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From California surfer to Texas student, aspiring nurse Garrett Stronks has done a “180” on career goals. His perfect wave now includes a nursing degree that he can combine with his construction skills and do some good in this world with the Peace Corps or Doctors Without Borders.

By 2015, he says, he should be breaking ground on his first clinic. “I want to build a clinic, open it up, vaccinate some kids and then go surfing.”

WC is helping him line-up for that perfect wave in his future.

“I’ve already recruited Dr. Ibe (science instructor) to volunteer for one week a year in my clinic!”

Surfs up, Garrett!
GENERAL INFORMATION

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Weatherford College
of the Parker County Junior College District

is accredited by the
Commission on Colleges of the Southern Association of Colleges and Schools
(1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone number 404-679-4501) to award the associate degree.

Also approved by the
Texas Higher Education Coordinating Board

Weatherford College
is a member in good standing of the
American Association of Community Colleges
National Junior College Athletic Association
North Central Texas Council of Governments
Northern Texas Junior College Athletic Conference
North Texas Community College Consortium
Texas Association of Community Colleges
Texas Association of Community College Trustees and Administrators
Texas Association of School Boards
Texas Community College Association
Texas Community College Teachers Association

AN EQUAL OPPORTUNITY COLLEGE
Weatherford College is an equal opportunity institution that provides educational and employment opportunities on the basis of merit and without discrimination because of race, color, religion, sex, age, national origin, veteran status, or disability.

CATALOG DISCLAIMER
Weatherford College hereby reserves the right to withhold courses at any time, change fees, rules, calendar, curricula, degree programs, degree requirements, graduation procedures, and any other requirement affecting students. Changes will become effective whenever the proper authorities so determine and will apply to both prospective students and those already enrolled. The provisions of this catalog do not constitute a contract, expressed or implied, between any applicant, student, or faculty member and Weatherford College.
WEATHERFORD COLLEGE
INSTITUTIONAL VISION AND MISSION

Weatherford College is a comprehensive community college as set forth in Texas Education Code (Sec. 130.0011) and, therefore, operates with open admissions and is accredited to award associate degrees and program certificates. Students may also prepare for transfer to senior institutions, occupational advancement, and lifelong learning. Weatherford College blends its rich heritage with its vision for the future.

VISION STATEMENT:
Weatherford College strives to enrich the potential and enhance the productivity of individuals and communities we serve.

MISSION STATEMENT:
The Mission of Weatherford College is to provide quality learning opportunities and effective programs that serve the needs of our students and the citizens of our service area.

Approved by the Weatherford College Board of Trustees
April 13, 2005

WEATHERFORD COLLEGE
BOARD OF TRUSTEES

Ultimate responsibility for governance of the college is vested by state statute in a district board of trustees comprised of seven members. Executive responsibility for administering policies of the board is delegated to the president of the college, who is assisted by the administrative officers.

WC Board of Trustees
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Dave Deison, Vice Chair
Dr. Tom Novak, Secretary/Treasurer
Jean Bryan
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Mayola Lasater
**FALL SEMESTER 2008**

April 7, 2008  
Online registration begins for Summer and Fall 2008 semesters

June 27  
Financial aid paperwork deadline for Fall 2008

Aug. 1  
last day to pay for early registration before being dropped. From this day forward, students with an unpaid balance of tuition or fees will be dropped from all classes at the end of each day.

August 18  
Employee In-service, faculty return

Aug. 18-23  
Face-to-Face registration  
Monday, Aug. 18: 1 - 7 p.m. last names beginning E-I  
Tuesday, Aug. 19: 8:30 a.m. - 7 p.m. J-M  
Wednesday, Aug. 20: 8:30 a.m. - 7 p.m. N-R  
Thursday, Aug. 21: 8:30 a.m. - 7 p.m. S-Z  
Friday, Aug. 22: 8:30 a.m. - 4 p.m. A-D  
Saturday, Aug. 23: 9 a.m. - Noon Open

Aug. 25  
Classes begin

Aug. 29  
Last day to register online

Sept. 1  
Labor Day – College closed

Sept. 8  
Count day and Last day to return books for a refund

Sept. 11  
Count day rosters due

Sept. 25  
Deadline for ADA accommodation requests

Nov. 14  
Last day to drop w/ a “W”

Nov. 26-28  
Thanksgiving holiday – College closed

Dec. 6-12  
Final Exams and Book Buyback

Dec. 12  
Fall semester ends

Dec. 15  
Fall grades due by 9 a.m.

Dec. 22-Jan. 2  
College offices closed for Holiday Break

**WINTER MINI SEMESTER 2008**

Dec. 15  
Winter mini-semester starts

Dec. 17  
ADA accommodations deadline

Jan. 2  
Mini-semester ends

Jan. 2  
Mini-semester grades due

**SPRING SEMESTER 2009**

Nov. 17, 2008  
Online registration begins for Spring 2009

Nov. 25  
Scholarship Applications and all financial aid paperwork due

Dec. 8  
Face-to-face registration begins for Spring 2009

Dec. 22-Jan. 2  
College offices closed for Holiday Break

Jan. 5, 2009  
College offices re-open

Jan. 7  
Last day to pay for early registration before being dropped. From this day forward, students with an unpaid balance of tuition or fees will be dropped from all classes at the end of each day.
**Spring Semester 2009 cont.**

**Jan. 12**  
Employee In-service, faculty return

**Jan. 13-15**  
Face-to-Face registration resumes: 8:30 a.m. – 7 p.m. by alphabet

**Jan. 16**  
Face-to-Face registration: 8:30 a.m. – 4 p.m.

**Jan. 17**  
Face-to-Face registration: 9 a.m. - Noon

**Jan. 19**  
Martin Luther King Day – College closed

**Jan. 20**  
Classes begin

**Jan. 23**  
Last day to register

**Feb. 2**  
Count day and last day to return books for a refund

**Feb. 4**  
Count day rosters due

**Feb. 19**  
deadline for ADA accommodation requests

**March 16-20**  
Spring Break

**April 10**  
Good Friday – College closed

**April 17**  
Last day to drop with a “W”

**April 20**  
Online registration begins for Summer 2009 and Fall 2009

**May 7-13**  
Finals and Book Buyback

**May 13**  
Spring Semester ends

**May 14**  
Grades due by 9 a.m.

**May 15**  
Commencement

**Mini Semester 2009**

**May 16**  
Summer mini-semester starts

**May 18**  
ADA accommodations deadline

**May 25**  
Memorial Day – College closed

**May 30**  
Mini-semester ends

**June 1**  
Mini-semester grades due

**Summer I 2009**

**April 15**  
Summer Financial Aid Paperwork due

**April 20**  
Online registration begins for Summer 2009 and Fall 2009

**May 18**  
Face-to-Face registration resumes for Summer 2009 and Fall 2009

**June 1**  
Summer I begins

**June 4**  
Deadline for ADA accommodation request

**June 9**  
Count day rosters due

**July 4**  
Independence Day (Saturday)

**July 7**  
Summer I ends

**July 8**  
Summer I grades due at 9 a.m.

**Summer II 2009**

**July 8**  
Summer II starts

**July 11**  
Deadline for ADA accommodation request

**July 16**  
Summer II Count day rosters due

**Aug. 13**  
Summer II ends

**Aug. 14**  
Summer II grades due at 9 a.m.
On July 5, 1869, the cornerstone of Phoenix Masonic Lodge’s school was laid at the corner of South Main and Lee Streets in Weatherford. After years of construction starts and delays, the first graduating class of six students received their diplomas on June 15, 1876.

In June 1889 the Masons sold the College to the Weatherford district of the Methodist Episcopal Church, South, who changed the name to Weatherford College. From then to the early 1900s, Weatherford College went through changes of ownership, name and oversight as it tried to establish itself in the community.

In 1921, Weatherford College was reorganized as a junior college, offering college courses leading to the Associate of Arts degree as well as several high school courses leading to a high school diploma. Enrollment dropped during World War II, forcing the College to accept a merger proposal submitted by Southwestern University of Georgetown, Texas. The name was changed once again to Weatherford College of Southwestern University.

On April 30, 1949, Southwestern University dissolved the merger and asked Weatherford or Parker County to accept ownership. The Parker County Commissioners Court called a special election and by a vote margin of almost three to one, Weatherford College of the Parker County Junior College District was established. The college opened for its first session in September 1949.

Increased enrollment and unsuccessful attempts to purchase additional property surrounding the
Weatherford College recognizes that facilities are important to the complete college atmosphere. Beautiful, peaceful, functional areas facilitate learning and help make memories that will last a lifetime.

**Location**

Located just 30 miles from the Dallas/Fort Worth Metroplex, WC’s location provides students with a safe, small-town environment, with easy access to the excitement of a major cultural and entertainment center. Due to the rapid growth in Weatherford and Parker County, students will find many national retail stores as well as locally-owned specialty shops, restaurants, city parks, and a movie theater within a short drive.

The main campus is located on approximately 90 acres in the southeastern portion of Weatherford.
just north of Interstate 20. Rolling hills, native Texas foliage and beautiful trees decorate the campus, which has become a center of activity in the Parker County community.

**College Facilities**

Students can relax, enjoy a delicious meal, play pool, or watch the big-screen TV in the Doss Student Center. A variety of community and college meetings and events are held year-round in this multi-functional facility. The WC Bookstore is located inside the Doss Center, offering WC spirit items, gifts, and all of the books and supplies needed for classes.

WC’s newest facility is Coyote Village, student housing at College Park Drive and Park Avenue. Opening in the fall of 2003, this 280-bed facility introduces apartment-style living to the WC campus, featuring individual bedrooms with shared living areas, kitchenettes, and other modern amenities. A community center houses a cyber-lounge and meeting rooms for student groups, and basketball and volleyball courts complete a central courtyard area. For more information, go to [www.coyotevillage.com](http://www.coyotevillage.com).

Students can utilize new circuit training and free weight machines, as well as cardio equipment, in the workout facilities located in the Betty Jo Crumm Graber Athletic Center, just west of Coyote Village. WC’s nationally-recognized Coyote and Lady Coyote basketball teams play and practice in the Graber Center, where they have earned dozens of accolades, including conference championships and national tournament berths.

Roger Williams Ballpark, completed in 2003, already is acclaimed as one of the finest junior college baseball facilities in the country. The Coyote baseball team plays fall and spring games in the facility, which features covered seating for the entire ballpark. Students enjoy free admission to all WC home athletic events.

The Marjorie Black Alkek Fine Arts Center, built in 1998, has hosted national recording acts in addition to hundreds of community and college fine arts events. A beautiful, 500-plus seat theatre features an unusual thrust stage where the entire audience is in close proximity to the performers. An elegant banquet/entrance area called Texas Hall greets visitors, as well as hosting special events, such as art exhibits and community receptions. Soundproofed music practice rooms, a band hall, visual arts studios/classrooms, a Macintosh-equipped Intermedia Arts laboratory, and standard classrooms add to the Alkek Fine Arts Center’s amenities.

The community also enjoys concerts and other activities at the Memorial Plaza, an outdoor amphitheater located in the middle of campus.

Many of WC’s classes take place within close proximity of the Library, on the western side of campus. Featuring a beautiful center atrium illuminated by several dozen redwood skylights, the Library features thousands of printed resources, access to online resources in the various workstations, the Billie H. Streib Academic Computer Center, multi-media and audio-visual equipment,
periodicals and more. The Liberal Arts and Faculty Offices Buildings are located just west of the library, housing classrooms and the central offices for instruction.

The Jim & Veleda Boyd Technology Building, built in 1998, features a tiered lecture hall, seven computer labs equipped with LCD projectors for classes, two distance learning centers with two-way video capabilities, and traditional classrooms. The Biological Sciences and Physical Sciences buildings are nearby, complete with laboratory and classroom facilities for a variety of science courses. The Allied Health Building houses program-specific laboratories and classrooms for all of the allied health areas. Classes and labs are also held in the Agriculture Building, which the agriculture areas share with the college’s maintenance and inventory areas.

Registration, counseling, financial aid, testing and other services reside in the Student Services Building, while payment windows and other financial services are located in the Business Office, located in the first floor of the Business Building.

Administrative offices, including the office of the president, are located on the second floor of the E.W. Mince Administration Building.

The Gordie Carter Animal Science Center is located at the WC Agriculture Center, 300-acres of land south of Interstate 20. The Carter Center, constructed in 2002, houses a 1,700 square-foot large animal area, a computer lab, classrooms and other amenities. The Agriculture Center also features a historic rock barn built in the 1800s. WC’s College Farm, located on highway 180 west of downtown Weatherford, allows students to tend livestock as part of their agricultural studies.

EDUCATION CENTERS
WC also offers a full complement of courses at its Education Center at Decatur, established in 2000. The 3,400-square-foot facility hosts academic and vocational courses in a variety of disciplines.

The Education Center at Mineral Wells is located on the site of the former Fort Wolters military base. Several of WC’s programs are headquartered at the Mineral Wells facility, including Cosmetology, Truck Driving, Paramedic Program and others.

WC also offers off-campus courses at facilities in Graham, Granbury, Jacksboro, Peaster, Springtown, Tolar and other locations across a five-county area.

ENROLLMENT AND FACULTY
WC enrolls more than 10,000 students annually in credit and non-credit classes and programs, and our faculty is well-prepared to present the optimum learning experience for these students. Academic instructors hold at least one graduate degree in their individual disciplines; many have multiple advanced degrees and state
and national certifications and licensures. Approximately 14 percent of our faculty members have earned doctorates.

All WC faculty, approximately 110 full-time and more than 130 part-time instructors, are focused on their primary responsibility: teaching and directing the student in the learning process. WC faculty members are committed to the core principle of excellence in teaching and, through continuous self-assessment and instructional improvement, they actively seek to improve their teaching methods, attitudes and practices to meet the ever-expanding landscape of teaching. Emerging technology has led to opportunities to enhance instruction in the classroom and provide for our students an environment of innovative, active, participatory learning. The use of multimedia technologies is common throughout the disciplines.

FLEXIBLE SCHEDULES

Weatherford College understands the many demands on today’s students. In an effort to accommodate students as much as possible, the college has developed the following flexible schedules:

- **Five-Day Weeks** with classes on Monday/Wednesday/Friday and Tuesday/Thursday
- **Night Classes** that meet once a week (twice for lab classes) Monday-Thursday
- **Online Courses** delivered via the Internet
- **Hybrid Courses** delivered via the Internet with a limited number of face-to-face class meetings
- **Two-Way Video Courses**
- **Mini Semesters** in December and May

Students should check the current schedule of classes for more information about these offerings.
Autumn Ater of Weatherford can’t say enough good things about her time at Weatherford College.

“I can tell you with confidence that your future begins at Weatherford College,” said Ater. “My experience taught me the value of continuing my education, and to follow my dreams.”

Autumn, active in campus life and an honor student, received multiple scholarships to continue her dream at TCU toward a degree in social work and counseling.

“My educational goals are being met every day, in part due to the phenomenal experience I had with WC. I learned more than just what it means to be a student, I learned life lessons that have encouraged me to go out and become a community leader myself.”

And WC loves that about phenomenal students like Autumn Ater!
Admissions 18
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The general admissions policy of Weatherford College is established by the Board of Trustees on the recommendation of the administration. Specific admission policy is the responsibility of the administration and the faculty. The dean of admissions is responsible for administering the policy.

Admission to Weatherford College is open to qualified individuals regardless of race, color, religion, age, sex, national or ethnic origin, veteran status, or disability. An application form is available from the Student Services Office at 225 College Park Drive, Weatherford, Texas 76086.

**ADMISSIONS**

www.wc.edu/stsv/

Before presenting themselves for registration, prospective students must complete the following steps:

- send a completed application to the Student Services Office (available online).
- have official transcripts from high school, GED services, and/or colleges attended sent to the Student Services Office. Transcripts from other colleges must bear the official signature and seal of the college from which they are issued and be sent from that college to WC.
- provide the results of the Texas Higher Education Assessment (THEA) test or any state approved assessment test; or present verification of exceptional SAT, ACT or TAKS scores; or present verification of active military duty or Reserve/National Guard in Texas. A counseling conference will be held with each student who is required to take the THEA test.

**EARLY ADMISSION (CONCURRENT/DUAL ENROLLMENT)**

www.wc.edu/distance/

Weatherford College participates in a program of early admission for selected students who have not yet graduated from high school. A student requesting early admission/concurrent enrollment must meet the following requirements:

- Student must be classified as a high school/home school junior or senior.
- The student must take a state approved assessment test or show proof of exemption with appropriate scores – ACT, SAT, 11th grade TAKS or other state-approved placement test (see page 19 for qualifying scores) – before registering for any classes in a degree or certificate program.
- Student must submit an Early Admission Application and an application for admission to Weatherford College.
- The student's high school principal must approve the student's admission by signing the Early Admission Application.
- A minor student's parent or guardian must approve the student's admission by signing the Early Admission Application.
- The student may take no more than two college credit courses per semester.
- The student must submit a copy of their current high school transcript.
- Upon acceptance, the student will be granted conditional admission. Upon graduation from high school, the student must submit an official high school transcript to the WC Student Services Office before an official college transcript can be released.

The Weatherford College academic policies apply to early admission students.
NEW STUDENT ADMISSION

Beginning students are admitted under the following conditions:

• by high school graduation. Official transcripts may be mailed directly to
  Student Services by the high school or homeschool, or hand-delivered by
  the student before classes start.

• by the General Education Development Credential (GED).

• by tests approved by the U.S. Department of Education for “Ability to Benefit”
  requirement if receiving federal financial aid. Applicant must be at least 18
  years old and have a passing score no more than “one standard deviation
  below the mean” of the test.

• by meeting individual approval guidelines.

TRANSFER ADMISSION

Transfer students are admitted under the following conditions:

• College transfer applicants are considered for admission on an individual
  basis. Official transcripts of the last college attended must be submitted
  directly to the Weatherford College Student Services Office by the
  institution. Transcripts from the last school attended must either be on file
  at Weatherford College. If the student hand-carries a transcript, it must
  be in a sealed envelope and must bear the issuing college’s seal to be
  official. Students who are in good standing at the previous college will be
  admitted unconditionally at Weatherford College. Students on probation
  from other institutions will be treated the same as continuing Weatherford
  College students on probation. Students on academic suspension with two
  or more semesters of attendance at another college will not be admitted.
  Students on disciplinary suspension will not be admitted.

• Transfer students will be advised regarding the number of transferable
  credits.

• Credits from foreign colleges and universities are accepted upon translation
  and evaluation of transcripts. Official transcripts are evaluated when
  students furnish Weatherford College with course descriptions from the
  previous institution’s catalog.

• Weatherford College is a member of the Servicemembers Opportunity
  Colleges (SOC). Eligible credit will be awarded from military schools and
  training if it applies to the student’s major.
**INTERNATIONAL STUDENT ADMISSION APPLICATION**

For purposes of Weatherford College admissions, an international student is defined as a student who is, or will be, in the United States on a non-immigrant student visa. This specifically refers to the Student (F) visas. All international students are considered nonresident students and will pay out of country tuition regardless of status. The College will process the International Student Application and Financial Guarantee form for admission (freshman and transfer) after all the following items have been submitted:

1. Weatherford College Application for Admission
2. Weatherford College Application for International Admissions
3. Application fee of U.S. $50.00 (money orders or cashier check made payable to Weatherford College).
4. Submit official or certified true academic transcripts of each academic record in the native language with approved English translation. Contact the WC International Office for approved translators. Students enrolled at U.S. institutions may have certified true copies of their foreign records sent by their current institution. Academic records may comprise one or more of the following:
   a) Secondary school records (yearly mark sheets or transcripts). Every international applicant is required to meet the equivalent of 12 years of combined elementary and secondary education that is measurable and comparable to that of the United States.
   b) Records from each college or university attended (yearly mark sheets or transcripts).
   c) National examination results.
5. All applicants for whom English is a second language (contact the International Office for a list of TOEFL/IELTS exempt countries) are required to present either a minimum Test of English as a Foreign Language (TOEFL) paper-based score of 525, a minimum computer-based score of 190 or a minimum Internet-based score of 71 or a minimum score of 5.75 on the International English Language Testing System (IELTS), taken within the last two years.
6. Original financial statement documenting adequate funds to cover one year's expenses plus a bank endorsement of the availability of such funds and an affidavit of support from the sponsor. NOTE: A USCIS form I-134 is required if the student is sponsored by someone currently residing in the United States.

The state of Texas requires that each student complete the Texas Success Initiative (TSI) to ensure that all new-to-college students are provided (1) assessment of their readiness for freshman-level academic coursework and (2) advisement and educational support necessary to assist students who are not ready to enroll in academic coursework. TSI is designed to measure competency in reading, writing, and mathematics and to indicate the need for remedial work to address deficiencies. Many transfer students also may have to meet the TSI requirements. State-approved tests are available on each campus through the Testing Centers (either THEA or COMPASS). Prospective students should arrive in the United States at least two weeks before enrollment to arrange for testing.

Upon admission to WC, students must present all original immigration documents including a valid I-94 (arrival/departure record) and an unexpired passport to be copied and kept on file.
INTERNATIONAL STUDENT TRANSFER ADMISSION

For the purpose of determining admission, an international transfer student is one who is in good standing from his/her former accredited higher education institution. Transfer students will be required to meet all admission requirements and criteria. In addition, a copy of his/her passport, visa, I-94 and I-20 from his/her current institution must be submitted with the WC International Student Admission Packet. F-1 visa students who have earned 24 college credits with a G.P.A. of 2.0 or above (on a 4.0 scale) from a fully accredited higher education at any of the six US regional associations will not be required to demonstrate English proficiency. If he/she does not meet the standard for English proficiency as outlined above, he/she may request a petition for WC admission via the WC International Petition for Admission based on Special Circumstances.

INTERNATIONAL STUDENTS READMISSION

An international student who has attended Weatherford College but was not enrolled during the immediate past semester must file a new WC International Admission Packet including the current application fee. (I.e. A past WC international student who has attended another college or university since last attending WC must submit a new application packet including official transcript(s) from each school. Admission status will be determined after an evaluation of the previous work has been made.

INTERNATIONAL STUDENT REINSTATEMENT

Weatherford College International Office will assist an F-1 visa student who is out-of-status with Immigration and Customs Enforcement (ICE) with the reinstatement process when the international student is a WC international student from the previous semester.

IMMUNIZATION REQUIREMENTS/TUBERCULOSIS TESTING

Prior to enrollment, all international students (freshman and transfer) must provide a copy of a negative TB skin test performed in the U.S., or if the skin test is positive, documentation of negative chest x-ray. All records must include the dates and results of the tests. Prior vaccination with GCG does not exempt the student from this testing requirement.

STATE-MANDATED TESTING REQUIREMENTS

The THEA Test is designed to provide information about the reading, mathematics, and writing skills of students entering public colleges universities, and educator preparation programs in public and private institutions.

All students entering Texas public colleges and universities after September 1, 1989 need to take the THEA or alternative assessment before being enrolled. All students except those in Level I vocational certificate programs are required to present scores from the THEA test or alternative assessment prior to admission. Transfer students from out-of-state or private colleges are required to take the THEA test or alternative assessment before admission.

A student who transfers from a private or out-of-state institution may use transferred courses to satisfy TSI requirements. A student must have earned a grade
of “C” or higher in each of the three skill areas. If not, the student must be tested for the remaining skill area(s) and must comply with all other TSI requirements. A student transferring into Weatherford College from another institution must provide their transcripts of previous college work to verify TSI requirements. Contact the TSI Compliance Coordinator for more information.

The THEA requirement (a passing score on all three sections of the exam: reading-230, writing-220, and mathematics-230) or alternative must be satisfied before the completion of an associate’s degree.

Students majoring in education are required to take the THEA test. The test must be taken and passed before the student can be admitted into a teacher education program at a Texas college or university offering teacher training.

Weatherford College is a testing center for the THEA test. Test dates are published each year in the schedule of classes. Registration forms are available from the Student Services Office or from local high schools. A limited number of vouchers to cover the cost of the test fee are available. See the Financial Aid Office for more information.

The COMPASS test (an alternative for THEA) is also administered on a daily basis at WC.

The THEA test is not used for admission into Weatherford College. However, no student required to take the test will be registered for classes without a prior advising conference to determine class placement. Proof must be furnished at the time of registration for exemption from the TSI requirements by college transcript, final grade report, or other document.

**Testing and Placement Procedures**

The Texas Success Initiative (TSI) mandates that all students who are subject to THEA assessment are required to follow specific guidelines. Exemptions will be made for exceptional scores on the SAT, ACT, or TAKS test; students enrolled in private or out-of-state university degree programs; students serving on active duty as members of the U.S. armed forces, the Texas National Guard, or a reserve component of the U.S. and have been serving for at least three years preceding enrollment; students who, on or after August 1, 1990, were honorably discharged, retired or released from active duty as members of the U.S. armed forces, the Texas National Guard, or a reserve component of the U.S.; and students who have graduated with an associate or baccalaureate degree. Contact the director of admissions or director of testing/TSI compliance with questions.

