# Accounting

**Associate of Applied Science in Accounting Technology - Tech Prep**

Accounting, which is often called the “language of business,” provides essential information about the economic activities of a business to its owners, its creditors, and other groups. The two-year accounting technology program is designed to prepare students for mid-level accounting positions, such as full-charge bookkeepers or clerical supervisors in business and industry. Emphasis is placed on generally accepted accounting principles and internal accounting procedures, as well as computer applications.

Although the degree plan contains courses which may be applicable to a four-year accounting degree, it is primarily designed to prepare the student for immediate job placement. Students pursuing a bachelor’s degree in accounting should refer to the Associate of Science in Business Administration sections of this catalog and see a counselor prior to registration.

Students desiring a less comprehensive program that includes some accounting procedures and practices should consider the Accounting Technician Certificate or Advanced Accounting Technician Certificate.

Students who have not had high school accounting or who have not worked in accounting may wish to take ACNT 1303, Introduction to Accounting I, before taking ACCT 2401, Principles of Accounting I - Financial.

Students should plan to take a capstone course, as listed below, in their last semester and should speak with an accounting advisor prior to registering for the final semester.

### FIRST SEMESTER

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2401</td>
<td>Principles of Accounting I-Financial</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>POFI 1401</td>
<td>Computer Applications I</td>
<td>4</td>
</tr>
<tr>
<td>POFT 1321</td>
<td>Business Math</td>
<td>3</td>
</tr>
<tr>
<td>ACNT 1331</td>
<td>Federal Income Tax: Individual</td>
<td>3</td>
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**Total Semester Credit Hours for Degree 70**

### SECOND SEMESTER

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ACCT 2402</td>
<td>Principles of Accounting II-Managerial</td>
<td>4</td>
</tr>
<tr>
<td>POFI 1401</td>
<td>Computer Applications I</td>
<td>4</td>
</tr>
<tr>
<td>ACNT 1311</td>
<td>Introduction to Computerized Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACNT 1329</td>
<td>Payroll &amp; Business Tax Accounting</td>
<td>3</td>
</tr>
<tr>
<td>- - - - - - - Business elective*</td>
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**Total Semester Credit Hours for Degree 70**

### THIRD SEMESTER

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ACNT 2303</td>
<td>Intermediate Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>ACNT 1313</td>
<td>Computerized Accounting Applications</td>
<td>3</td>
</tr>
<tr>
<td>BUSI 1301</td>
<td>Business Principles</td>
<td>3</td>
</tr>
<tr>
<td>- - - - - - - Business elective*</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SPCH 1315</td>
<td>Principles of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>- - - - - - - Natural Science/Mathematics</td>
<td>4</td>
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</table>

**Total Semester Credit Hours for Degree 70**

### FOURTH SEMESTER

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ACNT 2304</td>
<td>Intermediate Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>BUSI 2301</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>ACNT 2309</td>
<td>Cost Accounting</td>
<td>3</td>
</tr>
<tr>
<td>- - - - - - - Social/Behavioral Science</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>- - - - - - - Humanities/Fine Arts</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ACNT 2389</td>
<td>Internship--Accounting</td>
<td>3</td>
</tr>
<tr>
<td>- - - - - - - Accounting Capstone</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Total Semester Credit Hours for Degree 70**

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*Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.  
Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined.  
If both core and FOS, courses are shown in bold and underline type.  
Students completing a high school Tech Prep program may receive credit for indicated courses.
Agribusiness

Associate of Science in Agribusiness

Students will gain a basic understanding of how agriculture fits into the global marketplace, as well as learning accounting practices.

FIRST SEMESTER

<table>
<thead>
<tr>
<th>Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2301 Principles of Economics: Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>BIOL * Biology</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 2401 Principles of Accounting I - Financial</td>
<td>4</td>
</tr>
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</table>

SECOND SEMESTER

<table>
<thead>
<tr>
<th>Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1302 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>KINE Health, Wellness &amp; Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>BIOL * Biology</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 2402 Principles of Accounting II - Managerial</td>
<td>4</td>
</tr>
<tr>
<td>ECON 2302 Principles of Economics: Microeconomics</td>
<td>3</td>
</tr>
</tbody>
</table>

THIRD SEMESTER

<table>
<thead>
<tr>
<th>Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2301 American Government I</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>SPCH Communication: Other</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302 History of the United States since 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
</tr>
<tr>
<td>AGRI 2317 Introduction to Agriculture Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

FOURTH SEMESTER

<table>
<thead>
<tr>
<th>Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2301 American Government I</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302 History of the United States since 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1414 College Algebra **</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1412 General Chemistry I</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Semester Credit Hours for Degree 64

* BIOL may be chosen from BIOL 1406, 1407, 1411, or 1413.

** Most programs require MATH 2442 Elementary Statistics. Students who qualify should take this course.

Architecture

Associate of Arts in Architecture

The curriculum is offered for students who are studying for a four- or five-year Bachelor of Architecture degree. Students will gain a basic understanding of architecture and design and be able to create a portfolio of their work. The courses selected are representative of those required during the first two years of study leading to a professional degree in architecture. It is the responsibility of the student to contact the transfer university to obtain its specific course requirements, see an advisor, and enroll in appropriate lower division courses. Upon transfer, students may be required to submit a portfolio of their work for review and acceptance by the selected university.

FIRST SEMESTER

<table>
<thead>
<tr>
<th>Courses</th>
<th>SCH</th>
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</thead>
<tbody>
<tr>
<td>ARTS 1316 Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 2301 Architectural Freehand Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 1311 Introduction to Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>- Social/Behavioral Science: Other</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2301 American Government I</td>
<td>3</td>
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</table>

SECOND SEMESTER

<table>
<thead>
<tr>
<th>Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 1301 Architectural History I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 1302 Architectural History II</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 1303 Architectural Design I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1414 College Algebra or higher **</td>
<td>4</td>
</tr>
<tr>
<td>SPCH 1315 Principles of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302 History of the United States since 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
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THIRD SEMESTER

<table>
<thead>
<tr>
<th>Courses</th>
<th>SCH</th>
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</thead>
<tbody>
<tr>
<td>PHYS 1401 College Physics I</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 1304 Architectural Design II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302 History of the United States since 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
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FOURTH SEMESTER

<table>
<thead>
<tr>
<th>Courses</th>
<th>SCH</th>
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<tbody>
<tr>
<td>- Computer Literacy</td>
<td>3-4</td>
</tr>
<tr>
<td>ARCH Architectural elective</td>
<td>3</td>
</tr>
<tr>
<td>ARTS Arts elective</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 1402 College Physics I</td>
<td>4</td>
</tr>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>KINE Health, Wellness, Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>ARCH 1307 Architectural Graphics I</td>
<td>3</td>
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</table>

Total Semester Credit Hours for Degree 64/65

** Most architecture programs require MATH 2412 Precalculus or equivalent as the math requirement. Students who qualify should take this course.
### Associate of Science in Business Administration - Field of Study

The Associate of Science in Business Administration degree is designed to provide students with the freshman and sophomore courses that will transfer to Texas public universities for a bachelor of arts (BA/BBA) or bachelor of science (BS) degree in business. This degree plan is based on the latest field of study requirements for business as identified by the Texas Higher Education Coordinating Board.

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>SCH</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BCIS 1405</td>
<td>Business Computer Applications</td>
<td>4</td>
</tr>
<tr>
<td>BUSI 1301</td>
<td>Business Principles</td>
<td>3</td>
</tr>
<tr>
<td>KINE 1400</td>
<td>Health, Wellness, Kinesiology</td>
<td>1</td>
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<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
<td>4</td>
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<table>
<thead>
<tr>
<th>SECOND SEMESTER</th>
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<tbody>
<tr>
<td>ENGL 1302</td>
<td>English Composition II</td>
</tr>
<tr>
<td>- - - - - - - -</td>
<td>Humanities: Visual/Performing Arts</td>
</tr>
<tr>
<td>MATH 1324</td>
<td>Finite Mathematics with Business Applications</td>
</tr>
<tr>
<td>- - - - - - - -</td>
<td>Natural Science</td>
</tr>
<tr>
<td>SPCH 1321</td>
<td>Business and Professional Speech</td>
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<table>
<thead>
<tr>
<th>THIRD SEMESTER</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2401</td>
<td>Principles of Accounting I - Financial</td>
</tr>
<tr>
<td>ECON 2301</td>
<td>Principles of Economics: Macroeconomics</td>
</tr>
<tr>
<td>GOVT 2301</td>
<td>American Government I</td>
</tr>
<tr>
<td>MATH 1425</td>
<td>Calculus with Business Applications</td>
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<tr>
<td>BUSI 2301</td>
<td>Business Law</td>
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<table>
<thead>
<tr>
<th>FOURTH SEMESTER</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2402</td>
<td>Principles of Accounting II - Managerial</td>
</tr>
<tr>
<td>ECON 2302</td>
<td>Principles of Economics: Microeconomics</td>
</tr>
<tr>
<td>GOVT 2302</td>
<td>American Government II</td>
</tr>
<tr>
<td>- - - - - - - -</td>
<td>Social/Behavioral Science</td>
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<tr>
<td>- - - - - - - -</td>
<td>Natural Science</td>
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Total Semester Credit Hours for Degree 65

### Certificate of Completion in Business

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<thead>
<tr>
<th>FIRST SEMESTER</th>
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<tbody>
<tr>
<td>BUSI 1301</td>
<td>Business Principles</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 1303</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSI 2301</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>MRKG 1311</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 1395</td>
<td>Special Topics: Process Control and Supply Chain Management</td>
<td>3</td>
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Total Semester Credit Hours for Certificate 15

### Certificate of Completion in International Business

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
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</thead>
<tbody>
<tr>
<td>BUSI 1301</td>
<td>Business Principles</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 1303</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MRKG 1311</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>IBUS 1305</td>
<td>Introduction to International Business and Trade</td>
<td>3</td>
</tr>
<tr>
<td>- - - - - - - -</td>
<td>Social/Behavioral Science</td>
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</table>

Total Semester Credit Hours for Certificate 15

### Certificate of Completion in Management

<table>
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<tr>
<th>FIRST SEMESTER</th>
<th>SCH</th>
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<tbody>
<tr>
<td>BMGT 1301</td>
<td>Supervision</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 1303</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 1307</td>
<td>High Performance Work Teams</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 1311</td>
<td>Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 2347</td>
<td>Critical Thinking and Problem Solving</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Semester Credit Hours for Certificate 12

* Management elective chosen from BMGT, BUSG, BUSI, MRKG, HRPO.

- Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.
- Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.
- Students completing a high school Tech Prep program may receive credit for indicated courses.
Certificate of Completion in Small Business Operations

The Certificate of Completion in Small Business Operations is designed for individuals who plan to open their own business and/or those students who want to work for a small organization (usually one with less than fifty full-time employees) in a leadership role. With the assistance of the Management Faculty Advisor, these courses can become part of an AAS in Management for students who want to continue their education.

FIRST SEMESTER
- BMGT 1301 Supervision 3
- BMGT 1303 Principles of Management 3
- BUSI 1307 Personal Finance 3
- MRKG 1311 Principles of Marketing 3

SECOND SEMESTER
- BUSG 2309 Small Business Management 3
- BUSI 2301 Business Law 3
- HRPO 1311 Human Relations 3
- MRKG 2333 Principles of Selling 3

Total Semester Credit Hours for Certificate 12

Certificate of Completion in Supervision

FIRST SEMESTER
- BMGT 1307 High Performance Work Teams 3
- HRPO 1311 Human Relations 3
- BMGT 1383 Cooperative Education, Business and Management, General 3

SECOND SEMESTER
- BMGT 1301 Supervision 3
- BMGT 2382 Cooperative Education, Business and Management, General 3

Total Semester Credit Hours for Certificate 9

Career Pilot Technology

To be eligible for reduced aircraft usage (rental) rates, each student will register in two ground school courses and one flight course during the regular semesters, and one ground school course and one flight course during the summer semesters. All courses in each certificate apply toward the next level certificate.

Certificate of Completion in Career Pilot

This certificate is designed to prepare students for that part of the aeronautical experience required for the commercial pilot certificate as specified in the Federal Aviation Regulation 61.129. All courses in each certificate apply toward the next level certificate.

FIRST SEMESTER
- AIRP 1215 Private Flight 2
- AIRP 1345 Aviation Safety 3
- AIRP 1317 Private Pilot Ground School 3

SECOND SEMESTER
- AIRP 1255 Intermediate Flight 2
- AIRP 1343 Aerodynamics 3
- AIRP 1301 Air Navigation 3

Total Semester Credit Hours for Certificate 16

Certificate of Completion in Instrument Pilot

Completion of the Instrument Pilot Certificate is a prerequisite to the Commercial Pilot Certificate.

FIRST SEMESTER
- AIRP 1255 Intermediate Flight 2
- AIRP 1351 Instrument Ground School 3
- AIRP 1307 Aviation Meteorology 3

SECOND SEMESTER
- AIRP 2250 Instrument Flight 2
- AIRP 1341 Advanced Air Navigation 3
- AIRP 2331 Advanced Meteorology 3

Total Semester Credit Hours for Certificate 8

Certificate of Completion in Commercial Pilot

All courses in each certificate apply toward the next level certificate.

