenging career are discussed.
(Elective: cannot be used for required PE credits.)

**PET 1460**
**Introduction Sports Management**
Survey of business/sports management activities
including principles, problems, and practices
related to the sports enterprise. Recommended for
students interested in careers in sports
management, recreation management, or in
expanding their business managerial background.

**PGY 1100**
**Basic Photography for Non-Majors**
The basics of camera handling and the guidelines
to better composition are stressed. A non-lab
course using slide film for all assignments.

**PGYC 1110**
**Basic Color Photography**
Prerequisite: PGYC 1401. A basic course in the
color negative materials process. Color film and paper
processing introduce the student to color printing.
Emphasis is placed on application of aesthetic color
theory, lighting, and color correct printing in
completing course assignments. Lab Fee.

**PGYC 1401**
**Photography 1**
An introductory course in basic camera handling
techniques and black and white film exposure and
printing techniques. Emphasis is placed on the
aesthetic, technical, conceptual, and emotional
qualities of the student's photographs. A 35 mm
fully adjustable camera with manual capabilities is
required. Lab Fee.

**PGYC 1610**
**Photojournalism**
Prerequisites: PGYC 1401, PGYC 1110. A basic
course in the journalistic approach to photography.
Topics covered include: photo essay, news
portraits, picture story, wild art, illustration, push
processing, on camera flash, layout, captioning,
ethics, as well as: spot news, general news,
weather, sports, feature, and public relations
photography. Emphasis is placed on deadlines and
critique of course assignments. Lab Fee.

**PGYC 1800**
**Photography with Digital Camera**
An introductory course formulated to develop
photographic skills with a digital camera. Emphasis
is placed on aesthetic, technical, conceptual and emotional qualities of taking
photographs. Access to a digital camera is
required. Lab Fee.

**PGYC 2210**
**Portraiture**
Prerequisites: PGYC 1401, PGYC 1110. To make
photographic portraits showing something of the
lifestyle and personality of the subject. Prints must
show ability to pose and light properly; expose and
develop the film; and make prints that are both
technically and aesthetically adequate. Lab Fee.

**PGYC 2801**
**Digital Imaging 1**
Prerequisite: Consent of instructor. This course
introduces the student to digital imaging with the
application Photoshop. Students will identify and
demonstrate a variety of digital imaging
techniques; scanning, color spaces, color
separation, color correction, retouching, and more.
The course will survey the history and development
of the media, and discuss hardware, image input
and output, and software. Lab Fee.

**PGYC 2802**
**Digital Imaging 2**
Prerequisite: PGYC 2801. Study of Photoshop's
advanced functions: duotones, transfer curves, text
effects, CMYK separation, advanced scanning, film
recorder output, preflighting, and more. Photoshop’s use with other color separation, page
layout, and graphic design applications are
investigated. Lab Fee.

**PH 2010**
**Problems in Philosophy**
Prerequisite: Appropriate test scores in reading and
writing. A study of effective thinking based on procedures
of logic. To assist in the practical application of
these procedures, there will be an appraisal of the
evaluations of evidence, practice in the detection
and irrelevancies and the testing of arguments for
validity and reliability.

**PHI 2100**
**Creative and Critical Thinking**
A study of effective thinking based on procedures
of logic. To assist in the practical application of
these procedures, there will be an appraisal of the
evaluations of evidence, practice in the detection
and irrelevancies and the testing of arguments for
validity and reliability.

**PHI 2948**
**Service-Learning Field Studies 1**
Course gives the student the opportunity to
understand the relationship of theory to practice
through participation in a service-learning
experience. Students are required to complete 20
hours of volunteer work, a service-learning
contract, necessary oral and written reflection
methods.

**PHY 2045**
**General Physics 1**
Prerequisites: PHY 2048 or high school physics,
MAC 1311 with a grade of C or better.
Corequisites: MAC 2312, PHYL 2048, Quantitative
and qualitative study of physical principles applied
to mechanics and heat.

**PHY 2049**
**General Physics 2**
Prerequisites: PHY 2048 and PHYL 2048.
Corequisites: PHYL 2049. Continuation of PHY
2048 studying wave motion, electricity,
magnetism, geometrical and physical optics.

**PHY 2948**
**Service-Learning Field Studies 1**
Course gives the student the opportunity to
understand the relationship of theory to practice
through participation in a service-learning
experience. Students are required to complete 20
hours of volunteer work, a service-learning
contract, necessary oral and written reflection
methods.

**PHYC 2053**
**College Physics 1**
Prerequisite: MAC 1105. Corequisite: MAC 1114.
A study of physical principals as applied to
mechanics and heat. A course designed for
students not taking calculus. Three hours of
lecture, one hour problem solving, and two hours of
laboratory per week. Lab Fee.

**PHYC 2054**
**College Physics 2**
Prerequisites: PHYC 2053, MAC 1114. A study of
physical principals as applied to wave motion,
electricity and magnetism, optics, and selected
topics in modern physics. Three hours of lecture,
one hour problem session, and two hours of
laboratory per week. Lab Fee.
PLA 1114 Credits: 3
Research any legal issues. Legal research tools and methods necessary to conduct effective legal research. Students learn to conduct effective interviews, investigations, and litigation preparation.

PLA 1104 Credits: 3
Prerequisite: PLA 1003. Course assists student in the nature of managerial responsibility.

PLA 1611 Credits: 3
Fundamentals of Metallurgy 1
Co-op Work Experience 1
Prerequisite: Completion of OCP A & B. Introduces students to the basic principles in their field of study at the entry level and to provide an opportunity for students to develop appropriate work attitudes and skills needed for successful employment. To establish an effective partnership between the student and employer.

PMTC 0104 Credits: 1
Fundamentals of Metallurgy 1
Provides a safety orientation to welding as well as basic terminology for and principles of metallurgy, to include manufacturing and properties of iron and steel, and the crystal structure of metals.

PMTC 0105 Credits: 1
Fundamentals of Metallurgy 2
Emphasizes areas of metal failure, quenching, annealing, normalizing, hardening and tempering, including the iron-carbon diagram.

PMTC 0111 Credits: 1
Oxygen/Fuel Gas Processes
Emphasizes processes of different types of welding requiring use of oxygen fuel gases, to include welding low and mild carbon steels, brazing and metal-arc welding (G.M.A.W.), constant voltage (CV) and compressed gases, to include safety orientation.

PLA 2308 Credits: 3
Criminal Procedure
This course is concerned with the processes of prosecuting and defending criminal cases including search and seizure, arrest, identification, bail, discovery, preliminary proceedings, trials, sentencing, and post trial proceedings.

PLA 2601 Credits: 3
Wills and Trusts
Prerequisite: PLA 1003. This course covers testamentary arrangements for the disposition of income and property; estate and gift tax consequences; Medicaid and long-term care planning; preparation of wills and trusts.

PLA 2940 Credits: 3
Internship
Perquisite: PLA 1003, PLA 1104. A clinical study at the entry level and to provide an opportunity for students to develop appropriate work attitudes and skills needed for successful employment. To establish an effective partnership between the student and employer.

PLA 2303 Credits: 3
Real Estate Transactions and Closings
Prerequisite: PLA 1611 or instructor signature. Study of the procedures and instruments in a Real Estate transaction. Attention given to the contract, loan commitments, title work and closing instruments. An advanced Real Estate course.

PLA 2612 Credits: 3
Law Office Management
Prerequisite: PLA 1611 or instructor signature. Study of the procedures and instruments in a Real Estate transaction. Attention given to the contract, loan commitments, title work and closing instruments. An advanced Real Estate course.

PLA 2763 Credits: 3
Law Office Management
Prerequisite: PLA 1003. Course assists student in developing techniques for organization, management and operation of a law office, designed to examine the nature of managerial responsibility.

PLA 2800 Credits: 3
Family Law
A study of the elements of a valid marriage. Covers such topics as divorce and annulments, separations, custody and child support, paternity suits, adoptions and guardianships.

PLA 2932 Credits: 4
Internship
Perquisite: PLA 1003, PLA 1104. A clinical study at the entry level and to provide an opportunity for students to develop appropriate work attitudes and skills needed for successful employment. To establish an effective partnership between the student and employer.

PLA 2940 Credits: 3
Special Topics
Courses centering around topics of current interest to students and community.

PMTC 0131 Credits: 5
Gas tungsten-arc welding
Provides a thorough technical understanding of gas tungsten-arc welding fundamentals, arc characteristics and welding safety.

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Courses

- **PMTL 0121**
  
  *Shields Metal-Arc Welding 1 Laboratory*
  
  *Corequisites: PMT 0121*.
  
  *Emphasizes: advanced skills in the four basic welding positions using low hydrogen electrodes and focuses on the preparation for guided-bend test certification.*

- **PMTL 0122**
  
  *Shields Metal-Arc Welding 2 Laboratory*
  
  *Corequisites: PMT 0121, PMT 0121.*
  
  *Emphasizes: advanced skills in the four basic welding positions.*

- **PMTL 0134**
  
  *Gas Metal-Arc Welding Laboratory*
  
  *Introduces: practices of gas metal-arc welding, including four basic positions.*

- **PMTL 0157**
  
  *Specialized Welding Processes 1*
  
  *Emphasizes: the acquisition of skills in areas of oxygen/acetylene gas welding and shielded metal-arc welding.*

- **PMTL 0158**
  
  *Specialized Welding Processes 2*
  
  *Emphasizes: the acquisition of skills in areas of gas metal-arc welding, gas tungsten-arc welding, and plasma-arc welding.*

- **POS 2041**
  
  *American National Government*
  
  *Prerequisites: Appropriate test scores in reading and writing.*

- **POS 2112**
  
  *State and Local Government*
  
  *Prerequisites: Appropriate test scores in reading and writing.*

- **PRN 0001**
  
  *BASIC NURSING - THEORY*
  
  *Prerequisites: PRN 0020, PRN 0040, PRN 0070, PRN 0080, PRN 0500.*

- **PRN 0012**
  
  *Vocational Adjustments*
  
  *Corequisites: PRN 0030, PRN 0070, PRN 0090, PRN 0200, PRN 0500, PRN 0001, PRN 0003.*

- **PRN 0020**
  
  *Human Growth and Development*
  
  *Corequisites: PRN 0201, PRN 0400, PRNL 0301.*

- **PRN 0030**
  
  *Pharmacology 1*
  
  *Corequisites: PRN 0030, PRN 0070, PRN 0080, PRN 0200, PRN 0500, PRN 0001, PRN 0003.*

- **PRN 0040**
  
  *Personal Family and Community Health*
  
  *Corequisites: PRN 0020, PRN 0201, PRNL 0301, PRN 0400.*

- **PRN 0070**
  
  *Principles of Nutrition*
  
  *Corequisites: PRN 0012, PRN 0030, PRN 0080, PRN 0200, PRN 0500, PRN 0001, PRN 0003.*

- **PRN 0080**
  
  *Body Structure and Functions*
  
  *Corequisites: PRNC 0001, PRNC 0003, PRN 0012, PRN 0030, PRN 0050, PRN 0070, PRN 0200.*

- **PRN 0100**
  
  *Maternal and Newborn Nursing*
  
  *Corequisites: PRN 0040, PRN 0110, PRN 0202, PRNL 0302.*

- **PRN 0110**
  
  *Pediatric Nursing*
  
  *Corequisites: PRN 0020, PRN 0201, PRN 0400, PRNL 0301.*

- **PRN 0200**
  
  *Introduction to Medical Surgical Nursing*
  
  *Corequisites: PRN 0102, PRN 0300, PRN 0070, PRN 0080, PRN 0500, PRN 0001, PRN 0003.*

- **PRN 0201**
  
  *Medical-Surgical Nursing 1*
  
  *Corequisites: PRN 0102, PRN 0300, PRN 0070, PRN 0080, PRN 0200, PRN 0500, PRN 0001, PRN 0003.*

- **PRN 0202**
  
  *Medical-Surgical Nursing 2*
  
  *Corequisites: PRN 0102, PRN 0201, PRN 0400, PRN 0301.*

- **PRN 0203**
  
  *Medical-Surgical Nursing 3*
  
  *Corequisites: PRN 0102, PRN 0400, PRN 0110, PRN 0202, PRNL 0302.*

- **PRN 0400**
  
  *Mental Health*
  
  *Corequisites: Spring Term PRN courses.*

- **PRN 0933**
  
  *Geriatric Nursing*
  
  *Corequisites: PRN 0012, PRN 0030, PRN 0070, PRN 0080, PRN 0200, PRN 0001, PRN 0003.*

- **PRN 0993**
  
  *Comprehensive Seminar*
  
  *Corequisites: PRN 0040, PRN 0110, PRN 0202, PRNL 0302.*

- **PRNC 0001**
  
  *Basic Fundamentals of Nursing Theory, Laboratory and Clinical*
  
  *Corequisites: Admission to program.*
0012, PRN 0030, PRN 0070, PRN 0080, PRN 0200, PRN 0500. Basic course of theory, laboratory and clinical practice for students in the practical nursing program. Course includes fundamentals of health careers and nursing assistant. Instruction includes basic anatomy and physiology, health care delivery systems, communications, legal and ethical issues, concepts of wellness and disease, infection control, safety, CPR, basic math and science, computers in health care. Upon completion of the course, the student is eligible to take the State Certification exam for Nursing Assistant. Lab Fee.

PRNC 0003 Credits: 3
Advanced Fundamentals of Nursing, Theory, Laboratory and Clinical
Prerequisites: PRNC 0001. Corequisites: PRN 0500, PRN 0012, PRN 0030, PRN 0070, PRN 0080; PRN 0200. Introduces the student to the role of practical nursing in the delivery of health care services. Provides advanced theory, laboratory and clinical experiences for the application of advanced nursing knowledge, skills and communication techniques pertaining to the practical nursing student. Lab Fee.

PRNL 0302 Credits: 4
Medical-Surgical Nursing 2 Clinical
Prerequisites: PRN 0020, PRN 0201, PRN 0400, PRNL 0301. Corequisites: PRN 0040, PRN 0110, PRN 0202. Learning experiences in the care of patients of all ages with selected medical-surgical conditions. Emphasis on the pediatric patient and the surgical patient.

PRNL 0303 Credits: 12
Medical-Surgical Nursing 3 Clinical
Prerequisites: PRN 0040, PRN 0110, PRN 0202, PRNL 0302. Corequisites: PRN 0100, PRN 0203, PRN 0933, PRNL 0303. Clinical experiences designed to plan, manage, and administer care to patient with selected problems using organizational and leadership skills. Includes experience in maternal-newborn nursing and management of a health care team.

PSC 1321 Credits: 3
Physical Science Survey 1
Prerequisite: MAT 1033 or MGF 1106 or MAC 1105 or MAC 1140. A survey of physics and astronomy including motion, forces, energy, electricity, waves, metric system and application of science and technology to everyday living.

PSC 1331 Credits: 3
Physical Science Survey 2
Prerequisite: MAT 1033 or MGF 1106 or MAC 1105 or MAC 1140. A survey of principal chemical and geologic aspects of man's natural environment including emphasis on atomic structure, chemical reactions, geology, meteorology and the application of science and technology to everyday living.

PSC 1341 Credits: 3
Physical Science for Today's World
Prerequisite: MAT 1033 or higher or consent of instructor. A survey of the principal physical and chemical aspects of our natural environment and how they are investigated. The topics covered include the metric system, motion, forces, energy, waves, properties of matter, atomic structure, and nuclear and chemical reactions. Although there is a math component to the course, the emphasis will be on scientific concepts and their application. Lab Fee.

PSY 2012 Credits: 3
General Psychology 1
Prerequisite: Appropriate test scores in reading and writing. Meets Gordon Rule requirements. A survey of the scientific field of psychology including learning, motivation, emotion, human development, personality, psychopathology and therapy techniques.

PSY 2012H Credits: 3
Honors General Psychology 1
Prerequisites: Appropriate test scores in reading and writing and admission to the Honors Program. Meets Gordon Rule requirements. An introduction to the scientific field of psychology. The course is designed to give students a solid foundation in methods used to understand human behavior, including learning, motivation, emotion, human development, personality, perception, sensation, psychopathology, and therapy techniques. The course is open to students enrolled in the BCC Honors Program.