**Qualifying Scores for Placement Testing**

- **ACT** – Composite score of 23 with at least 19 each on English and math.
- **SAT** – Composite of score 1070 with at least 500 each on verbal and math.
- **TAKS** – 2200 math and and/or 2200 writing with subscore of 3 on English Language Arts*

*11th grade TAKS scores only.
ADMISSION TO ALLIED HEALTH PROGRAMS/NURSING PROGRAM

Admission to Weatherford College does not guarantee selective admission to a specific allied health program. The number of students admitted to each of these programs is limited. Students admitted to selected allied health programs are chosen on the basis of admission to the college, reading level, math ability, prior educational achievements and health status. For specific application information and deadlines, contact the department chair or the academic counselor.

Programs requiring separate application include Associate Degree Nursing, Pharmacy Technology, Radiologic Technology, Respiratory Care, and Vocational Nursing.
When WC graduate (2006) Raquel Fernandez started her first semester at UTA this fall, she called her former WC counselor Kay Landrum and said, “I want to come home, back to WC!” But, just as she did when Raquel was her student, Landrum encouraged her to “hang in there” and assured her she’d get along “just fine” at UTA.

And Kay was right – Raquel, Phi Theta Kappa honor student, is doing more than fine as a junior business major.

“But I’ll never forget my instructors at WC and how great they were. They made learning fun and interesting. I recommend WC to all my friends and family.”
FINANCIAL INFORMATION

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## Tuition and Fees

NOTE: Tuition and fees are subject to change without notice and are payable at the time of registration. Students who are receiving financial aid must confirm their financial award with the Financial Aid Office prior to registration. All students registering for classes and paying by check will be dropped from all classes if a check is returned for insufficient funds. Any unpaid charges will be sent for collection. The student will be responsible for all collection costs incurred.

### 2008-2009 Academic Year Tuition and Fees

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>In-District ($59)</th>
<th>Out-of-District ($85)</th>
<th>Out-of-State ($131)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>180</td>
<td>255</td>
<td>395</td>
</tr>
<tr>
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### Additional Fees

All fees must be paid by cash, cashier’s check, money order or credit card. All fees are non refundable.

**Testing Center Fees**

- ADN-A&P Test ................................................................. $25
- CLEP Administration Fee ...................................................... $15
- COMPASS Test ....................................................................... $25
- GED Test .............................................................................. $70
- GED Retest .......................................................................... $10
- IC3 Test .............................................................................. $30
- MOS Test ............................................................................ $70
- NET Test ........................................................................... $25
- QUICK THEA Administration Fee ........................................... $10
- TEAS Test ........................................................................... $35
- TCLEOSE Test .................................................................. $25
OTHER FEES
Return Check Service Charge................................................................. $25.00
Teacher Certification Application Fee.................................................... $50.00
Late Registration Fee ............................................................................. $50.00
Reinstatement Fee ................................................................................ $50.00
International Processing Fee.................................................................... $50.00

LABORATORY FEES
ACCT  $15  2401, 2402
ACNT  $15  1311
AGAH  $15  1345, 1347, 1447, 2309, 2313
AGAH  $20  1291
AGAH  $24  2401
AGCR  $15  1307
AGEQ  $15  1301, 1311, 1315, 1319, 1350, 1391, 2311, 2386
AGME  $15  1315
AGRI  $15  1309, 1407, 1415, 1419, 2301, 2303, 2304, 2313, 2321
ANTH  $15  2401
ARCE  $20  1321
ARTC  $24  1413, 2413
ARTS  $15  1311, 1312, 1316, 1317, 2316, 2317, 2323, 2324, 2331, 2332
BIOL  $15  1408, 1409
BIOL  $20  1406, 1407, 1411, 1413, 2401, 2402, 2421
CETT  $20  1303, 1305, 1345
CETT  $15  1325, 1329, 1341, 1349, 2335
CHEM  $20  1411, 1412, 2423, 2425
CDEC  $10  1164, 2326, 2328, 2341
CDEC  $24  1313, 1318, 1394
COMM  $15  1318, 1319, 1336, 2305, 2311, 2324, 2325, 2332
COSC  $20  1301, 1400
CPMT  $24  1403, 1405, 1409, 1449, 2434
CRTG  $24  1401, 1411, 2401
CSME  $20  1401, 1405, 1434, 1435, 1451, 1543, 1547, 1553, 2240, 2241, 2310, 2343, 2414, 2415, 2444, 2501
DAAC  $16  2307
DANC  $8  1212, 1213, 1247, 1248, 2212, 2213, 2247, 2248
DFTG  $15  2340
DFTG  $20  1309, 1319, 1321, 1333, 1358, 1391, 1409, 2319, 2327, 2328, 2335
DRAM  $10  1351, 1352, 2351
DRAM  $15  1120, 1121, 1330, 2120, 2121, 2331
DRAM  $24  1341, 1342
ELMT  $20  1391, 2333, 2341
EMSP  $24  1145, 1147, 1149, 1260, 1305, 1313, 1355, 1438, 1456, 1501, 2135, 2143, 2160, 2166, 2200, 2248, 2252, 2264, 2265, 2266, 2267, 2287, 2288, 2289, 2367, 2434, 2444, 2458
ENGL  $24  0301, 0302, 1070, 1370, 1371, 1372
ENTC  $20  1301, 1323
EPCT  $20  1301
ETWR  $24  1491
FIRS  $24  1301, 1313, 1319, 1323, 1329, 1407, 1433, 2344
FIRT  $24  1301, 1303, 1305, 1307, 1309, 1315, 1319, 1329, 1331, 1334, 1349, 1353, 1433, 2288, 2331, 2333
FORS  $24  2440, 2450
FREN  $15  1411, 1412
GAME  $20  1303
GEOL  $20  1403, 1404, 1447
GRPH  $24  1454
HPRS  $24  1206, 2300
Not all classes listed are currently being offered. Laboratory Fees are subject to change without notice.

**Tuition Payment Plan**

To help students meet their educational expenses, Weatherford College offers FACTS as a convenient online payment option. Students who choose to use FACTS may select an installment plan and may choose to make payments from their checking or savings account or by Visa, MasterCard, American Express, or Discover credit cards. A $25 per semester, nonrefundable FACTS enrollment fee is the only cost to budget monthly payments through FACTS.
A FACTS Tuition Management Plan brochure is available at the Weatherford College campus or at the education centers in Mineral Wells and Decatur. Students may view a copy of the brochure or download one from Campus Connect at www.wc.edu.

**LATE REGISTRATION**

A $50 late registration fee will be assessed when an individual registers for classes on or after the first day classes are held for the term.

**REINSTATEMENT FEE**

A $50 reinstatement fee will be assessed when an individual re-enrolls for classes after previously being dropped from his or her classes for non-payment of tuition and fees. Students who are dropped for non-payment and re-register on or after the first day of classes will be charged both the reinstatement fee and the late registration fee.

**PARKING FEES**

All students must register and obtain a college parking permit before operating their vehicles on campus property. Parking permits may be paid for at the Business Office. Parking permits must be picked up from the Campus Police Department located in Couts Hall (COUT-LL). Permits expire in August of the current school year. Permit fees are assessed as follows:

- $20 - Fall Semester
- $20 - Spring Semester
- $15 - Summer I
- $15 - Summer II
- $2 - per class for Continuing Education Students
- $2 - additional fee per permit for registering more than one vehicle

**REPEAT 3 FEE**

The Texas Legislature has mandated that a course repeated by a student more than twice at a public institution of higher education may not be reported for state funding. As a result, the institution must either pass the non-funded portion to all students or charge a supplementary fee. Consequently, Weatherford College has chosen to assess a supplementary fee to only those students repeating the course more than twice, beginning with Fall 2007 semester. For courses being taken for the third time, students will be charged $50.00 per semester credit hour ($150.00 for a 3 hour course) in addition to tuition and required fees associated with the course. Students will be notified at the time they register for a course that it has been taken twice at Weatherford College and is subject to the supplementary fee.

**MAUP: INDIVIDUAL MUSIC INSTRUCTION**

Private Music lesson for $150.00 per semester hour.

**RETURNED CHECK POLICY AND UNPAID CHARGES**

A $25 returned check fee is charged for each check returned by a financial institution for any reason. Returned checks for tuition and fees will be considered non-payment; therefore the student will be subject to being dropped from all classes. The college will no longer accept checks from an individual who has a prior returned check.

Any unpaid charges will be sent to a third party agency for collection. The student will be responsible for all collection costs and attorney fees.
GENERAL REFUND POLICY

If a class is cancelled by the college, 100 percent of tuition and fees applicable to the cancelled class will be refunded. Students who drop courses or officially withdraw from Weatherford College will be refunded tuition and mandatory fees according to established guidelines, outlined in the following schedule.

Students disputing an outstanding balance must contact the Business Office no later than one calendar year from the date the charge was incurred.

The Business Office prepares refund checks after an audit of a student’s account. Immediate refunds are not issued upon withdrawal. A check covering all refunds due will be mailed to the address on file with the Student Services Office.

The withdrawal refund is based on the date of withdrawal, regardless of the date the class first meets. The semester’s first class day is always the first official college day of classes and not the first day of an individual’s class.

Any student officially withdrawing from the college may do so through the Student Services Office in writing, online or by signed fax (817-598-6205). The student will receive a refund of tuition and mandatory fees in accordance with the following schedule.

Note: Federal financial aid recipients who withdraw from all classes may be required to repay some or all of the financial aid received during the term per federal regulations. Students should contact the Financial Aid Office for additional information prior to withdrawing from classes.

1. Coordinating Board approved semester-length courses for which semester credit hours are awarded:
   - During the fall or spring semester or comparable trimester:
     - 100% is refunded prior to the first class day
     - during the first fifteen semester class days, 70%
     - during the sixteenth through twentieth class days, 25%
     - after the twentieth class day, none
   - Six-week summer semester:
     - 100% is refunded prior to the first class day
     - during the first five class days, 70%
     - during the sixth and seventh class days, 25%
     - after the seventh class day, none

2. For non-semester-length courses with a census date other than the 12th class day (4th class day for a six-week summer semester):
   - prior to the first class day, 100 percent
   - after classes begin (See ‘Drops and Withdrawals’ schedule)

NOTE: Refund policies are subject to change at any time under the authority of the Texas Higher Education Coordinating Board.
<table>
<thead>
<tr>
<th>Length of Class Term in Weeks</th>
<th>Last day for 70 percent refund</th>
<th>Last day for 25 percent refund</th>
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**Return of Title IV Funds**

Section 668.22 of the Higher Education Amendments of 1998 requires that Weatherford College calculate a return of unearned financial aid for any student who totally withdraws or stops attending classes within the first 60% of the semester. This calculation is based on calendar days. Funds will be returned to the various federal programs according to a schedule established by the Department of Education. This may result in the student owing a balance to the college and/or the federal government. Students should contact the Financial Aid Office for additional information prior to withdrawing from classes.

**Tuition Rebates**

Students who enrolled for the first time in a Texas public institution of higher learning in the fall of 1997 or later and are Texas residents may qualify for a $1,000 tuition rebate. To be eligible, students must have attempted no more than three hours in excess of the minimum of semester hours required to complete the baccalaureate degree. Students desiring to qualify for tuition rebates are solely responsible for enrolling only in classes that will qualify them for the rebates. Students should make decisions early concerning a major and four-year university.
FINANCIAL BENEFITS

AUDIT – This benefit is offered on a space-available basis. Same tuition and fees as shown in the tuition and fee schedule apply.

SENIOR CITIZEN TUITION POLICY (65 OR OLDER) – This benefit is offered on a space-available basis.

• Senior citizens auditing classes will receive an exemption for all tuition and fees, regardless of the number of hours taken.
• Senior citizens taking classes for credit may receive an exemption for tuition only for up to six hours per semester.
• Senior citizens taking classes in Continuing Education will receive an exemption for tuition only on select classes.

CONCURRENT REGISTRATION – If a student is currently enrolled in another state-supported institution of higher learning in Texas, he/she should check with the Business Office for possible tuition adjustments.

BOOK STORE REFUND POLICIES

Textbook Refund Policy

• The original sales receipt is required for every refund, no exceptions.
• Textbooks may be refunded only if a class is canceled or a student drops a class before the close of registration. A student must have a revised schedule or drop slip, as well as the original sales receipt.
• Textbooks purchased new must be free of writing, markings, bent pages or covers, and any other damage in order to receive a full refund. If the book is not in its original selling condition, the text is considered used. The bookstore can choose not to refund the book, to refund at a used price, or to refund at a national wholesale price depending on the circumstances.
• Refunds will be made until the official census day for the term (see the Academic Calendar for exact date).
• If a student drops a class after registration has closed for the term, he/she may sell textbooks back during Book Buyback.

Merchandise & General Book Refund Policy

• A sales receipt is required for all refunds.
• Merchandise in new condition and in unopened packaging may be exchanged or refunded within ten days of purchase.
• Defective items will be replaced or refunded at any time during store hours.

Book Buyback Policy

• Textbooks will be bought back during the final exams each semester (see the Academic Calendar for exact dates).
• Textbooks must be in re-saleable condition.
• The bookstore will pay approximately half or less of the purchase price if the textbook meets the following conditions:
  a. Book is being used in the next semester.
  b. Quantities are sufficient to fill next semester’s demand.
• Any book that does not fit the above qualifications may be bought back at a national wholesale price.
• Students who purchased books using Performance Scholarships or Valedictorian Scholarships must return books to the bookstore in accordance with student’s contract.

NOTE: Weatherford College does not guarantee the repurchase of any textbook.
Joshua Tyer is just following a family tradition.

His sister Sarah graduated from WC a few years back, and his little sister Michelle is not far behind him now. In a few years, the other six Tyer siblings most likely will follow Sarah, Joshua and Michelle to WC.

His parents “kinda expect it,” Joshua says. “And why not?”

“WC is close to home; it’s inexpensive; classes are small enough that we know everybody, and the faculty are interested in us as people. Why wouldn’t you want to come here first?”
Financial Aid

Types of Financial Aid

Loans

Financial Aid Eligibility

Statement of Satisfactory Progress

Satisfactory Progress

Examples

Texas Standards of Progress

Scholarships

Standards of Progress for WC Foundation Scholarships

Standards of Progress for Performing Scholarships

Endowed Scholarships

Annual Scholarships

Additional Financial Aid
Weatherford College is dedicated to the belief that no student wishing to pursue a college education should be denied that opportunity, regardless of financial ability to pay. In determining the need for financial assistance, the Financial Aid Office is guided by its estimate of each student’s actual expenses, the data supplied by the student in the Free Application for Federal Student Aid (FAFSA), and information received from the U.S. Department of Education. Each student who is eligible will be offered a financial aid package containing a combination of grants, scholarships, and/or student employment. FAFSAs are available from high school guidance offices, the Weatherford College Financial Aid Office, or on-line at www.fafsa.ed.gov.

A student cannot be “packaged” for financial aid until his or her financial aid file is complete. A student’s file is not considered complete and cannot be evaluated until the Student Aid Report and all other requested documents have been submitted. Required application and accompanying documents must be submitted no later than June 27 for the fall semester, Nov. 25 for the spring semester, and April 15 for the summer semester. Failure to meet the application deadlines could result in a delay in receiving financial assistance.

Beginning with the fall, 2007 semester, Weatherford College will offer loans through the Federal Family Education Loan Program (FFELP). These loans will be offered by student request, and will not be a part of the student’s initial financial aid package. Requests for loans must be received by published deadlines.

**Types of Financial Aid** • www.wc.edu/finaid

**STATE AND FEDERAL AID**

All state programs are subject to changes made by the Texas Legislature, or executive order by the Governor of Texas. Please check with the financial aid office for latest revisions of all state programs listed here.

**TEXAS PUBLIC EDUCATION GRANT (TPeG) (HB688)**

The provisions of House Bill 688 allow for grants to be administered to deserving students from funds set aside by Weatherford College. These grants are awarded to students with a demonstrated financial need and do not require repayment. Note: this bill is up for review and possible revision by the Texas legislature.

**WORK-STUDY PROGRAM (WS)**

WS promotes the part-time employment of students in secretarial, clerical, library service, and other areas. Primarily funded with federal and state funds, WS allows students to gain practical experience in these areas and provides financial assistance to deserving students. Students should apply for WS by completing the Free Application for Federal Student Aid (FAFSA) and by contacting the Financial Aid Office.

**FEDERAL GRANTS**

Weatherford College participates in both Federal Pell Grant and Federal Supplemental Educational Opportunity Grant (FSEOG) programs. These are federally funded grant programs that do not require repayment and are awarded to students based on financial need as determined by a federal formula. Applications for these programs are made by completing the Free Application for Federal Student Aid (FAFSA). www.fafsa.ed.gov
THE ACADEMIC COMPETITIVENESS GRANT (ACG):
The Higher Education Reconciliation Act of 2005 created a new grant program for freshman/sophomore level students. The Academic Competitiveness Grant (ACG) is a federal grant program whereby eligible students may receive additional free money for a limited time period. Students must be recent high school graduates, graduating on a program deemed rigorous by the U.S. Department of Education and meet other eligibility requirements. Please check with the financial aid office for details of this program.

TOWARDS EXCELLENCE, ACCESS AND SUCCESS (TEXAS GRANT):
The Texas Legislature has established a grant to provide assistance to very needy students who are Texas residents, and who have graduated from a public or accredited private high school in Texas on the recommended or advanced high school curriculum or its equivalent. Students must be able to certify that they have not been convicted of a felony or a crime involving a controlled substance. Students must be eligible and receive this grant within 16 months of high school graduation or they forfeit all future eligibility. Additional information is available in the Financial Aid Office.

TEXAS B-ON-TIME LOAN PROGRAM:
Texas B-On-Time Loan Program: Established by the Texas Legislature to aid in funding students eligible for the TEXAS grant program, but did not receive the grant due to a lack of funding. Loan is 0% interest, with repayment beginning six months following graduation or enrollment of less than 6 hours. If BOT loan recipient graduates “on time”, that is, within the time limit set forth to complete the degree or certificate; and with a 3.0 cumulative GPA, the loan becomes a grant and no repayment is required. This program requires full-time enrollment.

TEXAS EDUCATION OPPORTUNITY GRANT (TEOG):
Texas Educational Opportunity Grant (TEOG): Formerly known as TEXAS II grant. Supplemental grant established by Texas Legislature to assist needy Texas residents who are pursuing a degree or certificate at the Community College level. Students who have completed 30 hours or more toward their degree or certificate are not eligible to begin receiving this grant. For more information please contact the financial aid office.

OTHER STATE PROGRAMS
The Texas Legislature has established additional waiver, exemption and grant programs to provide assistance to students who are Texas residents. Waiver and/or exemption requests and documentation must be provided to the Financial Aid Office no later than the official census day for the term in which the waiver or exemption is requested. Documentation received after census day will not be honored. Additional information about these programs is available from the Financial Aid Office or online at www.collegefortexans.com.
Loans

Weatherford College participates in the Federal Family Education Loan Program (FFELP). Loans are available through the subsidized Stafford, Unsubsidized Stafford and Parent PLUS Loan programs. Since these are loans that must be repaid, careful consideration should be given before deciding to enter into a loan agreement. Students and parents should explore every available resource before borrowing to help fund their educational expenses.

Before applying for a loan, students must have a completed file in the Financial Aid Office. In addition, students must:
- complete a Master Promissory Note;
- be enrolled in an eligible program;
- be taking a minimum of 6 hours (1/2 time enrollment). Students are encouraged to enroll in as many full time semesters as possible in order to make the most of their educational opportunities;
- complete an entrance counseling session prior to receiving their first loan at WC;
- complete an exit counseling session prior to dropping below 1/2 time status, transferring to another institution or graduating from WC.

Additional information about the federal loan programs including application procedures, loan limits, disbursements procedures and repayment options is available by contacting the Weatherford College Student Loan Officer.

Financial Aid Eligibility

In general, a student must meet the following requirements to qualify for Title IV financial aid:
- Be a high school graduate or have a GED;
- Be either a U.S. citizen or an eligible non-citizen;
- Be enrolled as a regular student in an eligible program;
- Make satisfactory academic progress in a course of study;
- Not be in default of any educational loans at any school attended; or, if in default, must have made satisfactory repayment arrangements;
- Not owe a refund on grants at any school attended;
- Sign a statement of educational purpose, stating that the student will use federal student aid only for educational purposes;
- Sign a statement of registration, if a male, indicating that he has registered with the Selective Service or that he is not required to register; and
- Have a valid Social Security number.

Weatherford College Financial Aid Statement of Satisfactory Academic Progress (SAP)

The following standards are effective and are adopted according to federal mandates for the purpose of determining a student’s continued eligibility for financial aid. All students receiving federal or state financial aid must maintain satisfactory progress for all periods of enrollment regardless of the receipt of financial aid. Academic progress is evaluated at the end of each long semester. Summer evaluations are done upon student request. NOTE: Some non-federal student aid programs (i.e., state and private foundations) have specific SAP requirements unique to the individual program. In those instances,
the program requirements will supersede the general SAP policy stated here. It is the student’s responsibility to understand the requirements of each financial aid program from which aid is received.

**Satisfactory Academic Progress (SAP)**

SAP is evaluated based on three measures at Weatherford College (WC):

1. Cumulative Grade Point Average (GPA) – must be 2.0 or above
2. Successful Completion of Courses – 75% of all attempted hours
3. Time Frame – must graduate within 150% of required hours in program of declared major

**Cumulative GPA**

Cumulative GPA includes only WC course work and any transferred hours that apply to the student’s declared major. Students enrolled in college-level coursework must maintain a cumulative GPA of 2.0 or higher. Grades of A, B, C, D, and F contribute toward the cumulative GPA. Grades of W, I, S, CR, X, and P do not.

A. Students who do not have a WC academic history and are enrolling in college for the first time are assumed to be making SAP at the time of enrollment.

B. All continuing students applying for financial assistance must have a cumulative GPA of 2.0 on all credit hours earned prior to the semester for which aid is requested.

C. Transfer hours will not be counted in a student’s cumulative GPA, completion rates, or a maximum time frame unless those hours are accepted towards degree completion at WC.

**Successful Completion of Courses**

Each semester financial aid recipients must complete a minimum number of the hours they attempt. Enrollment status is determined by the student’s enrollment on census date (12th class day during fall and spring semesters). The following chart states the required minimums:

| Hours Attempted | 23 | 22 | 21 | 20 | 19 | 18 | 17 | 16 | 15 | 14 | 13 | 12 | 11 | 10 | 9  | 8  | 7  | 6  | 5  | 4  | 3  | 2  | 1  |
|----------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| Must Complete  | 18 | 17 | 16 | 15 | 14 | 13 | 12 | 11 | 10 | 9  | 8  | 7  | 6  | 5  | 4  | 3  | 2  | 1  | <1 | <1 | <1 | <1 | <1 | <1 |

| Enrollment Status | Full | Full | Full | Full | Full | Full | Full | Full | ¾  | ¾  | ¾  | ²  | ²  | ½  | ½  | ½  | <½ | <½ | <½ | <½ | <½ |

Full = 12 or more hours; ¾ = 9 to 11 hours; ² = 6 to 8 hours; < ½ = 5 or less hours

A. Successful completion is measured by grades of A, B, C, or D. These are considered passing grades at WC.

B. A grade of F is a completed grade and will be taken into consideration when calculating the number of hours completed and the cumulative GPA.

C. A grade of I or W is not punitive in determining the GPA but does reflect the lack of progress under “quantity of work” for the minimum passing rate of 75% of all courses attempted for federal and state aid recipients. A grade of I (Incomplete) must be made up within the following long semester, or it becomes a grade of W.

D. Courses where a grade of F, I, or W was received may be repeated once for grade improvement; only the highest grade earned is used to determine the student’s cumulative GPA. However, all courses attempted (repeated and regular) will be counted in the time frame and completion rate calculations.
If the grade in the repeated course is not an improvement, both class hours and grades will count against the student’s cumulative GPA. Financial aid will only cover the repeated class if the student originally received a grade of F, I, or W, or the program requires a grade of C or higher and the student received a D. In addition, the repeated class will only be covered by financial aid at the original enrollment and once more if the preceding requirements are met regardless of grade the second time.

E. Remedial course work will not be included in the cumulative GPA but will be included in both the time frame and completion rate calculations. Federal regulations state that a student may not receive federal financial aid for remedial course work after they have attempted 30 hours of remediation. Therefore a student who attempts more than 30 hours of remedial classes may not receive federal financial aid for those classes.