FIRST SEMESTER
- AIRP 1255 Intermediate Flight 2
- AIRP 2333 Aircraft Systems 3
- AIRP 2337 Commercial Ground School 3

SECOND SEMESTER
- AIRP 2250 Instrument Flight 2
- AIRP 1341 Advanced Air Navigation 3
- AIRP 2331 Advanced Meteorology 3

Total Semester Credit Hours for Certificate 16

Communications

Associate of Science in Communications: Audio Recording

Students will gain a basic understanding of the audio recording industry and be able to create a CD.

FIRST SEMESTER
- ENGL 1301 English Composition I 3
- HIST 1301 History of the United States to 1877 or HIST 1302 History of the United States since 1877 or HIST 2301 History of Texas 3
- KINE - - - - Health, Wellness, Kinesiology 1
- - - - - - - - Computer Literacy 3
- MUAP - - - Elective** 1
- COMM 2303 Beginning Audio Recording Techniques 3
- MUSI 1301 Fundamentals of Music or MUSI 1211 Music Theory I 2-3 16/17

SECOND SEMESTER
- ENGL 1302 English Composition II 3
- HIST 1301 History of the United States to 1877 or HIST 1302 History of the United States since 1877 or HIST 2301 History of Texas 3
- - - - - - - - Humanities: Visual/Performing Arts* 3
- - - - - - - - Social/Behavioral Science: Other** 3
- - - - - - - - Mathematics# 3
- MUAP - - - Elective** 1
- COMM 2220 Intermediate Recording Techniques 2

Total Semester Credit Hours for Certificate 18
### THIRD SEMESTER

- **GOVT 2301** American Government I  
- **GOVT 2302** American Government II 3  
- **- - - - - - - Natural Science** 4  
- **- - - - - - - Communication: Other** 3  
- **COMM 2122** Advanced Recording & Production Techniques 1  
- **COMM 2324** Electronic Music I (Editing Hard Disk) 3  

Total Semester Credit Hours for Degree 64/65

** Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.  
* Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.  
+ Students completing a high school Tech Prep program may receive credit for indicated courses.

### Certificate of Completion in Desktop Publishing

**FIRST SEMESTER**  
- **ITSC 1309** Integrated Software Applications I 3  
- **ARTC 1453** Computer Illustration 4  
- **ENGL 1301** English Composition I 3  
- **SOCI 1301** Introductory Sociology 3  
- **- - - - - - - Humanities/Fine Arts** 3  

Total Semester Credit Hours for Certificate 29/30

### Associate of Applied Science in Desktop Publishing

**FIRST SEMESTER**  
- **ITSC 1309** Integrated Software Applications I 4  
- **ARTC 1453** Computer Illustration 4  
- **ENGL 1301** English Composition I 3  
- **SOCI 1301** Introductory Sociology 3  
- **- - - - - - - Humanities/Fine Arts** 3  

Total Semester Credit Hours for Degree 64/65

### Certificate of Completion in Microcomputer Applications

**FIRST SEMESTER**  
- **ITSC 1309** Integrated Software Applications I 3  
- **ARTC 1413** Digital Publishing I 4  
- **ENGL 1301** English Composition I 3  
- **MATH 1414** College Algebra 4  
- **- - - - - - - Humanities/Fine Arts** 3  

Total Semester Credit Hours for Certificate 29/30
SECOND SEMESTER
- ITSE 1331 Introduction to Visual BASIC Programming 3
- ITSW 1304 Introduction to Spreadsheets 3
- ITSE 2309 Database Programming 3
- ITSW 1410 Introduction to Presentation Graphics Software 4

Total Semester Credit Hours for Certificate 27

Certificate of Completion in Web Design
FIRST SEMESTER
- ITSC 1309 Integrated Software Applications I 3
- ITSC 1321 Intermediate PC Operating Systems 3
- ITNW 1337 Introduction to the Internet 3
- ARTC 1453 Computer Illustration 4

SECOND SEMESTER
- ITSC 1313 Internet/Web Page Development 3
- ITSE 2302 Intermediate Web Programming 3
- ITSE 2309 Introduction to Database Programming 3
- - - - - - Elective* 3-4

THIRD SEMESTER
- CPMT 1449 Computer Networking Technology 4
- - - - - - Humanities: Visual/Performing Arts 3
- HIST 1301 History of the United States to 1877
  or
- HIST 1302 History of the United States since 1877
  or
- HIST 2301 History of Texas 3
- - - - - - Computer Literacy 3-4
- - - - - - Natural Science 4

12-13

Total Semester Credit Hours for Certificate 39/42

* Electives: Choose from ARTS 2313, 2314, ARTC 2440, INEW 2334, ITSE 1331, 2317, ITSW 1410, MRKG 1311.

ASSOCIATE OF SCIENCE IN COMPUTER INFORMATION SYSTEMS
This degree is designed for students whose goal is to transfer to a four-year university.

FIRST SEMESTER
- ENGL 1301 English Composition I 3
- MATH 1414 College Algebra (or more advanced) 4
- HIST 1301 History of the United States to 1877
  or
- HIST 1302 History of the United States since 1877
  or
- HIST 2301 History of Texas 3
- - - - - - Computer Literacy 3-4
- - - - - - Natural Science 4

17/18

SECOND SEMESTER
- ENGL 1302 English Composition II 3
- - - - - - Humanities: Visual/Performing Arts 3
- HIST 1301 History of the United States to 1877
  or
- HIST 1302 History of the United States since 1877
  or
- HIST 2301 History of Texas 3
- COSC 1420 "C" Language Programming 4
- - - - - - Natural Science 4
- KINE - - - - Health, Wellness, Kinesiology 1

18

THIRD SEMESTER
- SOCI 1301 Introductory Sociology 3
- ITSE 1310 Pascal Programming 3
- GOVT 2301 American Government I 3
- ACCT 2401 Principles of Accounting I - Financial 4
- SPCH 1315 Principles of Public Speaking 3

16

FOURTH SEMESTER
- GOVT 2302 American Government II 3
- ITSE 2359 Advanced Computer Programming 3
- - - - - - Humanities: Other 3
- BMGT 1303 Principles of Management 3

12

Total Semester Credit Hours for Degree 63/64

* Electives should be chosen from ITCC or ITNW courses for network maintenance concentration. Otherwise, electives should be chosen from computer related areas.

** The capstone experience will be assigned by the Lead Instructor as CPMT 2449 or CPMT 2488.

Certificate of Completion in Computer Maintenance Technology

ASSOCIATE OF APPLIED SCIENCE IN COMPUTER MAINTENANCE TECHNOLOGY - TECH PREP
This tech prep program is designed to prepare students with concepts and skills required for entry level employment into computer support and maintenance careers. Completion prepares the student with CISCO routing skills.

FIRST SEMESTER
- CPMT 1407 Electronic and Computer Skills 4
- CPMT 1445 Computer Systems Maintenance 4
- - - - - - Integrated Software Applications I 3
- - - - - - Introduction to Computer Maintenance 4
- TECM 1341 Technical Algebra 3

18

SECOND SEMESTER
- CPMT 2445 Computer System Troubleshooting 4
- TECM 1349 Technical Math Applications 3
- ITCC 1402 CCNA 1: Networking Basics 4
- ENGL - - - - Written Communication 3
- - - - - - Humanities/Fine Arts 3

17

THIRD SEMESTER
- - - - - - Elective* 4
- SPCH - - - - Oral Communications 3
- BMGT 1307 High Performance Work Teams 3
- - - - - - Social/Behavioral Science 3
- - - - - - Elective* 3

16

FOURTH SEMESTER
- - - - - - Natural Science 4
- CPMT - - - - Capstone Course** 4
- - - - - - Elective* 4

12

Total Semester Credit Hours for Degree 63

* Electives should be chosen from ITCC or ITNW courses for network maintenance concentration. Otherwise, electives should be chosen from computer related areas.

** The capstone experience will be assigned by the Lead Instructor as CPMT 2449 or CPMT 2488.

Certificate of Completion in Computer Maintenance Technology

ASSOCIATE OF SCIENCE IN COMPUTER MAINTENANCE TECHNOLOGY - TECH PREP
This tech prep program is designed to prepare students with concepts and skills required for entry level employment into computer support and maintenance careers. Completion prepares the student with CISCO routing skills.

FIRST SEMESTER
- CPMT 1407 Electronic and Computer Skills 4
- CPMT 1445 Computer Systems Maintenance 4
- ITSC 1309 Integrated Software Applications I 3
- - - - - - Introduction to Computer Maintenance 4
- TECM 1341 Technical Algebra 3

18

SECOND SEMESTER
- CPMT 2445 Computer System Troubleshooting 4
- TECM 1349 Technical Math Applications 3
- ITCC 1402 CCNA 1: Networking Basics 4
- ENGL - - - - Written Communication 3
- - - - - - Humanities/Fine Arts 3

17

THIRD SEMESTER
- - - - - - Elective* 4
- SPCH - - - - Oral Communications 3
- BMGT 1307 High Performance Work Teams 3
- - - - - - Social/Behavioral Science 3
- - - - - - Elective* 3

16

FOURTH SEMESTER
- - - - - - Natural Science 4
- CPMT - - - - Capstone Course** 4
- - - - - - Elective* 4

12

Total Semester Credit Hours for Degree 63

* Electives should be chosen from ITCC or ITNW courses for network maintenance concentration. Otherwise, electives should be chosen from computer related areas.

** The capstone experience will be assigned by the Lead Instructor as CPMT 2449 or CPMT 2488.
Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.

Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.

Students completing a high school Tech Prep program may receive credit for indicated courses.

Certificate of Completion in Network Maintenance Technology

FIRST SEMESTER

- ITCC 1402 CCNA 1: Networking Basics 4
- CPMT 1411 Introduction to Computer Maintenance 4
- CPMT 1407 Electronic and Computer Skills 4

SECOND SEMESTER

- CPMT 1449 Computer Networking Technology 4
- ITCC 1406 CCNA 2: Router and Routing Basics 4
- CPMT 2445 Computer System Troubleshooting 4

THIRD SEMESTER

- CPMT 2449 Advanced Computer Networking Technology 4
- ITCC 1442 CCNA 3: Switching Basic and Intermediate Routing 4
- ITCC 1446 CCNA 4: WAN Technologies 4

Total Semester Credit Hours for Certificate 36

** The capstone experience will be assigned by the Lead Instructor as CPMT 2449 or CPMT 2488.

Certificate of Completion in Computer Programming

FIRST SEMESTER

- COSC 1301 Microcomputer Applications 3
- ITSE 1331 Introduction to Visual BASIC Programming 3
- ITSC 1309 Integrated Software Applications I 3
- ITSE 1310 Pascal Programming 3
- ITSE 2317 JAVA Programming 3

SECOND SEMESTER

- COSC 1420 "C" Language Programming 4
- ITSE 2349 Advanced Visual BASIC Programming 3
- ITSE 2309 Database Programming 3
- ITSE 2359 Advanced Computer Programming 3
- ITSC 1364 Practicum (or Field Experience)- Computer and Information Sciences, General 3

Total Semester Credit Hours for Certificate 31

Computer Programming

Associate of Applied Science in Computer Programming

FIRST SEMESTER

- COSC 1301 Microcomputer Applications 3
- ITSE 1331 Introduction to Visual BASIC Programming 3
- ENGL 1301 English Composition I 3
- MATH 1414 College Algebra 4
- SOCI 1301 Introductory Sociology 3

SECOND SEMESTER

- ITSC 1309 Integrated Software Applications I 3
- ITSE 2349 Advanced Visual BASIC Programming 3
- COSC 1420 "C" Language Programming 4
- MATH 1324 Finite Mathematics with Business Applications I 3
- SPCH 1315 Principles of Public Speaking 3

THIRD SEMESTER

- ITSE 2317 JAVA Programming 3
- ITSE 1310 Pascal Programming 3
- ECON 2301 Principles of Economics: Macroeconomics 3
- ENGL 2311 Technical Writing 3
- * * * * * * * * Elective 3

Total Semester Credit Hours for Degree 62

Certificate of Completion in Computer Science - Field of Study

This degree plan is designed for students who plan to major in Computer Science and transfer to a four-year college or university. The Field of Study courses will constitute a semester credit hour transfer block to any public Texas four-year college or university with a Computer Science major. Transferring students shall not be required to repeat courses transferred as part of the field of study curriculum. However, a receiving institution can require additional lower-division courses that may be necessary for specific degree programs. Students should plan very carefully and work with an advisor.

FIRST SEMESTER

- ENGL 1301 English Composition I 3
- COSC 1301 Microcomputer Applications 3
- COSC 1436 Programming Fundamentals I 4
- HIST 1301 History of the United States to 1877 3
- HIST 1302 History of the United States since 1877 3

THIRD SEMESTER

- ECON 2301 Principles of Economics: Macroeconomics 3
- ENGL 2311 Technical Writing 3
- * * * * * * * * Humanities: Visual/Performing Arts 3

Total Semester Credit Hours for Certificate 31

Computer Science

Associate of Science in Computer Science - Field of Study

- ENGL 1301 English Composition I 3
- COSC 1301 Microcomputer Applications 3
- COSC 1436 Programming Fundamentals I 4
- HIST 1301 History of the United States to 1877 3
- HIST 1302 History of the United States since 1877 3

Total Semester Credit Hours for Degree 62
SECOND SEMESTER

- HIST 1301 History of the United States to 1877
- HIST 1302 History of the United States since 1877
- HIST 2301 History of Texas
- COSC 1437 Programming Fundamentals II
- ENGL 1302 English Composition II
- MATH 2413 Calculus I with Analytic Geometry

THIRD SEMESTER

- HUMA 1301 Introduction to the Humanities I or PHIL 1301 Introduction to Philosophy
- GOVT 2301 American Government I
- COSC 2325 Computer Organization & Machine Language
- PHYS 2425 Mechanics & Heat

FOURTH SEMESTER

- CSME 2444 Cosmetology Instructor IV or CSME 2445 Instructional Theory and Clinic Operation
- BMGT 1307 High Performance Work Teams or BMGT 1309 Integrated Software Applications I
- KINE 1301 Health, Wellness, Kinesiology or PHYS 2426 Electricity, Optics & Waves
- Elective

Total Semester Credit Hours for Degree 65

Certificate of Completion as Cosmetology Student Instructor

To earn this certificate, students must have a GED or high school diploma, a valid T.C.C. license, and successfully complete courses contained in a block unit taught in three semesters.