PSY 2014 Credits: 3
General Psychology 2
Prerequisite: PSY 2012. A continuation of PSY 2012 surveying the areas of the experience of being different, cultural variations, social psychology, developmental, basic psychology processes, stress and health psychology.

PSY 2014H Credits: 3
Honors General Psychology 2
Prerequisites: Admission to the Honors Program and PSY 2012H. A continuation of PSY 2012H. The course is designed to give students a solid foundation in methods used to survey the experience of being different, of cultural variations, and of social and developmental psychology. The course is open to students enrolled in the BCC Honors Program.

PSY 2948 Credits: 1
Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

PTN 1123 Credits: 2
General Pharmacology
Prerequisites: BSCC 1084 or BSCC 2085 and BSCC 2086, CHM 1024 and CHM 1025 - all with a "C" or better. Drugs classification and clinically significant pharmacological applications of current drugs are stressed as relating to normal physiology vs. pathophysiology. Areas covered include the mechanisms of drug action, indications for common drugs, adverse effects and common drug interactions.

PUR 2003 Credits: 3
Introduction to Public Relations
Comprehensive analysis of public relations writing and relationship to other forms of journalistic writing. Emphasis on frequent in-class and outside writing for public relations. Concept, role, and practice of public relations in American society are explored.

REA 1105 Credits: 3
Speed and Critical Reading
A college level reading course provides students with a flexibility in reading needed both in the classroom and in life. Emphasis placed on CLAST and textbook reading skills, speed, comprehension, vocabulary, concentration, study skills, and other individualized needs.

REA 1505 Credits: 1
Advanced Vocabulary Development
An intensive systematic approach to vocabulary development. This course will include dictionary usage as well as contextual and structural approaches to vocabulary enhancement. This course is strongly recommended for students preparing to take standardized tests.

REA 0001 Credits: 4
College Preparatory Reading 1
Prerequisite: College Placement Test Score. Basic reading skills including word attack, dictionary, and vocabulary development. Emphasis is placed on literal comprehension skills including recognition of main ideas, supporting details, and contextual analysis. May be repeated one time at normal tuition cost.

REA 0002 Credits: 4
College Preparatory Reading 2
Prerequisites: CPT (Computerized Placement Test) Score of 61-82, completion of REAV 0001 (see program advisors for other placement test scores). Students successfully completing this course will be able to employ reading strategies to enhance literal and analytical comprehension of college level reading materials. The course will cover skills necessary to be successful on the CLAST and the Florida College Basic Skills Exit Exam. Students will be able to master the four major concept skills of reading: understanding the author’s message, recognizing the structure used by the author(s), being cognizant of the language used in reading selections, and employing reasoning skills in evaluating arguments presented in the selections. May be repeated one time for normal tuition cost.

RED 1010 Credits: 3
Fundamentals of Reading for Educators
Introductory course is designed to introduce future and current teachers to activities and strategies designed to teach reading skills in comprehensive educational settings (K-12). This course transfers to the upper division as elective credit only. It does not satisfy any prerequisite requirement.

REE 1040 Credits: 4
Real Estate Principles and Law
Introductory real estate course, includes the study of contracts, mortgages, property rights, financing, appraisal, planning and zoning, taxation and Florida license law. The course is required by the Florida Real Estate Commission for the student to be eligible to take the state salesman's examination.

REL 2300 Credits: 3
World Religions

REL 2300H Credits: 3
Honors - World Religions
Prerequisites: Appropriate test scores in reading and writing and admission to the Honors Program.
Meet all of the objectives of the course described below, A course designed to allow students to explore the religious of theoretical, and practical aspects of the religious experience; define the similarities and differences among the various religious systems; and develop a broadened perspective on religion. The course is open to students enrolled in the BCC Honors Program.

REL 2948 Service-Learning Field Studies
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

RTE 0096 Basic X-Ray Machine Operator
Course is designed to help students with no prior experience or course work as a basic x-ray machine operator. This course will qualify the student to safely operate x-ray equipment under the direct supervision of a licensed practitioner as well as prepare for the state license required of basic x-ray machine operators. This course will assist the learner with an emphasis on positioning and safety. Lab Fee.

RTE 1000 Clinical Seminar
Prerequisite: Program admission. Corequisite: RTE 1804. Overview of medical imaging and orientation to academic and clinical responsibilities. The course will also provide an overview of basic imaging equipment and primary radiation protection considerations.

RTE 1365 Radiation Health Physics
Prerequisite: HSC 1000. Corequisite: RTE 1418, RTE 1503. Physical principles or radiation production and effects of radiation on the human body. Radiation protection procedures and radiation biology are studied.

RTE 1418 Radiographic Exposure 1
Prerequisite: Admission into Radiography Program. Corequisite: RTE 1418. Introduction to x-ray generation and properties and the structure and function of radiographic imaging receptors. Photographic and geometric properties are related to radiographic principles.

RTE 1457 Radiographic Exposure 2
Prerequisite: RTE 1418. A continuation RTE 1418. Technical factors affecting the finished radiograph. Radiographic processing will be discussed along with computer application and digital imaging in radiography.

RTE 1503 Radiographic Procedures 1
Corequisite: RTE 1503. Emphasis on radiographic anatomy, procedures and positioning of the chest and extremities in both routine and trauma situations.

RTE 1513 Radiographic Procedures 2
Prerequisites: RTE 1503, RTE 1503 Corequisite: RTEL 1513. A continuation of radiographic positioning and procedures with emphasis on the vertebral column, facial bones, skull, gastrointestinal, biliary, urinary and bony thorax.

RTE 1804 Radiographic Clinical Education 1

RTE 1814 Radiographic Clinical Education 2

RTE 1824 Radiographic Clinical Education 3

RTE 2473 Radiographic Quality Assurance/Quality Control
Quality assurance/quality control relating to the field of radiography.

RTE 2563 Radiographic Procedures 3
Prerequisites: RTE 1503, 1513. Corequisite: RTE 2854. Overview of specialized radiographic equipment and procedures including the advanced modalities of CT, MRI, Nuclear Medicine, and Sonography. Applications of computerized imaging with emphasis on digital radiography. Includes student presentations.

RTE 2762 Cross-Sectional Anatomy
Prerequisite: RTE 1503, RTE 1513. Introduction of cross-sectional anatomy for radiography students. Normal and abnormal anatomic structures of the brain, thorax, abdomen, pelvis and extremities will be studied in multplanar sections by CT and MRI modalities.

RTE 2782 Pathology for Radiographers
Prerequisites: RTE 1503, RTE 1513. A study of medical pathology as related to the field of diagnostic imaging. Emphasis on those disease processes which impact the technical considerations of diagnostic imaging. Oral case study presentations are required.

RTE 2834 Radiographic Clinical Education 4
Prerequisite: RTE 1824. A continuation of the clinical orientation to the functions of a radiographer. Clinical experience in radiographic positioning, exposure and film critique.

RTE 2844 Radiographic Clinical Education 5
Prerequisite: RTE 2834. Increase knowledge of clinical education in radiography. The sessions cover a wide variety of technical education activities in radiography at various clinical affiliates. A continuation of RTE 2834.

RTE 2854 Radiographic Clinical Education 6
Prerequisite: RTE 2844. Increase knowledge of clinical education in radiography. The sessions cover a wide variety of technical education activities in radiography at various clinical affiliates. A continuation of RTE 2844.

RTE 2931 Radiologic Science Seminar
Prerequisites: RTE 1365, RTE 1418, RTE 1457, RTE 1503, and RTE 1513. Corequisite: RTE 2864. Reinforcement of basic radiographic knowledge to prepare the student for the national registry boards. Computerized testing will be used.

RTEL 1418 Radiographic Exposure 1 Laboratory
Prerequisite: Admission to Radiography Program. Corequisite: RTE 1418. The student will gain an opportunity to demonstrate the principles of radiologic imaging through practical application.

RTEL 1503 Radiographic Procedures 1 Laboratory
Corequisite: RTE 1503. Role playing and scenario practice in the radiographic positioning lab. Film identification and critique will also be analyzed. This course will include radiographic positioning and procedures of the chest, upper and lower extremities. Lab Fee.

RTEL 1513 Radiographic Procedures 2 Laboratory
Corequisites: RTE 1503, RTE 1503. Corequisite: RTE 1513. Role playing and scenario practice in the radiographic positioning lab. Film identification and critique will also be analyzed. This course will include radiographic positioning and procedures of the vertebral column, bony thorax, facial bones, cranium, contrast studies of the urinary, biliary, gastrointestinal tracks. Lab Fee.

RTF 1000 Survey of Broadcasting
An introduction to the historical, technological, legal, economic, programming and career aspects of radio and television broadcasting.

RTV 1241 Television Studio Production
A practical approach in learning the theory and techniques used in television studio production with emphasis on camera operation, lighting, audio mixing, producing and directing.

RTV 1245 Video Field Production
A practical approach in learning the techniques used in electronic field production and electronic news gathering.

RTV 2100 Writing for Electronic Media
This course is designed to provide fundamental instruction and practice in writing for the electronic media, including radio/television news, commercials, program scripts, and industrial programming.

RTV 2230 Radio and TV Announcing
Develops broadcast announcing abilities through interpretation, ad-lib, on-camera performance, voice and diction, interview and talk programs, delivering commercials sports announcing, role of the disk jockey and the technical side.

RTV 2242 Advanced Studio Production
Prerequisite: RTV 1241. Practical experience in advanced television production skills and techniques involving program production.
RTV 2941 Credits: 2
Internship
Prerequisite: 30 AS degree hours. Students will gain experience working at a radio or TV facility.

RUS 1120 Russian 1
Basic communication skills for students interested in the functional use of language in everyday situations and/or for students in AA and AS programs requiring essential skills as preparation for university parallel programs. Language lab, tutorial and individualized instruction are integral elements.

RUS 1121 Russian 2
Prerequisite: RUS 1120, or one year of high school Russian or permission of the instructor. Basic communication skills for students interested in functional use of language in everyday situations and/or for students in AA and AS programs requiring essential skills as preparation for university parallel programs. Language lab, tutorial and individualized instruction are integral elements.

RUS 2200 Russian 3
Prerequisites: RUS 1120, RUS 1121, or two years of high school Russian or permission of the instructor. Intermediate review of essential skills in Russian in combination with social and cultural aspects of contemporary society. Integrated use of language lab, tutorial and individualized instruction.

RUS 2932 Special Topics in Russian Language
Conversational Russian covering basic vocabulary and expression for special interest groups. May be repeated for credit.

RUT 2500 Introduction to Russian Culture
Integrated course to increase understanding and appreciation of the creative process in Russian culture through study of representative materials in art, literature, cinema, social science and philosophy from early days of Russian state to present.

SCE 2932 Special Topics in Science Education
Prerequisite: Determined by the Department. Topics of interest to AA and AS degree students in science and for teachers seeking initial certification or recertification.

SLS 0341 Employability Skills and Entrepreneurship
This course covers the skills required to choose an occupation, locate and apply for a job, maintain a good relationship with supervisors and co-workers, develop good work habits and provides an overview of the foundation concepts related to entrepreneurship.

SLS 1101 Success Strategies for College and Life
A course which deals with orientation to college, study skills, career exploration; and which helps students from diverse learning styles and backgrounds become more proficient with time management, note-taking skills, test-taking skills, and memory. Students evaluate their own aptitudes and interests and are assisted with course planning and career decision-making. This is a designated diversity infused course.

SLS 1301 Career Exploration
A course that concentrates on career assessment, exploration, and experience through job shadowing. Students evaluate their own interests, abilities, values, and aptitudes. Opportunities will be provided for career decision-making and hands-on experience.

SLS 1371 Experiential Portfolio Development 1
Prerequisite: Recommendation of Assessment Counselor. This course is designed to assist persons with significant learning from prior experience to assemble portfolio(s) for evaluation. Portfolios may be submitted for up to 25% of the total credits a student must take to be awarded a degree. This course may be taken for maximum credit of 10.

SLS 2261 Leadership
Process of leadership - influencing human behavior to accomplish predetermined goals. Students experience leadership skills and “learn by doing.”

SLS 2948 Service-Learning Field Studies 1
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

SPA 1612 American Sign Language 1
An introduction to linguistic structure and conceptual vocabulary of American Sign Language as used by deaf adults. The course emphasizes the development of receptive and expressive conversational sign language skills, and the ability to translate from ASL to English and English to ASL.

SPA 1613 American Sign Language 2
Prerequisite: SPA 1612. A continuation of SPA 1612, emphasizing intermediate level sign vocabulary, increasingly complex grammatical constructions, translation, idioms, inflectional usage, and the development of intermediate receptive and expressive conversational American Sign Language skills.

SPA 2614 American Sign Language 3
Prerequisite: SPA 1613. Development of skills to recognize and produce different different varieties of ASL discourse. Topics include how to start and finish a narrative, how to describe and include details and how to shift focus or change topics. Expression in “friendly” arguments, incorporating persuasive techniques and sophisticated methods to share feelings and personal experiences are included.
SPA 2615  
American Sign Language 4  
Prerequisite: SPA 2614. Focus on refining and building discourse skills such as making a point, handling culturally loaded topics and expanding the use of ASL in formal and informal settings.

Spc 2052  
Voice and Speech Improvement  
This course introduces students to the basics of voice and speech production: vocal quality and expressiveness, articulation, pronunciation, fluency. Students will be provided with the skills for self appraisal and enhancement of their personal voice and voice patterns thus helping them more effectively for future academic and career pursuits. This is not a General Education course. It is an elective to meet the requirements of an AA or AS degree.

Spc 2600  
Fundamentals of Speech Communication  
Meets Gordon Rule and General Education requirements. A basic course in effective oral communication concentrating on improvement of speaking and listening through individual and group speech activities. This is a general education diversity infused course.

Spc 2600H  
Honors Fundamentals of Speech and Communication  
Prerequisite: Admission to the Honors program. Meets Gordon Rule and General Education requirements. A basic course in effective oral communication concentrating on improvement of speaking and listening through individual and group speech activities. The course is open to students admitted to the Honors Program.

Spc 2948  
Service-Learning Field Studies 1  
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

Spn 1120  
Spanish 1  
Beginning course, first half, provides basic communication skills for students interested in the functional use of the language in everyday situations and/or for students in AA and AS programs requiring essential skills as preparation for university parallel programs. The use of the language lab, tutorial and individualized instruction are integral elements.

Spn 1121  
Spanish 2  
Prerequisite: SPN 1120 or one year of high school Spanish. Second half of beginning course designed to provide basic communication skills for students interested in the functional use of the language in everyday situations and/or for those students in AA and AS programs who require essential skills as preparation for their university parallel programs. The use of the Language Lab, tutorial and individualized instruction are integral elements of the course.

Spn 2000  
Intensive Conversational Spanish  
Prerequisites: SPN 1120, SPN 1121, or one year of high school Spanish or permission of the instructor. A course in second language acquisition offered for an intensive period of time, stressing conversational skills, to help students acquire skills to meet general social demands and further develop competency for language requirements within academic, business, professional, or career fields. This course does not replace, but may serve as a supplement or complement for basic introductory or intermediate level courses.

Spn 2200  
Spanish 3  
Prerequisites: SPN 1120, SPN 1121, or two years of high school Spanish. Intermediate course review of essential skills in the language in combination with social and cultural aspects of contemporary society, with integrated use of Language Laboratory, tutorial, and individualized instruction as essential elements of the course.

Spn 2201  
Spanish 4  
Prerequisites: SPN 1120, SPN 1121, SPN 2200 (or SPN 2000), or three years of high school Spanish. Intermediate course review of essential skills in the language in combination with literature and lectures presenting historical and contemporary authors, with integrated use of Language Lab, tutorial and individualized instruction as essential elements.

Spn 2932  
Special Topics in Conversational Spanish  
Conversational Spanish covering basic vocabulary and expression for special interest groups. May be repeated for credit.

Spn 2905  
Independent Study in Spanish  
Prerequisite: Permission of instructor. Course is variable in subject matter to meet the needs of the individual student. May be repeated for credit.