TIME FRAME

Students must demonstrate they will graduate within 150% of the length of the degree or certificate of their declared major. Maximum time frame calculations for students pursuing a one-year program of study (certificate) will begin when the student has attempted 45 semester hours. For students pursuing a two-year program of study (Associate’s Degree) maximum time frame calculations will begin once the student has attempted 95 semester hours. Students who exceed the time-frame limit will no longer be eligible for financial aid.

FAILURE TO MAINTAIN SAP

Failure to maintain SAP will result in financial aid probation. Successive failure to maintain SAP will result in financial aid suspension.

FINANCIAL AID PROBATION

Students who fail to meet one or more of the SAP standards will be placed on financial aid probation. While on probation, students will be eligible to receive financial aid but must complete the subsequent term by meeting all of the minimum requirements at the close of that term. This is a warning semester. The student who fails to meet SAP during the semester of attendance while on probation will be placed on financial aid suspension.

FINANCIAL AID SUSPENSION

Financial aid suspension occurs when the SAP standards are not met for two consecutive semesters. Notification of suspension status includes verbal, postal mail, or email. While on suspension, students will not receive financial aid. The student is responsible for payment of courses. While on financial aid suspension, the student must enroll at least half-time (6 credit hours) for one semester, and pay the expenses related to that enrollment, unless otherwise directed by the Financial Aid Committee after appeal. The grades earned in that semester, considered along with the time frame and completion rate calculations will be used to re-evaluate the student’s cumulative GPA. Students who regain eligibility by meeting all SAP requirements will no longer be on suspension.

NOTE: Students who exceed the time frame limitations (95 hours for Associate’s Degree seekers or 45 hours for Certificate seekers) will automatically be placed on financial aid suspension and will no longer be eligible to receive financial aid.
Students on suspension are encouraged to continue enrollment at WC. Enrolling and paying for courses can assist in regaining the student’s eligibility. The student must alert the Financial Aid Staff for a re-evaluation of their SAP status. If the student successfully regains eligible SAP status, then they will be eligible again for federal aid.

APPEAL PROCESS
A student who has been denied financial aid because of a failure to meet any of the SAP standards may petition the Financial Aid Committee to consider any mitigating circumstances. An appeal form is available on the WC Financial Aid website under Forms, www.wc.edu/fineaid. The student’s appeal must be in writing, and supporting documentation regarding special circumstances must be provided. The appeal form, including all documentation, must be returned to the Financial Aid Office within 30 days of notification to be considered for appealed semester. Otherwise, appeal could be rolled for next semester. The student will receive notification of appeal decision within six weeks from the date the completed appeal form and documentation was submitted to the Financial Aid Office. Appeals can be submitted based on, but not limited to, the following the reasons: illness or injury (provide medical documents), death in the family (provide death notification), time-frame circumstances (provide official degree audit), etc.

ADDITIONAL INFORMATION
A. Financial Aid will not be provided for:
   1. Courses taken by audit;
   2. Credit hours earned by placement tests;
   3. Non-credit course-work;
   4. Any class attempted more than two times, regardless of withdrawal or grade earned;
   5. Any course registered for after the official census date; or
   6. Transfer students attending for summer only.
B. Students enrolled only in remedial (developmental) classes are ineligible for federal financial aid funds. Questions concerning Federal Pell Grants and developmental classes should be directed to financial aid.
C. Students may change majors while at WC. Only the hours that transfer to the new major will count towards the student’s SAP. However, excessive major changes (as defined by the Financial Aid Office) can result in a suspension status.
D. Support Services: Many services are available to help students attain academic success, including counseling, testing, tutoring, placement, and resources found in the Success Connection. Information on such services is available to all students and can be found on the WC website or in the WC Student Services Office.
E. WC does not offer ESL programs at this time; an ESL tutor is available through the Success Connection.
FINANCIAL AID

EXAMPLES

MINIMUM CUMULATIVE GRADE POINT AVERAGE
2.0 or Higher
GPA Calculation: Points / Attempted = GPA

MINIMUM COMPLETION RATE
75% of all Attempted Hours
Completion Rate Calculation: Earned / Class Hours Attempted = Completion Rate

MAXIMUM TIME FRAME
150% of the length of the degree or certificate
Maximum Time Frame Calculation: Total number of hours in degree/certificate x 1.5 = 150% of degree/certificate

STANDARDS OF PROGRESS – STATE OF TEXAS

TEXAS GRANT I PROGRAM
For the initial year of TEXAS grant eligibility, a student must meet the Standards of Academic Progress as described for Federal financial aid programs.
To remain eligible for the TEXAS grant after the initial year of eligibility, a student must maintain a 2.5 financial aid grade point average on a scale of 4.0. Financial aid GPA includes all attempted hours, even those that a student has withdrawn from. “W’s” will count like “F’s” in GPA calculation for this program.
Students must also complete 75% of all hours attempted in each semester. This means that if, for example, you are enrolled in 12 hours, you must successfully complete at least 9 of those hours to remain eligible for TEXAS grant funds.
There is NO appeal process for being suspended from the TEXAS grant program. A student may regain eligibility in semesters subsequent to the suspended semester at his or her own expense. However, the time lost without TEXAS grant funding will STILL COUNT TOWARDS THE CUMULATIVE 6 YEAR TIME FRAME THAT THE GRANT CAN BE RECEIVED.

TEXAS EDUCATION OPPORTUNITY GRANT (TEOG)
TEOG program participants must maintain the financial aid grade point average of 2.5 and the 75% completion rate from the initial year of eligibility.

TEXAS B-ON-TIME LOAN
Texas B-On-Time loan standards of academic progress are the same as TEXAS Grant I program.

SCHOLARSHIPS

PERFORMING SCHOLARSHIPS
Scholarships for the following areas are available: art, baseball, basketball, communications, cheer leading, choir, drama, jazz band, leadership, & rodeo.
These scholarships require full-time enrollment.

HONOR GRADUATE SCHOLARSHIPS
The valedictorian of any accredited high school in Texas is eligible for a one-year tuition scholarship at Weatherford College provided they attend WC immediately following high school graduation. First- and second-place honor graduates from accredited high schools in Parker County, as well as Hood, Jack, Palo
Pinto and Wise Counties are eligible for scholarships in the amount of tuition, fees-excluding parking fees; and books (on loan) each long semester for the two years immediately following high school graduation, provided they attend WC immediately following high school graduation. This scholarship requires full-time enrollment.

**NOTE:** If a student has two forms of financial aid that pay the same charge (i.e. tuition only), they will not be able to utilize both sources of aid (cannot change one for assistance for books, etc.) Example: the Honor Graduate Scholarship pays tuition and the Early High School Graduate Exemption that pays tuition. Student is given benefit of one scholarship only. In the example they would use the Honor Graduate Scholarship, as the Early High School Graduate Exemption can be used at another school. However, the aid that is paying as of the official census date is the aid that must show as paying the student account and will not be reversed, even if other aid comes in after the census date.

**WC FOUNDATION SCHOLARSHIPS**

The Weatherford College Foundation, Inc. exists to raise funds to support WC, with scholarships as its number one priority. Through the results of various fund raising events, the Foundation funds many scholarships with varying criteria for acceptance.

**PROJECT OPPORTUNITY SCHOLARSHIP PROGRAM**

Through the generosity of Weatherford civic leaders and others, this scholarship program was established in 1991. Graduates of Weatherford High School who have met certain academic, as well as personal guidelines, are eligible to apply for scholarship assistance in order to finance their education at Weatherford College. Students are expected to apply for available federal and state financial assistance programs to contribute to the costs of their education. Interested students should apply to the coordinator of the Project Opportunity Program of the Weatherford Independent School District.

**APPLYING FOR SCHOLARSHIPS**

An online scholarship application is available at www.wc.edu/finaid. The deadline for applying for scholarships for the Fall 2008 and Spring 2009 year is March 28, 2008. For more information on available scholarships and application deadlines, contact the Financial Aid Office.

To apply for a WC Foundation scholarship, contact the Financial Aid Office. Donors and those interested in establishing scholarships at WC may contact the Institutional Advancement Office.

**STANDARDS OF PROGRESS FOR WC FOUNDATION SCHOLARSHIPS**

To qualify for foundation aid at Weatherford College, a student must earn 12 semester hours each semester with a minimum cumulative GPA of 2.0, unless otherwise specified by the specific scholarship. Failure to achieve the 12 semester hours and the 2.0 GPA will result in the revocation of foundation scholarship funds for the following long semester.

**STANDARDS OF PROGRESS FOR PERFORMING SCHOLARSHIPS**

In order to qualify for performing scholarships at Weatherford College, first semester freshman students must pass 12 semester hours with a cumulative GPA of 2.0. All returning or transfer students must have earned a 2.0 GPA on all work attempted in the long semester or a cumulative 2.0 GPA in the current long semester.
The following are minimum credit hours that a student must earn and pass to remain eligible for financial aid:

- 12 semester hours at the end of the first semester
- 24 semester hours at the end of the second semester
- 36 semester hours at the end of the third semester
- 48 semester hours at the end of the fourth semester

Summer course work may be used to raise the GPA to 12 hours and 2.0, if attendance was in the preceding spring semester only, and 24 hours and 2.0, if the student was in attendance in the preceding fall and spring semesters.

**Endowed Scholarships**

**Ellen Arrondozo Scholarship**
For deserving WC students.

**Mr. and Mrs. J. D. Baker and Family Memorial Scholarship**
Established in 1978 by Mary Baker Rumsey in memory of Mr. and Mrs. J. D. Baker and family to assist deserving students.

**Joan Troy Barber Memorial Scholarship**
Established in 1982 by Ray Barber and friends in memory of his wife, Joan Troy Barber, to assist students interested in accounting and business.

**James and Bennie Barnett Scholarship**
Established in 2006 by James and Bennie Barnett to assist deserving students.

**Sharon Pearson Bartling Scholarship**
Established in 2007 by Herbert and Sharon Bartling to assist non-traditional female students.

**Mildred Beard Scholarship**
Established in 2008 by WC alumna Mildred Beard. For deserving students.

**Willie and Hubert Bennett Scholarship**
Established in 1982 by Mr. and Mrs. Hubert Bennett to assist deserving Parker County students.

**Jack and Edith Borden Scholarship**
Established in 1999 by Jack and Edith Borden to assist deserving Parker County students. It is funded in part from the 1998 Carlos Hartnett Award Mr. Borden received.

**James and Aileen Boyd Leadership Scholarship**
Established in 1994 by Drs. James and Veleda Boyd to honor his uncle and aunt, James and Aileen Boyd. Provides scholarships to first-year students exhibiting leadership qualities.

**Dr. Jim Boyd Scholarship**
Established in 2004 by the Weatherford College Development Foundation to honor Dr. Jim Boyd, former WC president and recipient of the 2003-04 Carlos Hartnett Award.

**Russell L. Boyd Memorial Scholarship**
Established in 1983 by Sherri Boyd in memory of her husband, Russell Boyd, a Texas highway patrolman killed in the line of duty, to assist students interested in a career in law enforcement.

**Jane Merrill Brady Memorial**
Established in 1979 in memory of Jane Merrill Brady, a business faculty member, to assist a second semester freshman or sophomore student majoring in
business with preference being shown to a student majoring in Office Systems Technology.

**William M. Brogdon Memorial Scholarship**
Established in 1981 in memory of Dr. William M. Brogdon, trustee of Weatherford College, to assist a second-semester freshman or a sophomore student majoring in nutrition or in a pre-professional program.

**Jean Bryan Scholarship**
Established in 2007 by the WC Foundation to honor Jean Bryan, WC Board of Trustees member and winner of the 2006-07 Carlos Hartnett Award. For deserving students.

**Dr. Noel Bryan Veterinary Scholarship**
Established in 2001 by Dr. Noel and Mrs. Jean Bryan to assist pre-veterinary students at Weatherford College.

**Shirley Cappel Memorial Scholarship**
Established in 1998 by the family of Shirley Cappel, long-time biology faculty member and Phi Theta Kappa sponsor, to assist deserving students.

**Douglas Chandor Memorial Scholarship**
Established in 1980 by H. W. Kuteman, III in memory of his uncle, noted artist Douglas Chandor, to assist a deserving student majoring in art.

**Ina Kuteman Chandor Memorial Scholarship**
Established in 1980 by H. W. Kuteman, III in memory of his aunt, noted musician Ina Kuteman Chandor, to assist a deserving student majoring in music.

**Rosemary Kendrick Coleman Memorial Scholarship**
Established in 1997 by the family, friends and colleagues of Rosemary Kendrick Coleman to assist deserving students pursuing a career in nursing.

**Community Builders Scholarship**
Established in 2001 through the “Bridal Fashions through the Ages” fundraiser. For deserving WC students.

**Jim Coody Memorial Scholarship**
Established in 1980 in memory of Jim Coody, son of Bill and Sue Coody, instructors at Weatherford College, to assist a first-semester sophomore student majoring in pre-law or political science.

**Coyote Chase Race Scholarship**
Established in 2004 from the proceeds of the Coyote Chase Race 5k and 1-mile run. For deserving students.

**Contina Davis Scholarship**
Established in by the Mineral Wells Area Chamber of Commerce to honor the memory of WC nursing graduate Contina Davis. For nursing students.

**Juanita Davis Scholarship**
Established in 2007 by the estate of Juanita Davis to assist deserving students.

**Criminal Justice Institute Alumni Scholarship**
Established by alumni of WC’s Criminal Justice Institute for deserving CJI students.

**Chris and Myrtle Deschner Scholarship for Future Teachers and Nurses**
Established in 1998 by Drs. James and Veleda Boyd to honor her parents, Chris and Myrtle Deschner. Provides scholarships to first-year students entering the teaching or nursing fields.

**Dorothy Doss Scholarship**
Established in 2004 by the Weatherford College Development Foundation
to honor Dorothy Doss, foundation board member and recipient of the 2002 Carlos Hartnett Award.

**James and Dorothy Doss Scholarship Trust**
Established in 1984 by James and Dorothy Doss to assist deserving students.

**M.S. and Meek Lane Doss Endowed Scholarship**
Established in 2003 by The M.S. Doss Foundation, Inc. to benefit students with financial need, with a preference for graduates of West Texas high schools, west of a line from Wichita Falls to Laredo, or Southeastern New Mexico.

**Jerry Durant Scholarship**
Established in 2001 by the Weatherford College Development Foundation to honor Jerry Durant, former WC trustee and winner of the 2001 Carlos Hartnett Award.

**Roy and Jeannine Eaton Scholarship**
Established in 2003 by Roy and Jeannine Eaton to assist Wise County residents studying at WC’s Education Center in Decatur and other WC sites.

**Emanuel Scholarship**
Established by Mr. and Mrs. James R. Emanuel to assist deserving students.

**Fannie Price Evans**
Established in memory of Fannie Price Evans to assist deserving students.

**Elena B. Fant Scholarship Trust**
Established in 1978 by Elena B. Fant of Weatherford to assist deserving students.

**Myrtle Hart Forrest Scholarship**
Established in 2001 by Bettie Harbin Cline to honor her great aunt, Myrtle Hart Forrest. The scholarship assists non-traditional female students.

**Geer/McNeal Ministerial Scholarship Fund**
Established in 1996 by Charles and Blanche Newby Geer of Weatherford and Lynda Geer McNeal of Houston. For deserving students interested in religious education.

**Margaret Gentry Scholarship Trust**
Established in 1997 by the estate of Margaret Gentry of Parker County to assist deserving students.

**Sam W. Gibbs Memorial Scholarship Fund**
Established in 1978 by Mrs. Jereline Gibbs Case in memory of her brother, Sam Gibbs, to assist deserving students.

**Evelyn B. Gibson Scholarship Fund**
Established in 1983 by R. B. Gibson in memory of his wife, Evelyn B. Gibson, to assist deserving vocational nursing students at Weatherford College.

**Margaret Prince Graham Scholarship Fund**
Established in 1999 by the estate of Margaret Prince Graham to assist deserving students.

**Jeanne and Roy Grogan Family Foundation Scholarship Fund**
Established in 1990 by Jeanne and Roy Grogan to assist deserving students.

**I.B. and Helen Hand Scholarship Fund**
Established in 1998 to assist deserving WC students. The scholarship is to recognize Mr. Hand’s selection as a Carlos Hartnett Award winner.

**Carlos Hartnett Scholarship Trust**
Established in 1983 by Carlos Hartnett to assist deserving students.
Eurith Hartnett Memorial Scholarship Fund  
Established in 1981 by Carlos Hartnett in memory of his wife, Eurith Holt Hartnett, to assist a deserving student majoring in art.

Jack Harvey Memorial Scholarship  
For deserving WC students.

Mr. and Mrs. R. B. Hood Memorial Scholarship Fund  
Established by Cornelia Hood in memory of her parents, R. B. (Bartow) Hood and Prince Cocke Hood, to assist deserving students.

Josephine T. Hudson Scholarship  
Established in 2005 by the estate of Josephine T. Hudson to assist deserving students.

Dave Jackson Memorial Paramedicine Scholarship  
Established in 2003 by the North Central Texas Trauma Regional Advisory Council in memory of former WC instructor Dave Jackson. For deserving Paramedicine students.

M.D. Jirous Scholarship  
Established in 2005 by the M.D. Jirous Foundation. For deserving students.

Roy and Helen Kelley Johnson Scholarship Fund  
Established in 2001 by Margaret Johnson in memory of her parents, Roy and Helen Kelley Johnson, to assist deserving students.

Eddie Kidd Scholarship  
Established in 2008. For deserving students.

O.L. and Marjorie Kimbrough Scholarship  
Established in 2004 by Marjorie Kimbrough in memory of her husband, O.L. Kimbrough, to assist deserving students.

Donavon King Memorial Scholarship  
Established in 1997 by the estate of Donavon King of Parker County to aid deserving students studying engineering technology.

Sumant and Sheela Kumar Scholarship  
Established in 1999 by Sumant and Sheela Kumar. Awarded to deserving Allied Health students from Parker County.

Staci Lee, Mandi McWhorter, Lacey Osina, and Whitney Welch Memorial Scholarship Fund  
Established in 2000 in memory of four Brock High School students who lost their lives in an automobile accident. For deserving Brock High School graduates.

Mark Littleton Scholarship Fund  
Established in 1997 by the WC Development Foundation to honor Mark Littleton, winner of the inaugural Carlos Hartnett Award. This scholarship assists deserving students.

Dr. Trevor Mabery Scholarship  
Established in 2002 by individuals from the Weatherford High School Class of 1953 and other friends and family of Dr. Trevor Mabery. For deserving Parker County students pursuing careers in any branch of medicine.

Perry Mader Scholarship Fund  
Established in 1991 by the family of Perry Mader, former trustee of Weatherford College, to assist deserving students.

Luther Martin Memorial Scholarship Fund  
Established in 1984 by Jack Martin in memory of his parents, Mr. and Mrs. Luther Martin, to assist a deserving student interested in agriculture.

Mary Crownover Martin Memorial Scholarship Fund
Established in 1983 by Jack Martin in memory of his wife, Mary Crownover Martin, to assist a deserving student majoring in art.

**Robert H. McDaniel Memorial Scholarship Fund**
Established in 1990 by Carol Riddle McDaniel and friends in memory of her husband, Robert H. McDaniel.

**McGregor/Piper Scholarship**
Established in 1993 by Dr. Barbara McGregor, a longtime English faculty member, to assist deserving students of Weatherford College, with a preference for nontraditional students with plans to enter the teaching profession.

**Robert “Bob” Lee McMahon Memorial Scholarship Fund**
Established in 2000 by the estate of Robert “Bob” McMahon to assist deserving students.

**Dr. E. W. Mince Presidential Scholarship**
Established in 1989 by Marie Mince and her daughters to honor Dr. E. W. Mince, then president of Weatherford College. The scholarship assists students majoring in a business field.

**Lacey Osina Scholarship**
Established in 2000 to honor the memory of Lacey Osina, daughter of WC employees Mark and Liz Osina. For a Brock High School graduate.

**E.A. Patterson, Jr. Memorial Scholarship Fund**
Established in 1996 by Neoma Patterson and Mr. and Mrs. Hoss Patterson to honor the memory of E.A. Patterson, Jr. The scholarship assists students studying agriculture.

**Presidential Merit Scholarship**
Established in 2007 by WC President Dr. Joe Birmingham and other donors. For students with exceptional academic and leadership backgrounds.

**Raymond W. Puryear Memorial Scholarship Fund**
Established in 1989 by Edna Puryear Strickland in memory of her husband, Raymond Puryear, who attended Weatherford College in 1923-24, to assist a student majoring in an agricultural field.

**Maggie Resch Memorial Scholarship Fund**
Established in 1981 by Carlos Hartnett in memory of his mother, Maggie Resch, a dedicated nurse, to assist a deserving student in vocational nursing.

**Landrith and Nelda Reynolds Scholarship Fund**
Established in 1982 by the estate of Nelda Roberts to assist deserving students.

**Dr. Dennie Richardson Memorial Scholarship Fund**
Established in 1994 in memory of Dr. Dennie K. Richardson, a longtime counselor, to assist deserving students.

**Shane Richardson Memorial Scholarship**
Established in 2007 by the friends and family of Shane Richardson, a graduate of WC’s Fire Academy. For Fire Academy students.

**A.T. Roe Scholarship Fund**
Established in 1999 by WC alumnus A.T. Roe of San Diego, CA, to assist deserving students.

**San Antonio Livestock Exposition Trust**
Established by the San Antonio Livestock Exposition (SALE) to honor Tom Bell, an ex-student of Weatherford College and member of the executive committee of SALE, to assist deserving agriculture majors who plan to work in the field. Interested students should apply to the director of the agriculture
Shirley Whaley Sanders & George and Mae Hattanbach Scholarship  
Established in 1998 by the estate of Shirley Sanders to assist deserving students.

Lenora White Sands Memorial Scholarship  
Established in 1982 by Betsy Sands Lewis and Mike Sands in memory of their mother, Lenora White Sands, to assist drama students.

Morris “Sandy” Sands Memorial Scholarship Fund  
Established in 1983 by Betsy Sands Lewis and Mike Sands in memory of their father, Morris “Sandy” Sands, to assist a student excelling in athletics.

John Robert Scott Memorial Scholarship  
Established in 1979 by Grimes and Garnett Scott in memory of their son to assist deserving students with a preference to mathematics or science majors.

Joyce Carr Sosebee Scholarship  
For deserving WC students.

Lee and Joyce Stevenson Scholarship Fund  
Established in 1998 by Joyce Stevenson and Reural Bailey to assist deserving students.

Edna Strickland Scholarship  
Established in 2004 by Edna Strickland, WC Class of 1927. For deserving students.

Helen R. Tidwell Scholarship Fund  
Established in 1996 by Helen R. Tidwell of Houston, a member of the WC Class of 1943, to assist deserving students.

Patsy Tison Scholarship  
Established in 2005 by the children of Joe and Patsy Tison: Donna Tison Mauer, Jana Tison Truax and Lance Tison to honor their mother.

Charles and Kitty Trigg Scholarship Fund  
Established by Mr. and Mrs. Charles H. Trigg of Mertzon, Texas, to assist deserving students.

Gabe T. Vick Memorial Scholarship  

Eva Walton Memorial Scholarship  
Established in 1983 in memory of Eva Walton to assist students pursuing careers in vocational nursing.

Weatherford College Ex-Students Trust Scholarship  
Established in 1985 by the WC Ex-Students Association. This is an ongoing continuous trust with at least one scholarship going to a student who will assist the Ex-Students Association.

Weatherford College Fire Science Scholarship  
Established in 2002 by Jason Loyd, WC Fire Science department chair, and his wife, Melissa. Provides scholarships for WC Fire Science students.

Weatherford College Noon Lions Club Scholarship  
Established to honor the memory of several Noon Lions Club members, including Dr. Ron Finley, Roy Keaton, Dr. Dennie Richardson, Joe Witherspoon and Lee Young.

Lacy Wakefield Welborn Scholarship  
Established in 2005 by Michael Welborn and other family and friends of WC
alumna Lacy Wakefield Welborn. For A.D.N. students.

**James M. Whitsett Memorial Scholarship**
Established in 1983 by May Belle Whitsett in memory of her brother, James Morris Whitsett, a 1924 graduate of Weatherford College.

**Mac Wiggs Scholarship**
Established in 2007 by Laura and Bruce Wiggs in memory of Mac Wiggs. For deserving students.

**Preston Woody Memorial Scholarship**
Established in memory of Preston Woody to assist deserving students in agriculture.