FIRST SEMESTER

- CSME 1435 Orientation to the Instruction of Cosmetology
- CSME 1434 Cosmetology Instructor I

SECOND SEMESTER

- CSME 2414 Cosmetology Instructor II
- CSME 2415 Cosmetology Instructor III

THIRD SEMESTER

- CSME 2444 Cosmetology Instructor IV
- CSME 2445 Instructional Theory and Clinic Operation

Total Semester Credit Hours for Certificate 24

Certificate of Completion in Cosmetology

This certificate program will provide for 1500 hours of instruction scheduled on the basis of 32 hours per week, to be completed within 12 months. This program will provide students with an opportunity to learn the basic manipulative and theoretical skills necessary to become a licensed cosmetologist.

To earn a certificate, students must successfully complete courses contained in a block unit taught in three semesters.

To be eligible for licensing by the Texas Cosmetology Commission, the students must have completed the following courses of study and must show satisfactory completion of the state administered exam.

FIRST SEMESTER

- CSME 1401 Orientation to Cosmetology
- CSME 1410 Introduction to Haircutting and Related Theory
- CSME 1248 Principles of Skin Care

SECOND SEMESTER

- CSME 2401 The Principles of Hair Coloring and Related Theory
- CSME 2410 Advanced Haircutting and Related Theory
- CSME 1293 Special Topics in Cosmetic Services, General

THIRD SEMESTER

- CSME 2444 Cosmetology Instructor IV
- CSME 2439 Advanced Hair Design
- CSME 2343 Salon Development

Total Semester Credit Hours for Certificate 42

Certificate of Completion in Nail Design

To earn a certificate, students must successfully complete 616 clock hours offered in two semesters.

FIRST SEMESTER

- CSME 1330 Orientation to Nail Technology
- CSME 1431 Principles of Nail Technology I

SECOND SEMESTER

- CSME 1441 Principles of Nail Technology II
- CSME 2530 Nail Enhancement

Total Semester Credit Hours for Certificate 16
Criminal Justice and Corrections

Associate of Science in Criminal Justice - Field of Study

Students will gain basic knowledge about law enforcement, the courts, corrections, and criminal law.

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
</tbody>
</table>
| HIST 1301 History of the United States to 1877 | 3   | or
| HIST 1302 History of the United States since 1877 | 3   | or
| CRIJ 1301 Introduction to Criminal Justice | 3   |
| ITSC 1301 Integrated Software Applications I | 3   |
| COSC 1301 Microcomputer Applications | 3   |
|                              | 16/18 |

<table>
<thead>
<tr>
<th>SECOND SEMESTER</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1302 English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>
| HIST 1301 History of the United States to 1877 | 3 | or
| HIST 1302 History of the United States since 1877 | 3 | or
| CRIJ 1306 Court Systems and Practices | 3 |
|                              | 15  |

<table>
<thead>
<tr>
<th>THIRD SEMESTER</th>
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</thead>
<tbody>
<tr>
<td>GOVT 2301 American Government I</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1315 Principles of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1310 Fundamentals of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2328 Police Systems and Practices</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>16</td>
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</table>

<table>
<thead>
<tr>
<th>FOURTH SEMESTER</th>
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<tbody>
<tr>
<td>GOVT 2301 American Government I</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1414 College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1332 Contemporary Mathematics I</td>
<td>3-4</td>
</tr>
<tr>
<td>CRIJ 2313 Correctional Systems &amp; Practices</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2323 Legal Aspects of Law Enforcement</td>
<td>3</td>
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<tr>
<td></td>
<td>4</td>
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<table>
<thead>
<tr>
<th>TOTAL SEMESTER CREDIT HOURS FOR DEGREE</th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td>63/66</td>
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</table>

Certificate of Completion in Law Enforcement

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>SCH</th>
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</thead>
<tbody>
<tr>
<td>CRIJ 1301 Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1310 Fundamentals of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ITSC 1309 Integrated Software Applications I</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1301 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2313 Correctional Systems and Practices</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>15</td>
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<table>
<thead>
<tr>
<th>SECOND SEMESTER</th>
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<tbody>
<tr>
<td>CRIJ 1306 Court Systems and Practices</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2314 Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2323 Legal Aspects of Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2301 Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>12</td>
</tr>
</tbody>
</table>
THIRD SEMESTER
  • CRJ 2328 Police Systems and Practices 3
  • SOCI 1301 Introduction to Sociology or
  ANTH 2351 Cultural Anthropology 3
  • SPCH 1315 Principles of Public Speaking 3
  • - - - - - - Criminal Justice elective* 3
  • - - - - - - Elective 3
  15
Total Semester Credit Hours for Certificate 42
* CJSA 2382 may be chosen to satisfy one of these electives.

Drafting Technology

Associate of Applied Science in Drafting Technology

The Drafting Technology program provides training experience in traditional board drafting as well as computer-aided drafting. The associate of applied science degree prepares students for entrance into the drafting profession confident of having received a strong foundation in drafting disciplines and skills.

Note: Students should review the catalog course descriptions to determine specific course prerequisites. Some drafting electives may have another drafting elective as a prerequisite. Students planning to transfer should see a counselor or a faculty advisor for a transferable course substitution.

First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFTG 1405 Technical Drafting</td>
<td>4</td>
</tr>
<tr>
<td>DFTG 1409 Basic Computer-Aided Drafting</td>
<td>4</td>
</tr>
<tr>
<td>- - - - - - Computer Literacy</td>
<td>3-4</td>
</tr>
<tr>
<td>TECM 1349 Technical Math Applications</td>
<td>3</td>
</tr>
<tr>
<td>POFT 1132 Workplace Diversity</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>15-16</td>
</tr>
</tbody>
</table>

Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFTG - - - - Elective*</td>
<td>4</td>
</tr>
<tr>
<td>DFTG 2419 Intermediate Computer-Aided Drafting</td>
<td>4</td>
</tr>
<tr>
<td>- - - - - - Social/Behavioral Science</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>- - - - - - Humanities/Fine Arts</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>17</td>
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</table>

Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>DFTG - - - - Elective</td>
<td>4</td>
</tr>
<tr>
<td>DFTG - - - - Elective</td>
<td>4</td>
</tr>
<tr>
<td>POFT 2312 Business Correspondence &amp; Communication</td>
<td>3</td>
</tr>
<tr>
<td>- - - - - - Elective outside major* or ELPT 1325 National Electrical Code I or WLDG 1313 Introduction to Blueprint Reading for Welders 3-4</td>
<td>14-15</td>
</tr>
</tbody>
</table>

Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>DFTG - - - - Elective</td>
<td>4</td>
</tr>
<tr>
<td>DFTG 2486 Internship-Drafting and Design Technology/Technician, General or DFTG 2438 Final Project Advanced Drafting</td>
<td>4</td>
</tr>
<tr>
<td>- - - - - - Natural Science</td>
<td>4</td>
</tr>
<tr>
<td>- - - - - - Oral Communications</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>15</td>
</tr>
</tbody>
</table>

Total Semester Credit Hours for Degree 61/63

* Choose from CNBT 1411, 1442, 2442, or ELPT 1325, or WLDG 1313.
** DFTG Electives should be chosen from DFTG 1417, 1419, 1433, 1458, 2400, 2408, 2410, 2421, 2423, 2427, 2428, 2430, 2431, 2432, 2435, 2440, 2442, 2445, 2459.

The following two certificate exit points allow students to seek employment after a concentrated drafting program. (First semester courses may not be substituted in the Drafting Science & Technology Certificate.)

Certificate of Completion in Drafting Theory & Practices

FIRST SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFTG 1405 Technical Drafting</td>
<td>4</td>
</tr>
<tr>
<td>DFTG 1409 Basic Computer-Aided Drafting</td>
<td>4</td>
</tr>
</tbody>
</table>

SECOND SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFTG - - - - Elective*</td>
<td>4</td>
</tr>
<tr>
<td>DFTG 2419 Intermediate Computer-Aided Drafting</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Semester Credit Hours for Certificate 16

* DFTG Electives should be chosen from DFTG 1417, 1419, 1433, 1458, 2400, 2408, 2410, 2421, 2423, 2427, 2428, 2430, 2431, 2432, 2435, 2440, 2442, 2445, 2459.

Certificate of Completion in Drafting Science & Technology

Students should review the catalog course descriptions to determine specific course prerequisites. Some drafting electives may have another drafting elective as a prerequisite. Students planning to transfer should see a counselor or a faculty advisor for a transferable course substitution.

FIRST SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>DFTG 1405 Technical Drafting</td>
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<tr>
<td>DFTG 1409 Basic Computer-Aided Drafting</td>
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</table>

SECOND SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>DFTG - - - - Elective*</td>
<td>4</td>
</tr>
<tr>
<td>DFTG 2419 Intermediate Computer-Aided Drafting</td>
<td>4</td>
</tr>
</tbody>
</table>

THIRD SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFTG - - - - Elective*</td>
<td>4</td>
</tr>
<tr>
<td>DFTG - - - - Elective*</td>
<td>4</td>
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</table>

FOURTH SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFTG - - - - Elective*</td>
<td>4</td>
</tr>
<tr>
<td>DFTG 2486 Internship-Drafting and Design Technology/Technician, General or DFTG 2438 Final Project Advanced Drafting</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Semester Credit Hours for Certificate 32

* DFTG Electives should be chosen from DFTG 1417, 1419, 1433, 1458, 2400, 2408, 2410, 2421, 2423, 2427, 2428, 2430, 2431, 2432, 2435, 2440, 2442, 2445, 2459.

Degrees and Certificates Offered  51


**Drama**

**Associate of Arts in Drama**

Students will gain a basic understanding of all facets of the theatre from acting to set design. Students will gain the skill to compete for entry level positions.

**FIRST SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities: Visual/Performing Arts</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1351 Introduction to Acting</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 1120 Theatre Arts Lab I</td>
<td>1</td>
</tr>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 2336 Voice and Diction</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science</td>
<td>4</td>
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</table>

**SECOND SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
</tr>
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<tbody>
<tr>
<td>DRAM 1330 Elementary Stagecraft</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science: Other</td>
<td>3</td>
</tr>
<tr>
<td>DRAM - Drama elective*</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1311 Educating Young Children</td>
<td>3</td>
</tr>
</tbody>
</table>

**THIRD SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
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<tbody>
<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
</tr>
<tr>
<td>DRAM - Drama elective*</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 2120 Theatre Arts Lab III</td>
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<tr>
<td>GOVT 2301 American Government I</td>
<td>3</td>
</tr>
<tr>
<td>Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>Health, Wellness, Kinesiology</td>
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</tbody>
</table>

**FOURTH SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
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</thead>
<tbody>
<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science</td>
<td>4</td>
</tr>
<tr>
<td>Health, Wellness, Kinesiology</td>
<td>1</td>
</tr>
</tbody>
</table>

* Total Semester Credit Hours for Degree 64/66

*Drama electives to be chosen from DRAM 1341, 1352, 2121, 2189, 2331, 2361, 2362, 2366

**Education**

**Associate of Arts in Teaching: Early Childhood to Grade 4 Specialization - Field of Study**

Students will gain a basic understanding of the general role of education within the context of community, families, and child development, as well as the role of agencies. Upon completion, students will have enough hours to seek jobs as daycare workers or substitute teachers.

**FIRST SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301 English Composition I</td>
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</tr>
<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302 History of the United States Since 1877</td>
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</tr>
<tr>
<td>MATH 1414 College Algebra</td>
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<tr>
<td>TECA 1311 Educating Young Children</td>
<td>3</td>
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**SECOND SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>ENGL 1302 English Composition II</td>
<td>3</td>
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<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
</tr>
<tr>
<td>Humanities: Visual &amp; Performing Arts</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science</td>
<td>4</td>
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<tr>
<td>MATH 1350 Fundamentals of Mathematics I</td>
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**THIRD SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
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<tbody>
<tr>
<td>GOVT 2301 American Government I</td>
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</tr>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science: Other</td>
<td>3</td>
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<tr>
<td>Principles of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Business and Professional Speech</td>
<td>3</td>
</tr>
<tr>
<td>Health, Wellness, Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>Fundamentals of Mathematics II</td>
<td>3</td>
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<tr>
<td>Wellness of the Young Child</td>
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**FOURTH SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
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</thead>
<tbody>
<tr>
<td>GOVT 2301 American Government I</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>Humanities: Other</td>
<td>3</td>
</tr>
<tr>
<td>BCIS 1405 Business Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>Family, School, and Community</td>
<td>3</td>
</tr>
<tr>
<td>Child Growth and Development</td>
<td>3</td>
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</tbody>
</table>

* Recommended

* Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.
* Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.
* Students completing a high school Tech Prep program may receive credit for indicated courses.
### Associate of Arts in Teaching Early Childhood to Grade 4 - Field of Study

Along with understanding the general role of education, students will focus on math and science for primary learners. Upon completion, students will have enough hours to seek jobs as substitute teachers.