Sta 2023  
Statistics  
Prerequisite: MAC 1105 or higher with a “C” or better. Meets Gordon Rule requirements. An elementary statistics course with emphasis on mathematical concepts and requirements for students of business, mathematics, education and the sciences. Topics include measures of central tendency and spread, probability, binomial, normal, and t distributions, statistical inference, and linear regression and correlation.

Sta 2023H  
Honors Statistics  
Prerequisite: MAC 1105 or higher with a “C” or better and admission to the Honors Program. Meets Gordon Rule requirements. An elementary statistics course with emphasis on mathematical concepts and suitable for students of business, mathematics, education, and the sciences. Topics include measure of central tendency and spread; probability; binomial, normal, and t distributions; statistical inference and linear regression and correlation. The course is open to students admitted to the Honors Program.

Sts 0003  
Introduction to Surgical Technology  
Prerequisites: HSC 1000, HSC 1531, BSCC 1084. Corequisites: STS 0003, STSC 0155. An introduction to the professional responsibilities of the surgical technologist in regard to medicolegal, ethics, and psychological aspects of health care during surgical intervention. Includes interpersonal and communication skills, principles of asepsis, preparation, sterilization, and disinfection of supplies used in surgery.

Sts 0004  
Technology in the Operating Room  
Prerequisites: HSC 1000, HSC 1531, BSCC 1084. Corequisites: STS 0003, STSC 0155. This online course is designed to address the basic technological science requirements for current and future surgical practice: computers, electricity, physics, and robotics.

Sts 0120  
Surgical Technology 1  
Prerequisites: HSC 1000, 1531, BSCC 1084, STS 0003, STSC 0155. Corequisites: STSL 0255. Speciality surgery and the special instruments, procedures, and equipment used with the surgery. Also included is the anatomy, physiology, and the patient care related to the surgery and the conditions requiring surgery.

Sts 0121  
Surgical Technology 2  
Prerequisites: STS 0120, STSL 0255, STS 0003, STSC 0155. Corequisites: STSL 0256. The anatomy, physiology, patient care, special instruments, procedures and equipment used with the specialties area of neurosurgery, thoracic, cardiovascular, transplantation, and replantation surgery. Lab Fee.

Stsl 0255  
Surgical Procedures Clinical 1  
Prerequisites: STS 0003, STSC 0155, HSC 1000, HSC 1531, BSCC 1084. An introduction to the physical environment of surgery, implementation of principles of aseptic technique, identification and use of instruments, use of suture and needles, transportation and positioning of the patients and the development of skill in hand scrubbing, gowning, and gloving procedures. Lab Fee.

Stsl 0256  
Surgical Procedures Clinical 2  
Prerequisites: STS 0003, STSL 0255, Corequisites: STSL 0256. Students concentrate on clinical experience by circulating and scrubbing on all phases of surgery.


**SUR 2533**  
**Credits:** 3  
**Fundamentals of Global Positioning System (GPS)**  
**Prerequisite:** GEO 2150.  
**Corequisite:** GEO 2150.  
A detailed course in global positioning systems. The areas of concentration include the history, operation and applications of global positioning systems. Students gain hands on experience with a range of GPS receiver for navigating and mapping.  
**Lab Fee.**

**SYG 2000**  
**Credits:** 3  
**Introduction to Sociology**  
**Prerequisite:** Appropriate test scores in reading and writing. Meets Gordon Rule requirements. A study of the structure, functions and dynamics of change in diverse human groups. Major topics include: the sociological perspective, sociological research, culture, social structures, socialization, groups and organizations, social inequality, deviance and social control, social institutions and sociological challenges of contemporary society. This is a designated diversity infused course.

**SYG 2010**  
**Credits:** 3  
**Social Problems**  
A general introduction to the sociological study of social problems. Major topics include: the nature of social problems, poverty, inequality, racism, sexism, drug and alcohol abuse, crime and violence, urban and environmental problems, global issues, health, education, science and technology. This is a designated diversity infused course.

**SYG 2430**  
**Credits:** 3  
**Marriage and Family**  
Development, maintenance and enrichment of personally satisfying marital relationships emphasizing the individual’s values, needs and expectations. Topics include: marital relationships, conflict resolutions, communication, reproduction, sexuality, and after-marriage relationships.

**SYG 2948**  
**Credits:** 1  
**Service-Learning Field Studies 1**  
Course gives the student the opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, necessary oral and written reflection methods.

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**T**

**TARC 1120**  
**Credits:** 4  
**Architectural Drafting**  
A course in the latest technological information methodology and standards relating to drafting design and construction. The development of architectural drawings for residential structures, including drawings of the site, floor plan, foundation, elevations, and details utilizing CAD.  
**Lab Fee.**

**TARC 2122**  
**Credits:** 4  
**Advanced Architectural Drafting**  
**Prerequisite:** TARC 1120. An advanced CAD course utilizing software specializing in Architectural 3-D Model Based Design.

**TAX 2000**  
**Credits:** 3  
**Federal Tax Accounting 1**  
**Prerequisite:** ACG 2021. This course covers the application of the internal revenue code to determine individual income taxes. Coverages include the basic concepts of returns, exemptions, exclusions and inclusions of gross income.

**THE 1000**  
**Credits:** 3  
**Introduction to the Theatre**  
Emphasis on the main elements of theatrical production: acting, directing, lighting, playwriting. The plays are read and discussed, and class attends at least two productions.

**THE 1100**  
**Credits:** 3  
**History of the Theatre 1**  
**Prerequisite:** Appropriate test scores in reading and writing. Meets Golden Rule requirements. This course presents an overview of theatre history and includes elements of theatrical techniques, skills and production of children's theatre. This course can be taken for maximum credit of 12.

**THE 2051**  
**Credits:** 3  
**Children's Theater**  
A course designed to acquaint the student with the literature, techniques and production of children's theatre. This course can be taken for maximum credit of 12.

**TPP 1110**  
**Credits:** 3  
**Stagecraft 1**  
Stagecraft is a study of the various crafts/skills necessary for the production of a play. This course may be taken for maximum credit of 12.

**TPP 1111**  
**Credits:** 3  
**Stagecraft 2**  
**Prerequisite:** TPP 1110. Stagecraft is a study of the various crafts/skills necessary for the production of a play. This course may be taken for maximum credit of 12.

**TPP 2185**  
**Credits:** 3  
**Orientation to Acting**  
This course is an overview of the process of stage acting. Through exercises and improvisational techniques, specific modern acting styles and techniques will be explored.

**TPP 2220**  
**Credits:** 3  
**Theatre Audition Workshop**  
Students will develop and present auditions monologues in four styles: Realism (comic and serious), classical (Shakespeare), and musical. Students will develop and practice techniques for cold readings from scripts and develop personal acting resumes. This course may be taken for maximum credits of 6.

**TPP 2282**  
**Credits:** 3  
**Basic Acting: Voice and Movement**  
Designed to develop in the actor effective vocal and physical control and flexibility through exercises in relaxation, breathing, physicalization, and the integration of voice, body and imagination. This course may be taken for maximum credit of 6.

**TPP 2300**  
**Credits:** 3  
**Introduction to Directing**  
Lectures, demonstrations and discussions explain, analyze and evaluate the theories, techniques and principles of directing for the stage. Workshop projects help the student to develop their directing style.

**TPP 2930**  
**Credits:** 3  
**Selected Topics in Theatre Performance**  
**Prerequisite:** TPP 1110. Selected topics in theatre performance based on the needs and areas of interest of the class and performance. May include laboratory and field work as part of the class. Topics may include workshops on Meisner, Grotowski and Viewpoints as well as student products and internships. This course may be taken for maximum credit of 9.

**TPPC 2190**  
**Credits:** 3  
**Theatre Rehearsal and Performance**  
This class will review stage and acting basics then produce a performance project: play and/or related presentation style. This class may be taken for maximum credit of 12.

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**Z**

**ZOO 1010**  
**Credits:** 4  
**Zoology**  
**Prerequisite:** College Level Biology (BSCC 1010 or college credit in AP or IB biology). Advanced course recommended for biology and related majors to gain knowledge of major aspects of animal science. A study of animal taxonomy, morphology, physiology, embryology, histology, ecology, life history, and economic importance. Three hours lecture, two hours lab per week.  
**Lab Fee.**
At the Institute for Business Training & Community Education, we recognize the value and importance of training that meets the identified needs of your organization. Our goal is to design training programs that ensure employees’ transfer of knowledge to their jobs, thus allowing you to increase the return on investment of your training dollars. Your team gains the knowledge power to succeed and help you grow your business.

We offer customized training designed for both technical and soft skills. We design new programs or enhance existing ones to support your training requirements.

Effective training can increase the productivity of your staff and the success of your organization. Brevard Community College’s Institute for Business Training & Community Education offers a wide variety of results-oriented, cost effective training programs.

Training can be provided at your location or ours. If your organization chooses to receive training at one of the College’s four campuses (Cocoa, Melbourne, Palm Bay, and Titusville), we can offer the benefits of our college facilities, including fully-equipped and managed shops, labs, libraries, audio-visual equipment, and computer rooms. Perhaps it is more practical or convenient for our instructors to come to you – whatever the venue; our skilled trainers provide real-world expertise, and an effective, interactive, enjoyable learning environment.

Focus areas of specialized training include:

- Occupational Spanish
- Cisco CCNA – Accelerated (4 classes, 40 contact hours per class)
- Network+ Accelerated (40 contact hours)
- Oracle Certified Professional (DBA) (5 classes, 200 contact hours total)
- MCSE Windows 2000 Tract – Accelerated (8 classes, 40 contact hours per class)
- Human Resource Professional Certification Test Prep (33 contact hours)
- Essentials of Human Resource Management (15 contact hours)
- OSHA Required Forklift Certification (4 hours)
- Education Gold Card – The Education Gold Card is a membership-only training forum that allows a student to take a wide array of computer training for a low one-time price. The Education Gold Card is an exciting program that will prove to be a valuable tool in your professional career. It involves Basic and Advanced Microsoft Office 2000/XP training.

The Institute for Business Training & Community Education provides a service in our community that the typical college-credit class cannot. The service provided is specially designed non-credit training programs that are developed for individuals, businesses, agencies, or industrial organizations. These programs can be held on campus or at the organization’s site, using Institute for Business Training & Community Education faculty or consultant/experts from the local community or elsewhere when needed.

For information on the Institute for Business Training & Community Education course offerings or how the Institute can design and customize training for your organization, contact: Institute for Business Training & Community Education, BCC Cocoa Campus, Building 3, Room 113, Phone: (321) 433-7500, www.bcctraining.com

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- Customized Training
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- Non-credit classes for students age 16 and older
- Direct registration options
  – No formal BCC admissions process
  – No residency requirements for in-state tuition fee status
- Flexibility
  Six centers schedule a variety of classes at different campus locations, times, days, and months to increase
client options. Please consult current Schedule of Classes for complete course listings. Call the Institute for Business Training & Community Education Office to receive the schedule, (321) 433-7500.

• Professional Continuing Education
  Certain courses award licensing board approved Continuing Education Units for specific professions. For information on CEU’s consult individual listings in the non-credit schedule or inquire upon registration. CEU’s and pre-licensing for professionals are available in the following areas:
  – Construction
  – Water and Wastewater Plant
  – Insurance
  – IRS Tax Preparers Seminar
  – Real Estate

• Areas of Specialty
  Computer Training; IT Certification Prep Classes; Computer Classes for Seniors; Security Guard; Florida Guardianship; Insurance; Foreign Language; Intensive English Program; ESOL Classes; Leadership and Management Training; Electronics and Fiber Optic; SAT/ACT Test Prep; Art & Dance; Golf; Weight Training; Aerobics; Tai Chi; Yoga; Self Esteem; Pro Se Divorce Process; Elderlearning; Travelearn; Business Start-Up; Small Business Roundtables; New Venture Clinics; Import/Export Fundamentals

Payments and Refunds
For student convenience, payment can be made by VISA or MasterCard, by check made out to BCC, or by company purchase order. Payment can be made at the time of telephone registration, through the mail, or any of our offices. After registration, payment also can be made at cashiers’ offices on all BCC campuses. Students who have reserved a spot in a non-credit class and have not paid at time of registration will be billed whether they attend the class or not. Although refunds for non-credit courses are possible, certain procedures are required. To receive a refund for a non-credit course, a student must submit a refund request in writing at least 3 business days prior to the start of the class. No refunds will be issued thereafter.

Institute for Business Training & Community Education offices ...

BCC Titusville Campus
1311 North U. S. 1
Building 3, Room 104
Titusville, FL 32796-2192
(321) 433-7500

BCC Cocoa Campus
1519 Clearlake Road
Building 3, Room 113
Cocoa, FL 32922-6597
(321) 433-7500

WENDI (When Entering New Directions)
BCC Cocoa Campus
1519 Clearlake Road
Building 3, Room 113
Cocoa, FL 32922-6597
(321) 433-7530

Intensive English Program
BCC Cocoa Campus
1519 Clearlake Road
Building 3, Room 113
Cocoa, FL 32922-6597
(321) 433-7516 or (321) 433-7517

BCC Melbourne Campus
3865 North Wickham Road
Building 10, Room 122
Melbourne, FL 32935-2399
(321) 433-7500

Small Business Development Center
BCC Melbourne Campus
3865 North Wickham Road
Building 10, Room 122
Melbourne, FL 32935-2399
(321) 433-5570

BCC Palm Bay Campus
250 Community College Parkway
Building 2, Room 161
Palm Bay, FL 32909-2299
(321) 433-7500
**Brevard Job Link**  
*(Job Placement Services)*

**Brevard Job Link** is a no-cost community resource that offers Brevard County employers and job seekers one-stop access to employment and training resources. Services are provided at Brevard Job Link one-stop career centers throughout the county.

To find out more, contact the nearest Brevard Job Link location or visit a Career Center on the BCC Titusville, Cocoa, Melbourne, or Palm Bay campuses. For information call 504-7600 or visit [www.brevardjoblink.org](http://www.brevardjoblink.org).