**Sam and Mollie White Woody and James E. and Annie Woody Robinson Memorial Scholarship**
Established in 2001 by the estate of Reanelle R. Dudley to assist deserving students.

**Jim Wright Scholarship**
Established in 2001 to assist students pursuing careers in the fields of government or history.

**Coy Young Memorial Scholarship**
Established in memory of Coy Young by his wife, Geneva, and their son, Dale, to assist deserving students.

**Annual Scholarships**
- Adams Leadership Scholarship
- Marjorie Black Alkek Memorial Scholarship
- Clint Anderson Fort Worth Southside Optimist Club Scholarship
- The Bank of Weatherford Scholarship
- Danny and Tina Boitnott Upward Bound Scholarship
- Craig Crawford Scholarship
- Michael Feely Memorial Scholarship
- Sandy Goss Scholarship
- Woodrow W. Lamkin Scholarship
- Lipan Community Paramedicine Scholarship
- Earl Morris Leadership Scholarship
- L.D. “Bill” Murray Scholarship
- Parker County Women’s and Newcomers Scholarship
- Southwest Ford Scholarship
- Students Seeking Success (SSS) Scholarship
- George and Louise Tate Memorial Scholarship
- Weatherford College Tech Prep Scholarship
- Weatherford Business and Professional Women Scholarship
- Weatherford Optimist Club Scholarship
- Dr. Steven Wood Scholarship
- Gail Wright Respiratory Care Scholarship

Interested persons should apply to the Director of Financial Aid. For information on establishing a scholarship, contact the Institutional Advancement Office.
**ADDITIONAL FINANCIAL AID**

**VETERANS**

Weatherford College is approved for veterans education benefits by the Texas Veterans Commission. Information on veterans programs may be obtained by contacting the Veterans Coordinator at Weatherford College.

**TEXAS DEPARTMENT OF ASSISTED AND REHABILITATIVE SERVICES (DARS)**

The Texas Department of Assisted and Rehabilitative Services offers assistance for tuition and non-refundable fees to students who have certain disabling conditions provided their vocational objectives have been approved by a DARS Counselor. Examples of such conditions are orthopedic deformities, emotional disorders, diabetes, epilepsy, and heart conditions. Other services are also available to assist the handicapped student to become employable. Application for such service should be made at the Texas Department of Assisted and Rehabilitative Services, Weatherford Field Office, 1501 Texas Drive, Weatherford, TX 76086. The Weatherford telephone number is 817-599-4410 or TDD 817-599-4410.

Students are required to complete the FAFSA application process when applying for the DARS program. If a student is eligible for a federal Pell grant, the grant will pay instead of the DARS authorization. However, if a student has a federal Pell grant and DARS wishes to pay for books and supplies, the DARS payment is applied first.
Weatherford College Foundation, Inc.

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The Weatherford College Foundation, Inc. is charged with administering a wide range of funds and endowments which provide scholarships for qualifying students. Those interested in establishing scholarships at Weatherford College may contact Brent Baker, Vice President of Institutional Advancement, at 817-598-6275.
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**ACADEMIC INTEGRITY**

Weatherford College expects its students to maintain high standards of personal and scholarly conduct. Students guilty of academic dishonesty are subject to disciplinary action. Academic dishonesty includes, but is not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials. The faculty member is responsible for initiating action for each case of academic dishonesty that occurs in his or her class.

**ACCESS TO STUDENT RECORDS**

The Family Education Rights and Privacy Act of 1974 (PL 93-380), commonly referred to as FERPA, provides that all records pertaining to a student that are maintained by the college must be open for inspection by the student and may not be made available to any other person without the written authorization of the student.

The act further provides that certain portions of student records are deemed directory information and may be released to the public without the student’s written authorization. Directory information includes name, current address, telephone number, major, dates of attendance, full or part-time enrollment, degrees and awards received and dates granted, previous educational institution(s) attended, and eligibility and participation in officially recognized activities and sports.

Students must request in writing that directory information be kept confidential by contacting the Student Services Office. The request may be cancelled upon receipt of the student’s written authorization. Requests for release of student information or additional information concerning FERPA should be directed to the Student Services Office.

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

Students may ask the college to amend a record that they believe is inaccurate or misleading. They should write the college official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the college decides not to amend the record(s) as requested by the student, the college will notify the student of the decision and advise the student of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when a hearing is required.

Upon request, the college may disclose education records without consent to officials of another school in which a student seeks or intends to enroll.

**Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by Weatherford College to comply with the requirements of FERPA.**

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
ATTENDANCE POLICY

Regular class attendance is integral to student success. Therefore, faculty will encourage regular class attendance by stating both the attendance requirements and the consequences for noncompliance in each course syllabus. For some courses taught through distance learning, attendance requirements are not suitable. In these situations, faculty will state alternative expectations in the course syllabus for student success, along with consequences for noncompliance. In addition to being detrimental to student success, excessive student absences may jeopardize a student’s federal financial aid, obligating the student to repay funds received.

Students who failed the THEA or alternate test are required by state guidelines and local policy to attend their developmental classes or program. Excessive absences from developmental classes or program activities will result in a grade of “EW” (Enforced Withdrawal.)

Participation in a College-sanctioned activity is considered an excused absence. The student must complete the Excused Absence Form, have it signed by the club or activity advisor, and present it to all instructors prior to the impending absence. Instructors signing the form should note if the absence will be detrimental to the student’s progress in a course. The form must be returned to the activity advisor prior to the activity. Upon evaluation of instructor comments, the activity advisor may deny the student the privilege of participating in the activity.

A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or to complete an assignment scheduled for that day within a reasonable time after the absence if, not later than the fifteenth day after the first day of the semester, the student notified the instructor of the date(s) of the absence (FBC-legal). The notice shall be in writing and shall be delivered by the student personally to the instructor of each class, with receipt of the notice acknowledged and dated by the instructor or by certified mail, return receipt requested, addressed to the instructor of each class. A student who is excused under this section may not be penalized for the absence, but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination. (Education Code 51.911)

CHANGE OF NAME OR ADDRESS

Students who change their residence or mailing address are expected to notify the Student Services Office of this change immediately. Any communication from the college mailed to the name and address on record is considered to have been properly delivered and the student is responsible.
CLASSIFICATION OF STUDENTS

Students admitted to the college under one of the modes of admission described under ‘New Student Admission’ (page 17) are classified as freshmen until they have earned at least thirty semester credit hours toward a degree with at least forty-five grade points. They are thereafter classified as sophomores until they have completed the requirements for graduation or certification under a two-year program, or until they have completed one-half the semester-hour requirement for a bachelor’s degree. Students beyond the sophomore level may be admitted and will be classified as special students. Students are classified as full-time if they are enrolled for 12 or more semester hours and part-time if they are enrolled for fewer than 12 semester hours.

CREDIT BY EXAMINATION

- A maximum of 30 semester hours of credit from all sources of credit by examination may be applied toward a degree from Weatherford College
- Credit earned by examination does not reduce the residency requirement of 15 semester hours completed at Weatherford College
- Credit by examination is awarded on a pass-fail basis; scores are not included in a student’s grade-point average

College Level Examination Program (CLEP)
Qualifying CLEP scores:

<table>
<thead>
<tr>
<th>CLEP Exam</th>
<th>Required Score</th>
<th>Hours of Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Government</td>
<td>50</td>
<td>3 GOVT 2302</td>
</tr>
<tr>
<td>History of the US I to 1877</td>
<td>50</td>
<td>3 HIST 1301</td>
</tr>
<tr>
<td>History of the US II 1877 - Present</td>
<td>50</td>
<td>3 HIST 1302</td>
</tr>
<tr>
<td>Calculus</td>
<td>50/60 4/7</td>
<td>MATH 2413/2314</td>
</tr>
<tr>
<td>College Algebra</td>
<td>50</td>
<td>3 MATH 1314</td>
</tr>
<tr>
<td>English Composition w/o Essay</td>
<td>50</td>
<td>3 ENGL 1301</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>50/60 4/8</td>
<td>SPAN 1411/1412</td>
</tr>
<tr>
<td>Information Systems and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Applications</td>
<td>50</td>
<td>3 COSC 1301</td>
</tr>
<tr>
<td>English Literature</td>
<td>50</td>
<td>3 ENGL 2322 or 2323</td>
</tr>
<tr>
<td>Biology</td>
<td>50</td>
<td>4 BIOL 1408</td>
</tr>
<tr>
<td>Chemistry</td>
<td>50/60 4/8</td>
<td>CHEM 1411/1412</td>
</tr>
<tr>
<td>Intro to Psychology</td>
<td>50</td>
<td>3 PSYC 2301</td>
</tr>
<tr>
<td>Human Growth and Development</td>
<td>50</td>
<td>3 PSYC 2314</td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>50</td>
<td>4 ACCT 2401</td>
</tr>
<tr>
<td>Principles of Management</td>
<td>50</td>
<td>3 MGMT 2374</td>
</tr>
<tr>
<td>Introduction to Business Law</td>
<td>50</td>
<td>3 BUSI 2301 or 2302</td>
</tr>
<tr>
<td>Principles of Macroeconomics</td>
<td>50</td>
<td>3 ECON 2301</td>
</tr>
<tr>
<td>Principles of Microeconomics</td>
<td>50</td>
<td>3 ECON 2302</td>
</tr>
<tr>
<td>Introduction to Sociology</td>
<td>50</td>
<td>3 SOCI 1301</td>
</tr>
</tbody>
</table>

*Weatherford College does not award CLEP credit for ENGL1302
Advanced Placement (AP) Exams
Weatherford College awards credit for Advanced Placement (AP) Examinations with a score of 3 or higher

COURSE CANCELLATIONS
Generally, a minimum of 10 students will be required for a course to be offered within the college district. Outside the district, a minimum of 15 students per off-campus class is generally required. The college reserves the right to cancel any scheduled course which does not attract sufficient enrollment to justify teaching the course.

DEAD WEEK
Dead week is designated as the week prior to the beginning of final examinations. No student activities or field trips are to be scheduled during this week. Exams are not to be given unless prior approval is acquired from the department chair and division dean since the week should be devoted to scholarly reflection and review both in and out of the classroom. The only exception to this practice is departmentally graded multi-section finals for which special permission has been granted to conduct the first stage of examinations the week prior to final exams week. The president or the vice-president of student affairs must approve athletic events.

DEAN’S LIST
The Dean’s List includes those students earning a grade-point average of 3.5 or better in each long semester. To be eligible for the Dean’s List, students must be enrolled for twelve or more semester hours, have no grade lower than a “C” and meet the minimum grade point average.

DEFINITION OF A NON-RESIDENT STUDENT
“A non-resident student is hereby defined to be a student of less than eighteen (18) years of age, living away from his family and whose family resides in another state, or whose family has not resided in Texas for twelve (12) months immediately preceding the date of registration; or a student eighteen (18) years of age or over who resides out of the state or who has not been a resident of the state twelve (12) months subsequent to his eighteenth (18th) birthday or for the twelve (12) months immediately preceding the date of registration.” Vernon’s Civil Statutes of the State of Texas, Art. 2654c.

International students with permanent resident cards must meet the same criteria for in-state tuition as American citizens. Filing work permission paperwork with the U.S. Citizenship and Immigration Services (USCIS) which grants conditional permanent resident status will not change the tuition charges. Twelve (12) months after receiving a green card without going to college or paying taxes in Parker County is required to be eligible for in-state tuition.
DROPS AND WITHDRAWALS

Prior to the first day of a semester, students may drop classes in one of three ways:

1. In person in the Office of Student Services or Education Centers;
2. By written request signed by the student and sent by U.S. mail or signed fax. The request must be postmarked no later than the day prior to the first class day, or;
3. On-line.

Students may register on-line up to the last business day preceding the first class day of each semester. This is also the deadline for on-line schedule changes, including drops.

Beginning on the first class day of each semester, students wanting to withdraw from one or more classes on or prior to the last day to drop with a “W” for a semester or term must either initiate the withdrawal process in person in the Student Services Office or Education Centers, send by U.S. mail a signed request to be dropped, or send a signed fax. Mailed drop requests must be postmarked no later than the last day to receive a grade of “W” for that semester, and faxed requests must be received no later than the last day to receive a grade of “W” for that semester. Online services are not available for registration, schedule changes, or drops beginning on the last business day preceding the first class day of each semester.

SIX-DROP LIMIT

Students who enrolled in a Texas public institution of higher education as a first-time freshman in the fall of 2007 or after are limited to no more than six drops during their undergraduate career. The six-drop limit also includes courses taken at any Texas public institution of higher education. All courses dropped after the official day of record for the semester will be included in the six-course limit unless the student withdraws from all classes, or the drop is authorized by an appropriate college official as an approved drop exception.

Enrollment at Weatherford College will not be prohibited if transcripts of all Texas institutions the student has been enrolled in are not made available to the College. However, students may not be allowed to drop a course if they have not provided the College with all transcripts and the appropriate College official is concerned that in allowing the drop, the six-drop might be exceeded.

Students reaching the limit of six drops, either at WC or with transferred hours included, will not be allowed to drop any course. However, students who have reached the limit may still do a total withdrawal.

Courses that are dropped on different dates of the semester, but culminate in a withdrawal (student receives a W for all courses that semester) will not be counted towards the six-drop limit.
**FINALS WEEK**

Finals shall be given to all students during the final week of each semester. Final exam schedules vary from regular class periods. Students should refer to the schedule of classes for the finals schedule, or pick up a final exam schedule in the Student Services Office.

**GRADES**

Grades are expressed in letters as follows:
- A - Superior (90-100*)
- B - Good (80-89*)
- C - Average (70-79*)
- D - Passing (60-69*)
- F - Failing (Below 60*)
- CR - CLEP or other credit
- I - Incomplete
- P - Passed
- Q - Withdrawn or dropped from continuing education course
- S - Satisfactory
- U - Unsatisfactory
- W - Withdrawn or dropped from college with no academic penalty
- EW - Enforced Withdrawal
- X - Audit

**GRADE REPORTS**

Grade reports are available online at the end of each semester on the Campus Connect student information system. Campus Connect may be accessed through the Weatherford College homepage at www.wc.edu.

**GRADE DISPUTES**

A student disputing a grade should contact the course instructor no later than 30 days after the grade was awarded. If not satisfied after consulting the instructor, the student may request a review of the grade by submitting a written request to the next level of instructional administration. The administrative hierarchy is:

1. Department chair
2. Instructional dean
3. Sr. vice president of instruction and student affairs
4. College president

The Student Services Office maintains the student permanent record and transcript. If an individual feels that there is a record error, he/she should file a Record Dispute Form in the Student Services Office no later than one calendar year from the date of the record in question. **Questions regarding individual grades or how they are calculated should be directed to the course instructor.**
**GRADE POINTS**

The GPA (grade point average) is computed by dividing the total number of grade points by the total number of semester hours attempted. Grades of “S,” “U,” “CR,” “W,” “X,” and “P” do not affect the grade point average. The following schedule of grade points is used in computing GPA:

- A - 4 points per semester hour
- B - 3 points per semester hour
- C - 2 points per semester hour
- D - 1 point per semester hour
- EW - No points or 0 points
- F - No points or 0 points
- W - No points

*Grade values may differ in the Allied Health program and in the Fire Science Technology program.

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**GRADUATE GUARANTEE PROGRAM**

**TRANSFER CREDIT**

Weatherford College guarantees to its Associate in Arts and Associate in Science degree students who have met the requirements for the degree that course credits will transfer to other publicly-supported Texas colleges or universities provided the following conditions are met:

- Transferability means acceptance of credit toward a specific major, specific degree, and from a specific institution. These three components must be identified by the student during the application for admission process prior to the first semester of enrollment.
- Limitations on total number of credits accepted in transfer, grades required, relevant GPA, and duration of transferability apply as stated in the general undergraduate catalog of the receiving institution.
- Transferability refers to courses in a written transfer/degree plan filed in a student’s file in the Student Services Office at Weatherford College.
- Only college-level courses with Community College Academic Course Guide Manual-approved numbers are included in this guarantee.

If all of the above conditions are met and a course (or courses) is not accepted by a receiving institution in transfer, the student must notify the vice president of instruction at Weatherford College within 10 days of notice of transfer credit denial so the “Transfer Dispute Resolution” process can be initiated.

**RESOLUTION OF TRANSFER DISPUTES**

The following procedures are followed by Weatherford College in the resolution of credit transfer disputes:

- If an institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and to the sending institution that transfer of the course credit is denied. A receiving institution shall also provide written notice of the reasons for denying credit for a particular course or set of courses at the request of the sending institution.
- A student who receives notice as specified in the above information may dispute the denial of credit by contacting a designated official at either the sending or the receiving institution.
• The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Texas Higher Education Coordinating Board (THECB) rules and guidelines.
• If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of denial, the institution that denies the course credit for transfer shall notify the THECB commissioner of its denial and the reasons for the denial.

If course denial is not resolved, Weatherford College will allow the student to take tuition-free alternate courses, semester hour for semester hour, that are acceptable to the receiving institution within a one-year period from the granting of a degree at Weatherford College. The graduate is responsible for payment of any fees, books or other course-related expenses associated with the alternate course or courses.

GUARANTEE OF JOB COMPETENCY

If a recipient of an Associate of Applied Science degree or Certificate of Completion is judged by his or her employer to be lacking in technical job skills identified as exit competencies for his or her specific degree program, the graduate will be provided up to 12 tuition-free credit hours of additional skill training by Weatherford College under the conditions of the guarantee policy. Special conditions that apply to the guarantee include the following:

• The graduate must have earned the Associate of Applied Science degree or Certificate of Completion beginning May, 1993 or thereafter in a technical, vocational or occupational program identified in the college’s catalog.
• The graduate must have completed requirements for the Associate of Applied Science degree or Certificate of Completion at Weatherford College, with a minimum 75 percent of credits earned at Weatherford College, and must have completed the degree or certificate within a five-year time span from initial date of entry into the program.
• Graduates must be employed full-time in an area directly related to the area of program concentration as certified by the vice president of instruction.
• Employment must have commenced within twelve months of graduation.
• The employer must certify in writing that the employee is lacking entry-level skills identified by Weatherford College as program exit competencies and must specify the areas of deficiency within 90 days of the graduate’s initial employment.
• The employer, graduate, division dean, job placement counselor, and an appropriate faculty member will develop a written educational plan for retraining.
• Retraining will be limited to twelve credit hours related to the identified skill deficiency and to those classes regularly scheduled during the period covered by the retraining plan.
• All retraining must be completed within a calendar year from the time the educational plan is agreed upon.
• The graduate and/or employer is responsible for the cost of books, insurance, uniforms, fees, and other course-related expenses.
• The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career.
HONOR GRADUATES
Students who meet the requirements for graduation will be deemed honor graduates if they have no grades lower than “C” and have an exceptional grade point average (3.5 grade point average or better) on all hours presented for graduation. To be eligible for Honor Graduate status, a student must have completed a minimum of thirty semester hours at Weatherford College. Highest honor graduates in Associate in Arts, Associate in Science, and Associate of Applied Science are recognized at commencement.

INCOMPLETE GRADES
Students who have maintained a passing average in a course during a semester, but, due to circumstances beyond their control, are unable to complete all of the required work by the end of that semester, may be assigned a temporary grade of “Incomplete (I)”. The grade of “I” is dependent upon the student having at least a grade of “C” in the course, exclusive of the missed work. Students who request an “I” in a course must contact the instructor no later than the first 30 calendar days of the next long semester. An “I” that is not removed by the end of the next long semester will be changed to “W” on the student’s permanent record.

INTERNATIONAL BACCALAUREATE DIPLOMA PROGRAM CREDIT
Entering freshmen students who have successfully completed the International Baccalaureate Degree (IBD) Program with a minimum score of 4 points in all subject areas will be awarded twenty-four semester credit hours in specific courses determined to be equivalent to the IBD courses for which credit was received. Students who did not satisfy all requirements of the Diploma Program, or who elected to take fewer than the six subjects required for the diploma may be awarded individual course credit according to instructional departmental policy. Credits awarded for selected Weatherford College courses may require a higher than minimum IBD passing exam score.

A student must submit an official transcript of IBD test results to the Office of Student Services at least two weeks prior to the first day of classes for transcript evaluation and advising. The student will be notified by the designated admissions officer of specific course credit for which the student is eligible upon completion of the IBD transcript evaluation. IBD course credit will be transcripted with a designation of CR after the applicant completes registration and enrollment, and after the official count day of the first semester of attendance at Weatherford College.

REPETITION OF COURSES
Courses may be repeated for grade improvement; only the highest grade earned is used to determine the student’s cumulative grade point average. However, all courses that receive assigned grades appear as part of the student’s permanent academic record.

Note: The Texas Legislature has mandated that a course repeated by a student more than twice at a public institution of higher education may not be reported for state funding. As a result, the institution must either pass the non-funded portion to all students or charge a supplementary fee. Consequently, Weatherford College has chosen to assess a supplementary fee to only those students repeating the course more than twice, beginning with Fall 2007 semester. For courses being taken for the
third time, students will be charged $50.00 per semester credit hour ($150.00 for a 3 hour course) in addition to tuition and required fees associated with the course. Students will be notified at the time they register for a course that it has been taken twice at Weatherford College and is subject to the supplementary fee.

**Scholastic Probation and Academic Suspension**

Students whose work does not meet minimum academic standards at the end of a semester are placed on scholastic probation during the next semester for which they are enrolled:

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>Must Pass</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 or more hours</td>
<td>9 hours</td>
<td>1.50</td>
</tr>
<tr>
<td>9-11 hours</td>
<td>6 hours</td>
<td>1.75</td>
</tr>
<tr>
<td>1-8 hours</td>
<td>All hours</td>
<td>2.00</td>
</tr>
</tbody>
</table>

Students who do not meet these standards by the end of the following semester including summer sessions will be required to withdraw from college under academic suspension for at least one regular semester.

A student placed on academic suspension at the end of any semester may petition the Appeals Committee for readmittance. If the committee agrees to readmit the student, the committee will prescribe a course of action for the student to follow.

Successful completion of the prescribed plan of action will remove the student from academic suspension and make the student eligible to return for the next semester in good standing.

Students who do not meet the standards will be ineligible to return to Weatherford College for two long semesters. There is no appeal in such cases.

**Semester Load of Classes**

Students are permitted to earn approximately one-fourth of the semester hour requirement for a two-year degree during a long semester. The normal load for summer work is two academic courses per six-week term. In some cases the vice president of student affairs or the dean of enrollment management may grant permission for an additional course. In a mini term, the maximum load is one course, no exceptions.

**Social Security Disclosure**

Applicants for admission are advised that disclosure of a student’s Social Security Account Number (SSAN) is required as a condition for admission as a student at Weatherford College, in view of the practical administrative difficulties that would be encountered in maintaining adequate student records without continued use of the SSAN. The SSAN is used to verify the identity of a student and as a student account number (identifier) to record necessary data accurately. Authority for requiring disclosure of a student’s SSAN is based on section 7(a)(2) of the Privacy Act, which provides that an agency may continue to require disclosure of an individual’s SSAN as a condition for the granting of a right, benefit, or privilege provided by law where the agency required the disclosure under statutes or regulations prior to January 1, 1975, to verify the identity of an individual.
STANDARDS OF PROGRESS FOR STUDENTS RECEIVING VETERANS ADMINISTRATION BENEFITS

- A minimum 1.5 GPA is needed in the first semester or summer session for students receiving Veterans Administration benefits. Students with less than a 1.5 GPA on their first semester or summer session will be on veterans aid probation for the following long semester or summer session.
- Students are required thereafter to earn a 2.0 GPA on all work attempted in the following semester or a cumulative 2.0 GPA to maintain satisfactory progress. Students earning below any of these standards will be placed on veterans aid probation for the following long semester or summer session.
- Students on veterans aid probation must earn a 2.0 GPA in the next long semester or summer session or a cumulative 2.0 GPA in order to be removed from veteran’s aid probation. A veteran must be enrolled at least half-time to be removed from probation.
- Failure to achieve 2.0 GPA places a student on veterans aid suspension. Such a student is ineligible to receive VA benefits for one long semester following suspension and a report of unsatisfactory progress is sent to the Veterans Administration.
- Counseling by the veterans coordinator is required to reinstate VA benefits after suspension. The results of the session are sent to the Veterans Administration, and if unsatisfactory progress is removed, the student is placed back on veterans aid probation.
- Should the student not achieve the minimum standards a second time, the student is placed on veterans aid suspension for two long semesters. Readmission requires counseling by the veterans coordinator and an interview with the Academic Standards Committee at Weatherford College, with the results being sent to the Veterans Administration.

STUDENT CONDUCT

The conduct of Weatherford College students, both on and off campus, is expected to be that of any responsible adult in a public place. Students should consider at all times the effect of their actions on the reputation of the college. It is recognized that each student has the inherent right of free speech and free thought. However, it is also recognized that these rights must be extended to all other individuals.