**FIRST SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENGL 1301</td>
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<tr>
<td>HIST 1301</td>
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<td>HIST 1302</td>
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<td>MATH 1414</td>
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<td>EDUC 1301</td>
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**SECOND SEMESTER**

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<td>ENGL 1302</td>
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<tr>
<td>HIST 2301</td>
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<tr>
<td>MATH 1350</td>
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**THIRD SEMESTER**

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<tr>
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<th>SCH</th>
<th>Credits</th>
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<tr>
<td>GOVT 2302</td>
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<td>3</td>
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<tr>
<td>SPCH 1315</td>
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<td>KINE - - -</td>
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<td>MATH 1351</td>
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**FOURTH SEMESTER**

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<tbody>
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<td>GOVT 2302</td>
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<td>BCIS 1405</td>
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<tr>
<td>EDUC 2301</td>
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</tr>
</tbody>
</table>

Total Semester Credit Hours for Degree: 65/67

*Check with transfer institution since ENGL 2311, Technical Writing may be required.
# GEOG 1303 recommended
## Recommended
### Check with transfer institution for specific requirements

### Associate of Arts in Teaching: Education Certification - Field of Study

Along with understanding the general role of education, students will focus on an area of specialization applied to early childhood through grade 12 or grades 8 through 12. Upon completion, students will have enough hours to seek jobs as substitute teachers.

See a counselor for specific courses.

#### Grades 8-12 Certification Areas

- History
- Mathematics
- Physical Science
- Mathematics & Physics
- Speech
- Mathematics & Physical Science & Engineering
- Technology Applications
- Life Science
- Science

#### EC–Grade 12 Certification Areas
- Art
- Theatre
- Music
- Technical Applications
- Physical Education

### Associate of Arts in Teaching Early Childhood Grade 4 to 8 Generalist- Field of Study

Along with understanding the general role of education, students will focus on math skills of the late primary and intermediate learners. Upon completion, students will have enough hours to seek jobs as daycare workers or substitute teachers.

**FIRST SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
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<tr>
<td>HIST 1301</td>
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<td>HIST 1302</td>
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<td>MATH 1414</td>
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**SECOND SEMESTER**

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<tr>
<th>Course</th>
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<tr>
<td>HIST 2301</td>
<td></td>
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<td>3</td>
</tr>
<tr>
<td>MATH 1350</td>
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**THIRD SEMESTER**

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<td>BCIS 1405</td>
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<td>4</td>
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<tr>
<td>EDUC 2301</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

Total Semester Credit Hours for Degree: 65/67

*Check with transfer institution since ENGL 2311, Technical Writing may be required.
# GEOG 1303 recommended
## Recommended
### Check with transfer institution for specific requirements
Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.

Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.

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Save curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.

Students completing a high school Tech Prep program may receive credit for indicated courses.

**Electrical Technology**

**Associate of Applied Science in Electrical Technology**

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPT 1325 National Electrical Code I</td>
<td>3</td>
</tr>
<tr>
<td>ELPT 1419 Fundamentals of Electricity I</td>
<td>4</td>
</tr>
<tr>
<td>TECM 1341 Technical Algebra</td>
<td>3</td>
</tr>
<tr>
<td>ITSC 1309 Integrated Software Applications I</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Semester Credit Hours for Degree</strong></td>
<td>14/15</td>
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</table>

**SECOND SEMESTER**

| ELPT 1420 Fundamentals of Electricity II | 4   |
| ELPT 1455 Electronic Applications       | 4   |
| TECM 1349 Technical Math Applications   | 3   |
| ENGL - - - - - - Humanities/Fine Arts  | 17  |

---

**THIRD SEMESTER**

| ELPT 2319 Programmable Logic Controllers I | 3   |
| SPCH 1315 Principles of Public Speaking  | 3   |
| ENGL - - - - - - Written Communication  | 3   |
| ELPT 1445 Commercial Wiring              | 4   |

**FOURTH SEMESTER**

| ELPT 1441 Motor Control                 | 4   |
| - - - - - - Elective*                   | 3   |
| - - - - - - Social/Behavioral Science   | 3   |
| - - - - - - Elective                    | 3   |

**Total Semester Credit Hours for Degree** | 64/65 |

*Electrical Studies elective may be chosen from ELPT 1321, 2301, 2325, 2331, 2355.

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**Certificate of Completion in Electrical Technology**

**FIRST SEMESTER**

| ELPT 1325 National Electrical Code I | 3   |
| ELPT 1419 Fundamentals of Electricity I | 4   |
| ELPT - - - - Elective*              | 3   |

**SECOND SEMESTER**

| ELPT 1420 Fundamentals of Electricity II | 4   |
| ELPT 1455 Electronic Applications       | 4   |
| ELPT 2405 Motors and Transformers      | 4   |

**THIRD SEMESTER**

| ELPT 2319 Programmable Logic Controllers I | 3   |
| ELPT 1445 Commercial Wiring              | 4   |
| ELPT 1441 Motor Control                 | 4   |

**Total Semester Credit Hours for Certificate** | 33  |

**English**

**Associate Of Arts In English**

Students will expand their knowledge of composition, research, genres, and literary criticism. Through their writing, students will show their understanding of literary principles and how literature reflects society.

**FIRST SEMESTER**

| ENGL 1301 English Composition I | 3   |
| SPAN 1411 Beginning Spanish     | 4   |
| HIST 1301 History of the United States to 1877 | 4   |
| HIST 1302 History of the United States since 1877 | 4   |
| MATH 1414 College Algebra       | 4   |
| MATH 1332 Contemporary Mathematics I | 3-4 |
| KINE - - - - Health, Wellness, Kinesiology | 1   |

**SECOND SEMESTER**

| ENGL - - - - - - Written Communication | 3   |
| MATH - - - - - - Math 3-4             | 1   |

**Total Semester Credit Hours for Degree** | 14/15 |
### Degrees and Certificates Offered

**SECOND SEMESTER**
- **ENGL 1302** English Composition II 3
- **SPAN 1412** Intermediate Spanish 4
- **HIST 1301** History of the United States to 1877
  or
  **HIST 1302** History of the United States since 1877
  or
  **HIST 2301** History of Texas 3
- **SPCH 1315** Principles of Public Speaking 3
- **- - - - - - - -** Computer Literacy 3-4

**THIRD SEMESTER**
- **GOVT 2301** American Government I 3
- **ENGL - - - -** Literature 3
- **- - - - - - - -** Social/Behavioral Science: Other 3
- **- - - - - - - -** Natural Science 4
- **- - - - - - - -** Humanities: Visual/Performing Arts 3

**FOURTH SEMESTER**
- **GOVT 2302** American Government II 3
- **- - - - - - - -** Humanities: Other 3
- **- - - - - - - -** Natural Science 4
- **- - - - - - - -** Literature 3
- **- - - - - - - -** Elective 3

Total Semester Credit Hours for Degree 62/64

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**Gerontology Certificate of Completion in Gerontology Long-Term Care**

**FIRST SEMESTER**
- **GERS 1301** Introduction to Gerontology 3
- **GERS 1342** Aging and Mental Health 3
- **GERS 1302** Directing Activities in Long-Term Care Environments 3
- **GERS 2330** Issues of Long-Term Care 3
- **GERS 1303** Fitness and Wellness for the Aging Population 3

**SECOND SEMESTER**
- **GERS 1306** Practical Eldercare Skills 3
- **GERS 2366** Studies in Aging Practicum 3
- **PSYT 2315** Death and Dying 3

Total Semester Credit Hours for Certificate 24

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**Health & Medical Administrative Services**

**Associate of Applied Science in Health Information Technology Tech Prep**

This tech prep degree program is a professional program which is designed to lead to an associate of applied science degree.

Prerequisites for the program include a minimum of 12th grade reading level as determined by Lee College placement testing. A full-time student can complete the program in two years.

This program is accredited by the Commission on Accreditation of Allied Health Education Programs, in cooperation with the Council on Accreditation of the American Health Information Management Association. Students are eligible to apply to take the national examination to become a Registered Health Information Technician (RHIT).

In the academic study program, students study anatomy and physiology, medical terminology, basic disease processes, medical transcription and word processing, record storage and retrieval, medicolegal aspects, quality improvement, data processing, health record science, hospital statistics, and human resource management.

This program offers preparation for a technical area of service in hospitals, clinics, and related health facilities. Students are trained in assembling, analyzing, coding, abstracting, transcribing, filing, and maintaining health records. Part of the learning experience will include working in the health information management department of a hospital or other health care facility. Mastery of the national examination furthers job opportunities and increases salary.

**FIRST SEMESTER**
- **HITT 1305** Medical Terminology 3
- **ITSC 1309** Integrated Software Applications I 3

**SECOND SEMESTER**
- **ENGL 1301** English Composition I 3
- **BIOL 2401** Human Anatomy and Physiology I 4
- **HITT 1349** Pharmacology 3
- **HITT 1301** Health Data Content and Structure 3
- **HITT 1345** Health Care Delivery Systems 3

**THIRD SEMESTER**
- **BIOL 2402** Human Anatomy and Physiology II 4
- **MRMT 1307** Medical Transcription Fundamentals 3
- **HITT 1341** Coding and Classification Systems 3
- **BIOL 2305** Pathophysiology 3
- **PSYC 2301** Introduction to Psychology 3

**FOURTH SEMESTER**
- **HITT 2160** Clinical - Health Information/Medical Records Technology/Technician 1
- **SPCH - - - -** Oral Communications 3

**FIFTH SEMESTER**
- **HITT 1355** Health Care Statistics 3
- **MRMT 2433** Advanced Medical Transcription 4
- **HITT 2260** Clinical - Health Information/Medical Records Technology/Technician 2
- **HITT 1353** Legal and Ethical Aspects of Health Information 3
- **HITT 2335** Coding and Reimbursement Methodologies 3

**SIXTH SEMESTER**
- **HITT 2339** Health Information Organization and Supervision 3
- **HITT 2343** Quality Assessment and Performance Improvement 3
- **HITT 2261** Clinical - Health Information/Medical Records Technology/Technician 2
- **ENGL 1302** English Composition II 3
- **- - - - - - - -** Humanities/Fine Arts 3

Total Semester Credit Hours for Degree 71

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**Certificate of Completion in Medical Transcription**

The Medical Transcription Certificate will qualify students to work as a medical transcriptionist.

Prerequisites for the certificate program include a minimum typing speed of 40 wpm and a minimum 12th grade reading level as determined by Lee College placement testing. The certificate can be completed in one year by attending full-time.

The Lee College certificate program provides approved curriculum in medical terminology, medical sciences, composition and com-
puter skills. A transcription practicum provides for a capstone experience. A voluntary certification examination is administered by the American Association for Medical Transcription (AAMT).

Job opportunities are available in hospitals, clinics, physicians' offices, and a variety of healthcare facilities, transcription services, as well as self-employment.

**FIRST SEMESTER**  
<table>
<thead>
<tr>
<th>SCH</th>
<th>Course Name</th>
<th>Credits</th>
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<tbody>
<tr>
<td>1</td>
<td>HITT 1305 Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>BIOL 2404 The Human Body</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>HITT 1349 Pharmacology</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>ITSC 1309 Integrated Software Applications I</td>
<td>3</td>
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**SECOND SEMESTER**  
<table>
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<tr>
<th>SCH</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>1</td>
<td>MRMT 1307 Medical Transcription Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>ENGL 1301 English Composition I</td>
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<td>3</td>
<td>POFT 1301 Business English</td>
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<td>4</td>
<td>POFI 2301 Word Processing</td>
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**THIRD SEMESTER**  
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<tr>
<th>SCH</th>
<th>Course Name</th>
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<tbody>
<tr>
<td>1</td>
<td>MRMT 2433 Advanced Medical Transcription</td>
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<tr>
<td>2</td>
<td>HITT 1353 Legal and Ethical Aspects of Health Information</td>
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</tr>
<tr>
<td>3</td>
<td>POFT 2312 Business Correspondence &amp; Communication</td>
<td>3</td>
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</table>

**Total Semester Credit Hours for Certificate**  
36

**Certificate of Completion in Coding**  
The Certificate of Completion in Coding will qualify students to work as a medical coder.

Prerequisites for the certificate program include a minimum 12th grade reading level as determined by Lee College placement testing. The Lee College certificate covers coding conventions and principles that allow the learner to sequence codes according to established guidelines and standards, and demonstrate knowledge in reimbursement methodologies. Part of the learning experience includes a clinical. A voluntary examination is administered by the American Health Information Management Association (AHIMA).