**Brevard Job Link Locations**

**504-7600**

**Florida Relay System:** 1-800-955-8771

**NORTH BREvard**

Searstown Mall  
3550 South Washington Avenue, Suite 26  
Titusville, FL 32780  
Direct: (321) 385-4300  
Fax: (321) 385-4343

**CENTRAL BREvARD**

Byrd Plaza  
801 Dixon Boulevard, Suite 1100  
Cocoa, FL 32922  
Direct: (321) 690-3220  
Fax: (321) 690-3218

**SOUTH BREvARD**

Country Club Plaza  
5275 Babcock Street, N.E., Suite 88  
Palm Bay, FL 32907  
Direct: (321) 984-4831  
Fax: (321) 984-4994

**INTERNET**

Web site: [www.brevardjoblink.org](http://www.brevardjoblink.org)  
e-mail: info@job-link.net
# Administration, Full-Time Faculty & Staff

## Administration

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President, C  
PHD, University of Illinois Urbana-Champaign  
MED, University of Illinois Urbana-Champaign

**Ake, Barbara**  
Provost, Health Sciences Campus  
EDD, Nova Southeastern University  
MA, Central Michigan University

**Astrab, Donald**  
Executive Vice President/Chief Learning Officer, C  
PHD, University of Hawaii-Manoa  
MPH, University of Hawaii-Manoa

**Billings, Frank**  
Associate Vice President, Institutional Effectiveness & Strategic Management, C  
MBA, Florida Institute of Technology  
MA, Rollins College  
BGS, Rollins College

**Cobb, Katherine**  
Provost, Titusville/Virtual Campus  
JD, Stetson University  
BA, Stetson University

**Fettrow, Brenda**  
Associate Vice President, Student Services, C  
EDD, University of Florida  
MA, Rollins College

**Hendricks, Amy**  
Provost, Cocoa Campus  
PHD, Emory University  
MA, Emory University  
MPA, Georgia Southern University  
BA, Georgia Southern University

**Kaliszeski, Michael**  
Provost, Melbourne Campus  
PHD, University of Florida

**Little, Al**  
Vice President, Finance & Administrative Services, C  
MS, Middle Tennessee State University

**Marshall, Tim**  
Chief Information Officer, C  
MS, University of Baltimore

**Martin, Terry**  
Executive Assistant to President, C

**Matta, Ingrid**  
Associate Vice President, Community Relations & Marketing, C  
MA, St Mary's University

**Oglesby, Joni**  
Associate Vice President, Human Resources, C  
MA, Webster University  
BA, Warner Southern College  
AA, Brevard Community College

**Purga, Bert**  
Provost, Palm Bay Campus  
PHD, University of Florida

**Spoeri, Jeff**  
Executive Director, BCC Foundation, C  
JD, Washington University  
MED, Vanderbilt University  
BA, College of William and Mary

## Full-Time Faculty & Staff

C: Cocoa Campus; H: Health Sciences Campus; M: Melbourne Campus; P: Palm Bay Campus; T: Titusville/Virtual Campus

**A**

**Adams, Betty**  
Programmer/Systems Analyst, Sr, C

**Adams, Jerald**  
Coordinator, Inventory Control, H  
BSBA, University of Central Florida

**Albright, David**  
Locksmith, C  
AS, Garden State Community College

**Alldridge, Hep**  
Dean, Student Services, M  
MA, Vermont College  
BS, University of Central Florida  
AA, Brevard Community College

**Allebaugh, Larrie**  
Coordinator, Security, P

**Allen, Sunny**  
Specialist, Admissions/Records, C

**Almeer, Meer**  
Assistant Professor, Electronics, C  
MS, University of Miami  
BS, University of Miami

**Anderson, Cindy**  
Assistant Controller, C

**Anderson, Frank**  
Electrician, Journeyman, C

**Anderson, James**  
Technician, Engineering, C  
AS, Community College of Air Force

**Anderson-Mosby, Deborah**  
Assistant Professor, Library Science, P  
MA, University of South Florida  
BA, University of South Florida  
AA, Brevard Community College

**Arace, Dana**  
Preschool Teacher, M  
AS, Brevard Community College  
CC, Brevard Community College  
P&V, Brevard Community College

**Arevalo, Diane**  
Assistant III, Administrative Support, C

**Armstrong, John**  
Assistant Professor, Biology, C  
MS, College of Saint Rose  
BS, SUNY at Albany

**Arnett, Nancy**  
Professor, Speech, M  
PHD, Florida State University  
MA, University of South Florida  
BA, Marshall University

**Arrington, Francine**  
Coordinator, International Services, C  
BA, University of Central Florida

**Ashby, Anna**  
Preschool Teacher, M  
AS, Brevard Community College  
CC, Brevard Community College
Ashford, Rebecca
Dean, Enrollment Management, C
  MA, University of Central Florida
  BS, University of Central Florida
  AA, Brevard Community College

Astrab, Meritiana
Specialist, Accounting, C

Austin, Darryl
Specialist, Assessment, C
  BA, Warner Southern College
  AA, Brevard Community College
  PAV, Brevard Community College

Awtonomow, Sheryl
Coordinator, Campus Technical, C
  MS, Florida State University
  AA, Brevard Community College

Awtonomow, Tony
Director, Networking, Communications & Data Services, C
  BA, Southern Connecticut State University
  AS, Brevard Community College

Bacheller, Cherylan
Manager, IBT&CE, C
  BA, University of Central Florida

Back, Jessica
Specialist I, Collegewide Printing, C

Bacon, Gary
Specialist I, Computer, M

Baggarly, Claire
Assistant Professor, Music, C
  MED, University of Central Florida
  BA, University of Central Florida

Bailey, Lee
Director, Resource Development, C

Baker, Bill
Director, Purchasing, C

Baker, Eleanore
Specialist, Accounting, C

Baker-Schverak, C J
Instructor, English, P
  MA, Wright State University
  BA, Wright State University

Ballard, Valerie
Security Officer, M

Baratan, Marina
Associate Professor, Psychology, M
  MA, Webster University
  MS, Nova Southeastern University
  BS, Florida Institute of Technology

Bardos, Celena
Specialist, Child Development, M
  PAV, Brevard Community College

Barile, Gwen
Specialist, Learning Resources, C
  AA, Brevard Community College

Barker, Nancy
Specialist, Technical, T

Barkley, Patricia
Specialist I, Financial Aid, T
  BA, University of Central Florida

Barrett, Jamie
Coordinator, Multicultural Center, C
  MA, American International College
  BA, Arizona State University

Bartlett, Kathleen
Instructor, English, C
  MA, University of Central Florida
  BS, University of Central Florida

Bateman, Colin
Associate Professor, Chemistry, C
  PHD, University of Alabama
  MS, University of Alabama
  BA, Huntingdon College

Battle, Victor
Receiving Agent, C

Beam, Catherine
Coordinator, Tech Prep, C
  MA, University of Central Florida
  BS, Florida State University

Beauchant, Darianne
Specialist, Information, M
  AS, Brevard Community College

Bell, Barbara
Student Advisor, P

Bell, James
Coordinator, Career Center, P
  BA, University of Central Florida

Bell, Ruby
Coordinator, Project, M
  EDD, Temple University

Belton, Richard
Director, IBT&CE, C

Belyi, Andrei
Associate Professor, English, M
  MA, Moscow State University
  MA, University of Central Florida

Bennett, Jamie
Specialist, Admissions/Records, T
  AA, Brevard Community College

Bentley, Andy
Coordinator, Campus Technical, P
  AA, Brevard Community College
  AS, Brevard Community College

Beynon, Dyan
Assistant II, Administrative Support, T

Bindig, David
Manager, Studio, C
  AA, Brevard Community College
  AS, Brevard Community College
  AS, Valencia Community College

Bishop, James
Assistant Professor, Music, C
  MMUS, University of Wisconsin - Madison
  BME, Northwestern University

Black, Patricia
Specialist, Student Development, M
  MED, Florida A & M University
  BS, Florida A & M University

Blalock, Jennifer
Dean, Student Services, T
  MED, University of Southern Mississippi
  BA, Mercyhurst College

Blaney, Patricia
Assistant Professor, Biology, C
  MS, Louisiana State University & A&M College
  BA, University of Connecticut

Blaney, Richard
Professor, Biology, C
  PHD, Louisiana State University & A&M College
  BS, Florida State University

Bliss, Bill
Director, Web Technology, C
  AA, Brevard Community College
Boatman, Patty  
Specialist, Enrollment Services, C  
AA, Brevard Community College

Bobik, Constance  
Assistant Professor, Nursing, H  
MS, University of Maryland  
BSN, Barry University

Boggs, Robin  
Assistant Professor, Education, P  
MED, University of South Carolina Columbia  
BA, Newberry College

Bohm, DeAnn  
Professor, Mathematics, M  
PHD, Florida Institute of Technology  
MS, Florida Institute of Technology  
BS, University of Maryland

Bolash, Michele  
Assistant Director, Youthbuild, P  
AA, Brevard Community College  
AS, Brevard Community College

Bongiovanni, MaryAnn  
Specialist, Admissions/Records, C

Bonsall, Vivianne  
Specialist, Community Relations & Marketing, C  
AS, Brevard Community College

Booth, Melvin  
Security Officer, C

Boudot, Connie  
Associate Professor, Accounting, P  
MBA, Berry College  
BS, Berry College

Boughton, James  
Specialist, Systems, C

Bourke, Carol  
Professor, Computer Applications, C  
EDD, University of Central Florida  
MA, Governors State University  
BS, Olivet Nazarene University

Bourque, Patricia  
Specialist, Learning Resources, C

Bowers, Jeannette  
Assistant Professor, Nursing, H  
MSN, University of Phoenix  
BS, University of Central Florida  
AA, Brevard Community College  
AS, Brevard Community College

Brady, Glenn  
Director, Program, C  
BED, University of Miami

Bratsch, Rosemary  
Coordinator, Technical Support, C

Braun, James  
Associate Professor, Psychology, C  
EDS, University of Florida  
MED, University of Florida  
BA, University of Florida  
AA, Daytona Beach Community College

Breslin, Nancy  
Assistant II, Administrative Support, C

Bretana, Edith  
Specialist I, Financial Aid, P  
AA, Brevard Community College  
AS, Brevard Community College

Briggs, Jared  
Coordinator, Network, C  
AS, Brevard Community College  
CCC, Brevard Community College

Brinson, Doug  
Mail Courier, C

Brockert, Ron  
Specialist, Admissions/Records, M  
MSEE, University of Arkansas

Brooks, Beth  
Specialist, Admissions/Records, C

Broomfield, Christopher  
Assistant Professor, Drafting, M  
MS, SUNY College at Buffalo  
BSED, SUNY College at Buffalo

Brotemarkle, Benjamin  
Associate Professor, Humanities, T  
PHD, Union Institute  
MLS, Rollins College  
BA, Rollins College

Broussard, Paul  
Groundskeeper I, M

Brown, Billie  
Assistant Professor, Biology, P  
MS, Florida Institute of Technology  
BS, Florida Institute of Technology

Brown, Jeffrey  
Web/Applications Developer, C  
AS, Brevard Community College

Brown, Nancy  
Associate Professor, Speech, P  
MS, Southern Illinois University Carbondale  
MS, Troy State University  
BS, Southern Illinois University Carbondale

Broyles, Lois  
Specialist, Technical, C

Bryan, Doug  
Specialist II, Collegewide Printing, C

Buchanan, Joan  
Dean, Financial Aid/Veteran Affairs, C  
BA, Mercer University

Bumsted, Lynne  
Assistant II, Administrative Support, P

Burch, Warren  
Professor, Mathematics, C  
EDD, Virginia Poly Inst & State University  
MS, Florida State University  
BS, Florida State University

Burgess, Glenn  
Planner, Facilities, C  
AS, Brevard Community College

Burkhardt, Iris  
Associate Professor, Mathematics, M  
MA, University of Central Florida  
BS, University of West Florida

Burnette, Stephanie  
Registrar, C  
AA, Brevard Community College

Burns, Mary  
Specialist, Learning Lab, P  
MSED, SUNY College at Oneonta  
BS, SUNY College at Brockport

Burr, Sharonda  
Student Advisor, H  
MPA, University of Central Florida  
BA, University of Central Florida  
AA, Brevard Community College

Burroughs, Nance  
Director, Marketing, M
Cadle, Michelle
Assistant I, Administrative Support, C

Cain, David
Assistant Professor, Physics, M
AM, Washington University
BS, Auburn University

Campbell, Claudia
Instructor, Nursing, H
BSN, University of Central Florida
AA, Brevard Community College
AS, Brevard Community College

Campbell, Robin
Associate Professor, Psychology, T
MA, University of Hartford
BA, Rutgers State University Central Office

Campbell, Sandra
Specialist II, Computer, C
AS, Brevard Community College

Campbell, Susan
Instructor, Emergency Medical Services, H
AS, Brevard Community College
PAV, Brevard Community College

Candelora, Victoria
Assistant Professor, Child Development, M
MS, Nova Southeastern University
BA, California State University - Chico

Canger, Robert
Instructor, Graphic Design, M
BFA, Miami University

Capps, Judy
Assistant II, Administrative Support, H

Cardinale, Nelly
Associate Professor, Computer Applications, M
MS, Florida Institute of Technology
BA, University of South Florida

Carlson, Kathleen
Associate Professor, Reading, M
MS, Nova Southeastern University
BA, Seton Hall University

Carman, Craig
Director, Collegewide Safety & Security, C

Carpenter, Debby
Specialist, Enrollment Services, P

Carter, Patricia
Student Advisor, M

Carter, Sandra
Student Advisor, C
BA, University of Central Florida
AA, University of Central Florida

Caulkins, Delmar
Electrician, Journeyman, M

Certain, George
Roof-er, C

Cevetello, Dawn
Assistant, Clerical Support, H

Cheatwood, Pamela
Specialist, Administrative Support, M
AS, Morris College

Chen, George
Assistant Professor, English, M
MED, Oklahoma City University
BA, Soochow University

Chen, Xiaodi
Professor, Physics, P
PHD, Florida Institute of Technology
MS, China University
BS, China University
Cunningham, Kathleen  
Coordinator, American Heart Association, H  
BA, University of Maryland

Curington, Carol  
Programmer/Systems Analyst, C  
AS, Gulf Coast Community College

Curtis, Juanita  
Coordinator, Program, C  
AA, Brevard Community College

Dallas, Lynn  
Specialist, Disability Services, P  
AA, Brevard Community College

Daniel, Listra  
Preschool Teacher, P  
AS, Brevard Community College  
PAV, Brevard Community College

Daniel, Sydney  
Coordinator, Campus Technical, H  
AS, Brevard Community College

Darby, LeRoy  
Dean, Student Services, C  
MA, University of Central Florida  
BA, University of Central Florida  
AA, Brevard Community College

Davidson, Doris  
Coordinator, Volunteer, C  
BSD, University of Massachusetts Boston

Davis, Suzanne  
Technician, Accounting, T

Dawes, Benny  
Coordinator, Facilities, C

DeAngelis, Linda  
Specialist, Admissions/Records, P  
AA, Brevard Community College

Deearmin, Connie  
Assistant III, Administrative Support, C  
MBA, Florida State University  
BFA, Florida State University

Decker, Ross  
Instructor, Computer Applications, P  
BS, SUNY Empire State College

Demetriades, Lynn  
Coordinator, Program, C  
SB, Simmons College

Denny, Stephen  
Receiving Agent, C

Derrick, Julia  
Professor, Economics, C  
JD, University of Akron  
MBA, Kent State University  
BA, Kent State University

Destler, Edward  
Director, Underwriting, C  
BA, Upsala College

DiBartolo, Salli  
Assistant Professor, Office Technology, T  
MA, University of South Florida  
BS, Florida Southern College

Dickinson, Anne  
Specialist, Learning Lab, M  
BA, Trinity College

Dillen, Nancy  
Professor, Art, M  
MA, Florida State University  
BS, Florida State University

Dobrosielski, Aggie  
Manager, Program, C  
MA, Marie-Curie Sklodowska University  
BA, Marie-Curie Sklodowska University

Donahue, Cynthia  
Assistant Professor, Humanities, M  
MA, Florida State University  
BA, Florida State University

Dorang, Susan  
Specialist, Learning Lab, T  
MS, Texas Tech University  
BS, University of Kentucky

Dragnet, Nann  
Specialist I, Human Resources, C  
AA, Brevard Community College

Driver Kelly, Kathy  
Specialist, Administrative Support, C

Duff, Cheryl  
Specialist, Educational Records, C  
AA, Brevard Community College

Dunn, Laura  
Assistant Professor, History, P  
PHD, Miami University  
MA, Trinity Episcopal School of Ministry  
BSBA, Xavier University

Dzadovsky, Indira  
Coordinator, Financial Aid Operations, C  
MA, Webster University  
BSB, University of Central Florida  
AA, Brevard Community College

Earltinez, Michelle  
Coordinator, Veterinary Technology, H  
AS, University of Maine

Eastep, Randy  
Associate Professor, Criminal Justice, M  
MS, Shippensburg University of Pennsylvania  
BSED, Millersville University of Pennsylvania

Eby, Roger  
Supervisor I, Maintenance, C

Edgar, Jane  
Assistant Professor, Mathematics, C  
MED, University of Florida  
BA, University of Rochester

Edgecombe, Angel  
Student Advisor, H  
MA, Webster University  
BA, University of South Florida  
AA, Brevard Community College

Edmunds, Constance  
Coordinator, Accounting, C

Edwards, Barbara  
Operator, Information/Telephone, C

Eisenhauer, Karen  
Assistant Professor, Humanities, P  
MA, California State University—Dominquez Hills  
BA, Wright State University

El-Khoury, Claude  
Specialist, Learning Resources, M

Elkins, Janice  
Assistant Professor, Dental Hygiene, H  
BS, University of Oklahoma Norman

Elko, Heather  
Assistant Professor, English, P  
MA, Florida Atlantic University  
BA, Hiram College
Enoch, Paula
Specialist, International, M
AA, Brevard Community College
AS, Brevard Community College
CCC, Brevard Community College
PAV, Brevard Community College

Ensminger, Kaye
Specialist II, Financial Aid, C
AS, Brevard Community College

Evans, Jean
Associate Professor, Computer Applications, M
MS, Florida Institute of Technology
BS, University of Central Florida
AA, Brevard Community College