With these statements as guidelines, the board of trustees of Weatherford College hereby establishes the following policy:

The college reserves the right to immediately suspend any student found guilty of a felony, found guilty of the possession or use of narcotics, engaged in action that disrupts or interferes with regular college classes or a college-sanctioned function, found guilty of academic dishonesty or who is responsible for the obstruction of the normal administrative operations of the college. Length of suspension will be dependent on nature, severity and future risk to the campus community.

Any student suspended or expelled under this policy may appeal the ruling before the Appeals Committee. If dissatisfied with the ruling of the Appeals Committee, the student or the administrative officers of the college may
appeal to the college vice president of student affairs for a disposition of the case.

An expelled student will be dropped from all classes and will receive grades that are consistent with the withdrawal policy in this catalog. The expulsion status will be reflected on the student's transcript.

A complete set of policies regarding student conduct may be found in the current student handbook available in the Student Services office or online at www.wc.edu.

**TSI COURSE RESTRICTIONS**

Students whose THEA or other alternative test scores are below specified levels are restricted from the courses listed below. The restriction is in effect until the THEA or alternative test is retaken and the required score is presented.

Courses restricted by **READING** scores:
- ENGL 2322
- ENGL 2323
- ENGL 2327
- ENGL 2328
- ENGL 2321

Courses restricted by **WRITING** scores:
- ENGL 1301

Courses restricted by **MATH** scores:
- MATH 1314
- MATH 1316
- MATH 1324
- MATH 1325
- MATH 1332
- MATH 1332
- MATH 1342
- MATH 1350
- MATH 1350

**ENFORCEMENT OF MANDATORY REMEDIATION**

Under state law, if a student is required by TSI to take developmental courses, the student must participate in and attend the required courses or risk receiving an “EW” in the required developmental course. Accordingly, Weatherford College has established the following policy:

A student may receive an “EW” in the required developmental course after missing–

3 absences in a night developmental class
3 absences in a Saturday developmental class
3 absences in a summer developmental class
5 absences in a day developmental class
9 absences in a double class

A first and final warning letter will be sent to the student from the Dean of Teacher Education and Instructional Support. After the maximum number of absences is reached, the student is sent a suspension notification letter from the TSI compliance coordinator.

An eligible student who has not forfeited the right to appeal may appeal to the TSI compliance coordinator for re-admittance to the course. If the student does not respond to the suspension notification letter, or if the student's appeal is denied, the student will receive an “EW” in the required developmental course.
TRANSCRIPT REQUESTS
www.wc.edu/stsv/

A transcript of college work is an official copy of a student’s permanent record bearing the college seal and the signature of the registrar. All delinquent fees must be paid to the Business Office and all holds cleared before a student's record will be released.

A student may request that a transcript be mailed. It is the responsibility of the student to provide the name of the institution or of the employer to whom the transcript is being sent, along with correct mailing information. A transcript is available by written or faxed request of a student to the Student Services Office.

An official student copy of a transcript may be given to a student, but it will be stamped “Issued to Student.” No one may pick up a transcript for another person without written consent of the owner of the transcript (Family Rights and Privacy Act–1974). Identification will be required before release of a transcript.

Students should allow a period of one week for delivery of the transcript after the request has been submitted or after the close of a semester for which grades are being requested.
WC is Step One for Randall Storey of Springtown. The WC freshman, an agriculture major, is on his way to Tarleton State University after graduation to get his bachelor’s, master’s and Ph.D. so he can teach in college.

And he’s making good use of his time here as president of the Computer Club and as a Student Ambassador. He’s lovin’ it here, he says.

“My mom went to WC and really loved it, too. It’s close to home; the instructors care about you; and the cost is fair.”

So what’s not to love?
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Tobacco Use Policy 79
The Alumni Association extends membership to all former students of Weatherford College. Members of the faculty, staff and board of trustees are honorary members. The Local Coyotes Ex-Students meet every second Monday for lunch, a program, and a business meeting in the Doss Student Center.

Athletics at the intercollegiate level offered at WC include baseball, rodeo and men’s and women’s basketball. The program is administered by the athletic director with administrative review. The college is a member of the National Junior College Athletic Association and the Northern Texas Junior College Athletic Conference. Students may also participate on intramural sports teams including basketball, badminton, volleyball, tennis, and golf.

Campus Connect® is the web-based student information system used by Weatherford College. The following student information can either be printed or displayed from an individual student login:

- Register/Add/Drop classes
- Class schedule
- Grade report
- Course availability
- Unofficial transcript
- Account status
- Degree audit
- Demographic information
- Financial aid
- PIN maintenance

Campus Connect® is accessible from any computer with web-based capabilities. To use the system, visit the Weatherford College home page (www.wc.edu) and select the Campus Connect® icon.

The Career Center provides free job search assistance and career advising to students, alumni and community residents. In addition, events such as job fairs and workshops related to our services are available throughout the semester. For more information please call us at 817-598-6498, visit our web site, or come by our office on the upper level of the Student Services building in room 8-104.
College Bookstore
The College Bookstore, owned and operated by Weatherford College, provides students, community members, faculty and staff with needed academic material to assist in their education. In addition to providing required textbooks, the bookstore also provides college apparel and supplies. The store is located in the Doss Student Center on the north side of campus. For more information call (817) 598-6286.

Free Speech Area
Weatherford College supports and encourages the right of its students to assemble for free speech. WC has designated the Memorial Plaza as the area for free speech. Any student who wishes to make public announcements or addresses must do so in this designated free speech area.

Personal Counseling
www.wc.edu/stsv/
The college counseling staff provides professional service to students and to residents of the community. These services include individual and group counseling for educational, occupational, and personal development.

Individual and group counseling is available to all WC students. Personal issues and concerns such as decision-making, personal relationship skills, increasing self-confidence, and personal adjustments necessary to be successful may be topics through which students might work with the guidance of a WC counselor. Appointments can be scheduled in the Student Services Office or by calling 817-598-6249.

Testing Services
The Weatherford College Testing Center offers a secure testing environment that is conducive to achievement. The testing center administers national and state standardized tests, such as GED, ACT, CLEP, TCLEOSE and THEA. The testing center administers local tests, such as COMPASS, TEAS, NET, Virtual College of Texas and campus faculty tests. The testing center is also available for students and community members to have tests proctored while taking on-line or correspondence courses from other colleges or universities. All fees must be paid by cash or money order. For more information, contact the Testing Center at 817-598-6383.
**HOUSING AND DINING**

Weatherford College is happy to introduce a new student community known as “Coyote Village”. This is a unique alternative to traditional dormitory living. Walk to class from our luxury apartments, located right on campus.

Coyote Village is the first of its kind for a community college setting in the state. Coyote Village offers the best of both worlds with the comfort and amenities of an apartment style community and the convenience of on-campus living at very reasonable, affordable rates.

Choose from our fully furnished two- and four-bedroom apartments. For your convenience, our units rent on an “individual lease basis,” meaning you never get stuck with your roommate’s rent. For your added privacy, the bedrooms are individually keyed and also include a separate phone line available in each bedroom. The kitchenettes are fully equipped for all your needs with a comfortable dining and living area. Other amenities are offered for resident students, including:

- Community center
- Social lounge with big screen TV
- 24-hour laundry facility
- Sand volleyball court
- Basketball sport court
- Computer learning center/cyber lounge
- 24-hour courtesy patrol serviced by the campus police department
- On-site community assistant staff
- On-site management and maintenance

Current rates, deposits required, and dates of availability are provided upon request. Early reservations are accepted and recommended. Weatherford College Student Community will let you enjoy the freedom of apartment life without sacrificing the convenience and comfort of on-campus living. Come see all we have to offer at the new on-campus Student Community, Coyote Village at Weatherford College.

All students living in Coyote Village are required to purchase a meal plan through the Weatherford College cafeteria.

Housing staff work in conjunction with the college’s student life director to develop and implement a full student life program.

Units rent on an individual lease basis. Current rates, deposits, and dates of availability are provided upon request. Early reservations are accepted and recommended. For more information, contact the Coyote Village general manager at 817-598-6467.

Each resident of student housing must choose a college meal plan. Information regarding meal plans is presented with housing information.

The Coyote Café, located in the Doss Center, features a variety of delicious and nutritious dining choices served in a pleasant, casual atmosphere.

The dining hall follows the official college calendar closing for all holidays including Thanksgiving, Easter, Spring Break, and between semesters. There are no dining hall services during the summer sessions.

Contact Erin Davidson, food service director, at (817) 598-6285 or edavidson@wc.edu regarding any questions.
The Weatherford College Library is an attractive two-story facility located in the heart of the campus. The mission of the College Library is to be an academic information resource for the students and faculty of the college, offering instructional support for course work, a quiet place to study, a large reference collection, a media center, and a full array of electronic resources. Study rooms and individual study carrels are available for student use. The Allied Health Room includes a specialized medical collection, video viewing facility, and group study area. Special Collections, centered on the history of the College, Parker County, and ranching, are held in the Faculty Development/Archive Room. The College Library and its related information services are available to the College community and to visitors, including students and faculty members from other institutions.

**Online resources:** The Online Library offers electronic access to more than 80 databases, research citations from more than 25,000 journals, and the full-texts to over 27,000 books and 3 million journal articles. There are 36 terminals for student access in the library and remote use of these resources are available from home and off campus locations. Terminals with special Library access are also available at the Mineral Wells and Decatur facilities.

Bibliographic information on the resources of the College Library is available through the library’s website. The Online Catalog lists most items held in the library’s general collections.

**Online services:** Through the Library’s online services students and faculty may initiate interlibrary loan requests for books and journal articles, ask reference questions through the “Ask the Librarian” feature, and submit suggestions for new titles and materials to be purchased.

**General Library Features:** The College Library’s collection consists of over 62,000 volumes, 330 periodicals and newspapers, 190,000 microfiche, and over 3,000 audio-visual items and is designed to serve the college community, particularly first time college students. For students attending classes at any of Weatherford College’s extension sites, the college has entered into written agreements with public libraries in those communities allowing access to use their facilities.

The library also provides research support through a well-trained staff willing to assist students, faculty, and community patrons.

Printing and copy services are available in the library for a minimal fee. On-campus and remote access are available for many of these services are available through the College library’s website.

**Other Resources and Programs:** Library hours vary according to the school year and are posted at the entrance to the library, and library’s web site. Course reserves are held at the public service counter. Library instruction is provided by appointment.

The TexShare State Library card is available to all enrolled students and faculty allowing access to other colleges’, universities’, and public libraries’ collections. The Media Center, with materials in most audiovisual formats, has individual
listening/viewing stations, as well as various Audio Visual equipment available for faculty checkout.

Students may check out library materials with a valid picture ID. Overdue materials will result in a fine, and unpaid fines may result in blocking access to grades, registration, and transcripts.

INSTRUCTIONAL SUPPORT SERVICES
THE STREIB ACADEMIC COMPUTER CENTER

The Streib Academic Computer Center is open to all students who need assistance with class assignments requiring the use of computer programs and to all members of the Weatherford College community who need access to and/or assistance with computer programs. The Center offers course-specific software for accounting, biology, English, upper-level mathematics, nursing, Spanish, and others. In addition, library instruction is provided on a scheduled basis, and students are provided assistance in using turnitin.com as required in their courses. Special emphasis is given to providing students with skills that enable them to use online research tools effectively. Also provided are access to word processing, email, the internet, online tutorials, and various software resources used in support of classroom instruction. Access to the Center’s calendar and resources is available at streib.wc.edu.

SUPPLEMENTAL INSTRUCTION

Under the supervision of the Streib Academic Computer Center Lab Specialist, a program of supplemental instruction (SI) is provided for selected courses. The program targets traditionally difficult courses including anatomy and physiology, government, and math classes. Trained SI leaders attend these classes and then provide regularly scheduled study sessions that offer students the opportunity to gain additional skills and information in order to be successful. For more information, contact us at 817-598-6372 or check your student email for announcements regarding SI. (streib.wc.edu)

THE WRITING CENTER

Located on the upper floor of the Weatherford College Library in Study Room #1, the Writing Center offers one-on-one tutoring to all students on a drop-in basis. Trained tutors are available on a posted schedule to assist students with all phases of assignments requiring writing. Access to the center’s schedule and other information is available at streib.wc.edu.

SUCCESS CONNECTION

Located on the lower level of the Liberal Arts building (LART-1-2), the Success Connection is a resource center for students who need assistance in gaining the skills and knowledge needed to achieve academic success. The Success Connection staff is dedicated to providing support to the entire Weatherford College community through maintaining an up-to-date computer lab, presenting workshops on study skills, offering tutoring for developmental classes, providing a variety of testing services. Handouts, videotapes, books, and study guides are available for students
STUDENT RESOURCES

needing these resources. Additional services include:

- Academic Assessment through computerized testing is available to assist students in identifying academic strengths and weaknesses providing students with information enabling them to develop effective learning strategies.

- COMPASS, TEAS, THEA Workshops are offered throughout each semester. Schedules are posted at http://www.wc.edu/success; study guides and computer programs are also available to assist individual students in preparing for admission tests.

- Tutoring is offered on a drop-in basis to all Weatherford College students. Schedules are posted at the website above. All tutors are required to participate in a certification training program and in additional in-service training.

- Required Tutorials for Developmental Math, Reading, and Writing Classes are coordinated through the Success Connection.

- Special Needs Students are served by Special Populations Assistants who are available through appointment to assist students with reading assignments and other activities requiring one-on-one help.

Study Skills Workshops in areas including time management, note-taking, listening, and test taking are provided throughout each long semester. A schedule of these workshops is posted on the Success Connection web page; additionally, fliers announcing topics, dates, times, and locations are regularly distributed throughout the campus. For access online: http://www.wc.edu/success/.

STUDENTS SUPPORT SERVICES (SSS)

SSS helps eligible students succeed at WC and assists them in transferring to the university level. SSS is a TRIO program funded by the U.S. Department of Education, and is committed to making college a rewarding and successful experience for each student participant.

Active SSS participants enjoy individual development plans, tutoring, counseling, workshops and cultural enrichment, all at no cost to the student. To be eligible, participants must be income-eligible as outlined by federal guidelines, and/or be a first-generation college student, and/or be a student with a documented disability. Students must also be enrolled or accepted for enrollment at WC, meet SSS’s academic need criteria, and be citizens, nationals or permanent residents of the United States.

JOB SEARCH ASSISTANCE

The Career Center provides access to a free online job search system used by local employers, as well as help with résumé and interview preparation. Information about on-campus employment is available through the Human Resources department, and information regarding on-campus Work Study opportunities is available through the office of Financial Aid.

SEXUAL HARASSMENT

Weatherford College forbids employee conduct constituting sexual harassment of students. The college forbids students from engaging in unwanted and unwelcome verbal or physical conduct of a sexual nature directed toward another student. For more information refer to the student handbook or contact the human resources director at (817) 598-6276.
STUDENT ACTIVITIES

Weatherford College believes in the value of extracurricular experiences as a means of helping students to develop a sense of civic responsibility, social poise, friendliness, initiative, and inventiveness. WC gives serious attention to sponsoring such activities and organizations that will contribute to these and other worthy goals.

To participate in extracurricular organizations and activities sponsored by the college, students must be in good standing. To hold an office in an organization, students must be enrolled for at least twelve semester hours and maintain at least a “C” average. Certain organizations and activities may require more stringent standards.

STUDENT HANDBOOK

The Student Handbook provides a detailed explanation of Weatherford College services, rules, regulations, and policies, and provides information to students on the procedures for registering complaints. Copies of the handbook are made available to students during advising and at the beginning of the fall semester. They also may be obtained from the Student Services Office.

STUDENT ORGANIZATIONS

ABLE is a club for students enrolled in the program entitled A Better Life Through Education. ABLE is heavily involved in community programs including Christmas Wishes for disadvantaged children.

The Agriculture Club provides organized recreation for its members and develops in them those traits of leadership and character that make for good citizenship and wholesome living.

The Anime Club is for students, faculty and staff interested in anime; animated films or shows that originated in Japan. Anime is commonly known for its colorful graphics and vibrant characters.

The Art Club is formed for students who are interested in art.

BACCHUS is a campus group formed to support student leadership and peer education on health and safety issues related to alcohol. All students, members and non-members alike, are encouraged to participate in the programs sponsored by the group related to underage drinking, substance abuse, and safe alcohol usage.

BASO (Black Awareness Student Organization) brings together all students on the campus with an emphasis on multicultural education and the promotion of a sense of high self-esteem and the individual importance of black students and all other minority students.

C-SAW (College Students for an Accessible World) brings together all students on the campus with an emphasis on disability education and the promotion of a sense of high self-esteem and the individual importance of disabled students.

CARE (Caring and Responsible Educators) club is open to anyone interested in the growth and development of young children.

Coalition of Student Human Service Providers is open to all students interested in the field of social work and related professions. Workshops and speakers promote opportunities for career exploration to club members.

College Choir provides a recreational outlet for those interested in group singing. It is open to all students of the college. Several choir performances are given each year.
Computer Club is open to all individuals interested in computers. Development of computer interests and the spirit of competition is encouraged.

Coyote Corps is an organization that allows students an opportunity to promote school spirit, boost fan participation, and support Weatherford College student events and activities.

Drama Club formed for students who are interested in theatre. The Drama Department presents four main stage productions a year.

Forensic Science Club for students who enjoy CSI type TV shows and the scientific facts behind them.

Gay-Straight Student Alliance (GSSA) is a student organization with the purpose of building communication, creating dialogue and improving understanding of individual lifestyle choices. Membership is open to any Weatherford College student.

Hispanos Unidos Club brings together all students on the campus with an emphasis on multicultural education and the promotion of a sense of high self-esteem and the individual importance of Hispanic students and all other minority students.

Intermedia Arts Club welcomes all individuals interested in radio, television, publications, or other media related areas.

International Student Organization (ISO) promotes international understanding and friendship among both international and American students.

Jazz Band is comprised of some of the state’s finest jazz musicians. The band is nationally renowned and performs several times each year on campus and throughout the Dallas/Fort Worth area.

The P.E. Professional Club is open to all physical education majors and all students who participate in any phase of athletics. The club promotes sports activities at the college.

Phi Theta Kappa is a national community college scholarship society. Eligibility for membership is based upon scholarship, character, leadership, and service. The charter of the local chapter dates back to 1929.

Psi-Beta is the national honor society in psychology for community colleges. Induction for new members is an annual event usually taking place in mid-May or early-June. Please contact Don Jacobs (djacobs@wc.edu) for academic criteria.

Psychology Club (The Sane Asylum) provides opportunities for students to share mutual interests, ideas, and experiences related to human behavior and to stimulate interest in, and a greater understanding of, the field of behavioral sciences.

Respiratory Care Club is for students enrolled in the Respiratory Care program. The club provides opportunities for students to share mutual interests, ideas, and experiences related to the field of respiratory care.

Science Club is open to all students interested in the natural sciences. Events include Star Parties, opportunities to view an autopsy, and an annual blood drive.

SIFE (Students in Free Enterprise, Inc.) is a not-for-profit corporation sponsored by individuals, foundations and corporations. SIFE’s mission is to establish and direct a student-generated free market economic education program through the SIFE Team’s community outreach program and participation in regional and national competitions. SIFE Team projects are educational programs that convey a better understanding of current economic issues and a greater appreciation of the free enterprise system.
Student Government Association is comprised of class and organizational representatives who serve as the student leadership and decision-making body on campus.

Student Nurses Association is open to any Weatherford College student enrolled in the Associate Degree Nursing program. Members must be in good academic standing, maintain a 2.0 GPA, and adhere to the ADN Code of Conduct. Professional and social activities are voted on during monthly meetings.

Student Vocational Nurses Association provides for fellowship among nursing students, and networking within the community; promotes vocational nursing; plans and promotes professional development activities; provides opportunities for club members to explore employment opportunities. The association is open to any Weatherford College student enrolled in the Vocational Nursing program.

Student groups sponsored by religious organizations under the supervision of their respective churches, or bona fide members thereof, are given a place on the campus, so long as their campus activities do not include promotion of their beliefs among non-members. Groups currently active on campus include the Wesley Foundation, Baptist Student Mission (BSM), the Navigators, and the Trinity Bible College Ministry. These groups welcome students, regardless of faith or belief system, seeking spiritual knowledge.

Weatherford College Cheerleaders and Mascots – all full-time students are eligible to try out in the Spring semester for cheerleading positions and mascot positions.

Weatherford College Historical Society is an organization open to any student with an interest in history or other social sciences. The society meets on a weekly basis, has special programs, and travels to points of historical interest.

Weatherford College Republicans is a student organization open to any individual enrolled at the college. While supporting the ideas of Texas and national Republican Party organizations, this college group comes together for the purpose of promoting discussion of topics related to government and the political process. It is open to any student with an interest in these topics. Programs, speakers, and forums will be scheduled during the year to foster and encourage political dialogue.

Weatherford College Young Democrats is an organization open to any student with an interest in politics and the process of selecting our elected leaders. The organization meets on a regular basis to hear speakers and programs on civic engagement. While supporting the ideas of local, state, and national Democratic groups, the WCYD has an open door to all political philosophies in the pursuit of raising the level of public discussion on important governmental issues.

Writers’ Guild exists to encourage all students to share their interest in all kinds of writing. Student members and advisors promote appreciation for writing through presentations and publication of writing.

Weatherford College students are admitted free to campus basketball games, baseball games, drama presentations, choral concerts, and jazz band productions.
STUDENT’S RIGHT TO KNOW

Federal law requires that all institutions of higher education compile campus crime statistics and publish them on an annual basis. Weatherford College crime statistics are compiled by the WC Campus Police Department and are published each year in the student handbook.

Federal law also requires that all institutions of higher education disclose graduation rates, upon request, to students, applicants, and potential students. Graduation rates for Weatherford College are compiled by and available from the Student Services Office.

TOBACCO USE POLICY

The Weatherford College tobacco use policy applies to the main campus and to the Education Centers at Mineral Wells and Decatur. The policy states that use of tobacco products is expressly forbidden in any Weatherford College building or college-owned vehicle. Outside areas are identified for tobacco use.
Aledo High School graduate ('02), Amy Garrett, has set her sights high, and “success” is her motivation.

After short sojourns at Texas Tech and even studying abroad in Italy, Amy “came home” to more familiar territory. Now, a WC graduate with two associate degrees, she is presently pursuing a degree in nursing. Her goal is eventually to become a doctor, specializing in women’s health.

Ultimately, she plans to use her own success to help others succeed in their educational and life goals, as well, by establishing scholarships and even a homeless shelter.

“All it takes is determination and motivation,” Amy says. “And I’ve gotten ample reinforcement of both here at WC. The faculty and programs here definitely prepare you for your future.”
Workforce & Continuing Education General Info 82
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The mission of the Workforce and Continuing Education division of Weatherford College is to provide quality education and training for individuals, assist business and industry in upgrading their workforce, and maintain an instructional environment that fosters continued growth and professional development.

COURSES OFFERED

Workforce and Continuing Education offers opportunities in adult vocational, certification, and special programs. Students are afforded a diversified agenda of course selections that include adult literacy and adult basic education, health professions, business, child care, Spanish, computer-aided design, contract training, criminal justice, culinary arts, defensive driving, ESL, equine science, examination preparations, HVAC training skills, industrial technology, management/supervision, computer applications, real estate, teacher certification, truck driving, welding, youth programs, and a host of special interest programs. Courses are conveniently offered on the Weatherford College main campus, education centers in Mineral Wells and Decatur, area public schools, and other approved off-site training locations. Course offerings vary each semester. Financial assistance is offered to those students who qualify, provided funding is available.

WORKFORCE & CONTINUING EDUCATION INSTRUCTORS

WF/CE instructors strive to provide quality learning experiences that are informative, interactive, and enriching. Their goal is to assist students in discovering new interests, achieving personal enrichment, developing and upgrading skills for employment, and in obtaining mandated continuing education credits.

THE CONTINUING EDUCATION UNIT (CEU)

For all students who successfully complete the requirements for WF/CE courses, Weatherford College confers CEUs in compliance with accrediting agencies. A CEU is officially defined as “ten (10) contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.” CEUs serve as valid documentation of professional and personal educational growth.

REGISTRATION

Students should register prior to the first day of class. Many courses have size and registration limitations. Students are registered on a first-come, first-served basis. The minimum enrollment requirement guidelines and delays in registration may result in cancellation of classes. Registration is not complete until fees are paid in full and all forms are complete.