**FIRST SEMESTER**  
<table>
<thead>
<tr>
<th>SCH</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>1</td>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>- - - - - - - - Natural Science</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>HIST 1301 History of the United States to 1877 or HIST 1302 History of the United States since 1877</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>- - - - - - - - Computer Literacy</td>
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**SECOND SEMESTER**  
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<tbody>
<tr>
<td>1</td>
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<td>2</td>
<td>- - - - - - - - Natural Science</td>
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<td>3</td>
<td>HIST 1301 History of the United States to 1877 or HIST 1302 History of the United States since 1877</td>
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<tr>
<td>2</td>
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<td>KINE - - - - Health, Wellness, Kinesiology</td>
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**FOURTH SEMESTER**  
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<tr>
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<td>GOVT 2302 American Government II</td>
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<td>- - - - - - - - Literature</td>
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<td>- - - - - - - - Humanities: Other</td>
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<td>5</td>
<td>TECM 1341 Technical Algebra</td>
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**Total Semester Credit Hours for Degree**  
63/65

**Instrumentation Technology**  

Associate of Applied Science in Instrumentation Technology

**FIRST SEMESTER**  
<table>
<thead>
<tr>
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<tr>
<td>1</td>
<td>INTC 1312 Introduction to Instrumentation and Safety Technology</td>
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<td>2</td>
<td>INTC 1456 Instrumentation Calibration</td>
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<td>3</td>
<td>CPMT - - - - Elective</td>
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<td>4</td>
<td>ITSC 1309 Integrated Software Applications I</td>
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<tr>
<td>5</td>
<td>TECM 1341 Technical Algebra</td>
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**Total Semester Credit Hours for Certificate**  
33

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* Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.  
* Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.  
* Students completing a high school Tech Prep program may receive credit for indicated courses.
SECOND SEMESTER
- INTC 1441 Principles of Automatic Control 4
- CPMT - - - - Elective * 4
- TECM 1349 Technical Math Applications 3
- ENGL - - - - Written Communication 3
- - - - - - Humanities/Fine Arts 3

THIRD SEMESTER
- INTC 1343 Application of Industrial Automatic Control 3
- - - - - - Elective** 3
- SPCH - - - - Oral Communications 3
- BMGT 1307 High Performance Work Teams 3
- - - - - - Elective*** 4

FOURTH SEMESTER
- INTC 2436 Distributed Control and Programmable Logic 4
- - - - - - Natural Science/Mathematics 4
- - - - - - Social/Behavioral Science 3
- INTC 2450 Fieldbus Process Control Systems 4

Total Semester Credit Hours for Degree 65

*Electives to be chosen from CPMT 1407, 1411, 1445.
**Electives to be chosen from INTC 1305, 2339, PTAC 1302.
***Electives to be chosen from INTC 1425, 2405, CPMT 2433, ELPT 1457.

Certificate of Completion in Instrumentation Technology

FIRST SEMESTER
- INTC 1312 Introduction to Instrumentation Technology 3
- INTC 1456 Instrumentation Calibration 4
- TECM 1341 Technical Algebra 3
- CPMT - - - - Elective 4

SECOND SEMESTER
- CPMT - - - - Elective 4
- INTC 1441 Principles of Automatic Control 4
- TECM 1349 Technical Math Applications 3

THIRD SEMESTER
- INTC 2436 Distributed Control and Programmable Logic 4
- INTC 1343 Application of Industrial Automatic Control 3

Total Semester Credit Hours for Certificate 32

CPMT Electives to be chosen from CPMT 1407, 1411, 1445.

Certificate of Completion in Instrumentation Fitter

FIRST SEMESTER
- INTC 1305 Introduction to Electronic Instrumentation 3
- INTC 1425 Instrument Hardware Installation I 4

SECOND SEMESTER
- INTC 2405 Instrument Hardware Installation II 4
- ELPT 1457 Industrial Wiring 4

Total Semester Credit Hours for Certificate 15

Kinesiology/Physical Education

The program is designed for kinesiology/physical education majors who desire to: (1) promote vigorous mental, emotional, social, and physical health; (2) develop motor skills; and (3) prepare students for desirable leisure-time activities. A maximum of four (4) credits of kinesiology/physical education activity classes may be applied to the associate degree at Lee College for non-kinesiology/physical education majors. Those majoring in kinesiology/physical education may take up to eight (8) credits.

Students may take a physical activity course within the same sport, using the beginning and experienced sequence. The same course may not be repeated for credit.

Associate of Science in Kinesiology/Physical Fitness

The Associate of Science in Kinesiology combines the requirements of students who desire to teach, coach, or have an interest in fitness and wellness. Kinesiology/Physical Education majors should also consider the requirements of the senior college to which they intend to transfer and plan their community college scholastic schedule accordingly. It is also suggested to consult the senior university catalog for elective options.
Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.

Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS courses are shown in bold and underline type.

Students completing a high school Tech Prep program may receive credit for indicated courses.
FOURTH SEMESTER
- ** MCHN 2412 Millwright V 4
- - - - - - - - Elective* 3
- - - - - - - - Social/Behavioral Science 4
- - - - - - - - Elective 3
Total Semester Credit Hours for Degree 14

*May chose MCHN 1300.

**Certificate of Completion in Machine Shop - Machinist Option**

FIRST SEMESTER
- ** MCHN 1317 Machine Shop Blueprint Reading 3
- ** MCHN 1452 Intermediate Machining I 4
SECOND SEMESTER
- ** MCHN 1454 Intermediate Machining II 4
- ** MCHN 2441 Advanced Machining I 4
- ** MCHN 2445 Advanced Machining II 4
Total Semester Credit Hours for Certificate 23

**Certificate of Completion in Machine Shop - Millwright Option**

FIRST SEMESTER
- ** MCHN 1317 Machine Shop Blueprint Reading 3
- ** MCHN 2405 Millwright III 4
- ** MCHN 1343 Machine Shop Mathematics 3
SECOND SEMESTER
- ** HYDR 1345 Hydraulics and Pneumatics 3
- ** MCHN 2407 Millwright IV 4
THIRD SEMESTER
- ** MCHN 2412 Millwright V 4
Total Semester Credit Hours for Certificate 21

**Certificate of Completion in Machine Shop - Millwright Helper Option**

FIRST SEMESTER
- ** MCHN 1317 Machine Shop Blueprint Reading 3
- ** MCHN 1425 Millwright I 4
SECOND SEMESTER
- ** MCHN 1429 Millwright II 4
- ** MCHN 2405 Millwright III 4
Total Semester Credit Hours for Certificate 8

**Math/Physics/Pre-Engineering**

Associate of Science in Math/Physics/Pre-Engineering

This degree concentration begins preparing students for a bachelor’s degree in math, physics, or engineering. However, additional courses beyond those required for the AS degree may be needed to place students at the junior level or meet program prerequisites. Students should select a transfer university early in their program and seek the advice of an academic advisor or counselor about course selection and additional credits that may be needed.

FIRST SEMESTER
- ** ENGL 1301 English Composition I 3
- ** HIST 1301 History of the United States to 1877 or
- ** HIST 1302 History of the United States since 1877 or
- ** HIST 2301 History of Texas 3
- ** KINE - - - - Health, Wellness, Kinesiology 1
- ** MATH 2413 Calculus I with Analytic Geometry * 4
- - - - - - - - Computer Literacy 3
Total Semester Credit Hours 14

SECOND SEMESTER
- ** ENGL 1302 English Composition II 3
- ** HIST 1301 History of the United States to 1877 or
- ** HIST 1302 History of the United States since 1877 or
- ** HIST 2301 History of Texas 3
- ** MATH 2414 Calculus II with Analytic Geometry 4
- ** MATH 2418 Linear Algebra 4
- - - - - - - - Humanities: Visual/Performing Arts 3
Total Semester Credit Hours 17

THIRD SEMESTER
- ** GOVT 2301 American Government I 3
- - - - - - - - Natural Science ** 4
- ** MATH 2415 Calculus III with Analytic Geometry 4
- ** MATH 2420 Differential Equations 4
- - - - - - - - Social/Behavioral Science: Other 3
Total Semester Credit Hours 18

FOURTH SEMESTER
- ** GOVT 2302 American Government II 3
- - - - - - - - Communication: Other 3
- - - - - - - - Humanities: Other 3
- - - - - - - - Natural Science ** 4
- - - - - - - - Math (sophomore level) or Physics 3-4
Total Semester Credit Hours 16/17

Total Semester Credit Hours for Degree 65/66

* Placement scores will indicate the appropriate level at which math sequence should start.
** Suggested options for those interested in physics and pre-engineering are CHEM 1411, CHEM 1412, PHYS 2425, and PHYS 2426.
Mental Health Services

Associate of Applied Science in Alcohol and Drug Abuse Counseling

The degree program is designed for those who seek licensure as Licensed Chemical Dependency Counselors and/or certification as Certified Alcoholism and Drug Abuse Counselors as well as the associate of applied science degree.

Prerequisites for the program include 12th grade reading level. The program is approved by the Texas Commission on Alcohol and Drug Abuse. In order to be eligible to take the state test the student must have a high school diploma or GED, complete 270 classroom hours of approved curriculum, have 4000 hours of supervised experience working with chemically dependent persons, and complete 300 hours of approved supervised field work practicum.

The Lee College degree program provides 435 hours of approved curriculum in chemical dependency specific/related education including HIV training required for licensure/certification, and 352 hours of approved supervised field work practicum. The student is responsible for obtaining the 4000 hours of supervised work experience.

FIRST SEMESTER
__ DAAC 1319 Introduction to Alcohol and Other Drug Addictions 3
__ DAAC 1304 Pharmacology of Addiction 3
__ ENGL 1301 English Composition I 3
__ PSYC 2301 Introduction to Psychology 3
__ SOCI 1301 Introductory Sociology 3
15
SECOND SEMESTER
__ DAAC 1311 Counseling Theories 3
__ DAAC 1341 Counseling Alcohol and Other Drug Addictions 3
__ ENGL 1302 English Composition II
or
__ ENGL 2311 Technical Writing 3
__ - - - - - - Social/Behavioral Science 3
__ ITSC 1309 Integrated Software Applications I 3
15
THIRD SEMESTER
__ DAAC 1309 Assessment Skill of Alcohol and Other Drug Addictions 3
__ - - - - - - Natural Science/Mathematics 4
__ SPCH - - - - Oral Communications 3
__ DAAC 1314 Dynamics of Group Counseling 3
13
FOURTH SEMESTER
__ - - - - - - Elective* 3
__ DAAC 1307 Addicted Family Intervention 3
__ DAAC 2280 Cooperative Education-Substance Abuse/Addiction Counseling 2
__ - - - - - - Social/Behavioral Science 3
__ - - - - - - Humanities/Fine Arts 3
14
FIFTH SEMESTER
__ DAAC 1343 Current Issues 3
__ DAAC 1317 Basic Counseling Skills 3
__ • DAAC 2281 Cooperative Education-Substance Abuse/Addiction Counseling 2
__ - - - - - - Elective* 3
11
Total Semester Credit Hours for Degree 68

*Recommended elective: DAAC 1391

Certificate of Completion in Alcohol and Drug Abuse Counseling

Certificate exceeds 270 contact hours required by Texas Commission on Alcohol and Drug Abuse for eligibility to take state test for licensure and TAADAC requirements for certification.

FIRST SEMESTER
__ DAAC 1319 Introduction to Alcohol and Other Drug Addictions 3
__ DAAC 1304 Pharmacology of Addiction 3
__ DAAC 1311 Counseling Theories 3
__ DAAC 1309 Assessment Skill of Alcohol and Other Drug Addictions 3
__ DAAC 1314 Dynamics of Group Counseling 3
SECOND SEMESTER
__ DAAC 1317 Basic Counseling Skills 3
__ DAAC 1309 Assessment Skill of Alcohol and Other Drug Addictions 3
__ DAAC 2280 Cooperative Education-Substance Abuse/Addiction Counseling 2
8
THIRD SEMESTER
__ DAAC 1307 Addicted Family Intervention 3
__ DAAC 1343 Current Issues 3
__ DAAC 2280 Cooperative Education-Substance Abuse/Addiction Counseling 2
5
Total Semester Credit Hours for Certificate 31

Music

Music Majors

Music majors are required to enroll in four semesters of applied music and to meet repertoire and performance requirements. Students are required to attend a one-hour weekly lesson and any assigned master classes. They will perform on at least one recital per semester and at a jury which serves as the final examination. Students will participate in the Performance/Lecture Seminar and will fulfill the recital attendance requirement of a specified number of concerts and/or recitals per semester.

General course content applicable to individual instruction in all applied areas. (The specific requirements of each applied area will be determined by the instructor.)