Fag, Charles
Assistant Professor, Art, C
MED, University of Central Florida
BA, University of South Florida
AA, Brevard Community College

Fair, Thom
Investigator II, M
BPS, Barry University

Falanga, Jenny
Specialist, Curriculum, C

Fales, Paula
Coordinator, Curriculum, C
MA, Florida State University
BA, University of Central Florida
AA, Florida Community College Jacksonville

Farrand, Michele
Specialist II, Financial Aid, C
AA, Brevard Community College

Farrello, Dominic
Roof, C

Ferguson, Darla
Coordinator, Employee Benefits, C

Fertel, Lyndi
Director, Office of Students w/Disabilities, C
PHD, Walden University
MS, Indiana University at Bloomington
AB, Indiana University at Bloomington

Fisher, Barbara
Specialist, Admissions/Records, C
AA, Brevard Community College

Fletcher, Juliet
Officer I, Development, C
MFA, Florida State University
BA, Florida State University

Fletcher, Sharon
Coordinator, Learning Lab, M
BA, Warner Southern College

Folmar, Linda
Assistant Professor, Mathematics, M
BA, University of Alabama in Huntsville

Forber, Shirley
Assistant Professor, Nursing, H
MSN, University of Akron
BS, Youngstown State University
BSN, University of Akron
AAS, Youngstown State University

Forrest, Glenn
Assistant Professor, Automotive Service Technology, C
BS, University of Central Florida
AA, Brevard Community College
CAS, Brevard Community College
ASE Certificate, Master Automobile Technician

Fosbenner, Joann
Specialist, Learning Resources, T
AA, Brevard Community College

Frame, Lyn
Manager/Graphics Designer, Systems Support, C
AA, Brevard Community College

Freese, Timothy
Director, Technical, M
BS, Oral Roberts University

Fulford, Todd
Supervisor I, Maintenance, T

Fulmer, Pat
Professor, Business, T
EDD, University of Central Florida
MBA, Wichita State University
BS, Florida State University
CER, University of Central Florida

Funck, Leslie
Accountant, C
BSBA, Widener University

Garcia, Richard
Web/Applications Developer, C
BS, University of Central Florida

Garrett, Mary
Student Advisor, T
MED, American Intercontinental University
BS, Florida A & M University

Garza, Carol
Specialist I, Human Resources, C
BA, University of Central Florida
AA, Brevard Community College

Gavin, Hillary
Assistant II, Administrative Support, C
AS, Brevard Community College

Gay, Bob
Operator I, Heavy Equipment, C

Geiger, Jill
Manager, Operations, C
BA, University of Akron

Geil, Sally
Associate Professor, English, M
MA, University of Virginia

George, Thelma
Specialist, Learning Resources, C
AS, Brevard Community College

Gerber, Sue
Assistant III, Administrative Support, C

Gilbert, Robert
Assistant Professor, Television/Digital Media, C
MFA, University of South Florida
BA, University of South Florida

Gilliam, Kathleen
Assistant Professor, Nursing, H
MSN, University of Akron

Girdler, Anthony
Specialist II, Computer, C

Giron, Aura
Specialist, Learning Lab, P
BS, University of Massachusetts Dartmouth

Glover, Randall
Associate Professor, Accounting, M
MBA, University of Florida
BSBA, University of Florida
Golden, Tom
Assistant Professor, Mathematics, M
MS, University of Florida
BS, University of Florida

Gordon, Kaye
Specialist, Administrative Support, C
AS, Brevard Community College

Gorham, Jayne
Instructional Technologist, P
EDD, Nova Southeastern University
MA, University of Central Florida
BA, University of Central Florida
AA, Cape Cod Community College

Grajales, George
Maintenance Worker, C

Graves, Betsy
Coordinator, Learning Lab, T
BA, Stetson University

Greene, Kimberly
Specialist, Administrative Support, M
BS, Florida State University

Greenwood, Chuck
Engineer, C
BS, Illinois State University

Greenwood, Mai
Web/Applications Developer, C
BS, Illinois State University

Greer, Bill
Technician, Automotive, C
AAS, Community College of Air Force

Gregg, Robert
Professor, Accounting, C
MBA, Marquette University
BS, University of Wisconsin - Milwaukee

Griffin, Donald
Plumber, C
PAV, Brevard Community College

Grissom, Chad
Coordinator, District Technical, C
AS, Brevard Community College

Grounds, Harold
Mechanic, C

Grove, Betty
Specialist, Learning Resources, C
MA, University of South Florida
BA, University of Central Florida

Grover, George
Manager, Production & Digital Media, C
BSCO, University of Miami

Gruilich, David
Instructor, Hospitality Management, C
BS, University of Pennsylvania

Gunter, Lynda
Specialist II, Financial Aid, P
BS, University of Florida

Guzman-Santiago, Vanessa
Student Advisor, M
BA, Coker College

H

Haley, Alanna
Assistant I, Administrative Support, C

Hallock, Risa
Assistant Professor, Dental Hygiene, H
MED, University of Central Florida
BA, University of Central Florida

Hamilton, Arthur
Operator II, Heavy Equipment, C

Hamilton, Donna
Assistant I, Administrative Support, H
PAV, Brevard Community College

Hancock, David
Specialist, Student Development, C
MA, University of Central Florida
BA, Southeastern College

Hancock, Dianne
Specialist II, Human Resources, C
BSB, University of Central Florida
AA, Brevard Community College

Hancock, Timothy
Coordinator, Learning Lab, C
MBA, University of Central Florida
BS, University of Central Florida

Handfield, Sandra
Specialist, Administrative Support, T
MA, University of Phoenix
BA, University of Central Florida

Hanley, Donna
Coordinator, Spec Events & Catering, M

Harbour, Nancy
Assistant Professor, Mathematics, C
MA, Marshall University
BS, Marshall University

Hargrave, Kris
Instructor, Medical Assisting, H
AS, Phillips Junior College

Hare, Patricia
Academic Dean, C
MED, Clemson University
BA, University of Central Florida

Haridopolos, Michael
Assistant Professor, History, M
MA, University of Arkansas at Monticello
BA, Stetson University

Harms, Eric
Assistant Professor, Physical Science, M
MS, Florida State University
BS, SUNY at Albany

Harrington, Charles
Groundskeeper III, C

Harrington, Colleen
Coordinator, Criminal Justice, T
MS, University of Central Florida
BA, University of Central Florida

Harris, James
Specialist, Communications, C
AA, Brevard Community College
AS, Brevard Community College

Hartman, Thomas
Specialist, A/C, C
PAV, Brevard Community College

Harvey, Chris
Associate Professor, Biology, P
MPH, University of South Florida
BA, University of South Florida
Hatch, Angela  
Specialist, Student Development, M  
MA, Webster University  
BS, Southern Illinois University Carbondale

Hauck, Chris  
Director, Ticketing, M

Hawkins, Staci  
Executive Director, Cocoa Village Playhouse, C

Haworth, Rick  
Coordinator, Security, M

Hearn, Quin  
Assistant Professor, Mathematics, C  
MS, Louisiana State University & A&M College  
BA, University of South Florida

Heaslet, Ray  
Receiving Agent, C  
AA, Brevard Community College

Heck, Erica  
Instructional Technologist, M  
MBA, Florida Institute of Technology  
BSBA, University of Central Florida

Heck, James  
Dean, Student Services, P  
PHD, University of Florida  
MED, University of Florida  
BA, University of Florida

Heinly, Karen  
Specialist, Child Development, P  
AAS, Brevard Community College  
CCC, Brevard Community College  
PAV, Brevard Community College

Helms, Tom  
Specialist II, Computer, C  
AA, Brevard Community College

Henderson, Lance  
Assistant Professor, Art, C  
MA, Florida State University  
MFA, Florida State University

Henry, Roger  
Director, Service Learning, M  
MED, Kent State University  
BA, Kent State University

Highsmith, Joann  
Specialist, Enrollment Services, C  
Hill, Geri  
Technician, Learning Resources, P  
AA, Brevard Community College

Hillman, Carole  
Technician, Accounting, C  
BSHE, University of Missouri-Columbia

Hinman, Guy  
Assistant Professor, Mathematics, M  
MS, Arkansas State University  
BSED, Arkansas State University

Hixson, Marilyn  
Assistant Professor, Mathematics, P  
MS, Purdue University Main Campus  
BS, Miami University

Hixson, Monica  
Assistant Professor, Speech, C  
MFA, University North Carolina Chapel Hill  
BA, Stetson University  
AA, Daytona Beach Community College

Hogan, Michele  
Officer II, Development, M  
AA, Brevard Community College

Hogan, Norma  
Specialist, Enrollment Services, C

Hollingsworth, Heidi  
Sign Language Interpreter, C

Holmes, Brenda  
Assistant Professor, Nursing, H  
MBA, Florida Metropolitan  
BS, Mercy College

Horton, Durinda  
Specialist II, Human Resources, C  
AA, El Camino College

Howard, Mark  
Director, Planetarium, C

Hudson, Jalanda  
Coordinator, Career Center, M

Huff, Coleen  
Assistant Professor, Mathematics, P  
MS, East Tennessee State University  
BS, SUNY College at Brockport

Hughes, John  
Assistant Professor, Health & P.E., C  
MA, University of Florida  
BS, University of Florida

Hulme, Marilyn  
Professor, Medical Laboratory Technology, H  
MED, University of Florida  
BS, Florida International University  
BS, University of Florida

Hunsinger, Gary  
Assistant Professor, Nursing, H  
BS, University Massachusetts Dartmouth

Hurst, Sharyn  
Coordinator, Institutional Research & Planning, C  
BS, University of Central Florida

Hussey Pailos, Mercedes  
Instructor, Spanish, C  
MS, University of Madrid  
BS, University of Madrid

Hutton, Joanne  
Coordinator, Academic Resources, C  
MPA, University of Central Florida  
BA, University of Central Florida  
AA, Brevard Community College

Ikerd, Becky  
Specialist, Educational Records, C  
AA, Brevard Community College

Ingber, Gary  
Plumber, M

Isbell, Robert  
Specialist II, Financial Aid, C

Ivey, Walter  
Coordinator, Crime Scene, M  
MS, University of Oklahoma Norman  
BS, Southwest Texas State University

Jackson, Glen  
Assistant Professor, Speech, C  
MA, University of Northern Iowa  
BA, University of Northern Iowa

Jalovecky, Missy  
Specialist, Learning Lab, T  
BS, Eastern Kentucky University

Janicki, Steven  
Executive Director, King Center for the Performing Arts, M
Jellison, Robin  
Electrician, Journeyman, P

Jiannine, Louis  
Professor, Legal Assisting, M  
JD, University of Florida  
BA, Florida Atlantic University  
AA, Palm Bch Community College

Johansson, David  
Assistant Professor, English, M  
MA, University of Florida  
BA, New College of Florida

Johnson, Barb  
Assistant Professor, Psychology, P  
MA, Webster University  
BA, Kentucky Wesleyan College

Johnson, Fred  
Professor, Chemistry, C  
PHD, Florida Institute of Technology  
MST, Middle Tennessee State University  
BS, University Tennessee

Johnson, Jeff  
Professor, English, M  
MA, University of Central Florida  
MFA, Vermont College  
BA, University of Central Florida

Johnson, Michele  
Assistant II, Administrative Support, C

Johnson, Stephen  
Professor, Computer Applications, P  
MS, Florida Institute of Technology  
SPCEN, Florida Institute of Technology  
BS, Florida Institute of Technology

Johnson, Walter  
Groundskeeper I, M

Jones, Bob  
Manager, Custodial Service Contract, C

Jones, Michael  
Assistant Director, Plant Maintenance & Operations, C

Jones, Teresa  
Director, Student Diversity/Equity, C  
BIS, Virginia State University

Jordan, Denis  
Maintenance Worker, T

Juric, Frank  
Associate Professor, Mathematics, P  
MA, Pepperdine University  
MA, University of Alabama in Huntsville  
BS, United States Military Academy

Kahler, Holly  
Professor, Dental Assisting, H  
EDD, University of Central Florida  
MS, Florida Institute of Technology  
AB, Loyola College in Maryland  
AS, Brevard Community College

Kahler, Richard  
Assistant Professor, Computer Applications, T  
MS, Florida Institute of Technology  
BSED, University of Kansas

Kapri, Rita  
Assistant Professor, Biology, M  
MS, Florida Institute of Technology  
BS, Old Dominion University

Karpiński, Toni  
Specialist, Assessment, M  
BA, George Mason University

Kauslick, Annette  
Coordinator, Learning Lab, P  
MA, Webster University

Keams, Lynette  
Coordinator, Service Learning, C  
AA, Brevard Community College

Kelley, Mary  
Specialist, Admissions/Records, C  
AA, Brevard Community College

Kelley, Roxan  
Specialist I, Computer, C  
AS, Brevard Community College  
CAS, Brevard Community College

Kendrick, Bart  
Specialist, A/C, C

Kendrick, Bernice  
Specialist, Technical, C  
AA, Brevard Community College

Kendrick, Pamela  
Assistant Professor, Mathematics, C  
MS, Pittsburg State University  
BSED, Pittsburg State University

Kenner, Anne  
Professor, Accounting, M  
DBA, Louisiana Tech University  
MBA, Delta State University  
BS, University of Maryland

Kermani, Sasan  
Professor, Mathematics, P  
PHD, Florida Institute of Technology  
MS, Southern Illinois University Edwardsville  
BA, Saint Louis University

Kerr, Wright  
Coordinator, Auditorium, C  
AA, Brevard Community College

Khan, Mansoor  
Instructor, Humanities, C  
MA, Florida State University  
BA, Florida State University  
AA, Palm Bch Community College

Khoury, John  
Professor, Mathematics, M  
PHD, Florida Institute of Technology  
MS, California State University - Sacramento  
BA, University of the Pacific

Kirk, Shane  
Technician, Learning Resources, C

Kise, Charles  
Assistant Professor, Computer Applications, P  
MS, Nova Southeastern University  
BS, University of Florida  
AA, Brevard Community College

Klein, Bill  
Instructor, Fire Science Technology, H  
BS, New York Inst of Technology - Metro

Knotts, Ann  
Director, Collegewide Budgets, C  
MBA, Nova Southeastern University

Knudson, Aixa  
Technician, Multimedia, C

Kodadek-Gothard, Katina  
Assistant Professor, Mathematics, P  
MS, Auburn University  
BS, Auburn University

Koler, Albert  
Executive Director, Aerospace Programs, C  
DBA, Florida State University  
MS, Florida State University
Kronis, Rita
Professor, English, C
PHD, University of South Florida
MA, University of South Florida
BA, University of South Florida
AA, St Petersburg College

Krupp, Linda
Professor, Education, C
EDD, University of Florida
MED, Stetson University
BA, North Carolina State University

Krueger, Ronald
Security Officer, P

Labbate, Walter
Specialist, Educational Records, C
BBA, Hofstra University
AA, Brevard Community College
AS, Brevard Community College

Lake, Donna
Programmer/Systems Analyst, Sr, C
BS, University of Central Florida

Lake, Marsha
Assistant Professor, Mathematics, T
MED, Campbell University
BA, University North Carolina Chapel Hill

Lally, Catherine
Assistant Professor, English, C
MA, University of Central Florida
BA, Merrimack College

Lamb, Robert
Professor, Music, C
MMUS, University of North Carolina Greensboro
BA, Wake Forest University

Lamm-Merritt, Susan
Assistant Professor, Education, M
MS, Florida State University
BS, Florida State University

Lanza, Sandra
Assistant Professor, Radiography, H
BS, University of Albuquerque
AAS, Amarillo College

Lape, Sandra
Specialist, Admissions/Records, P

Larson, Patti
Manager, Accounting, C
AA, Brevard Community College

Latham, Curtis
Groundskeeper III, C

Laws, Nancy
Technician, Accounting, P

Lawton, Neil
Systems & Security Analyst, C
BS, Florida Metropolitan University
AA, Brevard Community College

Layne, Rosemary
Collegewide Dean, Faculty Credentialing & Recruitment, C
EDD, University Tennessee
MSED, Youngstown State University
BA, Youngstown State University