Registration forms are normally included in the schedule of classes and are also available in the Workforce & Continuing Education office as well as all off-campus sites and on the website at www.wc.edu/ce. Students may telephone 817-598-8870 or request the required forms from the WF/CE office at 225 College Park Drive, Weatherford, Texas 76086.
TUITION
Cost, schedules, and descriptions for all courses offered are posted in campus and education center offices and are also included in the schedule of classes, published several times a year, in addition to the website posting at www.wc.edu/ce.

SENIOR CITIZEN DISCOUNT
Senior citizens (65 or older) may receive free tuition for certain courses at the time of registration based on seating availability. Supplies, books, and/or a parking permit may be required. Verification of age is required, i.e. birth certificate, driver’s license, etc.

GUIDELINES FOR REFUNDS
A refund will be mailed from the Weatherford College Business Office if a student withdraws before the first day of class or if a class is canceled. Generally a refund requires two to four weeks for processing. No refunds will be made on or after the class start day.

TEXTBOOKS AND SUPPLIES
If a textbook and/or supplies are required, students may purchase them at the Weatherford College bookstore in the Doss Student Center during normal business hours.

WORKFORCE AND CONTINUING EDUCATION OFFICE LOCATIONS AND OFFICE HOURS

WEATHERFORD COLLEGE MAIN CAMPUS
Student Services Building – Upper Level, south side entry
225 College Park Drive / Weatherford, TX 76086 / 817-598-8870

EDUCATION CENTER AT DECATUR (ECD)
1200B South FM 51 / Decatur, TX 76234 / 940-627-2690

EDUCATION CENTER AT MINERAL WELLS (ECMW)
704 Wolters Industrial Park / Mineral Wells, TX 76067 / 817-599-6261 or 800-300-2591

Office hours are:
Monday through Thursday
8:00 a.m. to 5:00 p.m.
Friday - 8:00 a.m. to 4:00 p.m.

Summer Office hours are:
Monday through Friday
8:00 a.m. to 4:00 p.m.
WORKFORCE & CONTINUING EDUCATION PROGRAMS
(courses vary by semester)

CHILD CARE TRAINING
The Texas Department of Health Services has adopted strict requirements for the licensing of its child care providers. Through this program students are afforded the opportunity to satisfy the annual continuing education hours required of a child care worker and/or director. In addition, the opportunity to obtain Child Development Associate (CDA) credentials is available in semester classes.

CHILDREN/YOUTH PROGRAMS
Coyote College for Kids provides a summer experience of memorable and fun learning on a college campus. The mission of Coyote College is to create lifelong learners through enriched curriculum.

COMPUTER-AIDED DRAFTING (CAD) CERTIFICATE
The CAD Certificate course of study consists of 128 hours – three required 32-hour courses and one 32-hour special topics course. Students can develop or advance professional skills in graphics, drafting, and design using AutoCAD™ software.

COMPUTER APPLICATIONS CERTIFICATE
The Computer Applications Certificate course of study consists of 192 hours. Students learn to use various computer applications that can promote career advancement, job retention, and personal gratification.

CUSTOMIZED AND CONTRACT TRAINING
Workforce Education tailors custom-designed training programs to meet the needs of business, industry, groups in the public sector, and special populations in the service area. Participants of these industry-specific training programs, including “just-in-time” training for current and future employees, can become effective, productive, info-competent individuals for the high-performance workplace.

ELECTRICIAN TRAINING
WC is a Texas Department of Licensing and Regulations (TDLR) provider for continuing education units. Preparation courses totaling 48-96 hours assist in preparing students to challenge the state Journeyman and Master Electrician Exam.

FIRE SCIENCE
The WF/CE Fire Academy offers a Texas Commission on Fire Protection (TCFP) approved Basic Structural Firefighter academy. Upon completion of the course the student will be able to take the state certification exam. Additional TCFP and State Fireman and Fire Marshals Association (SFFMA) certification courses are offered throughout the year.

Firefighter Update Training is offered at least two times a year for surrounding area firefighters. Program provides instruction, facilities, and the accreditation of instruction from Texas A&M University, in addition to earning WC continuing education CEU’s.*
HEALTH PROFESSIONS
Continuing education health professions courses include Medical Assisting, Dental Assisting, Phlebotomy, Medical Office Management, Coding and Insurance, Medication Aide, Medication Aide Update, Certified Nurse Aide, and LVN/RN Refresher.

HEATING, VENTILATION AND AIR CONDITIONING (HVAC) PROGRAM
The HVAC program provides instruction on residential and light commercial heating, ventilation, and air conditioning systems. Training includes gas combustion, refrigeration and heat pump cycles, and upgrading HVAC systems. After completion of the program, students may test at WC for certification as an EPA Specialist.

LAW ENFORCEMENT ACADEMY
The Law Enforcement Academy offers in-service courses that are Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) approved and are available to law enforcement and corrections agencies in order to promote efficiency and effectiveness for their personnel. The Criminal Justice Institute also offers a TCLEOSE approved Basic Peace Officer Academy and Basic Jail Training for the individual seeking a career in law enforcement and/or corrections. If requested and upon approval, Weatherford College Basic Peace Officer graduates may earn up to 12 semester credit hours toward the Weatherford College Criminal Justice Degree. For additional information regarding course specifications and requirements, refer to the Criminal Justice section of this catalog.

ONLINE CONTINUING EDUCATION COURSES
Online continuing education courses are offered through the WF/CE department and via Education2Go, 360Training and the Virtual College of Texas (VCT). A VCT course is an internet-based course being delivered from a college other than Weatherford College. This provider college delivers the course instruction complete with assignments and assessments. Students will enroll at Weatherford College Continuing Education for the course, pay tuition and fees, and will be awarded credit for the course by Weatherford College. WC resources available to online students are the Success Connection, library, computer labs with Internet access, health labs and testing sites.

PERSONAL ENRICHMENT COURSES
These courses are designed to obtain knowledge in specialty areas such as Spanish, ESL, creative writing, defensive driving, and others.

REAL ESTATE
Texas Real Estate Commission (TREC) requires five core courses and two supplemental (R.E. related) courses to prepare for the Texas Sales and Licensing exam. All courses are approved by the Texas Real Estate Commission. WC School TREC #158.

WELDING CERTIFICATES
Students can successfully complete course work demonstrating competencies for stick welding or MIG welding. All welding courses are conducted at the Weatherford College Education Center at Mineral Wells.
WORKFORCE & CONTINUING EDUCATION

ADULT LITERACY AND GENERAL EDUCATIONAL DEVELOPMENT (GED)

Weatherford College offers Adult Literacy and GED preparation classes in conjunction with the Weatherford Independent School District (WISD) Adult Education Cooperative.

Classes are provided in:
- Literacy
- Adult Basic Education
- GED Preparation
- Adult High School Diploma (fee required)
- English as a Second Language
- English Literacy / Civics

Contact the WISD Community Services office for more information.
817-598-2806

TRUCK DRIVING ACADEMY
www.wc.edu/programs

The Weatherford College Truck Driving Academy offers professional truck driver training to meet the skill level requirements of any road transportation industry carrier. The academy trains qualified men and women for four (4) weeks using a certified course of 160 hours of hands-on and classroom training.

To help fill the demand, the transportation industry looks to community colleges to provide the training needed to secure safe and responsible truck drivers. Weatherford College’s Truck Driving Academy, established in 1992, offers courses that provide practical, personalized instruction and prepares students for successful careers in truck driving. Using WC’s well-maintained tractors and other vehicles under the instruction of professional, experienced and trained instructors, students accumulate many behind-the-wheel hours, and learn more about employment opportunities from representatives of leading national carriers.

Upon successful completion of this course, students will be licensed as Class A-CDL with double, triple and tanker endorsements, certified by the Department of Transportation.

COURSE OBJECTIVES

The Weatherford College Truck Driving Academy offers the potential driver a well-rounded training experience for commercial driving. Upon completion of the program, students will demonstrate an understanding of the basic concepts and requirements of the Federal Motor Carrier Safety Regulations.

Students learn to identify, inspect and evaluate the critical attributes of the commercial vehicle system; how to complete a driver’s daily log and logbook recap and to transport cargo safely, read maps and plan trips effectively.
REQUIREMENTS & QUALIFICATIONS
To qualify for employment as a career driver, students must meet the following qualifications:

- Be 21 years of age or older and obtain a Federal Commercial Driver’s License for interstate driving.
- Pass a Department of Transportation physical examination.
- Have a valid driver’s license with a good driving record.

FOR MORE INFORMATION
Weatherford College Truck Driving Academy
Mineral Wells Education Center
Bubba Swearingin, Director
704 Hood Road
Mineral Wells, TX 76067
817-341-1940 or 940-328-1074 or 800-951-3399
WC student Manav Yadav is a long way from his home in Delhi, India, but as the vice president of Phi Theta Kappa; a member of the Leadership Council; Student Ambassador; and the College representative for the U.S. Public Service Academy, he doesn’t have time to be homesick.

“The teachers here are all great – friendly, understanding. They make you want to learn.”

Madav will be graduating soon, but he doesn’t want to leave WC. “It’s going to be hard to leave here. WC has been a second family for me.”

MEET MANAV YADAV
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</tr>
<tr>
<td>Fees</td>
<td>91</td>
</tr>
<tr>
<td>Textbooks</td>
<td>91</td>
</tr>
</tbody>
</table>
DISTANCE EDUCATION
www.wc.edu/distance/

The Distance Education Department at Weatherford College is committed to providing quality non-traditional alternatives in the delivery of instruction to students regardless of geographical location. Many of the departments at Weatherford College offer courses through distance education.

Distance education courses differ from traditionally taught courses only by their methods of delivery. Distance education courses are made available to students via the Internet, Interactive (two-way) video and through the Virtual College of Texas (VCT). The instructor and the students are not in a face-to-face environment when the teaching and learning take place.

For detailed information concerning distance education courses visit www.wc.edu/distance/.

ONLINE COURSES
An online course is one that is offered electronically, enabling the instructor to deliver course content using the internet. Communication with the instructor and classmates is done via electronic mail and/or electronic discussion groups. Internet access and email are required for all online courses. Additionally, students should be very familiar with all aspects of computer use. Depending on the course taken, knowledge of particular computer software packages may be required.

INTERACTIVE (TWO-WAY) VIDEO
This type of distance education course enables students to receive instruction at remote locations via two-way video. At the present time connection to these courses is available only at the two-way video equipped labs at WC’s education centers in Decatur and Mineral Wells and at several of the independent school districts in Weatherford College’s service area. High school students who are accepted as early admission students may enroll in certain college classes and attend those classes via two-way video without leaving their high school campuses.

VIRTUAL COLLEGE OF TEXAS (VCT)
www.vct.org

The VCT is a collaborative of Texas’ community college districts and the Texas State Technical College System. Through the VCT, a student within Weatherford College’s service area may take Internet-based courses from colleges elsewhere in Texas, and high schools may access interactive (two-way) video courses. The student will enroll at Weatherford College for the course, but the remote college will provide the instruction complete with assignments, exams, and grades. Weatherford College will award the credit, and the student will have access to all Weatherford College resources. See Academic Calendar for deadlines to request VCT courses.

VCT course offerings must be approved by the appropriate Weatherford College Department Chair. Weatherford College students may complete no more than five (5) courses through the Virtual College of Texas per degree/certificate.
FEES
Tuition and fees for distance education courses do not differ from traditionally taught courses at Weatherford College with the exception of the courses provided through the Virtual College of Texas (VCT). Any course taken via the VCT will involve an additional $75 fee.

TEXTBOOKS
Textbooks for distance education courses taught by Weatherford College instructors are available at the Weatherford College bookstore. However, if a student is enrolled in a distance education course at Weatherford College, the textbook must be obtained from the remote college bookstore.

The Distance Education Office is located on the first floor of the Student Services Building in the Admissions Office.

FOR MORE INFORMATION
Distance Education
Vicki Traweek, Director
817-598-6218, 817-598-8818
vtraweek@wc.edu
Our children’s futures are in good hands because caring, compassionate, dedicated students like Patricia Wiedebusch are enrolled in WC’s Elementary Education program.

Patricia is making her second stab at completing her education after working in business for awhile and starting a family. She plans to become a kindergarten teacher like her mom.

“I tell everyone that I am taking advantage of one of the greatest opportunities around. The faculty at WC are so encouraging and are an inspiration to us all. It’s wonderful to know that I am going to be able to come back and teach in the area where I grew up.”
Air Force Reserve Officer Training Corps  94
Leadership Courses  96
Yearbook Courses  96
Teacher Certification Program  97
AIR FORCE RESERVE OFFICER TRAINING CORPS (AFROTC)

The United States Air Force Reserve Officer Training Corps (AFROTC) provides men and women the education and training necessary to develop the management and leadership skills vital to professional Air Force officers. Enrollment in the General Military Course (GMC) the first two years is voluntary for eligible students and does not obligate non-scholarship students for further military service.

Aerospace studies courses are taken concurrently with other degree programs. No degree is offered in aerospace studies, but up to twenty-four semester hours may be earned in aerospace studies over the four-year period. Students who enroll in aerospace studies must attend both classroom and leadership laboratory classes at Texas Christian University. The laboratory classes give students first hand experience in leadership and organizational skills while preparing them for enrollment in the Professional Officer Course.

AVAILABLE AFROTC PROGRAMS

Four Year Program (AS 100-AS 400)

This program enables students to take advantage of four years of aerospace studies courses. Each semester, for the first two years, cadets take a one-credit hour academic class and a one-credit hour pass/no credit Leadership Laboratory (LLab). AFROTC uniforms and textbooks are issued by the unit.

Two Year Program (AS 300-AS 400)

This program enables transfer students and other students who were unable to enroll or did not complete the GMC to obtain a commission in the United States Air Force. Prior to being selected for and enrolling in the Professional Officer Course (POC), students are required to attend and complete a six-week field training course. Undergraduate and graduate students meeting criteria are eligible to enroll in this program.

AEROSPACE STUDIES & LEADERSHIP LABORATORY COURSES

The following course titles pertain to courses which might be taken by a Weatherford College student in the freshman or sophomore year. More complete course descriptions are contained in that part of the catalog.

- AERO 1171 - Leadership Laboratory
- AERO 1172 and 1173 - The Air Force Today I and II
- AERO 2172 and 2173 - The Air Force Way I and II

Upon successful completion of the AFROTC program and baccalaureate degree, a student will be commissioned a second lieutenant in the U.S. Air Force. Newly-commissioned officers can normally expect to be called into active service within 60 days from the date of their commissioning. In certain instances, active service can be delayed by students continuing in post-baccalaureate degree programs.
GENERAL QUALIFICATIONS
A student enrolling in AFROTC must:
- Be a full-time student (12 semester hours or more)
- Be a United States citizen
- Be in good physical condition
- Have good moral character
- Be no older than 29 years old (up to 34 years old with waivers) upon commissioning

AFROTC SCHOLARSHIPS
Air Force ROTC offers 4-, 3-, 2- and, in some situations, 1-year scholarships. Most scholarships pay for tuition, textbooks, and fees plus a $150 stipend per month during the school year. Requirements for each scholarship category may vary; therefore, applicants should contact the Department of Aerospace Studies at Texas Christian University at (817)921-7461 for specific details.

Applications for a 4-year scholarship must be submitted by December 1 of the high school senior year. Applications for other scholarships are made through the Aerospace Studies Department. Scholarship applicants are selected using the “whole person” concept which includes objective factors (i.e. grade point average, physical fitness test and 1.5 mile run) and subjective factors (i.e., personal evaluations). Students who are enrolled in Air Force ROTC generally improve their scholarship selection opportunity.

PROGRAM BENEFITS
As Air Force ROTC cadets, students are entitled to selective benefits. Social and extracurricular activities, together with leadership and academic training, are all part of Air Force ROTC. The detachment sponsors a Civil Air Patrol where cadets can obtain front-seat and back-seat flying time in Cessna aircraft for a small fee. Drill team, honor guard, Arnold Air Honor Society, Angels Service Organization, and Officer Christian Fellowship are just a few social outlets for the cadets. Summer opportunities for cadets can include a visit to a military installation for 10 days, free fall parachuting and soaring at the United States Air Force Academy, Flight Nurse shadowing, and cadre training officers duty at field training.

ADDITIONAL INFORMATION
Texas Christian University
Department of Aerospace Studies
2800 W. Lowden Street
Fort Worth, Texas
(817) 921-7464 or
1-800-TCU-FROG
LEADERSHIP COURSES

Humanities courses (HUMA 1301 and 1302) emphasize leadership development and are transferable courses. A basic understanding of leadership and group dynamics theory is presented to assist class members in developing a personal philosophy of leadership, an awareness of the moral and ethical responsibilities of leadership, and an awareness of each person's own style of leadership. The courses further provide the opportunity to develop essential leadership skills through study and observation of the application of those skills.

Topics covered in the courses are introduced through readings from the Phi Theta Kappa Leadership Development Program text. Admission is competitive because of the limited number of openings in the class each semester. The admission process to the courses requires a special application and recommendations from faculty members. Questions about the course should be directed to the dean of student development or a Phi Theta Kappa advisor.

YEARBOOK COURSES

Communications 1131, 1132, 2131, and 2132 are courses in which students produce the college’s yearbook, The Oak Leaf. Students cover all aspects of college life in the creation of this publication. Photography, design, copywriting, and technical production are components of production which students learn through participating in a publishing environment and in marketing the publications. Prospective staff members should contact The Oak Leaf sponsors for more information.
The Weatherford College Teacher Certification Program is designed to assist individuals who hold at least a bachelor’s degree and other specific criteria to obtain Texas Teacher Certification. The WC Teacher Certification Program is considered an “alternative” route because it accomplishes certification outside the traditional university program.

This program has been approved by the State Board for Educator Certification (SBEC) as one of the first teacher preparation programs offered through the Texas community college system.

Certified teachers wishing to add new specialization areas should contact the Teacher Certification office for details.

TEACHER CERTIFICATION PROGRAM OVERVIEW

The WC Teacher Certification Program consists of three primary components for non-certified individuals:

**Component One** consists of 90 contact hours of pedagogy and professional development (PPR). Topics include:
- Human development
- Supportive environment
- How learning occurs
- Educational resources
- Communication
- Higher-order thinking skills
- Assessment
- Lifelong learning
- School culture
- Parent / teacher relationships
- Community relations
- Teaching in Texas

**Component Two** provides 70 additional contact hour of content specific training and technology for teachers.

**Component Three** provides interns support and an additional 40 contact hours of training during the teaching intern year. Participants gain experience under the guidance of program mentors and field supervisors.
CERTIFICATION AREAS
Certification may be obtained in the following areas:

**Grades 4-8**
- Generalist
- English Language Arts and Reading
- English Lang. Arts/ Reading/
- Social Studies
- Mathematics
- Social Studies
- Mathematics/Science
- Science

**Grades 8-12**
- English Language Arts and Reading
- History
- Speech
- Life Science
- Mathematics
- Physical Science
- Science (Composite)
- Social Studies (Composite)

**Technology Applications**
**Grade 8-12 and EC-12**
- Career and Technology (CATE)
  - Technology Education
  - Basic Business
  - Agriculture
  - Family & Consumer Science

**Grades EC-12**
- Physical Education
- Health
- Special Education
- English as a Second Language
- Supplemental

PROGRAM REQUIREMENTS

**Basic Requirements for All Programs:**
- Application completed in full
- Bachelor’s degree from an accredited university *(official transcripts* from all schools required)* Minimum of 24 semester hours in subject to be taught, with at least 12 semester hours advanced level (junior/senior level) coursework.
- Acceptable score on the Critical Thinking Appraisal
- Verification of competency in reading, writing, and math based on THEA scores (Reading 260, Writing 220, Math 230 or B or better in College Algebra)
- Professional Reference forms
- Successful interview
- 2.75 GPA in required content area coursework hours
- Acceptable score on Content Knowledge Pretests
- 20 hours of classroom observations
- Release form for security background check

**Academic Content Area Requirements – Grades 4 – 12**
- All Basic Requirements (see above)
- A total of 24 semester hours in the subject to be taught with at least 12 upper division hours
- 2.75 GPA in subject area coursework
English as a Second Language Supplemental
   A two-part program that provides specific training in strategies to work effectively with students learning English as a second language. Part I 21-25 July. Part II Fall and Spring 2008-09 an online practicum with 3 Saturday classes.

Technology Applications or Technology Education Requirements
   · All Basic Requirements (see above)
   · Documented work experience or training in a related technology field, including web authoring, desktop publishing, multimedia, digital graphics, or video technology

Career and Technology Requirements – Grades 6 – 12
   · All Basic Requirements (see above)
   · A total of 24 semester hours in the subject to be taught with at least 12 upper division hours
   · 2.75 GPA in subject area coursework
Shawn Spangler of Brock is an extremely busy man.

A young family - wife, a new baby, and a five-year-old - and a full-time job at Weatherford ISD and a part-time job on the side as a computer programmer are more than enough to fill a 24-hour day. But even with all that, Shawn is enrolled as a full-time student at WC.

So how does he do it?

“Your online courses,” Shawn says. He already has completed some of his core requirements online and now, “I’m taking three more online courses.”

The convenience of being able to access course lessons any time, day or night, and go on campus only for testing “has worked out very well,” he says. “In fact, it’s really the only way I can do it.”

Maybe it is that way for you, too. Check out our online courses.
SELECTION OF COURSES
Weatherford College curricula are intended to serve as guidelines to students and their designated counselors or advisors in planning individual class schedules. Students are required to select one of these programs at the time of enrollment, but may change their course of study at any time.

Students are encouraged to enroll in courses that help them realize their individual goals. Whether students plan to transfer to a four-year university and work toward a bachelor’s degree or take courses to prepare them to enter the labor market, appropriate programs of study are available. These programs are flexible enough to allow students to select the courses that will be most useful to them.

GRADUATION REQUIREMENTS FOR
THE ASSOCIATE IN ARTS,
THE ASSOCIATE IN SCIENCE, AND
THE ASSOCIATE OF APPLIED SCIENCE DEGREES

• Completion of entrance requirements.
• Veterans with one year active duty will receive three credit hours of physical education. Developmental courses – ENGL 0301 and 0302; MATH 0301, 0302 and 0303; and READ 0301 and 0302 are not counted for graduation requirements.
• Students in associate’s degree programs may graduate under the current catalog or any previous catalog under which they were enrolled back to a maximum of five years prior to graduation, beginning with their first enrollment at WC. In cases of curriculum changes within an A.A.S. degree plan, refer to Curriculum Changes Affecting Students Enrolled in Vocational/Technical Programs (p. 98).
• A minimum GPA of 2.0 in all courses presented for graduation.
• Completion of at least 15 semester hours at Weatherford College.
• Credit from other colleges will be applied toward graduation as determined by transcript evaluation by the registrar.
• No more than nine semester hours of correspondence study credit applied toward a degree.
• All areas of the TSI test passed if not exempt from this state requirement.
• Discharge of all financial obligations to Weatherford College prior to graduation.
• Formal application made during the first nine weeks of the semester of graduation. Transcript(s) from other colleges and universities on file.

REQUIRED COURSES
Students are not compelled to register for certain courses when they enroll in college. A course is required only in the sense that it must be completed to meet the requirements for a degree; however, students must bear in mind that some courses specify prerequisite courses or permission of the instructor. Students who wish to earn a degree at Weatherford College or a bachelor’s degree when they transfer should enroll in courses required for the degree they seek. Developmental courses required due to TSI can be required.
WEATHERFORD COLLEGE CORE TRANSFER CURRICULUM

All public colleges and universities in Texas must accept transfer credit for successfully completed courses identified by the Texas Higher Education Coordinating Board (THECB) as the Core Transfer Curriculum in a particular major for an associates or bachelors degree. No institution shall be required to accept in transfer more credit hours in a major than the 48 semester credit hours in the Core Transfer Curriculum. In accordance with these requirements, Weatherford College has established for its students a 47 semester credit hour core curriculum with these objectives:

1) to enhance communication and critical thinking skills;
2) to develop skills and knowledge in math and the sciences adequate to meet today’s demands;
3) to promote both cultural awareness and multicultural awareness;
4) to enhance awareness of the importance of wellness; and
5) to foster civic responsibility.

Once a student has successfully completed the 47 semester credit hour core curriculum at Weatherford College, that block of courses may be transferred to any other public institution of higher education and must be substituted for the receiving institution’s core curriculum. Students will receive academic credit for each of the courses transferred and may not be required to take additional core curriculum courses at the receiving institution unless that institution has a larger core curriculum approved by THECB.

Students should visit with an advisor to select courses above the core curriculum that will transfer to the senior institution to which they plan to transfer. No university shall be required to accept in transfer toward a degree, more than sixty-six (66) semester credit hours of academic credits earned by a student in a community college. Universities, however, may choose to accept additional credit hours.