Applied Music (Music Majors)

MUAP 1203, 1204, 2203, 2204
Violin-Freshman, Sophomore

MUAP 1207, 1208, 2207, 2208
Viola-Freshman, Sophomore

MUAP 1211, 1212, 2211, 2212
Cello-Freshman, Sophomore

MUAP 1215, 1216, 2215, 2216
Str-Bass-Freshman, Sophomore

MUAP 1219, 1220, 2219, 2220
Flute-Freshman, Sophomore
### Degrees and Certificates Offered

**MUAP 1223, 1224, 2223, 2224**
Oboe-Freshman, Sophomore

**MUAP 1227, 1228, 2227, 2228**
Bassoon-Freshman, Sophomore

**MUAP 1231, 1232, 2231, 2232**
Clarinet-Freshman, Sophomore

**MUAP 1235, 1236, 2235, 2236**
Saxophone-Freshman, Sophomore

**MUAP 1239, 1240, 2239, 2240**
Trumpet-Freshman, Sophomore

**MUAP 1243, 1244, 2243, 2244**
French Horn-Freshman, Sophomore

**MUAP 1247, 1248, 2247, 2248**
Trombone-Freshman, Sophomore

**MUAP 1255, 1256, 2255, 2256**
Tuba-Freshman, Sophomore

**MUAP 1259, 1260, 2259, 2260**
Percussion-Freshman, Sophomore

**MUAP 1263, 1264, 2263, 2264**
Class Guitar-Freshman, Sophomore

**MUAP 1267, 1268, 2267, 2268**
Organ-Freshman, Sophomore

**MUAP 1271, 1272, 2271, 2272**
Piano-Freshman, Sophomore

**MUAP 1283, 1284, 2283, 2284**
Voice-Freshman, Sophomore

**MUAP 1289, 1290, 2289, 2290**
Bass Guitar-Freshman, Sophomore

**MUAP 1293, 1294, 2293, 2294**
Elec Guitar-Freshman, Sophomore

**MUAP 1127, 1128, 2127, 2128**
Woodwind-Bassoon

**MUAP 1133, 1134, 2133, 2134**
Woodwind-Saxophone

**MUAP 1137, 1138, 2137, 2138**
Brass-Trumpet

**MUAP 1141, 1142, 2141, 2142**
Brass-French Horn

**MUAP 1145, 1146, 2145, 2146**
Brass-Trombone

**MUAP 1153, 1154, 2153, 2154**
Brass-Tuba

**MUAP 1157, 1158, 2157, 2158**
Percussion

**MUAP 1161, 1162, 2161, 2162**
Str-Class Guitar

**MUAP 1165, 1166, 2165, 2166**
Organ

**MUAP 1169, 1170, 2169, 2170**
Piano

**MUAP 1181, 1182, 2181, 2182**
Voice

**MUAP 1187, 1188, 2187, 2188**
Str-Bass Guitar

**MUAP 1191, 1192, 2191, 2192**
Str-Elec Guitar

**MUAP 1195, 1196, 2195, 2196**
Folk Country Instrument

### Applied Music for Non-Majors

Applied lessons may be taken for elective credit. These students will be required to meet the same lesson attendance and jury requirements as majors but will perform on recitals only at the instructor's discretion. All fore-mentioned objectives apply to elective credit study, however, instructors will have greater flexibility in the choice and amount of repertoire required, dependent upon the student's level of ability. Beginners need to enroll in MUSI courses for piano, voice and guitar. (MUSI 1181, 1182, 1192, 1193).

**MUAP 1101, 1102, 2101, 2102**
Strings-Violin

**MUAP 1105, 1106, 2105, 2106**
Strings-Viola

**MUAP 1109, 111, 2109, 2110**
Strings-Cello

**MUAP 1113, 1114, 2113, 2114**
Strings-Str Bass

**MUAP 1117, 1118, 2117, 2118**
Woodwind-Flute

**MUAP 1121, 112, 2121, 2122**
Woodwind-Oboe

### Associate of Arts in Music - Field of Study

The Associate of Arts (AA) Music is structured to meet the needs of students who will ultimately pursue a baccalaureate degree in music as well as those students who will complete their studies at Lee College. Music courses included in this curriculum are transferable as part of the state approved Field of Study in Music curriculum. The AA in Music also includes 32 credit hours of the state mandated General Education Core. Students should meet minimum standards in one specified area of performance, which will be declared their area of applied concentration.

AA students are required to enroll in either Class Piano or in Applied Piano (as determined by the instructor) until exit proficiency requirements are met.

Students are required to attend the Performance/Lecture Seminar that includes lectures, performances by guest artists, student recitals and other activities providing enrichment experiences for students. Concert attendance is required every semester.

### FIRST SEMESTER

**MUSI 1211**
Music Theory I*

**MUSI 1216**
Elementary Sight Singing and Ear Training I*

**MUSI 1181**
Class Piano (or Applied Piano)

**MUEN 1141**
Lee College Concert Choir

**MUEN 1135**
Jazz Ensemble

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**SCH**

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<th>Title</th>
<th>Credits</th>
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<td>Music Theory I*</td>
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<tr>
<td>MUSI 1216</td>
<td>Elementary Sight Singing and Ear Training I*</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 1181</td>
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<tr>
<td>MUEN 1141</td>
<td>Lee College Concert Choir</td>
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<tr>
<td>MUEN 1135</td>
<td>Jazz Ensemble</td>
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1. Degrees and Certificates Offered

61
### Associate of Arts in Church Music

The Associate of Arts (AA) in Church Music is structured to meet the needs of students who will ultimately pursue a baccalaureate degree in music as well as those students who will complete their studies at Lee College. The AA in Church Music includes 29 credit hours of the state mandated General Education Core.

Students should meet minimum standards in one specified area of performance, which will be declared their area of applied concentration. Students are encouraged to select piano, organ, voice, or conducting as their area of concentration for this degree.

AA students are required to enroll in either Class Piano or in Applied Piano (as determined by the instructor) until exit proficiency requirements are met.

Students are required to attend the weekly Performance/Lecture Seminar that includes lectures, performances by guest artists, student recitals and other activities providing enrichment experiences for students.

Concert attendance is required every semester.

### Core Curriculum Courses (36-37 hours)

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<tr>
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<td>Elementary Sight Singing and Ear Training I **</td>
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<td>Class Piano (or Applied Piano)</td>
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<td>MUEN 1141</td>
<td>Lee College Concert Choir</td>
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<tr>
<td>MUSI 1182</td>
<td>Class Piano (or Applied Piano)</td>
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<td>MUSI 1135</td>
<td>Jazz Ensemble</td>
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<tr>
<td>MUSI 2123</td>
<td>Baytown Symphony Orchestra</td>
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<tr>
<td>MUSI 2125</td>
<td>Concert Band</td>
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<td>MUAP 22 -</td>
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<td>GOVT 2301</td>
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### Field of Study Courses (15 hours)

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<td>Advanced Sight Singing and Ear Training II **</td>
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<td>MUSI 1182</td>
<td>Class Piano (or Applied Piano)</td>
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<td>MUEN 2141</td>
<td>Lee College Concert Choir</td>
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<td>MUSI 2216</td>
<td>Advanced Sight Singing and Ear Training II **</td>
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<td>MUSI 1181</td>
<td>Class Piano (or Applied Piano)</td>
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<td>MUEN 1141</td>
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<td>Jazz Ensemble</td>
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<td>MUAP 22 -</td>
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### General Education Core (15 hours)

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<td>MUSI 1135</td>
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<td>Jazz Ensemble</td>
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<td>MUSI 2123</td>
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<td>MUSI 2125</td>
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<td>MUAP 22 -</td>
<td>Applied Music</td>
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<td>GOVT 2301</td>
<td>History of Texas</td>
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<td>MUSI 1308</td>
<td>Seminar in Church Music I</td>
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<tr>
<td>MUSI 2135</td>
<td>Jazz Ensemble</td>
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</table>

### Total Semester Credit Hours for Degree

66

* Course offered in fall semesters only
** Course offered in spring semesters only
*** Continue Class Piano or private lessons until piano proficiency is met.
### Natural Sciences

#### Associate of Science in Natural Sciences

This degree concentration begins preparing students for a bachelor’s degree in biology, chemistry, environmental science, and geology. However, additional courses beyond those required for the AS degree may be needed to place students at the junior level or meet prerequisites for their program. Students should select a transfer university early in their program and seek the advice of an academic advisor or counselor about course selection.

### First Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<td>HIST 1301</td>
<td>History of the United States to 1877</td>
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### Second Semester

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**Total Semester Credit Hours for Degree:** 61/65

# Placement scores will indicate the appropriate level at which the math sequence should begin.

* Natural Science majors options include:
  - BIOL 1322, 1411, 1413, 1406, 1407, 2305, 2401, 2402, 2404, 2421
  - CHEM 1411, 1412, 2423, 2425
  - PHYS 1401, 1402, 2425, 2426
  - GEOL 1403, 1404, 1405
  - ENVR 1401

* Pre-BSN Nursing students should take BIOL 2401, 2402, 2421, 1322, CHEM 1419.

** Pre BSN Nursing students should take PSYC 2301

*** Pre BSN Nursing students should take PSYC 2317 or SOCI 1301 (Natural Science majors should choose from Natural Science majors options above)
The Board of Nurse Examiners for the state of Texas requires schools to inform enrolled student, (verbally and in writing), about eligibility requirements and to maintain students’ signed receipt of the required information.

The Board of Nurse Examiners has identified certain circumstances that may render a potential candidate ineligible for licensure as a registered nurse in the State of Texas. The Board provides individuals the opportunity to petition the Board for a Declaratory Order as to their eligibility in accordance with Article 301.257 of the Nursing Practice Act.

If you are required to answer “YES” to any of the following questions, please request a Declaratory Order Petition from the Board of Nurse Examiners, P.O. Box 430, Austin, Texas 78767-0430, and return it to the Board’s office. Processing your Petition may take 6 to 12 months, or longer, after you provide all required documentation and depending on your circumstance. Once all requested documents have been received, you will be notified that the Petition has been transferred to the Enforcement Department for review.

1. If you have had any licensing authority: 1) refuse to issue you a license; 2) revoke a license; 3) annul a license; 4) cancel a license; 5) accept surrender of a license; 6) suspend a license; 7) place a license on probation; 8) refuse to renew a professional license or certificate held by you now or previously; or 9) ever fine, censure, reprimand, or otherwise discipline a license issued to you.

2. If you have been arrested in any state, territory, or country, including expunged offenses and deferred adjudication(s) with or without prejudice of guilt for anything other than a minor traffic violation. (DUIs, DWIs, and Pls must be reported and are not considered minor traffic violations.) EFFECTIVE 9/1/03, “minor in possession” (MIP) is no longer required to be reported to the Board.

3. If you have ever been convicted, adjudged guilty by a court, pled guilty or pled nolo contendere to any crime (felony or misdemeanor) whether or not a sentence was imposed (excluding minor traffic violations).

4. If you have any criminal charges pending against you in any court.

5. If you have been diagnosed, treated, or hospitalized in the past five (5) years for schizophrenia or other psychotic disorders, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder.

6. If you have been addicted or treated for the use of alcohol or any other drug within the past five (5) years.

7. If you have been issued any order concerning your eligibility for examination or licensure by this Board or ever received a proposal of ineligibility.

FIRST SEMESTER PREREQUISITES

- **BIOL 2401** Human Anatomy and Physiology I 4
- **RNSG 1301** Pharmacology 3
- **ENGL 1301** English Composition I 3
- **PSYC 2301** Introduction to Psychology 3

It is suggested that the * courses are taken prior to program admission if schedule allows. (Once admitted into the program, all courses must be taken in the sequence listed at the time of admission.) If any RNSG course must be repeated, the lab/clinical corresponding course must be repeated also.

SECOND SEMESTER

- **PSYC 2314** Life Span Growth and Development* 3
- **RNSG 1209** Introduction to Nursing 2
- **RNSG 1205** Nursing Skills I 2
- **RNSG 1341** Common Concepts of Adult Health 3
- **RNSG 1361** Clinical - Nursing - Registered Nurse Training 3
- **BIOL 2402** Human Anatomy and Physiology II* 4

Total: 17

* Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.

Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.

* Students completing a high school Tech Prep program may receive credit for indicated courses.
THIRD SEMESTER
- RNSG 1343 Complex Concepts of Adult Health 3
- RNSG 1362 Clinical - Nursing - Registered Nurse Training 3
- RNSG 2201 Care of Children and Families 2
- RNSG 2161 Clinical - Nursing - Registered Nurse Training 1
- BIOL 2421 Microbiology* 4

FOURTH SEMESTER
- ITSC 1309 Integrated Software Applications I* 3
- ENGL 1302 English Composition II* 3
- - - - - - - - Oral Communications* 3

FIFTH SEMESTER
- RNSG 1251 Care of the Childbearing Family 2
- RNSG 1162 Clinical - Nursing - Registered Nurse Training 1
- RNSG 2213 Mental Health Nursing 2
- RNSG 2160 Clinical - Nursing - Registered Nurse Training 1
- SPNL 1301 Health Care Spanish* 3

SIXTH SEMESTER
- RNSG 2331 Advanced Concepts of Adult Health 3
- RNSG 2121 Management of Client Care 1
- RNSG 2362 Clinical - Nursing - Registered Nurse Training 3
- RNSG 1146 Legal and Ethical Issues for Nurses 1

Total Semester Credit Hours for Degree 72

Progression requires:
- Overall 2.0 GPA in degree plan
- No grade of “D” or below in degree plan courses

Graduation requires:
- Completion of RNSG prefix courses within 5 years of graduation
- Overall GPA of 2.0 in degree plan courses
- No grade of “D” or below in degree plan courses

Associate of Applied Science in Nursing - Transitional Entry

Applications are taken year around, students are strongly encouraged to turn in applications by February 1 for consideration for admission. Students are responsible for furnishing official transcripts to the Admissions and Records Office and a copy to the Allied Health office. The student is required to request transcript evaluation of transfer courses, once admitted into the program. The ADN Admission Committee informs applicants of admission status. Students selected may enter the program provided admission requirements are satisfied.