Lee, Bernie
Coordinator, Collegewide Veteran Affairs, C
AA, Brevard Community College
AS, Brevard Community College

LeGrand, Edward
Specialist, Accounting, C
BA, University of South Florida

Lehrfeld, Michael
Assistant Professor, Computer Applications, C
MS, Hood College
BS, Siena College

Lehrfeld, Tracy
Buyer, C
AA, Brevard Community College

Leib, Dale
Supervisor II, Maintenance, C

Lemhouse, Ken
Assistant Professor, Library Science, M
MLS, Florida State University
BA, Florida Atlantic University
BS, Florida Atlantic University
CER, Florida Atlantic University

Leon, Tammy
Specialist II, Human Resources, C

Leslie, Suzanne
Associate Director, Planetarium, C

Levasseur, Charles
Inspector, Facilities/Grounds, C

Lewis, Beverly
Specialist, Learning Lab, M
BFA, Florida International University

Liechty, Melissa
Professor, Biology, C
PHD, Florida Institute of Technology
MS, Florida Institute of Technology
BS, University of the South

Lipofsky, Barton
Professor, Physics, C
PHD, University of Florida
MS, University of Florida
BS, University of Florida

Lockridge, Judy
Specialist, Admissions/Records, M

Lombard, Bernard
Specialist II, Computer, C
AS, Manatee Community College

Long, Steven
Associate Professor, Humanities, M
PHD, Florida State University
MA, Southwest Missouri State University
BA, Missouri Southern State College

Lopardo, Linda
Assistant Professor, Mathematics, T
MED, University of Central Florida
AB, Gettysburg College

Lopez, Maritza
Coordinator, Career Center, T

Lowe, Coreen
Specialist, Student Records Processing, C

Lubno, Stephanie
Specialist II, Recruitment, C
BA, Coastal Carolina University

Lucas, Beverly
Specialist, Administrative Support, C
BS, University of Maryland

Lugo, Edda
Preschool Teacher, C

Lynch, John
Groundskeeper III, M
Madden, Janet  
Director, Employee Relations, C  
MS, Florida Institute of Technology

Magwire, Gwyn  
Specialist I, Financial Aid, C  
AS, Brevard Community College

Maliska, Deborah  
Coordinator, Facilities, M

Margiotta, Frank  
Associate Director, SpaceTEC, C  
MBA, University of Central Florida  
BS, Colorado State University

Margoni, Carolyn  
Learning Management System Administrator, T  
BSBA, University of Central Florida

Markey, Kerry  
Instructor, Emergency Medical Services, H  
AA, Brevard Community College  
AS, Brevard Community College  
CCC, Brevard Community College

Marks, Diane  
Specialist I, Financial Aid, C

Marmorato, Kelly  
Assistant I, Administrative Support, M  
AA, Brevard Community College

Marovich, Mark  
Associate Professor, Mathematics, T  
EDS, University of Florida  
MED, University of Florida  
BSED, University of Florida  
BS, University of Baltimore

Martin, Colleen  
Specialist I, Human Resources, C  
MA, University of Central Florida  
BFA, Rochester Institute of Technology

Masny, Wally  
Manager, Accounting, C  
BS, Rochester Institute of Technology

Massey, Susan  
Professor, Library Science, C  
MDIV, New Orleans Baptist Theological Seminary  
MLIS, Louisiana State University & A&M College

Matheny, Jay  
Groundskeeper I, T

Matheny, Krista  
Specialist, Administrative Support, H

McBride, Mark  
Associate Professor, English, P  
MA, University of Florida  
BA, University of North Florida

McCalla, Dorothy  
Instructor, Humanities, P  
MLS, Rollins College  
BA, Rollins College

McCaskill, Matt  
Associate Professor, Computer Applications, M  
MBA, Florida Institute of Technology

McClain, Joann  
Manager, Collegewide Printing, C

McClennahan, Kristyn  
Security Officer, C

McClinton, Deborah  
Assistant Professor, Chemistry, M  
MS, SUNY at Albany  
BS, SUNY at Albany

McClinton, Martin  
Professor, Chemistry, P  
PHD, University of York  
BS, University of York

McCollum, Marjorie  
Specialist, Admissions/Records, C

McCulloch, Elspeth  
Coordinator, Project, T

McCullough, Angela  
Specialist II, Human Resources, C  
BA, University of Central Florida  
AA, Brevard Community College

McDonald, Jackie  
Coordinator, Nursing Clinical Lab, H  
BA, Eckerd College  
AAS, Central Piedmont Community College

McDonald, Penny  
Assistant Professor, Biology, M  
MS, Long Island University Southampton  
BA, Hood College

McGhee, Randy  
Receiving Agent, M

McKendry, Karen  
Specialist, Administrative Support, C

McKinley, Gail  
Director, Student Support Services, C  
MED, American InterContinental University  
BS, Alabama A & M University

McKnight, Danny  
Coordinator, Homeland Security, T  
MED, University of Florida  
BS, Florida State University

McMillan, Nona  
Specialist, Accounting, M

McMurtrie, Christine  
Professor, Nursing, H  
MSN, University of Maryland at Baltimore  
BSN, University of Maryland at Baltimore

McPherson, Norman  
Student Advisor, M  
BS, University of Central Florida

McRee, Chandler  
Instructor, English, M  
MFA, Queens University of Charlotte  
BA, University North Carolina Chapel Hill

Mecouch, Paige  
Specialist, Safety & Security, C  
AA, Brevard Community College

Meija, Al  
Specialist, Admissions/Records, M  
AA, Brevard Community College

Mellish, Karen  
Specialist, Admissions/Records, P

Messer, Dianne  
Director, Tech Programs & Apprenticeship, C  
MS, Capella University  
BS, Western Carolina University

Michaels, Joshua  
Technician, Accounting, C

Miedema, Linda  
Academic Dean, Health Sciences, H  
MSA, Madonna University  
BSN, Northern Michigan University

Miller, Elizabeth  
Designer, Marketing Graphic, C

Mills, Cathy  
Supervisor, Admissions/Records, P  
AA, Brevard Community College
Mingori, Eric  
Groundskeeper II, P

Mingori, Kathryn  
Specialist, Administrative Support, P

Minnish, Roxanne  
Assistant I, Administrative Support, M

Miracle, Linda  
Technician, Accounting, M

Misa, Elizabeth  
Specialist, Admissions/Records, C

Mittauer, Bob  
Assistant Professor, Culinary Arts, C  
BA, University of South Florida

Mixon, Lowdell  
Operator, Information/Telephone, C

Moates, Brian  
Supervisor I, Maintenance, C

Mohammed, Roland  
Accountant, C  
BSBA, University of Central Florida

Monroe, Jennifer  
Assistant Professor, Library Science, M  
MS, Florida State University

Moon, Richard  
Director, Maintenance & Plant Operations, C

Moore, Carolyn  
Specialist, Admissions/Records, M

Morgan, Mark  
Coordinator, Campus Technical, M  
BS, Michigan State University

Morse, Hannah  
Assistant Professor, Nursing, C  
MN, University of Florida  
BA, University of Florida  
BS, Florida International University

Moultrie, Ray  
Investigator I, M

Moyer, Angela  
Specialist, Food Service, C

Mudgett, Shelly  
Assistant Professor, Library Science, P  
MS, Florida State University  
BA, Florida State University

N

Neumann, Shai  
Assistant Professor, Mathematics, M  
MS, Texas Tech University

Newman, Ethel  
Academic Dean, H  
DDS, Howard University  
BS, University of District of Columbia

Nichols, Gail  
Supervisor, Accounting, C  
AS, Brevard Community College

Niemeier, Woody  
Specialist, A/C, C

Nolis, Dayla  
Technician, Multimedia, P  
BA, University of Central Florida

Norway, Linda  
Assistant Manager, Ticket Office, M  
AA, Brevard Community College

Norwich, Vicki  
Assistant Professor, Mathematics, M  
MED, Armstrong State College  
BS, Middle Tennessee State University

O

O'Brien, Matthew  
Specialist II, Collegewide Printing, C

Ogle, Sharon  
Assistant Professor, Health & P.E., M  
MS, Central Missouri State University  
BS, Eastern Michigan University

Olcham, Shelley  
Specialist, Admissions/Records, M

Olipchant, Cheryl  
Preschool Teacher, C  
AS, Brevard Community College  
PAV, Brevard Community College

Oscarson, David  
Professor, Computer Applications, M  
EDD, Virginia Poly Inst & State University  
MBA, SUNY at Buffalo  
BS, SUNY College at Buffalo

Osteen-Cochrane, Kieta  
Executive Director, IBT&CE, C  
BS, University of Tulsa

Ott, Karyn  
Assistant Professor, Humanities, P  
MA, University of Mississippi  
BA, University of Mississippi

Otto, Kenneth  
Engineer, Broadcast, C  
AS, Brevard Community College

P

Padgett, Anthony  
Chief Engineer, C  
AA, Brevard Community College

Palek, David  
Technician I, Maintenance, M

Palmer, Sue  
Associate Professor, English, C  
MED, University of North Florida  
BS, Jacksonville University

Panikowski, Paul  
Coordinator, Security, C  
BS, Capitol College

Parenteau, Lynn  
Buyer, C

Parks, Terry  
Manager, Facilities/Head Men's Basketball Coach, M  
MPA, Columbus State University  
BS, Columbus State University

Parnell, Maria  
Assistant Professor, Speech, M  
MS, College of New Rochelle  
BA, SUNY College at New Paltz

Parrish, Linda  
Professor, Mathematics, M  
MST, University of Missouri-Columbia  
BSED, Northwest Missouri State University

Parrish, Rick  
Associate Professor, History, M  
MA, Georgia Southern University

Patricia, Kathy  
Instructor, English, T  
MA, University of Central Florida  
BA, Rollins College  
AA, Brevard Community College
Payne, Beverly  
Coordinator, Career Center, C  
MA, Webster University  
BA, Warner Southern College

Peacock, Diane  
Operator, Information/Telephone, M

Peacock, Ernie  
Specialist I, Computer, C  
AS, Brevard Community College  
CCC, Brevard Community College

Peake, Victoria  
Director, IBT & CE, M  
MED, Northwest Missouri State University  
BSD, Northwest Missouri State University

Perdue, Lisa  
Specialist, Administrative Support, C

Perez, Wendy  
Clerical Support Assistant, C

Perkins, Johnny  
Dean, Criminal Justice Center, M  
MA, University of South Florida  
BS, University of Tampa

Peters, Kathleen  
Director, Enrollment Services, M  
MA, Rollins College

Petrie, Chris  
Assistant Professor, Chemistry, T  
MS, Nova Southeastern University  
BS, University of Alabama  
AA, Valencia Community College

Pettit, John  
Groundskeeper I, C

Phillips, Joseph  
Professor, Chemistry, M  
PHD, American University  
MS, American University  
BS, Howard University

Phillips, Susan  
Assistant Professor, Biology, P  
MS, University of Central Florida  
BS, University of Florida

Picchi, Amy  
Instructor, Biology, C  
MS, Florida Institute of Technology  
BS, Virginia Poly Inst & State University

Pierce, Chris  
Specialist, Disability Services, C  
AS, Brevard Community College

Piva, Susan  
Associate Professor, Nursing, H  
MS, Adelphi University  
BS, Adelphi University  
AAS, CUNY Queensborough Community College

Poff, Sarah  
Specialist, Program, C

Poitier-French, Jacquelyn  
Student Advisor, C  
BS, Saint Augustine’s College

Pollard, Robin  
Instructor, Nursing, H  
MSN, University of Central Florida  
BSN, University of Central Florida  
AA, Brevard Community College  
AS, Brevard Community College

Poluzzi, MaryAnn  
Specialist, Learning Lab, P  
AAS, State University NY Farmingdale

Post, Laurene  
Assistant I, Administrative Support, M

Powers, Angie  
Assistant II, Administrative Support, C  
AA, Pierce College

Price, Diane  
Assistant I, Administrative Support, C  
AS, Brevard Community College

Price, Laurel  
Specialist, Customer Service, T  
AS, Brevard Community College

Price, Ryan  
Technician I, Maintenance, C

Probus, Ligia  
Manager, Systems Support, T  
AS, Brevard Community College

Prosser, Kimberly  
Manager, Community Relations & Marketing, C  
BA, University of Central Florida

Pruitt, Kay  
Officer I, Development, C  
MS, Indiana University at Bloomington  
BA, Butler University

Puckett, Cynthia  
Associate Professor, Sociology, M  
MS, University of Memphis  
BS, Freed-Hardeman University

Purdy, Carol  
Coordinator, Operations, C

R

Rabsatt, Barbara  
Associate Professor, Health & P.E., M  
MS, CUNY Herbert H Lehman College  
BS, CUNY City College

Ramirez, Debra  
Assistant Professor, Dental Assisting, H  
BHS, University of Florida  
AS, Miami Dade College

Reaves, Shirley  
Specialist, Project, C

Reed, Thomas  
Professor, Biology, M  
PHD, Florida Institute of Technology  
EDS, Florida Institute of Technology  
MST, Union College  
BS, SUNY College at Brockport

Renée, Cheryl  
Instructor, English, M  
MA, University of Central Florida  
BA, Rollins College

Reynolds, Jim  
Director, Police Testing & Cert Program, M  
MPA, University of Central Florida  
BSBA, University of Central Florida  
AA, Brevard Community College  
AS, Brevard Community College

Rezeau, Michelle  
Assistant Professor, Library Science, C  
MLS, University of Maryland  
BBA, James Madison University

Riddle, Alyce  
Assistant Professor, Nursing, H  
MSN, University of Phoenix  
BS, University of Central Florida  
AA, Brevard Community College  
AS, Brevard Community College
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Education</th>
</tr>
</thead>
</table>
| Rieger, Amy      | Assistant Professor, History, C | MA, University of North Dakota  
BA, Bemidji State University |
| Riter, Gloria    | Specialist, Learning Lab, C       | BS, University of Central Florida                                          |
| Rivera, Marjorie | Specialist, Administrative Support, H |                                           |
| Roberts, Devi    | Operator, Information/Telephone, P |                                                                   |
| Roberts, Francine| Assistant I, Administrative Support, C |                                                                     |
| Roberts, Ray     | Associate Professor, Education, M | MA, Webster University  
BSME, University of Washington |
Shannon, Yvonne  
Specialist, Project, C  
AS, Brevard Community College

Sheehan, Susan  
Assistant Professor, Radiography, H  
MS, Florida Institute of Technology  
BS, University of Central Florida

Shelpman, Marian  
Coordinator, Corrections, M  
MA, Webster University  
BA, University of Central Florida

Sherman, Jay  
Professor, Mathematics, C  
PHD, Texas A&M University-College Station  
MS, Arizona State University

Shumaker, Gayle  
Specialist, Student Records Processing, C  
ATD, Brevard Community College

Siciliano, Darlene  
Associate Professor, Child Development, C  
MS, Oklahoma State University Main Campus  
BA, Rowan University

Silvas, Inma  
Specialist, Admissions/Records, H  
BA, University of Central Florida  
AA, Gulf Coast Community College

Simmons, David  
Professor, Humanities, C  
PHD, Florida State University  
MA, AG Theological Seminary  
MA, Florida State University  
BA, Florida State University  
AA, Brevard Community College

Simmons, Will  
Mechanic, C

Simms, Robert  
Specialist I, Computer, C

Simpson, Karen  
Assistant Professor, Library Science, C  
MS, Western Michigan University  
AB, Hope College

Simpson, Philip  
Professor, English, P  
PHD, Southern Illinois University Carbondale  
MA, Eastern Illinois University  
BA, Eastern Illinois University

Simser, Jill  
Assistant Professor, Library Science, T  
MA, University of South Florida  
BA, University of Central Florida

Sinclair, Calvin  
Supervisor I, Maintenance, M

Sizemore, Oscar  
Technician I, Maintenance, P

Slaughter, Beverly  
Associate Professor, English, M  
MA, University of Central Florida  
BA, University of Central Florida

Smith, Annie  
Assistant Professor, History, T  
MAT, Grambling State University  
BS, Grambling State University

Smith, Caroline  
Technician, Assessment, P

Smith, Cheryl  
Specialist, Enrollment Services, T

Smith, Edna  
Technician, Accounting, C

Smith, Helga  
Coordinator, Child Development Center, C  
AS, Brevard Community College  
CAS, Brevard Community College