In any major for which there is no coordinating board-approved transfer curriculum, no institution is required to accept in transfer more lower division course credit in the major applicable to a baccalaureate degree than the institution allows their non-transfer students in that major. A university may deny the transfer of credit in courses with a grade of “D” as applicable to a student’s field of study courses, core curriculum courses, or major if it denies credit in those same courses with a grade of “D” to its native students.
## Weatherford College Core Transfer Curriculum

### Component Area

<table>
<thead>
<tr>
<th>Required Semester Credit Hours</th>
<th>Communication</th>
<th>Mathematics (logic, college-level algebra equivalent, or above)</th>
<th>Natural Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>ENGL 1301 Freshman College English I</td>
<td>One course from the following: MATH 1314 College Algebra, MATH 1324 Algebra with Business Applications, MATH 1332 Contemporary Mathematics, MATH 2413 Calculus I</td>
<td>Two courses from the following: BIOL 1406 Principles of Biology for Majors, BIOL 1407 Principles of Biology for Majors, BIOL 1411 General Botany, BIOL 1413 General Zoology, BIOL 2401 Human Anatomy and Physiology, BIOL 2402 Human Anatomy and Physiology, BIOL 2421 Microbiology, CHEM 1411 General Chemistry I, CHEM 1412 General Chemistry II, GEOL 1403 Physical Geology, GEOL 1404 Historical Geology, GEOL 1447 Meteorology, PHYS 1401 College Physics, PHYS 1402 College Physics, PHYS 1415 Physical Science, PHYS 1417 Physical Science, PHYS 1411 Planetary Astronomy, PHYS 1412 Stellar Astronomy, PHYS 2425 Engineering Physics I, PHYS 2426 Engineering Physics II</td>
</tr>
</tbody>
</table>
## COMPONENT AREA

<table>
<thead>
<tr>
<th>Required Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>VISUAL/PERFORMING ARTS</strong></td>
</tr>
</tbody>
</table>

**One course from the following:**

- ARTS 1301 Art Appreciation
- ARTS 1303 Art History Survey
- ARTS 1304 Art History Survey
- COMM 1307 Introduction to Mass Communication
- DRAM 1310 Introduction to Theatre
- MUSI 1300 Foundations in Music
- MUSI 1306 Music Appreciation

| **HUMANITIES** | 3 |

**One course from the following:**

- ENGL 2321, 2322 or 2323 Survey of English Literature
- ENGL 2326, 2327 or 2328 Studies in American Literature
- ENGL 2331, 2332 or 2333 World Masterpieces
- ENGL 2341 Forms of Literature
- FREN 2311 or 2312 Intermediate French
- HIST 2311 or 2312 History of Western Civilization
- HUMA 1301 Introduction to the Humanities I
- HUMA 1302 Introduction to the Humanities II
- PHIL 1301 Introduction to Philosophy
- PHIL 2306 Philosophy of Ethics
- SPAN 2311 or 2312 Intermediate Spanish

| **U.S. HISTORY** | 6 |

- HIST 1301 U. S. History to 1877
- HIST 1302 U. S. History after 1877

| **POLITICAL SCIENCE** | 6 |

- GOVT 2301 Principles and Institutions of the American and Texas Systems of Government
- GOVT 2302 Functions of the Institutions of American Government
COMPONENT AREA

SOCIAL/BEHAVIORAL SCIENCE – One course from the following:  3
  ANTH 2351  Cultural Anthropology
  ECON 2301  Principles of Economics - Macro
  ECON 2302  Principles of Economics - Micro
  PSYC 2301  Introduction to Psychology
  PSYC 2302  Applied Psychology
  PSYC 2314  Life Span Growth and Development
  PSYC 2315  Psychology of Adjustment
  SOCI 1301  Introduction to Sociology

COMMUNICATION (Institutional Option)  3
  One course from the following:
  SPCH 1311  Fundamentals of Speech
  SPCH 1315  Public Speaking
  SPCH 1321  Business and Professional Speaking

COMPUTER SCIENCE (Institutional Option)  3-4
  COSC 1301  Microcomputer Applications
  COSC 1400  Introduction to Computing

PHYSICAL EDUCATION (Institutional Option)  3
  Select a 3-hour component from the following:
  KINE 1104, 1105, 1106, 1107, 1108, 1109, 1110, 1111, 1112, 1113, 1115, 1116, 1117, 1118, 1120, 1121, 1122, 1140, 2123, 1131, 1133, 1134, 1135, 1136, 2104, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2115, 2116, 2117, 2118, 2121, 2122, 2131, 2133, 2134, 2135, 2140, or 2155 (1*)
  KINE 1215  Aerobic Dance Exercise (2*)
  KINE 2255  Water Safety – Life Guarding (2*)
  KINE 1338  Concepts of Fitness and Wellness (3*)

*indicates the number of credit hours for this course.

TOTAL SEMESTER CREDIT HOURS  47

ADDITIONAL ELECTIVES REQUIRED FOR A WEATHERFORD COLLEGE ASSOCIATE’S DEGREE REQUIRES A DEGREE AUDIT (selection based on university transfer requirements)  15

TOTAL SEMESTER HOURS REQUIRED FOR GRADUATION  62-63
ASSOCIATE IN ARTS & ASSOCIATE IN SCIENCE DEGREES

Both Associate in Arts and Associate in Science degrees are designed for transfer to four-year universities and consist of the transfer core as set forth by the Texas Higher Education Coordinating Board (THECB) for a particular major or field of study. Additional hours required to satisfy the sixty-three hour degree requirement are comprised of degree-specific electives. Students are required to meet the computer literacy competency (COSC1400). COSC1301 may be substituted for business, mathematics, or computer science majors. A competency exam may replace COSC1400. Listed below are possible bachelor’s degree majors into which students may transfer.

- Accounting
- Agriculture
- Architecture
- Art
- Biology
- Business Services
- Chemistry
- Child Development
- Communication/Intermedia Arts
- Computer Science
- Criminal Justice
- Drama
- Engineering
- Liberal Arts
- Mathematics
- Marketing
- Music
- Physical Education
- Physics
- Pre-Dentistry
- Pre-Medicine
- Pre-Nursing
- Pre-Pharmacy
- Psychology
- Social Studies
- Sociology
- Teacher Education

ASSOCIATE IN ARTS (A.A.) DEGREE

63-64 semester hours required to graduate

**Freshman First Semester**

- ENGL 1301 Freshman College English I .............................................. 3
- HIST 1301 U.S. History to 1877 ...................................................... 3
- MATH 1314, 1332, or higher ........................................................... 3
- Kinesiology/Physical Education ....................................................... 2
- COSC 1301* Microcomputer Applications OR
- COSC 1400 Introduction to Computing ........................................ 3 - 4
- PSYC 1100 Freshman Orientation .................................................. 1

**TOTAL 15-16**

Note: First time, full-time students must take PSYCH 1100 Freshman Orientation. The course does not count toward degree completion.

*Recommended for business, computer science or mathematics majors – includes programming.

**Freshman Second Semester**

- ENGL 1302 Freshman College English II ........................................... 3
- HIST 1302 U. S. History Since 1877 ............................................... 3
- Kinesiology/Physical Education ....................................................... 1
- Social/Behavior Science ................................................................. 3
- Speech ......................................................................................... 3
- Visual/Performing Arts ................................................................. 3

**TOTAL 16**
## Sophomore First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2301</td>
<td>Principles/Institutions of American/Texas Systems of Government</td>
<td>3</td>
</tr>
<tr>
<td>Humanities</td>
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<td>3</td>
</tr>
<tr>
<td>Natural Science</td>
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<td>4</td>
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<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 16**

## Sophomore Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2302</td>
<td>Functions of the Institutions of American Government</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Natural Science</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 16**

**TOTAL SEMESTER HOURS REQUIRED FOR GRADUATION 63-64**

### Suggested Electives for Selected Associate in Arts Majors:

**Anthropology**

ANTH 2301, 2346, 2351, 2389

**Art**

ARTS 1301, 1303, 1304, 1311, 1312, 1316, 1317

**Communication/Intermedia Arts**

COMM 1307, 1318, 1319, 1336, 2303, 2305, 2311, 2324, 2325, 2327, 2331, 2332

**Drama**

DRAM 1310, 1351, 1352, plus six hours from 1330, 1341, 1342, OR 2351

**Music**

The Texas Higher Education Coordinating Board has approved Field of Study Curricula in Music. Students planning to transfer to a Texas public university may transfer the following subject specific courses into the appropriate baccalaureate degree major: MUEN 1121, 1122, 1131, 1132 or MUEN 1141, 1142, 1151, 1152 plus MUSI 1311, 1312, 2311, 2312, 1116, 1117, 2116, 2117, 1310 plus any MUAP courses up to 8 semester credit hours.

**Social Work**

SOCW 2361, SOCW 2362, SOCI 1306. See advisor for additional electives for specific universities.

**Teacher Education**

Interdisciplinary, secondary, and physical education majors should seek advisement from a counselor regarding specific transfer degree requirements.
ASSOCIATE IN SCIENCE (A.S.) DEGREE
63-67 semester hours required to graduate

**Freshman First Semester**
- ENGL 1301  Freshman College English I .............................................. 3
- HIST 1301  U.S. History to 1877 .......................................................... 3
- Math ........................................................................................ 3-4
- Natural Science ............................................................................ 4
- PSYC 1100  Freshman Orientation.................................................. 1
- Kinesiology/Physical Education......................................................... 2

**TOTAL 16-17**

Note: First time, full-time students must take PSYCH 1100 Freshman Orientation. The course does not count toward degree completion.

**Freshman Second Semester**
- ENGL 1302  Freshman College English II ............................................ 3
- HIST 1302  U.S. History Since 1877 .................................................... 3
- Math ........................................................................................... 3
- Natural Science ............................................................................. 4
- Speech ......................................................................................... 3

**TOTAL 17**

**Sophomore First Semester**
- GOVT 2301  Principles/Institutions of American/Texas Systems of Government............................................................................ 3
- Natural Science, Business, or Math Elective........................................ 3-4
- Behavioral Science Elective ................................................................. 3
- Humanities ...................................................................................... 3
- COSC 1301*  Microcomputer Applications OR
- COSC 1400  Introduction to Computing ............................................ 3 - 4

**TOTAL 15-17**

*Recommended for business, computer science or mathematics majors – includes programming.

**Sophomore Second Semester**
- GOVT 2302  Functions of the Institutions of American Government...... 3
- Elective .......................................................................................... 3
- Natural Science, Business, or Math elective ....................................... 3-4
- Elective .......................................................................................... 3
- Visual/Performing Arts ..................................................................... 3

**TOTAL 15-16**

**TOTAL SEMESTER HOURS REQUIRED FOR GRADUATION 63-67**
SUGGESTED ELECTIVES FOR SELECTED ASSOCIATE IN SCIENCE MAJORS:

Agriculture
AGRI 1131, 1309, 1407, 1415, 1419, 2301, 2303, 2313, 2317, 2603; BIOL 1408, 1409; MATH 1314

Architecture
MATH 1314, 1316, 2412; PHYS 1401, 1402

Biology
BIOL 1406, 1407, 2421; CHEM 1411, 1412; MATH 1314, 1316; PHYS 1401, 1402

Business
The Texas Higher Education Coordinating Board has approved Field of Study Curricula in Business. Students planning to transfer to a Texas public university may transfer the following subject-specific courses into the appropriate baccalaureate degree major: ACCT 2401, 2402; ECON 2301, 2302; MATH 1324 and 1325; SPCH 1315 or 1321.

Chemistry
BIOL 1408, 1409; CHEM 1411, 1412, 2423, 2425; MATH 1314, 2413, 2414; PHYS 1401, 1402

Child Development
The Texas Higher Education Coordinating Board has approved Field of Study Curricula in Child Development. Students planning to transfer to a Texas public university may transfer the following subject-specific courses into the appropriate baccalaureate degree major:
Field of Study Curriculum – TECA 1303, 1311, 1318, 1354
Local Agreement Options – CDEC 1319, 1358, 1359, 2341, KINE 1332

Computer Science
Networking Emphasis – ITMC 1441; ITNW 1425, 1453; CPMT 1405
Information Technology Emphasis – COSC 1400; CPMT 1405; POFI 2440, ITSW 2434, 2437
Programming Emphasis – COSC 1309; ITSE 1407, 1431, 2409, 2413
Digital Publishing Emphasis – COSC 1400; IMED 1416; ARTC 1413, 2413

Criminal Justice
The Texas Higher Education Coordinating Board has approved Field of Study Curricula in Criminal Justice. Students planning to transfer to a Texas public university may transfer the following subject specific courses into the appropriate baccalaureate degree major:
Field of Study Curriculum: CRIJ 1301, 1306, 1310, 2313, 2328 plus six hours from CRIJ 1307, 1313, 2314, 2315, 2323.

Geographic Information Systems Emphasis
COSC 1309; COSC 1400; CRTG 1401; CRTG 2401 OR ITSE 2409; ITSE 1431; ITSW 2401
Geology
GEOL 1403, GEOL 1404

Mathematics
MATH 1316, 2412, 2413, 2414, 2315; CHEM 1411, 1412; PHYS 2425, 2426

Nursing
The Texas Higher Education Coordinating Board has approved Field of Study Curricula in Nursing. Students planning to transfer to a Texas public university may transfer the following subject-specific courses into the appropriate baccalaureate degree major: BIOL 2401, 2402 and 2421; CHEM 1411 or 1412 or 2423 or 2425; HECO 1322 or BIOL 1322; PSYC 2301 and 2314; MATH 1342.

Physics/Engineering
CHEM 1411, 1412; MATH 1314, 1316, 2412, 2413, 2314, 2315;
PHYS 2425, 2426; ENGR 2301

Pre-Medical/Pre-Dental
MATH 2413; PHYS 1401, 1402; CHEM 1411, 1412, 2423, 2425

Psychology
PSYC 2301, 2302, 2389 or may substitute PSYC 2307 or 2314

Sociology
SOCI 1301, 1306, 2301 plus three hours from PSYC 2302 OR 2306 OR 2314
OR 2315

Social Work
SOCW 2361, SOCW 2362, SOCI 1306. See advisor for additional electives for specific universities.
ASSOCIATE IN APPLIED SCIENCE DEGREE

Occupational education curricula are developed to provide students with vocational competencies upon completion of a prescribed course of study. Special attention is given to the development of SCANS (Secretary’s Commission on Achieving Necessary Skills) competencies which include problem solving and interpersonal skill development. These programs provide students an opportunity to develop the skills and knowledge necessary for immediate entry-level employment in business and industry.

A minimum total of 60 hours semester credit, excluding physical education activity courses must be presented with an average grade of “C” (2.0); some programs require more than the 60 semester hour total. All prescribed requirements for the specific technical or occupational programs for which the student is enrolled must be completed. Students must also demonstrate computer literacy skills as evidenced through an acceptable transcripted computer science class or the equivalent. Otherwise, a computer science class will be required for graduation.

Requirements are listed in this catalog under the specific programs as follows:

- Accounting
- Associate Degree Nursing
- Business Administration
- Child Development
- Cosmetology
- Criminal Justice-Corrections
- Criminal Justice-Law Enforcement
- Emergency Medical Technology
- Equine Production & Mgmt.
- Fire Science Technology
- Geographic Information Systems
- Information Technology
- Networking Systems
- Office Technology
- Programming Languages
- Pharmacy Technology
- Radiologic Technology
- Respiratory Care

CURRICULUM CHANGES AFFECTING STUDENTS ENROLLED IN VOCATIONAL/TECHNICAL PROGRAMS

Weatherford College regularly updates programs and establishes occupational courses based on information obtained through advisory committees or other industry validations. Deans of the divisions submit program revisions to the Texas Higher Education Coordinating Board as they are developed.

Students enrolled prior to the semester in which a curriculum revision becomes effective will be assigned to a new curriculum when it goes into effect unless they request in writing not to do so. Upon request and agreement of the department chair and the dean of admissions, these students may remain in the former curriculum providing individual degree plans showing the old curriculum have been filed with a counselor in the Student Services Office. Course substitutions will be made as needed by the department chair if required courses are deleted from the program.
CERTIFICATE OF COMPLETION
A certificate of completion is awarded to any student who completes a prescribed program of study in:

- Accounting
- Agriculture
- Basic Firefighter
- Business Administration
- Child Development
- Cosmetology
- Emergency Medical Technician—Basic
- Emergency Medical Technician—Paramedic
- Equine Production & Mgmt.
- Geographic Information Systems
- Information Technology
- Office Technology
- Network Administration
- Pharmacy Technology - Basic
- Pharmacy Technology - Clinical
- Radio Technology
- Respiratory Care
- Veterinary Assisting
- Vocational Nursing

A certificate of completion will also be awarded to students who complete an approved course or program in the Continuing Education division.

TECH PREP
Tuition-free college credit from qualifying high school courses
www.wctechprep.net

Dr. Kevin Eaton, Tech Prep Director
E. W. Mince Building (MINC), Second Floor, 817-598-6336

Dr. David Russell, Tech Prep Coordinator
E. W. Mince Building (MINC), Second Floor, 817-598-6392

Students who have enrolled at WC within 28 months of high school graduation and enroll in a Technician Program may qualify for tuition-free college credits. These Tech Prep credits may be applied to a variety of Associate in Applied Science (A.A.S.) degrees, including:

- Agriculture—Equine Production & Management
- Accounting
- Business Administration
- Child Development
- Computer Science – Information Technology, Networking Systems
- Criminal Justice—Corrections, Law Enforcement
- Office Technology

Degree plans and course descriptions for each of these programs follow. Courses for which students may earn tuition-free credit are indicated with the symbol: **TP**.

College credit for qualifying high school courses will be granted when a student:

- brings a Tech Prep Award of Credit certificate and a high school transcript verifying minimum acceptable Tech Prep course grade(s) to the WC Tech Prep director’s office upon enrollment;
- declares the appropriate A.A.S. degree major (general studies majors cannot qualify for Tech Prep credit); and
- completes six (6) hours of college courses (excluding developmental courses) with a grade of “C” or better in the declared technical major.
This program is designed to prepare students for various career opportunities in accounting, such as positions in accounting firms, industry or government. Emphasis is placed on internal accounting procedures and generally accepted accounting principles. This program is intended to provide a foundation on which the graduate can build an accounting career through expanded experience and/or further education.

Students planning to transfer to a four-year institution and/or become a Certified Public Accountant should follow the Associate of Science—Business Field of Study degree plan found in the Business Services section.

CERTIFICATE PROGRAM

ACCOUNTING CLERK CERTIFICATE
33 semester hours required to complete

This certificate prepares students for the world of work in business, industry, and government. The certificate will give students background for an entry-level position as an accounting clerk, bookkeeper, accounts payable, accounts receivable, and other possible job positions in the accounting field. This certificate program can be used for completion of the Accounting A.A.S. degree.

First Semester
ACNT 1303 Introduction to Accounting I ................................................. 3
BUSI 1301 Business Principles ................................................................. 3
HRPO 1311 Human Relations OR
MRKG 1301 Customer Relations .............................................................. 3
POFT 1301 Business English ..................................................................... 3
POFT 1429 Beginning Keyboarding OR
POFT 2401 Intermediate Keyboarding ....................................................... 4
Total 16

Second Semester
ACNT 1304 Introduction to Accounting II ................................................. 3
ACNT 1311 Introduction to Computerized Accounting ............................... 3
ACNT 1329 Payroll and Business Tax Accounting ....................................... 3
POFT 1325 Business Math and Machine Applications ............................... 3
ACNT 1166* Practicum or Field Experience – Accounting .......................... 1
COSC 1400 Introduction to Computing .................................................... 4
Total 17

* Students work 7 hours each week at an approved place of employment.

Students must adhere to prerequisite courses as described in the course descriptions in this catalog.
DEGREE PROGRAM

ACCOUNTING A.A.S.
69-72 hours required to graduate

This program is designed to prepare students for various career opportunities in accounting, such as positions in accounting firms, industry, or government. Emphasis is placed on internal accounting procedures and generally accepted accounting principles. This program is intended to provide a foundation on which the graduate can build an accounting career through expanded experience and/or further education. Completion of the first two semesters leads to an award of an Accounting Clerk Certificate.

Students enrolling in accounting degree programs should make every possible effort to complete courses in the required sequence. When circumstances warrant deviation from prescribed plans, the department chair or one of the faculty advisors must be consulted for approval of changes including, but not limited to, substitution of courses, waiver of prerequisites, and permission to take courses.

First Semester
See First Semester in the Accounting Clerk Certificate (16 hrs).

Second Semester
See Second Semester in the Accounting Clerk Certificate (17 hrs).

Sophomore First Semester
ACCT 2401 Principles of Accounting – Financial............................................. 4
BUSI 2301 Business Law .................................................................................... 3
ECON 2301 Principles of Economics (Macro)....................................................... 3
KINE Kinesiology/Physical Education ............................................................. 1
POFT 2312 Business Correspondence and Communications......................... 3
SPCH 1321 Business and Professional Speaking* ............................................. 3

Total 17
* May substitute SPCH 1311 or SPCH 1315

Sophomore Second Semester
ELCT Humanities or Visual Performing Arts Elective ................................. 3
ELCT Math or Natural Science ......................................................................... 3-4
ELCT Behavioral Science .................................................................................. 3
ENGL Freshman College English I ................................................................. 3
BMGT 1303 Principles of Management .......................................................... 3
ITSW 2434 Advanced Spreadsheets OR
POFI 1419 Spreadsheets .................................................................................. 4
KINE Kinesiology/Physical Education ............................................................. 1

Total 20-21
ACCOUNTING MARKETABLE SKILLS ACHIEVEMENT CERTIFICATE:
12 hours required to complete
This award is designed to prepare students for entry-level bookkeeping positions or improve their bookkeeping skills for upward advancement.

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AGRICULTURE
www.wc.edu/programs

Mike Brown, Program Director
Agriculture Building (AGRI)
817-598-6280

Dr. Alex Ibe, Department Chair - Natural Sciences
Business Building (BUSI), RM 210
817-598-6426

Weatherford College offers three agriculture programs: an Associate of Science two-year transfer degree, a two-year Equine Production and Management A.A.S. degree and a one-year certificate of completion in Equine Production and Management.

Students interested in the Associate of Science transfer degree should refer to page 107. Agriculture courses listed, when combined with the core curriculum, will prepare students to enter a four-year University or College with a total of 60 hours toward a B.S. degree in Agriculture.

EQUINE PRODUCTION AND MANAGEMENT A.A.S.
68 semester hours required to graduate

Students receive training in all areas of equine management as well as training in economic theories associated with profitable management of breeding farms and horse ranches. Students are exposed to various situations encompassing theory and hands-on experience in the field of agriculture. Program content and competencies are reviewed and endorsed by an agriculture advisory committee comprised of leaders in the agriculture industry and agri-business as well as four-year institutions.