- No grade of “D” or below in degree plan courses
- Prerequisite courses GPA of 2.5 in BIOL 2401, ENGL 1301, PSYC 2301.
- Science GPA of 2.5 in degree plan courses completed
- Criminal background checks. See Allied Health office for details
- Texas Department of Health and Human Services required immunizations (see Allied Health Admission)

Admission requirements are monitored continuously and may change between catalogs. Contact the Allied Health office for most recent admission requirements including:

- Overall GPA in degree plan
- GPA of prerequisite courses
- GPA of natural science courses completed in the degree plan
- Number of courses completed in degree plan
- Non-degree plan science courses completed, such as chemistry, biology, life science, pathophysiology and nutrition.
- Non-degree plan academic courses such as Sociology, History, Government, Statistics.

The Board of Nurse Examiners for the state of Texas requires schools to inform enrolled student, (verbally and in writing) about eligi-
Nursing (VN)

Certificate of Completion in Vocational Nursing

The purpose of the vocational nursing program is to prepare individuals to perform basic nursing skills as defined by the Vocational Nurse Act. The VN program is accredited by the Board of Vocational Nurse Examiners. Admission to the Vocational Nursing program is based on the following point selection process:

Required Points
- Apply for admission to Lee College, submit to the Admission and Records office an official transcript from high school or GED certificate, and any/all colleges attended,
- Application for VN program on file in Allied Health office,
- Copy of high school diploma or GED certificate in VN folder in Allied Health office,
- Degree plan from Counseling Center signed by counselor,
- Documented 13th grade reading level,
- Complete Lee College assessment/placement tests and complete developmental courses, if required,
- Demonstrate competencies in Allied Health math: “C” or better in MATH 110, or “C” or better on advance placement test for MATH 110
- Mandatory interview with VN faculty member.

Bonus Points
- BIOL 2404-Human Body-no older than 2 years, “B” or better is required. (If this course is taken prior to entering the VN program, the student will not have to take BIOL 2404, which is required during the fall semester of the VN program.) OR
- BIOL 2401 AND BIOL 2402-no older than 2 years, “B” or better is required. (If these courses are taken prior to entering the VN program, the student will not have to take BIOL 2404, which is required during the fall semester of the VN program.
- HITT 1305-Medical Terminology. (If this course is taken prior to entering the VN program, the student will not have to take HITT 1305 which is required during the fall semester of the VN program.
- COSS 300-Study Skills
- ITSC 1309-Integrated Software Applications I
- GPA (based on BIOL 2404 or BIOL 2401 and 2402, MATH 110 and HITT 1305) – (4.0 = 1 point; 3.9-3.0 = .75 point; 2.9-2.0 = .50 point.)

Applications are taken year round; students are encouraged to apply by February 1 for fall entry. Obtain a VN admission packet in the Allied Health office or the Counseling Center. No points are calculated for admission after May 30th. Class size is limited and there are more applicants than slots. Completion of recommended bonus courses does not guarantee admission to program.

After successful completion of this program, the graduate is eligible to take the National Council Licensure Examination for Practical Nurses. Upon passing the examination, the graduate is licensed as a vocational nurse.

The Board of Nurse Examiners has identified certain circumstances that may render a potential candidate ineligible for licensure as a registered nurse in the State of Texas. The Board provides individuals the opportunity to petition the Board for a Declaratory Order as to their eligibility in accordance with Article 301.257 of the Nursing Practice Act.

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6. If you have been addicted or treated for the use of alcohol or any other drug within the past five (5) years.
7. If you have been issued any order concerning your eligibility for examination or licensure by this Board or have you ever received a proposal of ineligibility.

FIRST SEMESTER

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<td>VNSG 1304</td>
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<td>VNSG 1329</td>
<td>Medical-Surgical Nursing I</td>
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<td>VNSG 1363</td>
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<td>BIOL 2404</td>
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THIRD SEMESTER

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Total Semester Credit Hours for Certificate

42

* Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the following semester.

Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS courses, courses are shown in bold and underlined type.

* Students completing a high school Tech Prep program may receive credit for indicated courses.
## Paralegal Studies

**Associate of Applied Science in Paralegal Studies - Tech Prep**

Paralegals (also called “Legal Assistants”) work under the supervision of an attorney and assist in the delivery of legal services. They do substantive legal work the supervising attorney would otherwise do; however, paralegals are **not** attorneys. Paralegals generally may **not** provide legal services directly to the public, except as permitted by law. Paralegals are important members of the legal service team. They perform such functions as interviewing clients and witnesses, drafting legal documents, conducting legal research, and attending depositions and court hearings.

Paralegals are found in a number of work settings, including law offices, government agencies, and corporate offices.

This program is approved by the [American Bar Association](https://www.americanbar.org). It consists of both legal and general education courses. It is intended for the training of paralegals and is not a pre-law course of study.

### FIRST SEMESTER

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### SECOND SEMESTER

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**Total Semester Credit Hours for Degree** 69

* Legal specialty elective to be chosen from LGLA 1343, 2301, 2311, 2313, 2323, 2331, or 2388.

## Pipefitting

**Associate of Applied Science in Pipefitting Technology - Tech Prep**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SCH</th>
<th>CHRS</th>
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<tbody>
<tr>
<td>PFPB 1350</td>
<td>Plumbing and Pipefitting Equipment and Safety</td>
<td>3</td>
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<tr>
<td>PFPB 1408</td>
<td>Basic Pipefitting Skills</td>
<td>4</td>
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<tr>
<td>TECM 1349</td>
<td>Technical Math Applications</td>
<td>3</td>
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<tr>
<td>ITSC 1309</td>
<td>Integrated Software Applications I</td>
<td>3</td>
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<tr>
<td>ENGL -</td>
<td>Natural Science</td>
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### SECOND SEMESTER

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<thead>
<tr>
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<th>Course Title</th>
<th>SCH</th>
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<tbody>
<tr>
<td>PFPB 1305</td>
<td>Basic Blueprint Reading for Pipefitters</td>
<td>3</td>
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<tr>
<td>PFPB 2401</td>
<td>Pipe Fabrication and Installation I</td>
<td>4</td>
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<tr>
<td>SPCH -</td>
<td>Oral Communications</td>
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<tr>
<td>ENGL -</td>
<td>Written Communication</td>
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### THIRD SEMESTER

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<tbody>
<tr>
<td>PFPB 2408</td>
<td>Piping Standards and Materials</td>
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<tr>
<td>PFPB 2338</td>
<td>Blueprint Reading for Pipefitters</td>
<td>3</td>
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<tr>
<td>PFPB 2441</td>
<td>Pipe Fabrication and Installation II</td>
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<td>BMGT 1307</td>
<td>High Performance Work Teams</td>
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### FOURTH SEMESTER

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<tbody>
<tr>
<td>PFPB 2343</td>
<td>Pipe Practices</td>
<td>3</td>
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<tr>
<td>- - - - - -</td>
<td>Social/Behavioral Science</td>
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<td>PFPB 2449</td>
<td>Field Measuring, Sketching and Layout</td>
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**Total Semester Credit Hours for Degree** 63

**Certificate of Completion in Pipefitting Technology**

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<td>Plumbing and Pipefitting Equipment and Safety</td>
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<td>PFPB 1408</td>
<td>Basic Pipefitting Skills</td>
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### SECOND SEMESTER

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<tr>
<td>PFPB 1305</td>
<td>Basic Blueprint Reading for Pipefitters</td>
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<tr>
<td>PFPB 2401</td>
<td>Pipe Fabrication and Installation I</td>
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<td>Piping Standards and Materials</td>
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<tr>
<td>PFPB 2338</td>
<td>Blueprint Reading for Pipefitters</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PFPB 2441</td>
<td>Pipe Fabrication and Installation II</td>
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### FOURTH SEMESTER

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<th>SCH</th>
<th>CHRS</th>
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<tbody>
<tr>
<td>PFPB 2343</td>
<td>Pipe Practices</td>
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**Total Semester Credit Hours for Certificate** 28

Degrees and Certificates Offered 67
Certificate of Completion in Pipefitter Helper

FIRST SEMESTER
- PFPB 1350 Plumbing and Pipefitting Equipment and Safety 3
- PFPB 1408 Basic Pipefitter Skills 4

SECOND SEMESTER
- PFPB 1305 Basic Blueprint Reading for Pipefitters 3
- PFPB 2401 Pipe Fabrication and Installation I 4

THIRD SEMESTER
- PFPB 2338 Blueprint Reading for Pipefitters 3

Total Semester Credit Hours for Certificate 17

Process Technology

Certificate of Completion in Process Technology

FIRST SEMESTER
- PTAC 1302 Introduction to Process Technology 3
- PTAC 1308 Safety, Health, and Environment I 3
- PTAC 1410 Process Technology I - Equipment 4
- PTAC 1332 Process Instrumentation I 3
- SCIT 1414 Applied General Chemistry I 4

SECOND SEMESTER
- PTAC 2314 Principles of Quality 3
- PTAC 2420 Process Technology II - Systems 4
- PTAC 2346 Process Troubleshooting 3
- CHEM 1419 Introductory Organic Chemistry I 4

THIRD SEMESTER
- ENGL 1302 English Composition II or ENGL 2311 Technical Writing 3
- POFT 2340 Advanced Word Processing 3
- POFT 1365 Practicum (or Field Experience) - Administrative Assistant and Secretarial Science, General or POFT 2331 Administrative Systems 3
- POFT 1341 Computer Applications II 3

FOURTH SEMESTER
- ENGL 1302 English Composition II or ENGL 2311 Technical Writing 3
- POFT 2340 Advanced Word Processing 3
- POFT 1365 Practicum (or Field Experience) - Administrative Assistant and Secretarial Science, General or POFT 2331 Administrative Systems 3
- POFT 1341 Computer Applications II 3

Total Semester Credit Hours for Degree 63

SECOND SEMESTER
- PTAC 2314 Principles of Quality 3
- PTAC 2420 Process Technology II - Systems 4
- PTAC 2346 Process Troubleshooting 3
- PTAC 2438 Process Technology III - Operations 4
- SCIT 1318 Applied Physics I 3

Total Semester Credit Hours for Certificate 34

Professional Office Technology

Associate of Applied Science in Professional Office Technology - Tech Prep

The Professional Office Technology Program prepares students for administrative support careers in today's business and industry.

FIRST SEMESTER
- POFT 1301 Business English 3
- POFT 1309 Administrative Office Procedures I 3
- POFT 1321 Business Math 3
- POFT 1132 Workplace Diversity 3
- POFT 1127 Introduction to Keyboarding 1
- POFT 1127 Introduction to Keyboarding 1
- POFT 12301 Word Processing 3
- POFT 12301 Word Processing 3

SECOND SEMESTER
- ENGL 1301 English Composition I 3
- POFT 2301 Intermediate Keyboarding 3
- POFT 2349 Administrative Office Procedures II 3
- POFT 2312 Business Correspondence & Communication 3
- POFT 2331 Administrative Systems 3

THIRD SEMESTER
- ENGL 1302 English Composition II or ENGL 2311 Technical Writing 3
- POFI 2340 Advanced Word Processing 3
- POFT 2331 Administrative Systems 3
- POFT 1341 Computer Applications II 3

FOURTH SEMESTER
- ENGL 1302 English Composition II or ENGL 2311 Technical Writing 3
- POFT 2331 Administrative Systems 3
- POFT 2340 Advanced Word Processing 3
- POFT 1341 Computer Applications II 3

Total Semester Credit Hours for Degree 63
Certificates of Completion in Office Assistant, Administrative Assistant, and Administrative Specialist

All courses in each certificate apply toward the next level certificate and must be completed for each level certificate to be awarded. The ability to type 30-35 words per minute is recommended for POFT 2301. POFT 1329 should be taken before taking this course if the student's typewriting speed is less than 30 words per minute.

**Certificate of Completion in Office Assistant**

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<thead>
<tr>
<th>FIRST SEMESTER</th>
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<tbody>
<tr>
<td>POFT 1301 Business English</td>
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<tr>
<td>POFT 1309 Administrative Office Procedures I</td>
<td>3</td>
<td></td>
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<tr>
<td>POFT 1329 Beginning Keyboarding or POFT 2301 Intermediate Keyboarding</td>
<td>3</td>
<td></td>
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<tr>
<td>POFT 2301 Word Processing</td>
<td>3</td>
<td></td>
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<tr>
<td>POFT 1321 Business Math</td>
<td>3</td>
<td></td>
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<tr>
<td>POFT 1132 Workplace Diversity</td>
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**Certificate of Completion in Administrative Assistant**

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<tr>
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</thead>
<tbody>
<tr>
<td>POFT 1301 Business English</td>
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<td></td>
</tr>
<tr>
<td>POFT 1309 Administrative Office Procedures I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>POFT 2301 Intermediate Keyboarding</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>POFT 2301 Word Processing</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>POFT 1321 Business Math</td>
<td>3</td>
<td></td>
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<tr>
<td>POFT 1132 Workplace Diversity</td>
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<tr>
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<tr>
<td>POFT 1349 Administrative Office Procedures II or POFT 1364 Practicum (or Field Experience) - Administrative Assistant and Secretarial Science, General</td>
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<tr>
<td>POFI 1401 Computer Applications I</td>
<td>4</td>
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<tr>
<td>POFI 2340 Advanced Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>POFT 2312 Business Correspondence &amp; Communication</td>
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<td><strong>Total Semester Credit Hours for Certificate</strong></td>
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**Certificate of Completion in Administrative Specialist**

<table>
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<tr>
<th>FIRST SEMESTER</th>
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<tbody>
<tr>
<td>POFT 1301 Business English</td>
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<td></td>
</tr>
<tr>
<td>POFT 1309 Administrative Office Procedures I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>POFT 2301 Intermediate Keyboarding</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>POFT 2301 Word Processing</td>
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<tr>
<td>POFT 1321 Business Math</td>
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<tr>
<td>POFT 1132 Workplace Diversity</td>
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<td><strong>Total Semester Credit Hours for Certificate</strong></td>
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<tbody>
<tr>
<td>POFT 1349 Administrative Office Procedures II or POFT 1364 Practicum (or Field Experience) - Administrative Assistant and Secretarial Science, General</td>
<td>3</td>
</tr>
<tr>
<td>POFI 1401 Computer Applications I</td>
<td>4</td>
</tr>
<tr>
<td>POFT 2340 Advanced Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>POFT 2312 Business Correspondence &amp; Communication</td>
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<td><strong>Total Semester Credit Hours for Certificate</strong></td>
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**Professional Writing**

**Associate of Science in Professional Writing**

Using technical writing as a foundation, students will learn to design professional publications and write documents for business and industry.