Smith, Jerome  
Specialist I, Collegewide Printing, C

Smith, Kathy  
Assistant I, Administrative Support, C  
BS, Rollins College  
AA, Brevard Community College

Smith, Kelli  
Instructor, Mathematics, C  
MS, University of West Florida  
BS, University of West Florida

Smith, Laura  
Specialist, Accounting, C  
AA, East Los Angeles College

Smith, Loren  
Clerical Support Assistant, P  
AA, Brevard Community College  
AS, Brevard Community College

Smith, Steven  
Coordinator, Security, T

Smith, Willie  
Associate Professor, Biology, M  
MS, Rensselaer Polytechnic Institute  
BA, Hampton University

Snapp, Debra  
Assistant III, Administrative Support, M  
PAV, Brevard Community College

Snyder, Sandra  
Student Advisor, P

Sohn, Rolf  
Assistant Professor, Physical Science, P  
MA, Lehigh University  
BA, Queens College

Souliere, Michelle  
Coordinator, Program, C  
BS, Utica College of Syracuse University

Speed, Jerinae  
Assistant Director, Student Support Services, C  
MS, Nova Southeastern University  
BS, Bethune Cookman College

Spencer, Lynn  
Assistant Professor, Humanities, M  
MFA, Louisiana State University & A&M College  
BFA, University of Tennessee Knoxville

Spindler, Alan  
Professor, Biology, M  
DC, Northwestern College Chiropractic  
BS, Excelsior College

St Gabriel, Nicholas  
Programmer, Database, C  
AA, Brevard Community College

Stack, Bob  
Manager, Communications & Networking, C  
AS, Brevard Community College

Stankiewicz, Chris  
Supervisor, Admissions/Records, T  
BA, Montclair State College

Stanton, Peggy  
Coordinator, Wellness Center, P  
AB, Wesleyan College

Stark, James  
Specialist I, Computer, C

Steadman, Pat  
Assistant III, Administrative Support, C

Steger, Carol  
Specialist, Veteran Affairs, M  
AA, Brevard Community College
Stein, Wayne
Professor, Psychology, M
PYS, Florida Institute of Technology
MA, Connecticut College
MS, University of North Florida
BS, University of Maine

Stetson, Rosemary
Assistant Professor, Nursing, H
MS, Wagner College
BSN, CUNY Hunter College

Stewart-Dunham, Helen
Director, Enrollment Services, C
EDD, University of Central Florida
MA, University of Central Florida
BA, University of Central Florida

Stickle, Elaine
Specialist I, Computer, C

Storey, Lee
Operator, Master Control, C

Stowell, Teri
Student Advisor, C
BA, University of Central Florida

Strain, Rebecca
Programmer/Systems Analyst, Sr, C
BS, Florida State University

Stubbe, Maggie
Technician, Learning Resources, C
BA, University of Central Florida
AA, Brevard Community College

Stutte, Janice
Assistant Professor, Reading, T
MED, University of Georgia
BS, Appalachian State University

Sullivan, Bob
Assistant I, Administrative Support, M

Sund-Jiran, Candis
Assistant I, Administrative Support, M

Swartout, Rosanna
Technician, Accounting, C
AA, Brevard Community College

Swayze, Kim
Specialist, Admissions/Records, M

Syfrett, Robert
Groundskeeper I, C

T
Tam, Lynn
Assistant II, Administrative Support, M

Tawney, Connie
Coordinator, Accounting, C
AS, Brevard Community College

Taylor, Billie
Accountant, C
AS, Brevard Community College

Teague, Ken
Specialist I, Computer, T
BS, North Carolina State University

Terry, Stephen
Coordinator, Criminal Justice, T
MA, Sam Houston State University

Teschke, Chuck
Specialist, Production & Digital Media, C

Thigpen, Janet
Specialist, Administrative Support, C
AS, Brevard Community College

Thomas, Zabriel
Groundskeeper I, C

Toms, Raymond
Trainer, Construction, P

Torres, Mili
Specialist, Student Development, C
MA, Webster University

Tran, Annette
Specialist, Admissions/Records, C
AA, Brevard Community College

Tran, Lan
Technician, Learning Resources, C
AA, Brevard Community College
AS, Brevard Community College

Trobeaugh, Eileen
Specialist, Admissions/Records, M

Urban, Faith
Student Advisor, M

V

Vance, Kim
Specialist, Child Development, M
CAS, Brevard Community College

VanMeter, Susie
Director, IBT&CE, C
BA, University of Kansas

Vemuri, Padma
Assistant Professor, Computer Applications, P
MBA, Florida Institute of Technology
MS, Florida Institute of Technology

Von Achen, Bob
Assistant Professor, English, M
PHD, University Oxford
BA, SUNY at Albany

W

Wade, Rodney
Specialist, Student Records Processing, C
AS, Brevard Community College

Wakim, Joseph
Assistant Professor, Mathematics, M
MS, Florida Institute of Technology

Walker, Beth
Preschool Teacher, M
AAS, Brevard Community College
PAV, Brevard Community College

Wallace, Philip
Station Manager, C
BA, Michigan State University
ALA, Oakland Community College

Walsh, Laura
Specialist II, Human Resources, C
AA, Brevard Community College

Ward, Andy
Specialist I, Computer, M

Warren, Patrice
Manager, Education & Outreach Services, C
BSBA, University of Central Florida
AA, Brevard Community College
AS, Brevard Community College
Warren, Winston
Assistant Professor, Emergency Medical Services, H
MS, SUNY College at Buffalo
BA, D’Youville College

Waters, Abanne
Professor, English, M
MA, University of Bombay
MA, University of Leeds
BA, University of Bombay
LLB, University of Bombay

Watson, Donald
Supervisor II, Maintenance, C

Weaver, Craig
Assistant Professor, Biology, C
MSED, Florida Institute of Technology
BS, University Massachusetts Dartmouth

Webb, Kristi
Specialist, Community Relations & Marketing, C
BA, University of Central Florida

Wei, David
Professor, Sociology, C
EDD, University of Central Florida
MED, University of Central Florida

Wenz, Joanne
Associate Professor, English, C
MAT, Jacksonville University
BA, Jacksonvile University

Wessels, Al
Groundskeeper I, P

Wessels, Michaela
Specialist I, Computer, P
AS, Brevard Community College

West, Denise
Assistant Professor, Business, M
MA, Michigan State University
BS, Jackson State University

West, Tom
Technician I, Maintenance, M

Westberry, David
Supervisor I, Maintenance, M

Wetzel, Betsy
Database Administrator, C
BSET, University of Central Florida
AA, Brevard Community College

White, Jonathan
Director, Production, C
BA, University of Central Florida

White, June
Specialist, Administrative Support, C
AA, Brevard Community College

Williams, Donald
Assistant Professor, English, C
MS, Columbia University
BA, Wilberforce University

Williams, Joe
General Manager, C

Williams, Mike
Professor, History, C
PHD, Ball State University
MA, Ball State University
BPE, Purdue University Main Campus

Williams, Ralph
Supervisor II, Maintenance, C

Wilson, George
Supervisor I, Maintenance, P

Wilson, Karen
Coordinator, Theatre & Outreach Programs, M

Wilson, Raymond
Student Advisor, M

Withers, Gay
Coordinator, Collegewide Testing, M
MS, Florida State University

Woertz, CJ
Technician, Learning Resources, C
BA, University of Louisville

Wonsang, Willem
Groundskeeper I, C

Wood, Audrey Lynette
Assistant I, Administrative Support, C
AA, Brevard Community College

Wood, Christal
Assistant Professor, Library Science, C
MSLS, Catholic University of America

Woods, Richard
Specialist, A/C, C
AA, Brevard Community College
PAV, Brevard Community College

Woolley, Cher
Specialist, Curriculum, C
AAS, Monroe Community College

Wu, Flora
Specialist, Budget, C
BSBA, University of Florida

Y

Yamamoto, Yoshiyuki
Professor, Mathematics, C
PHD, Polytechnic University
MS, New York University
BA, New York University

Yoho, Jeffery
Operator, Master Control, C

Yonce, Susan
Assistant III, Administrative Support, H
AA, Brevard Community College

Young, Brian
Specialist, Equipment/Gymnasium, C

Young, Evelyn
Specialist, Project, M
MS, University of Bridgeport
BS, SUNY College at New Paltz

Young, Lindy
Assistant II, Administrative Support, P

Young, Margie
Specialist, Publications, C

Young, Robert
Assistant Professor, Mathematics, P
MS, Nova Southeastern University
BA, University of Central Florida
AA, Brevard Community College

Young, Sandra
Coordinator, Dental Clinic Office, H

Yount, James
Professor, Biology, T
PHD, Florida Institute of Technology
EDS, Florida Institute of Technology
MS, Florida Institute of Technology
BS, Gannon University
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**BCC Programs and Major Codes**

Following are examples of how to use the Program and Major Codes when completing your Application for Admission or Registration Add/Drop form.

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<td>DC</td>
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**EXAMPLE: General AA**

- **INTENT:** DC

**EXAMPLE: Associate in Science Computer Information Technology**

- **INTENT:** JR

---

**IF YOU ARE UNDECIDED ABOUT YOUR MAJOR, SELECT THE ONE MOST CLOSELY IDENTIFIED WITH YOUR AREA OF INTEREST.**

### Associate in Arts (AA)

- **GENR** General AA Degree

The associate in arts degree is transferable to a bachelor’s degree. BCC only awards the general AA degree; however, listed below are typical majors students select when they transfer to a university.

- **ARCH** Architecture
- **ARTA** Art/Fine Art
- **BMGA** Business
- **ARTD** Dance
- **ARTP** Drama/Theater
- **CRMJ** Criminal Justice
- **EDUE** Education (Elementary & Secondary)
- **ARTM** Music
- **PADM** Public Administration
- **LANJ** Journalism
- **NATS** Natural Science
- **NATB** Biological Science/Pre-Med
- **NATE** Engineering
- **MATC** Math/Computer Science
- **FORE** Forensic Science
- **NATN** Nursing
- **PHAR** Pharmacy
- **SCIP** Political Science
- **PSYC** Psychology
- **SOCI** Sociology

### Associate in Science (AS)

- **AS / CIAS**

### Associate in Science (AS) - continued

- ITAS Internet Services Technology - E-Commerce Infrastructure
- MLAS Medical Laboratory Technology
- CNAS Networking Services Technology (Network Administrator)
- NUAS Nursing RN
- OFAS Office Administration
- LGAS Paralegal
- RDAS Radiography
- VTAS Veterinary Technology

### Associate in Applied Science (AAS)

- **ACAA** Accounting Technology
- **ATAA** Aerospace Technology
- **BUAA** Business Administration
- **EEAA** Electronics Engineering Technology
- **HMAA** Hospitality and Tourism Management
- **IBAA** International Business Management (Business Administration)

### Applied Technology Diploma (ATD)

- **EMTD** Emergency Medical Technician
- **MLTD** Medical Clinical Laboratory Technician

### College Credit Certificate (CCC)

- **AACC** Accounting Technology Management
- **AOCC** Accounting Technology Operations
- **ASCC** Accounting Technology Specialist
- **AFCC** AutoCAD Foundations
- **BODC** Broadcast Production
- **BMAC** Business Management
- **CLCC** Chemical Laboratory Specialist
- **CHDI** Child Development Early Intervention
- **COCC** Cisco CCNA
- **CPCC** Computer Programming
- **CSCC** Computer Specialist
- **DVCC** Digital Video Fundamentals and Production
- **DACM** Drafting
- **EDCC** Educational Assisting
- **ECCH** Electronic Commerce
- **DPCC** Graphic Design Production
- **DSCC** Graphic Design Support
- **HDCC** Help Desk Specialist (Information Technology Support Specialist)

### College Credit Certificate (CCC) - continued

- **MPCP** Interactive Media Production
- **MSCC** Interactive Media Support
- **SBMG** International Business Specialist (Business Management)
- **MOCC** Marketing Operations
- **CDCC** Medical Information Coder/Biller
- **MRCC** Microcomputer Repairer/Installer
- **NSCC** Network Systems Developer
- **OSCC** Office Specialist
- **OACC** Oracle Certified Database Administrator
- **PARA** Paramedic
- **TVCC** Television Studio Production
- **WDCC** Web Development Specialist

### Postsecondary Adult Vocational Certificate (PSAV)

- **FINC** Accounting Operations
- **AIRM** Air Conditioning, Refrigeration and Heating Technology
- **AUTM** Automotive Service Technology
- **CORA** Auxiliary Correctional Officer
- **LAWA** Auxiliary Law Enforcement Officer
- **ECHS** Computer Repair Technology (Electronic System Assembly)
- **CORS** Correctional Officer
- **COSM** Cosmetology
- **CLOP** Culinary Operations
- **CUST** Customer Assistance Technology
- **DENT** Dental Assisting
- **DDSN** Digital Design
- **CHED** Early Childhood Education
- **FACE** Facials Specialty
- **FRII** Fire Fighter II
- **LAWB** Law Enforcement Officer CMS
- **MEDA** Medical Assistant (Medical Assisting)
- **MSEC** Medical Secretary
- **NAIL** Nails Specialty
- **PTCT** Patient Care Technician
- **PHLB** Phlebotomy
- **LPNS** Practical Nursing
- **PSTC** Public Safety Telecommunication
- **SURG** Surgical Technology
- **WELD** Welding (Applied Welding Technologies)
APPLICATION: Complete the attached application form in detail and forward it to the Admissions and Records Office at the location you plan to attend. Students may attend any campus, including the Virtual Campus, however, all admission records are maintained at the original campus of entry. Incomplete applications will be returned without processing.

APPLICATION FEE: $20 U.S. Citizen/Permanent Resident, $50 International. This is a non-refundable fee that must be submitted with the application.

INTERNATIONAL STUDENTS: All international students must apply through the Department of International Services. College transcripts from non-U.S. institutions must be evaluated through a recognized international evaluation service to be used for admission purposes.

TRANSCRIPTS: All final transcripts should be received prior to orientation and registration. Degree-seeking students whose transcripts are not received within the first term cannot register for subsequent terms. Any student omitting information or falsifying the application or records will be subject to immediate dismissal without a refund. Official documents are those mailed directly from your previous institution to BCC. All credentials submitted become the property of the college and cannot be returned. Financial aid will not be awarded until all transcripts are received by BCC.

FINAL ACCEPTANCE: Although you may receive conditional acceptance and be permitted to register for classes, final acceptance is contingent upon receipt of all required documents, including official high school or GED transcript and transcripts of all previous college work attempted. Official documents are those mailed directly from the previous institution to Brevard Community College.

DISABILITY SUPPORT SERVICES: Students with documented disabilities may self-identify and request accommodations by contacting the campus Office for Students with Disabilities: Cocoa Campus (321) 433-7295; Melbourne Campus (321) 433-5650; Palm Bay Campus (321) 433-5172; Titusville Campus (321) 433-5017.

LIMITED ACCESS PROGRAMS: Admission to the college neither constitutes nor guarantees admission to limited access programs such as health sciences or criminal justice academies. If you plan to enter one of these programs you must request a separate application packet for the specific program. You must submit that application and required fees and documents directly to the location designated for the program.

DEGREE/CERTIFICATE DESCRIPTIONS
See program information in college catalog.

Associate in Arts Degree (AA): A transfer degree for students planning to attend a four-year college or university after graduation from BCC.

Associate in Science Degree (AS): The AS is intended to prepare students for entry into employment. Though not considered a transfer degree, some transfer is possible.

Associate in Applied Science Degree (AAS): The AAS is designed to prepare students for entry into employment. The AAS may include courses that will not typically apply to a baccalaureate program.

Applied Technology Diploma (ATD): The ATD is part of an AAS or AS degree, is less than sixty (60) credit hours, and leads to employment in a specific occupation.

College Credit Certificate (CCC): Also known as Postsecondary Vocational Certificate. A certificate that provides instruction consisting of college-level courses to prepare students for entry into employment.

Postsecondary Adult Vocational Certificate (PSAV): These programs provide instruction consisting of vocational credit courses to prepare students for entry into employment.