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>SCH</th>
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</thead>
<tbody>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
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<tr>
<td>HIST 1301 History of the United States to 1877 or HIST 1302 History of the United States since 1877</td>
<td>3</td>
<td></td>
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<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
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<tr>
<td>Natural Science</td>
<td>4</td>
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<tr>
<td>COMM 2305 Business Publication Design</td>
<td>3</td>
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<tr>
<td>Computer Literacy</td>
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<td>HIST 1301 History of the United States to 1877 or HIST 1302 History of the United States since 1877</td>
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<tr>
<td>HIST 2301 History of Texas</td>
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<tr>
<td>ENGL 2311 Technical Writing</td>
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<tr>
<td>ENGL 2189L Legal Writing or ENGL 2189F Feature Writing</td>
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<td>Natural Science</td>
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<tr>
<td>Social/Behavioral Science: Other</td>
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<tbody>
<tr>
<td>GOVT 2301 American Government I or GOVT 2302 American Government II</td>
<td>3</td>
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<tr>
<td>SPCH ----- Communication: Other</td>
<td>3</td>
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<tr>
<td>MATH ----- Mathematics</td>
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<td>Humanities: Visual/Performing Arts</td>
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<td>ENGL 2189I International Technical Communication</td>
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<tr>
<td>GOVT 2301 American Government I or GOVT 2302 American Government II</td>
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<td>----- ----- Humanities: Other</td>
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<tr>
<td>KINE ----- Health, Wellness, Kinesiology</td>
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<tr>
<td>COMM 2389P Professional Writing Internship</td>
<td>3</td>
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<td>ENGL 2315 Advanced Technical Writing</td>
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<td><strong>Total Semester Credit Hours</strong></td>
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</table>

**Total Semester Credit Hours for Degree** **61/62**
Social Sciences

Associate of Arts in Social Sciences

Students will gain a basic understanding of society through historical events and sociological and economic development.

**FIRST SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
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<tbody>
<tr>
<td>ENGL 1301 English Composition I</td>
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<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1414 College Algebra (or more advanced)</td>
<td>3</td>
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<tr>
<td>SPAN 2312 Spanish: Reading, Conversation, Composition and Grammar Review</td>
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| Total Semester Credit Hours for Degree | 62/64 |

**SECOND SEMESTER**

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<th>Course</th>
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<tbody>
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<td>HIST 1302 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1332 Contemporary Mathematics I</td>
<td>3-4</td>
</tr>
<tr>
<td>SPCH 1315 Principles of Public Speaking</td>
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<tr>
<td>KINE 2306 Health, Wellness, Kinesiology</td>
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| Total Semester Credit Hours for Degree | 63/65 |

**THIRD SEMESTER**

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<th>Course</th>
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<td>ENGL 1301 English Composition I</td>
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<tr>
<td>SOCI 1301 Introductory Sociology</td>
<td>3</td>
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<tr>
<td>PSYC 2301 Introduction to Psychology</td>
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<tr>
<td>KINE 2306 Health, Wellness, Kinesiology</td>
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| Total Semester Credit Hours for Degree | 62/65 |

**FOURTH SEMESTER**

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<td>GOVT 2302 American Government II</td>
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<td>ENGL 1301 English Composition I</td>
<td>3</td>
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<tr>
<td>MATH 1414 College Algebra (or more advanced)</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 2312 Spanish: Reading, Conversation, Composition and Grammar Review</td>
<td>3</td>
</tr>
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</table>

| Total Semester Credit Hours for Degree | 62/64 |

Spanish

Associate of Arts in Spanish

This degree is designed for students majoring in Spanish who plan to seek a bachelor of arts degree. Students will gain a basic understanding of the Spanish language, identifying their skills through reading comprehension, conversation, and translation. Those beginning at a higher level of language proficiency may choose electives to complete their degree and choose core curriculum courses that are applicable to their major at their selected transfer university.

The admission requirement for a language course other than the beginning course can be fulfilled by satisfying the prerequisite. Two consecutive years of Spanish in high school may place students into an intermediate level based on instructor evaluation.

Many universities and senior colleges require a foreign language for a bachelor of arts degree. Today, due to the increasing demand for foreign language skills among the different peoples of the world, a knowledge of the leading foreign languages has become an important part of the educated person’s academic preparation.

**FIRST SEMESTER**

<table>
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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>ENGL 1301 English Composition I</td>
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<tr>
<td>HIST 1301 History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2301 History of Texas</td>
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<tr>
<td>SPAN 1411 Beginning Spanish</td>
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| Total Semester Credit Hours for Degree | 13 |

**SECOND SEMESTER**

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<th>Course</th>
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<tr>
<td>MATH 1332 Contemporary Mathematics I</td>
<td>3-4</td>
</tr>
<tr>
<td>HIST 1302 History of the United States to 1877</td>
<td>3</td>
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<tr>
<td>HIST 2301 History of Texas</td>
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| Total Semester Credit Hours for Degree | 16/18 |

**THIRD SEMESTER**

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<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>GOVT 2301 American Government I</td>
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<td>ENGL 1301 English Composition I</td>
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<tr>
<td>MATH 1414 College Algebra</td>
<td>3-4</td>
</tr>
<tr>
<td>SPAN 2311 Spanish: Reading, Conversation, Composition and Grammar Review</td>
<td>3</td>
</tr>
</tbody>
</table>

| Total Semester Credit Hours for Degree | 17/18 |

**FOURTH SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2302 American Government II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1414 College Algebra (or more advanced)</td>
<td>4</td>
</tr>
<tr>
<td>SPAN 2312 Spanish: Reading, Conversation, Composition and Grammar Review</td>
<td>3</td>
</tr>
</tbody>
</table>

| Total Semester Credit Hours for Degree | 16 |

Transfer

Associate of Science in Transfer

Students will meet core curriculum requirements and choose an area of concentration to prepare for upper division coursework where more specific fields of study are not available through AA, AS, or AAT degrees offered by Lee College. Electives in the concentration must be chosen from academic courses in the same rubric (exceptions need an instructional dean’s approval); technical courses do not apply. Academic courses are listed in the State of Texas Academic Course Guide Manual found at http://www.thecb.state.tx.us. The AS in transfer is only available to students who have not already earned an AA, AS, or AAT degree from Lee College, and it is not awarded simultaneously with another AA, AS, or AAT degree from Lee College.

**FIRST SEMESTER**

<table>
<thead>
<tr>
<th>Course</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1414 College Algebra (or more advanced)</td>
<td>4</td>
</tr>
</tbody>
</table>

| Total Semester Credit Hours for Degree | 13 |

Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.

* Students should plan to take this capstone course in their last semester and should discuss their advisor prior to registering for the final semester.
* Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined.
* Students completing a high school Tech Prep program may receive credit for indicated courses.
## Visual Arts

### Associate of Arts in Visual Arts

Students will gain a basic understanding of two-and/or three-dimensional design and apply those principles to their own work. They will develop technical proficiency and an understanding of aesthetic principles basic to one or more media to prepare them to transfer to a four-year art program or further explore their medium of choice. Students seeking a bachelor of arts degree may want to take courses to meet the freshman art core (ARTS 1301, 1303, 1304, 1311, 1312, 1316, 1317), recommended by the Texas Association of Schools of Arts, as well as courses in painting, sculpture, ceramics, digital imaging and photography. Students should select a transfer university early in their program and seek the advice of an academic advisor, counselor, or art instructor about course selection and prerequisites for their program.

### Visual Arts: Imaging

#### Associate of Arts in Visual Arts: Imaging

Students will gain a basic understanding of imaging software and the technical aspects of digital imaging to be able to manipulate images for aesthetic or graphic arts productions and/or online presentations.

### Degrees and Certificates Offered

- **HIST 1301** History of the United States to 1877
- **HIST 1302** History of the United States since 1877
- **HIST 2301** History of Texas

- **Computer Literacy** 3-4
- **Elective** * 3

**SECOND SEMESTER**

- **ENGL 1302** English Composition II 3
- **HIST 1301** History of the United States to 1877
- **HIST 1302** History of the United States since 1877
- **HIST 2301** History of Texas

- **Social/Behavioral Science** 3
- **KINE** Health, Wellness, Kinesiology 1-3
- **Elective** * 3

**THIRD SEMESTER**

- **Communication: Other** 3
- **Natural Science** 4
- **GOVT 2301** American Government I 3

- **Humanities: Other** 3
- **Elective** * 3

**FOURTH SEMESTER**

- **GOVT 2302** American Government II 3
- **Communication: Other** 3
- **Computer Literacy** 3
- **Mathematics** 3
- **Elective** 3

**Total Semester Credit Hours for Degree** 66

*Offered once a year.

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**Notes:**

- Electives must be academic courses in the same discipline, identified by the same rubric. Exceptions must be approved by an instructional dean.
Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester.

Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. If both core and FOS, courses are shown in bold and underline type.

Students completing a high school Tech Prep program may receive credit for indicated courses.

Welding

Certificate of Completion in Welding Technology

FIRST SEMESTER
- WLDG 1313 Introduction to Blueprint Reading for Welders 3
- WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW) 4
- WLDG 1323 Welding Safety, Tools, and Equipment 3

SECOND SEMESTER
- WLDG 1337 Introduction to Metallurgy 3
- WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW) 4
- WLDG 1430 Introduction to Gas Metal Arc (GMAW) Welding 4

THIRD SEMESTER
- WLDG 1435 Introduction to Pipe Welding 4
- WLDG 1434 Introduction to Gas Tungsten Arc (GTAW) Welding 4
- WLDG 1327 Welding Codes 3

FOURTH SEMESTER
- WLDG 2451 Advanced Gas Tungsten Arc (GTAW) Welding 4
- SPCH 1309 Integrated Software Applications I 3
- MATH 1307 High Performance Work Teams 3
- TECM 1349 Technical Math Applications 3
- TECM 1341 Technical Algebra 3
- ENGL 1341 Technical Communication 3
- ARTS 2348 Digital Art I 3
- ARTS 2349 Digital Art II 3

Total Semester Credit Hours for Certificate 40

Certificate of Completion in Welding Inspection Technology

FIRST SEMESTER
- WLDG 1313 Introduction to Blueprint Reading for Welders 3
- WLDG 1337 Introduction to Metallurgy 3
- NDTE 1301 Film Interpretation of Weldments 3
- NDTE 1310 Liquid Penetrant/Magnetic Particle Testing 3

SECOND SEMESTER
- NDTE 2411 Preparation for Welding Inspection Certification 4
- WLDG 1327 Welding Codes 3

Total Semester Credit Hours for Certificate 19

Certificate of Completion in Welding Technology

FIRST SEMESTER
- WLDG 1313 Introduction to Blueprint Reading for Welders 3
- WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW) 4
- WLDG 1323 Welding Safety, Tools, and Equipment 3

SECOND SEMESTER
- WLDG 1337 Introduction to Metallurgy 3
- WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW) 4
- WLDG 1430 Introduction to Gas Metal Arc (GMAW) Welding 4

THIRD SEMESTER
- WLDG 1435 Introduction to Pipe Welding 4
- WLDG 1434 Introduction to Gas Tungsten Arc (GTAW) Welding 4
- WLDG 1327 Welding Codes 3

FOURTH SEMESTER
- WLDG 2451 Advanced Gas Tungsten Arc (GTAW) Welding 4
- SPCH 1309 Integrated Software Applications I 3
- MATH 1307 High Performance Work Teams 3
- TECM 1349 Technical Math Applications 3
- TECM 1341 Technical Algebra 3
- NDTE 1301 Film Interpretation of Weldments 3
- NDTE 1310 Liquid Penetrant/Magnetic Particle Testing 3

Total Semester Credit Hours for Degree 67

Certificate of Completion in Welding Inspeclion Technology

FIRST SEMESTER
- WLDG 1313 Introduction to Blueprint Reading for Welders 3
- WLDG 1337 Introduction to Metallurgy 3
- NDTE 1301 Film Interpretation of Weldments 3
- NDTE 1310 Liquid Penetrant/Magnetic Particle Testing 3

SECOND SEMESTER
- NDTE 2411 Preparation for Welding Inspection Certification 4
- WLDG 1327 Welding Codes 3

Total Semester Credit Hours for Certificate 19