Non-Degree: Students who have earned a standard high school diploma or equivalent and do not plan to earn a degree of any kind may enroll as non-degree seeking for up to twelve credits. Students in this category cannot receive financial aid and must meet all course prerequisites.
**BREVARD COMMUNITY COLLEGE**
**APPLICATION FOR ADMISSION**

This form will be scanned. Please print inside the boxes.

1. **SOCIAL SECURITY NUMBER**
2. **GENDER (VOLUNTARY)**
   - M = Male
   - F = Female
3. **DATE OF BIRTH**
   - MM
   - DD
   - YYYY
4. **LAST NAME**
5. **NAME SUFFIX**
6. **FIRST NAME**
7. **MIDDLE NAME**
8. **PREVIOUS NAME(S) UNDER WHICH TRANSCRIPTS/RECORDS MAY BE RECEIVED**
9. **E-MAIL ADDRESS**
10. **TELEPHONE NUMBER**
11. **RESIDENCY** (Complete page 4)
    - Are you a Florida Resident?  Yes  No
12. **IN CASE OF EMERGENCY CONTACT:**
    - First Name
    - Telephone
    - Relationship
13. **ETHNIC ORIGIN** (Voluntary, used for reporting purposes only)
    - A = Asian or Pacific Islander
    - B = Black (Not of Hispanic Origin)
    - H = Hispanic
    - I = American Indian or Alaskan Native
    - W = White (Not of Hispanic Origin)
14. **CITIZENSHIP** (please enter code):
    - C = United States Citizen
    - P = Permanent Resident Alien (include documentation)**
    - A = Non-Resident Alien
    - What type of Visa do you hold?**
15. **HIGH SCHOOL or GED** (Please indicate your high school completion level)
    - Standard High School Diploma
    - General Education Diploma (GED)
    - Special Diploma/Certificate of Completion
    - CPT-Eligible Certificate of Completion
    - Non HS Grad
16. **HIGH SCHOOL CODE**
    (See next page for code)
17. **HIGH SCHOOL NAME**
    - Graduation Date
    - State
    - Month
    - Day
    - Year

**ENROLLMENT PLAN** – Check the correct box under each heading.

- Admissions Status
  - First Time in College
  - Transfer
  - Degree (Hold degree – AAS or higher from a regionally accredited institution.)
  - Transient Student (Transcript Letter Required)
  - Teacher Certification (Employment Verification Required)
  - Non-Degree Seeking

- Degree/Certificate Intent
  - AA: Associate in Arts
  - AS: Associate in Science
  - AAS: Associate in Applied Science
  - CCC: College Credit Certificate
  - ATD: Applied Technology Diploma
  - PAV: Vocational Certificate
  - Not Seeking a Degree

- Registration Intent
  - CR: Brevard County Teacher
  - DC: Degree or Certificate Seeking
  - HD: High School Accelerated Program
  - JR: Job Related
  - LA: Seeking Admission to a Limited Access Program
  - PE: Personal Enrichment
  - TS: Transient Student

**ACCELERATED PROGRAMS: FOR HIGH SCHOOL STUDENTS ONLY**
- Dual Enrollment
- Early Admissions
- Credit in Escrow
- Expected High School Graduation Date

Continue Application on Following Page and Residency Affidavit on Back of Application
**ADDITIONAL INFORMATION**

**WHAT IS YOUR PRIMARY LANGUAGE?**

☐ ENGLISH   ☐ OTHER ____________________________

(Primary language is the language you use more than 50% of the time. Information is voluntary and is used for reporting purposes only.)

**PERMANENT RESIDENT AND NON-RESIDENT ALIENS MUST COMPLETE THE FOLLOWING INFORMATION:**

COUNTRY OF BIRTH: ____________________________  COUNTRY OF CITIZENSHIP: ____________________________

FOREIGN STUDENT: ☐ Yes  ☐ No  VISA TYPE: ____________________________  I-94 exp. date _______ / _______

PERMANENT RESIDENT: ☐ Yes  ☐ No  Alien Registration ____________________________

You must provide a copy of your ALIEN REGISTRATION CARD, Front and Back

**PREVIOUS EDUCATION**

Check box if you are  ☐ BCC Faculty   ☐ BCC Staff   ☐ Brevard County Full-Time Teacher (Currently employed in a Public School)

HIGH SCHOOL CODES: Please check the box next to the high school you are currently attending or from which you graduated. Enter 6-digit code on previous page.

[ ] Did Not Graduate (000090)  [ ] Merritt Island High School (054011)  [ ] Other Florida High School (990004)
[ ] Astronaut High School (050161)  [ ] Palm Bay High School (052021)  [ ] Non-Florida High School (990005)
[ ] Bayside High School (052211)  [ ] Rockledge High School (051011)  [ ] Florida Equivalency Diploma (990007)
[ ] Cocoa High School (051121)  [ ] Satellite High School (056011)  [ ] Other Equivalency Diploma (990008)
[ ] Cocoa Beach High School (055011)  [ ] Space Coast Jr./Sr. High School (050302)  [ ] Florida Private High School (990012)
[ ] Eau Gallie High School (053011)  [ ] Titusville High School (050011)  [ ] Non-U.S. High School (990006)
[ ] Edgewood Jr./Sr. High School (054021)  [ ] West Shore Jr./Sr. High School (053141)  [ ] Home School (990015)
[ ] Melbourne High School (052011)

GED: Date awarded GED Certificate: ____________________________  State: ____________________________

(Applicants who have received a GED must provide a copy of the GED Test Scores or a copy of GED certificate with Application for Admission.)

**LIST ALL PREVIOUS COLLEGE(S) ATTENDED. Attach additional sheet if needed**

<table>
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<tr>
<th>NAME OF COLLEGE OR UNIVERSITY</th>
<th>CITY</th>
<th>STATE</th>
<th>DATES ATTENDED</th>
<th>DEGREE EARNED</th>
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**HOW DID YOU HEAR ABOUT BREVARD COMMUNITY COLLEGE?**

☐ Friend/Relative   ☐ Newspaper Ad   ☐ Radio Ad   ☐ TV Ad   ☐ Other ____________________________

In accordance with the Family Educational Rights & Privacy Act of 1974, a student’s records are the sole property of the student and cannot be released without the student’s permission. The college will honor the student’s written request to restrict the release of “Directory Information.” To withhold information, a student must notify the Admissions and Records Office in writing. Status of disclosure at the last registration period is binding and all records will be noted “Confidential.” No information will be released without the written consent of the student.

Federal legislation relating to the Hope Tax Credit (Federal Register, June 16, 2000) requires that all postsecondary institutions report student SSNs to the Internal Revenue Service. This IRS requirement makes it necessary for community colleges to collect the SSN of every student. A student may refuse to disclose his or her SSN to the college, but the IRS is then authorized to fine the student in the amount of $50. All SSN’s are protected by federal regulations (FERPA) and are never released to unauthorized parties.

**APPLICANT AGREEMENT**

I hereby apply for admission to Brevard Community College and certify that all information is accurate and complete to the best of my knowledge. If admitted to Brevard Community College, I agree to abide by all the regulations of the college and the laws of the State of Florida. I certify that as a condition of my admission, I will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during enrollment at Brevard Community College according to the college's Drug-Free Policy. I also understand that in order to take courses for credit or to receive credit for courses completed, a copy of my high school transcript is required, along with official transcripts from all colleges previously attended. I further agree to allow my records and test scores to be electronically received from other institutions and/or transferred to the institution of my choice.

SIGNATURE: ____________________________  DATE: ____________________________

*Complete Residency Affidavit on Back Page*
Florida Residency for Tuition Purposes Affidavit

Brevard Community College will award Florida residency status for in-state tuition in accordance with state laws, rules and guidelines. The Florida law regarding residency for tuition purposes allows U.S. citizens and lawful permanent residents to be classified as a Florida resident for tuition purposes if the applicant or the dependent applicant’s parent/legal guardian has been a legal resident of the state for at least 12 months preceding the first day of classes of the term for which Florida residency is sought. Residence in Florida must be as a bona fide domicile rather than for the purpose of maintaining a residence incidental to enrollment at an institution of higher education. Living in or attending school in Florida does not, in itself, establish legal residence. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents.

**NON-FLORIDA RESIDENTS**

I understand that I do not qualify as a Florida resident for tuition purposes for the term for which this application is submitted and that, if I should qualify for some future term, it will be necessary for me to file the required documentation prior to the beginning of the term in order to be considered for Florida residency classification.

State of Residence ____________________________ Signature in ink ____________________________ Date ____________________________

**FLORIDA RESIDENTS**

This section must be completed in full if you claim Florida residency for tuition purposes.

**Required Documentation**

1. At least two pieces of supporting documentation. At least one of the documents must have an original issue date at least 12 months prior to the first day of classes for the requested residency term.
2. At least one of the documents must be a Florida Driver License or state-issued ID.
3. Proof of U.S. citizenship: Persons who were born outside of the United States but are claiming U.S. citizenship must provide proof of citizenship or naturalization.
4. STUDENT UNDER THE AGE OF 24 must prove dependency status: Copy of tax return from previous year or other documentation that can prove the student is either a dependent or independent person.
   - If student is claiming dependent status, the parent must sign the affidavit and provide documents supporting residency classification.
   - If student is claiming independent status, the student must sign the affidavit and provide documents supporting residency classification.
5. STUDENTS 24 YEARS OF AGE OR OLDER WHO CLAIM DEPENDENT STATUS: Copy of parent’s tax return from previous year or other documentation indicating that student was an eligible dependent.

**Dependent Student:** Any person, whether or not living with his or her parent, who is eligible to be claimed by his or her parent as a dependent under the federal income tax code.

**Independent Student:** An independent person provides more than fifty percent of his or her own support.

**STUDENT:** (check box that applies)

- [ ] I am an independent person and have maintained legal residence in Florida for at least 12 months.
- [ ] I am a dependent person and my parent or legal guardian has maintained a legal residence in Florida for at least 12 months.
- [ ] I am a dependent person who has resided for five years with an adult relative other than my parent or legal guardian and my relative has maintained legal residence in Florida for at least 12 months.
- [ ] I am married to a person who has maintained legal residence in Florida for at least 12 months. I have now established legal residence and intend to make Florida my permanent home. (Required: copy of marriage certificate)
- [ ] I was previously enrolled at a Florida state institution and classified as a Florida resident for tuition purposes. I abandoned my Florida domicile less than 12 months ago and am now re-establishing Florida legal residence. (Required: Attach verification from institution.)
- [ ] According to the U.S. Bureau of Citizenship and Immigration Services, I am a permanent resident alien or other legal alien granted indefinite stay, and have maintained a domicile in Florida for at least 12 months. (Required: documentation and proof of Florida residency status.)
- [ ] I am a member of the armed services of the United States and I am stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida, or I am a member’s spouse or dependent child. (Required: a copy of military orders)
- [ ] I am a full-time instructional or administrative employee, employed by a Florida public school, community college or institution of higher education, or I am the employee’s spouse or dependent child. (Required: copy of employment verification.)
- [ ] I am a qualified beneficiary under the terms of the Florida Prepaid College Program. (Required: copy of card)
- [ ] I am a full-time employee of a state agency or political subdivision of the state whose student fees are paid by the state agency or political subdivision for the purpose of job-related law enforcement or corrections training.
- [ ] Other exceptions may exist. Consult Florida Statute.

In addition to any documents required above, documents issued to the person who is claiming residency are required and at least one must be a driver license or I.D. issued by the state of Florida. Documentation must provide clear and convincing evidence that establishes that the person claiming residency has been a Florida resident for the preceding twelve months. No single piece of documentation shall be conclusive. All documentation is subject to verification.

**Please print:**

1. Name of student: ____________________________
2. Student’s SS#: ____________________________
3. Name of person claiming Florida residency: ____________________________
4. Relationship to student: ____________________________
5. Claimant’s permanent legal address: Street/P.O. Box Apt.# City State Zip Code
6. Claimant’s telephone #: ____________________________
7. Date claimant began establishing legal Florida residence and domicile:
8. Claimant’s voter registration: State: ______ Number: ______ County: ______ Issue Date: ______
9. Claimant’s driver license: State: ______ Number: ______ Issue Date: ______
10. Claimant’s vehicle registration: State: ______ Tag #: ______ Issue Date: ______
11. Non-U.S. citizen only: resident alien number: ______
   (Copy of both sides of card required)

I do hereby swear or affirm that the above-named student meets all requirements indicated in the checked category above for classification as a Florida resident for tuition purposes. I understand that a false statement in this document will subject me to penalties for making a false statement pursuant to 837.06, Florida Statutes.

Signature (in ink) of person claiming Florida residency (as listed in item #3 above) ____________________________ Date ____________________________
Mission Statement

Our Vision

Brevard Community College is committed to
Being our Community's Center for
• Quality Teaching and
• Lifelong Learning

Our Mission

To engage our diverse population in quality, accessible, learning opportunities which successfully meet individual and community needs.

Brevard Community College fulfills its mission by offering the following:
1. Undergraduate Studies and Associate Degrees to pursue a Baccalaureate Degree.
2. Technical and vocational training for Associate Degrees and Certificates for entering the workforce, improving professional skills, and developing new competencies.
3. Instructional support services such as advisement and career guidance.
4. Activities supporting cultural enrichment, economic development, sports, wellness and quality of life.
5. Workshops and classes for personal growth, developmental instruction, and lifelong learning.

Our Philosophy

The College embraces the following key values and beliefs:
1. RESPECT FOR THE INDIVIDUAL (COURTESY/CIVILITY): Central to our philosophy is respect for the individual, manifested through courtesy and civility in every endeavor.
2. CONTINUOUS IMPROVEMENT/PROFESSIONAL COMPETENCE: Recognizing that we exist in a dynamic environment, we foster innovation to promote continuous improvement in student, employee, and organizational development.
3. PASSION FOR LEARNING: As an educational catalyst, the College sparks the flame of human curiosity by creating an environment to ignite and sustain a passion for lifelong learning.
4. LEADERSHIP, EMPOWERMENT, INTEGRITY: We value leadership styles that engender trust and confidence, and that empower people to make sound decisions.
5. TEAMWORK, SENSE OF BELONGING: We encourage a sense of belonging by employees and students through promoting an atmosphere of teamwork that embraces the college's mission and goals.
6. SERVICE: We provide quality service to students, colleagues, and the community with the intention that all those served achieve higher levels of success and satisfaction.
7. ACCOUNTABILITY: Through systematic review and evaluation, we are publicly accountable to achieve our mission.
8. SENSE OF ACHIEVEMENT: We value achievement and reward those who strive to do their best.

Complete your Associate in Arts (AA) or certain Associate in Science (AS) degrees through BCC. Then continue on to UCF Regional Campuses for seamless and convenient advancement to upper-level study and completion of a Bachelor's degree...all in your own neighborhood.

- Easier Transfer - Academic advising is available beginning your freshmen year to facilitate a smooth transition from BCC to UCF.
- More Affordable - Tuition and fee charges are more reasonable since both institutions are state-supported.
- Flexible Possibilities - Enhance your classroom experience with computer, multimedia or "smart" classrooms. Web and ITV programs available also.

Transfer Scholarships - Students graduating from BCC under the 2+2 program are eligible to apply for merit-based scholarships offered by UCF.

For More Information, Call (321) 433-7821
University of Central Florida Regional Campuses
www.regionalcampuses.ucf.edu
Cocoa Campus
1519 Clearlake Road
Cocoa, FL 32922
(321) 433-7300

Melbourne Campus
3865 North Wickham Road
Melbourne, FL 32935
(321) 433-5513

Palm Bay Campus
250 Community College Parkway
Palm Bay, FL 32909
(321) 433-5181

Titusville/Virtual Campus
1311 North U.S. 1
Titusville, FL 32796
Titusville Campus: (321) 433-5050
Virtual Campus: (321) 433-7100

Health Sciences Campus
1519 Clearlake Road
Cocoa, FL 32922
(321) 433-7575

Spaceport Center
1519 Clearlake Road
Cocoa, FL 32922
(321) 433-7750

COLLEGEWIDE PHONE NUMBER:
(321) 632-1111