Students who graduate with a degree in equine production and management will be trained to enter a wide range of career opportunities which include: sales of equine and animal health products; breeding farm and stable management; and riding instruction.
Freshman First Semester
AGEQ  1311  Equine Science I ......................................................... 3
AGEQ  1319  Western Horsemanship .................................................. 3
AGRI  1231  The Agriculture Industry .................................................. 1
AGRI  1407  Agronomy ........................................................................ 4
TP  AGRI  2321  Livestock Evaluation .................................................. 3
ENGL  1301  Freshman College English I .............................................. 3
PSYC  1100  Freshman Orientation ...................................................... 1
KINE  Kinesiology/Physical Education ................................................... 1
TOTAL 19

Freshman Second Semester
AGAH  2313  Principles of Feeds and Feeding ..................................... 3
AGEQ  1301  Equine Behavior and Training I........................................... 3
AGRI  1419  Animal Science ................................................................. 4
AGRI  2317  Introduction to Agriculture Economics ............................... 3
KINE  Kinesiology/Physical Education ................................................... 1
Elective  Social OR Behavioral Science ............................................... 3
TOTAL 17

Sophomore First Semester
AGCR  1307  Range Management .......................................................... 3
TP  AGEQ  1315  Equine Evaluation ....................................................... 3
AGEQ  2311  Equine Science II .............................................................. 3
AGRI  1309  Computers in Agriculture ............................................... 3
BIOL  1413  General Zoology ................................................................. 4
TOTAL 17

Sophomore Second Semester
AGEQ  1350  Animal Reproduction - Equine ......................................... 3
AGEQ  1391  Special Topics in Equestrian/Equine Studies Horse ..........
TP  AGEQ  2386  Internship, Equestrian/Equine Studies Horse ..........
Elective  Humanities or Visual/Performing Arts .................................. 3
TOTAL 16

*ITSC1401 will only be articulated as a Tech Prep credit.
EQUINE PRODUCTION AND MANAGEMENT CERTIFICATE
29 semester hours required to complete

First Semester
AGEQ 1311 Equine Science I............................................................. 3
AGRI 1131 The Agriculture Industry.............................................. 1
AGRI 1309 Computers in Agriculture .......................................... 3
AGRI 1419 Animal Science............................................................. 4
Elective Agriculture Elective* ..................................................... 3
TOTAL 14

Second Semester
AGEQ 1305 Equine Enterprise Management................................. 3
AGEQ 1391 Special Topics in Equestrian/Equine Studies Horse ....
Management Training I................................................................. 3
AGEQ 2386 Internship - Equestrian/Equine Studies Horse ...........
Management Training ................................................................. 3
AGEQ 2311 Equine Science II.......................................................... 3
Elective Agriculture Elective* ..................................................... 3
TOTAL 15

*Choose from the following electives:
AGAH 1347 Animal Reproduction - Equine................................. 3
AGEQ 1301 Equine Behavior and Training I .................................. 3
TP AGEQ 1315 Equine Evaluation.................................................. 3
AGEQ 1319 Western Horsemanship ............................................. 3

ANTHROPOLOGY
Don Jacobs, Department Chair – Behavioral Sciences
Business Building (BUSI), RM 210
817-598-6431 • djacobs@wc.edu

Anthropology refers to the study of human beings. For the emphasis in anthropology, student will follow the general studies AA degree requirement on page 107 and insert the following courses in the four ELECTIVE spots:

ANTH 2346 General Anthropology
(Counts for Humanities degree requirement)
ANTH 2351 Cultural Anthropology
ANTH 2389 Academic Cooperative: Forensic Anthropology
ANTH 2301 Physical Anthropology

ART
Myrlan Coleman, Program Director – Art
Fine Arts Building (FINE) – Rm 108
817-598-6232

Art majors should see page 107 for Associate in Arts degree requirements.
The Weatherford College Associate Degree Nursing program is approved by the Texas Board of Nursing (BON). The board may be reached at 333 Guadalupe, Suite 3-640, Austin, TX 78701; phone: 512-305-7400. The nursing curriculum plan is approved by the Texas Higher Education Coordinating Board (THECB). The program is accredited by the National League for Nursing Accrediting Commission, Inc (NLNAC). NLNAC may be reached at 61 Broadway, New York, NY 10006; phone:800-661-1656.

The Associate Degreee Nursing program is a curriculum comprised of two years of nursing courses offering classroom, laboratory and clinical learning experience and an additional one year of academic coursework to be taken as prerequisites for admission to the program. The course of study is comprised of 70/71 semester credit hours and is designed to prepare the graduate as a beginning generalist practitioner, functioning as a provider of care, coordinator of care, and as a member of the profession. Registered nurses prepared at the associate degree level possess a high degree of technical nursing skills and apply scientific principles to all nursing care. Graduates of an associate degree nursing program may continue their education at a four-year university to earn a bachelor’s degree.

All nursing courses must be taken in sequence. Students may choose to complete any of the general education courses prior to enrolling in the program or at any time prior to the required semester, but not later than sequentially required.

Students completing this curriculum receive the Associate of Applied Science degree and are eligible to apply to take the National Council Licensure Exam for Registered Nurses (NCLEX-RN). The Texas Board of Nursing determines eligibility for licensure. In order to minimize potential problems nursing graduates might experience in obtaining a nursing license, it is important to understand the licensing process. Schools of nursing do not have the power to grant licensure for the registered nurse (RN). The nursing program has full accreditation by the Texas Board of Nursing to provide education and training which qualifies a student to take the state licensing examination.

CIRCUMSTANCES LEADING TO INELIGIBILITY FOR STATE LICENSURE

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 Section 301.257 of the Nursing Practice Act.

If you are required to answer “yes” to any of the following questions, contact the Associate Degree Nursing department chair for further instructions. Processing a petition may take 6 to 12 months, or longer, after you provide all required documentation and depending on your circumstances. Once all requested documents have been received, you will be notified that the petition has been transferred to the Enforcement Department for review.
1) [ ] No [ ] Yes For any criminal offense, including those pending appeal, have you:
   A. been convicted of a misdemeanor?
   B. been convicted of a felony?
   C. pled nolo contendere, no contest, or guilty?
   D. received deferred adjudication?
   E. been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
   F. been sentenced to serve jail or prison time? court-ordered confinement?
   G. been granted pre-trial diversion?
   H. been arrested or any pending criminal charges?
   I. been cited or charged with any violation of the law?
   J. been subject of a court-martial; Article 15 violation; or received any form of military judgment/punishment/action?

(You may only exclude Class C misdemeanor traffic violations.)

**NOTE:** Expunged and Sealed Offenses: While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed, it is your responsibility to ensure the offense, arrest, ticket or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to our office with your application. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, will at a minimum, subject your license to a disciplinary fine. Nondisclosure of relevant offenses raises questions related to truthfulness and character.

**NOTE:** Orders of Non-Disclosure: Pursuant to Tex. Gov’t Code § 552.142(b), if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure may become a character and fitness issue. Pursuant to other sections of the Gov’t Code chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is the subject of an order of non disclosure. If the Board discovers a criminal matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board may require you to provide information about that criminal matter.

2) [ ] No [ ] Yes Are you currently the target or subject of a grand jury or governmental agency investigation?

3) [ ] No [ ] Yes Has any licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a professional license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?

4) [ ] No [ ] Yes Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?*

5) [ ] No [ ] Yes Within the past five (5) years have you been diagnosed with, treated, or hospitalized for schizophrenia and/or psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder?

If “YES” indicate the condition: [ ] schizophrenia and/or psychotic disorders, [ ] bipolar disorder, [ ] paranoid personality disorder, [ ] antisocial personality disorder, [ ] borderline personality disorder
An individual enrolled or planning to enroll in a basic nursing program who has reason to believe that he/she is ineligible for licensure must petition the board for a declaratory order as to his/her eligibility. The individual must submit a petition on forms provided by the board which includes:

1. a statement by the individual indicating the reason(s) and basis of potential ineligibility;
2. if the potential ineligibility is due to criminal conviction, any court documents including, but not limited to, any indictments, judgments, probation records and evidence of completion of probation, if applicable;
3. if the potential ineligibility is due to mental illness (which is defined as an illness, disease, or condition which either substantially impairs the person’s thought processes, perception of reality, emotional stability, judgment, or behavior), evidence of evaluation, including a prognosis, by a psychologist or psychiatrist, evidence of treatment, including any medication;
4. if the potential ineligibility is due to chemical dependency including alcohol, evidence of evaluation and treatment, after care and support group attendance; and
5. the required non-refundable fee of $189.00 (money order or cashier’s check) made payable to the Board of Nurse Examiners.

The Associate Degree Nursing program reserves the right to change the curriculum and program policies as deemed necessary for the maintenance of a high quality education. Policies regarding advanced placement, dismissal, probation, class and clinical attendance, malpractice insurance, grading and readmission are available in the Associate Degree Nursing Student Handbook.

The program and courses within the program are subject to approval and changes mandated by the Texas Higher Education Coordinating Board and the Texas Board of Nursing.

**REQUIREMENTS FOR THE ASSOCIATE OF APPLIED SCIENCE DEGREE IN NURSING**

1. Completion of entrance requirements for the Associate Degree Nursing program;
2. Seventy semester hours of credit as prescribed by the Associate Degree Nursing Curriculum Outline Course of Study;
3. An overall minimum GPA of 2.0 in all courses presented for graduation with a grade of 75 or better in nursing courses;
4. Completion of at least 16 semester hours at Weatherford College;
5. No more than 9 semester hours of correspondence study credit may be applied toward the degree;
6. Student must meet Weatherford College TSI (Texas Success Initiative) requirements.; and
7. A passing score on the comprehensive NCLEX-Success Predicter exam.
ASSOCIATE DEGREE NURSING LVN TO ADN TRANSITION

Advanced placement will be granted to qualifying Licensed Vocational Nurses on completion of RNSG 1161 and RNSG 1327—Transition from Vocational to Professional Nursing. The prerequisite non-nursing courses must be completed before making application to the ADN program. All admission requirements relevant to the ADN program must be met in order to be accepted into RNSG 1327. Work experience as an LVN and proof of licensure as a Licensed Vocational Nurse in the State of Texas is required.

ASSOCIATE DEGREE NURSING PROGRAM ADMISSION REQUIREMENTS

Admission requirements considered include the following:
1. Admission to Weatherford College.
2. Completed application with transcripts from all colleges attended and proof of TSI status.
3. Completion of all prerequisite courses.
4. GPA of 2.5 or above on prerequisite courses.
5. Completion of the TEAS entrance exam with a minimum score of 60% on the reading comprehension section and the essential math skills section.

Applications for admission to the August 2009 program will be accepted December 1, 2008 - February 27, 2009. Applications for admission to the June 2009 nursing transition course will be accepted November 3, 2008 - January 30, 2009. Applications for the January 2009 Evening/Weekend program will be accepted July 1 - August 30, 2008. Microbiology and anatomy & physiology courses MUST have been taken within five years prior to admission.

Once selected for admission to the program, the student MUST:
1. complete a criminal background check.
2. obtain a TB screening test or chest x-ray, a urine drug screen and a back examination.
3. submit records of up-to-date immunizations of DT, MMR and Varicella. Authorized, written proof of having had chicken pox may be substituted for Varicella immunization.
4. submit proof of major medical health insurance.
5. provide proof of current AHA Health Care Provider CPR.
6. proof of receipt of two Hepatitis B vaccinations and a positive titer demonstrating sero-conversion or all three Hepatitis B vaccinations is required prior to the first clinical day of the first semester. Proof that this process is in progress must be given when the student attends initial orientation into the program.
7. obtain nursing liability insurance (purchased through Weatherford College).

Information on methods of obtaining the above criteria will be available to the student upon acceptance to the program.
Selection into the nursing program is based on the following scoring method:

**Prerequisite courses:** A=4 points, B=3 points, C=2 points

**GPA of prerequisite courses**
- 3.5-4.0 = 5 points
- 3.0-3.4 = 4 points
- 2.5-2.9 = 2 points

Scores on the TEAS entrance exam receive the following points. TEAS scores must be within two years of the application date.

**Reading**
- 90-100 = 4 points
- 80-89 = 3 points
- 70-79 = 2 points
- 60-69 = 1 point

**Math**
- 90-100 = 4 points
- 80-89 = 3 points
- 70-79 = 2 points
- 60-69 = 1 point

**Science**
- 90-100 = 4 points
- 80-89 = 3 points
- 70-79 = 2 points
- 60-69 = 1 point

**English and Language Usage**
- 90-100 = 4 points
- 80-89 = 3 points
- 70-79 = 2 points
- 60-69 = 1 point

**Completion of corequisite courses**
- All 5 complete = 5 points
- 4 complete = 4 points
- 3 complete = 3 points
- 2 complete = 2 points
- 1 complete = 1 point

Admission is competitive due to the limited number of slots. Students will be selected on the number of points earned. In the event of a tie for final slots into the program, qualified applicants will be considered based on the date and time the complete application with all required transcripts and scores is received in the nursing office.
ASSOCIATE DEGREE NURSING A.A.S.
70-71 semester hours required to complete
FICE 003664; CIP 51.1601

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<td>Foundation for Nursing Practice</td>
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<td>RNSG 1260</td>
<td>Clinical - Nursing (RN Training)</td>
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<td>RNSG 1205</td>
<td>Nursing Skills</td>
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<td>RNSG 1215</td>
<td>Health Assessment</td>
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<td>RNSG 1301</td>
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<td>Spring Semester</td>
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<td>Fall Semester II</td>
<td>RNSG 1343</td>
<td>Complex Concepts of Adult Health</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>RNSG 2261</td>
<td>Clinical - Nursing (RN Training)</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>RNSG 2201</td>
<td>Care of Children and Families</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>RNSG 2163</td>
<td>Care of Children and Families Clinical</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>SOCI 1301</td>
<td>Introduction to Sociology OR</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSYC 2301</td>
<td>Introduction to Psychology</td>
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<td>TOTAL</td>
<td>11</td>
</tr>
<tr>
<td>Spring Semester II</td>
<td>RNSG 2331</td>
<td>Advanced Concepts of Adult Health</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>RNSG 2221</td>
<td>Management of Client Care</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>RNSG 2363</td>
<td>Clinical - Nursing (RN Training)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>KINE</td>
<td>Kinesiology/Physical Education</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>Humanities or Visual/Performing Arts elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>TOTAL</td>
<td>12</td>
</tr>
</tbody>
</table>
ASSOCIATE DEGREE NURSING A.A.S. – LVN TO ADN TRANSITION
54-55 semester hours required to complete
FICE 003664; CIP 51.1601

**Prerequisite**
- BIOL 2401 Human Anatomy & Physiology I ........................................... 4
- BIOL 2402 Human Anatomy & Physiology II ........................................... 4
- BIOL 2421 Microbiology ........................................................................... 4
- MATH College Level OR CHEM 1411 ....................................................... 3-4
- ENGL 1301 Freshman College English I ................................................... 3
- PSYC 2314 Human Growth & Development ........................................... 3

**TOTAL 21-22**

### Summer Semester I (6 weeks) LVN to ADN Students

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RNSG 1327</td>
<td>Transition from Vocational to Professional Nursing</td>
<td>3</td>
</tr>
<tr>
<td>RNSG 1161</td>
<td>Clinical – Nursing (RN Training)</td>
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**TOTAL 4**

### Summer Semester II (6 weeks)

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>RNSG 2213</td>
<td>Mental Health Nursing</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 1162</td>
<td>Clinical - Nursing (RN Training)</td>
<td>1</td>
</tr>
<tr>
<td>RNSG 1251</td>
<td>Care of the Child-Bearing Family*</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 2160</td>
<td>Care of the Child-Bearing Family - Clinical*</td>
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</table>

**TOTAL 6**

* Classes may be taken during Summer I session.

### Fall Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RNSG 2201</td>
<td>Care of Children and Families</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 2163</td>
<td>Care of Children and Families Clinical</td>
<td>1</td>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>or Introduction to Psychology (PSYC 2301)</td>
<td></td>
</tr>
<tr>
<td>RNSG 1343</td>
<td>Complex Concepts of Adult Health</td>
<td>3</td>
</tr>
<tr>
<td>RNSG 2261</td>
<td>Med/Surg Clinical</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL 11**

### Spring Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RNSG 2331</td>
<td>Advanced Concepts of Adult Health</td>
<td>3</td>
</tr>
<tr>
<td>RNSG 2221</td>
<td>Management of Client Care</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 2363</td>
<td>Clinical - Nursing (RN Training)</td>
<td>3</td>
</tr>
<tr>
<td>KINE</td>
<td>Kinesiology/Physical Education</td>
<td>1</td>
</tr>
<tr>
<td>Elective</td>
<td>Humanities or Visual/Performing Arts elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 12**

Upon successful completion of the above curriculum, students will be awarded a total of 16 credits for previous LVN courses.
BIOLOGY
Dr. Alex Ibe, Department Chair - Natural Sciences
Business Building (BUSI), RM 210
817-598-6230

Biology majors should see page 107 for Associate in Science degree requirements.

BUSINESS ADMINISTRATION
www.wc.edu/programs
Marilyn St. Clair, Department Chair
Technology Building (TECH), RM 105
817-598-6344

The objectives of this department are to make available to students courses at the freshman and sophomore levels which will transfer to the senior college of their choice; to provide training for those students who wish to develop a marketable skill for immediate employment; to provide for the needs of individuals wishing to upgrade their present skills and positions; and to provide all students with a background of business and career information for further study, further training, and citizenship.

CERTIFICATE PROGRAMS

BUSINESS ADMINISTRATION CERTIFICATE
35 hours to complete

First Semester
ACNT 1303 Introduction to Accounting I ............................................ 3
BUSI 1301 Business Principles ........................................................... 3
HRPO 1311 Human Relations ............................................................. 3
POFT 1301 Business English ............................................................. 3
POFT 1429 Beginning Keyboarding OR
POFT 2401 Intermediate Keyboarding ................................................ 4
Total 16

Second Semester
ACNT 1304 Introduction to Accounting II OR
ACNT 1311 Introduction to Computerized Accounting ......................... 3
BUSI 1307 Personal Finance ............................................................... 3
POFT 2312 Business Communications and Corespondence .............. 3
POFT 1325 Business Math and Machine Applications ..................... 3
MRKG 1301 Customer Relations ......................................................... 3
COSC 1400 Introduction to Computing ............................................... 4
Total 19
### CUSTOMER SERVICE REPRESENTATIVE CERTIFICATE

35 hours to complete

<table>
<thead>
<tr>
<th><strong>First Semester</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACNT 1303 Introduction to Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUSI 1301 Business Principles</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 1311 Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>POFT 1301 Business English</td>
<td>3</td>
</tr>
<tr>
<td>POFT 1429 Beginning Keyboarding OR</td>
<td>4</td>
</tr>
<tr>
<td>POFT 2401 Intermediate Keyboarding</td>
<td></td>
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</table>

Second Semester

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MRKG 1311 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 1301 Supervision</td>
<td>3</td>
</tr>
<tr>
<td>POFT 2312 Business Communications and Coorespondence</td>
<td>3</td>
</tr>
<tr>
<td>POFT 1325 Business Math and Machine Applications</td>
<td>3</td>
</tr>
<tr>
<td>MRKG 1301 Customer Relations</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1400 Introduction to Computing</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total 16**

### DEGREE PROGRAMS

**ASSOCIATE OF SCIENCE – BUSINESS FIELD OF STUDY** (TRANSFER CURRICULUM)

64 hours required to graduate

The Associate of Science—Business Field of Study degree is designed for those students planning to seek a four-year or advanced degree from a college or university.

<table>
<thead>
<tr>
<th><strong>First Semester</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301 Freshman College English I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301 U.S. History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1324 Algebra with Business Applications</td>
<td>3</td>
</tr>
<tr>
<td>KINE 1338* Concepts of Fitness and Wellness</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 1100 Freshman Orientation</td>
<td>1</td>
</tr>
<tr>
<td>SCIENCE Natural Science Core</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total 16**

Note: First time, full-time students must take PSYC 1100 Freshman Orientation. The course does not count toward degree completion.

<table>
<thead>
<tr>
<th><strong>Second Semester</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1302 Freshman College English II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302 U.S. History Since 1877</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1325 Calculus for Business and Economics Analysis</td>
<td>3</td>
</tr>
<tr>
<td>SPCH ** Choose from SPCH 1311, 1315, or 1321</td>
<td>3</td>
</tr>
<tr>
<td>SCIENCE Natural Science Core</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total 16**
### Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2401</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ECON 2301</td>
<td>Principles of Economics (Macro)</td>
<td>3</td>
</tr>
<tr>
<td>ENGL</td>
<td>Sophomore English</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2301</td>
<td>Principles of American and Texas Government</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Visual/Performing Arts Core</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>17</strong></td>
</tr>
</tbody>
</table>

### Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2402</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ECON 2302</td>
<td>Principles of Economics (Micro)</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2311</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302</td>
<td>Functions of American and Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>Elective***</td>
<td>Elective (Advisor Approval Required)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

* May substitute (3) one-credit hour physical education courses
** We prefer SPCH 1321. Check with transfer institution for their preference.
*** Suggested electives include BUSI 1301, COSC 1301, PSYC 2301, PSYC 2303, or SOCI 1301

### Business Administration A.A.S.

68-70 hours

The Associate of Applied Sciences degree in Business Administration is designed for students seeking a broad program of study in all phases of business practices. The degree focuses not only at the core of management (principles of management, organizational behavior, and personnel administration) but also encompasses the critical areas of business operations (principles of marketing, accounting, and business law). This program is designed for the student who plans to start a business career after two years of concentrated study. Students seeking a four-year degree should follow the Business A.S. Degree Plan.

Program Admission Requirement: Typing speed of 35 words per minute, high school keyboarding, or POFT 1429 Beginning Keyboarding (grade of C or better). May be taken during first semester.

Program completion requires a field experience course in which students work 7 hours each week at an approved place of employment.

### Freshman First Semester

See First Semester in the Business Administration Certificate (16 hrs), or the Customer Service Representative Certificate (16 hrs).

### Freshman Second Semester

See Second Semester in the Business Administration Certificate (19 hrs), or the Customer Service Representative Certificate (19 hrs).

### Sophomore First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BMGT 1301</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>BUSI 2301</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2301</td>
<td>Principles of Economics (Macro)</td>
<td>3</td>
</tr>
<tr>
<td>KINE</td>
<td>Kinesiology/Physical Education</td>
<td>1</td>
</tr>
<tr>
<td>IBUS 1301</td>
<td>Introduction to International Business and Trade</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1321</td>
<td>Business and Professional Speaking *</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Total 15-16</td>
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</tr>
</tbody>
</table>

* May substitute SPCH 1311 or SPCH 1315

**Sophomore Second Semester**

| Elective | Humanities or Visual Performing Arts Elective               | 3       |
| Elective | Math or Natural Science                                    | 3 - 4   |
| Elective | Behavioral Science                                         | 3       |
| Elective | Business Administration Elective*                          | 3       |
| Elective | Business Administration Elective*                          | 3       |
| BUSG 1166 | Practicum (or Field Experience) – Business/Commerce General | 1    |
| KINE      | Kinesiology/Physical Education                             | 1       |
|           | Total 17-18                                               |         |

*May choose any two courses from BMGT, BUSG, BUSI, HRPO, or a computer course not already used in the program.*
Child Development/Early Childhood programs exist for people who wish to work with young children. Public and private schools, federal agencies, medical facilities, child care facilities, industry, and community agencies need trained professionals who understand the growth, development, and needs of children. Program competencies are designed in accordance with the National Association for Education of Young Children (NAEYC) criteria and Child Development Associate (CDA) requirements. Emphasis in this course of study includes professionalism; human growth and development; learning theories; guidance and group management; developmentally appropriate curriculum content and implementation; family and community relations; safety; health; nutrition; and program management.

The Child Development/Early Childhood program is designed to provide graduates with the knowledge and skills necessary to obtain employment as child care workers, pre-school teachers, and child care program administrators, or you may use it as a first step to higher education.

**REQUIREMENTS**

Proof of general good health from a physician, proof of education level, T.B. screening, and criminal history background search. Students must successfully complete the COMPASS test.

**CHILD DEVELOPMENT/EARLY CHILDHOOD A.A.S.**

62-63 semester hours required to graduate
Pending Texas Higher Education Coordinating Board Approval

**Freshman First Semester***

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDEC 1313</td>
<td>Curriculum Resources for Early Childhood Programs</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1319</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1311</td>
<td>Educating Young Children</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1318</td>
<td>Wellness of the Young Child</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1354</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 1100</td>
<td>Freshman Orientation</td>
<td>1</td>
</tr>
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</table>

**TOTAL 16**
# Freshman Second Semester***

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDEC 1164</td>
<td>Practicum in Child Development*</td>
<td>1</td>
</tr>
<tr>
<td>CDEC 1195</td>
<td>Issues of Abuse and Neglect</td>
<td>1</td>
</tr>
<tr>
<td>CDEC 1359</td>
<td>Children with Special Needs</td>
<td>3</td>
</tr>
<tr>
<td>KINE 1338</td>
<td>Concepts if Fitness and Wellness</td>
<td>3</td>
</tr>
<tr>
<td>COSC+ 1400</td>
<td>Introduction to Computing</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Freshman College English</td>
<td>3</td>
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**TOTAL 15**

# Sophomore First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CDEC 1356</td>
<td>Emergent Literacy for Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2307</td>
<td>Math and Science for Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2326</td>
<td>Administration of Programs for Children I</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1303</td>
<td>Families, School, and Community</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Math 1332 or Lab Science</td>
<td>3-4</td>
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</tbody>
</table>

**TOTAL 15-16**

# Sophomore Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDEC 2328</td>
<td>Administration of Programs for Children II</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2486</td>
<td>Internship: Child Development/Early Childhood**</td>
<td>4</td>
</tr>
<tr>
<td>Elective</td>
<td>Visual/Performing Arts or Humanities</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>PSYC 2301; SOCI 2326; SOCW 2361</td>
<td>3</td>
</tr>
<tr>
<td>Speech</td>
<td>Speech</td>
<td>3</td>
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</tbody>
</table>

**TOTAL 16**

* To be taken during first year.
** To be taken during last semester.
***Child Development Certificate issued upon completion of courses in freshman semesters.
+ May substitute ITSC 1401

## Communications/Intermedia Arts

[www.wc.edu/programs/communication/index.htm](http://www.wc.edu/programs/communication/index.htm)

**Doc Ballard, Program Director**

Fine Arts Building (FINE), RM 109
817-598-6408

Communications and Intermedia Arts majors should should see page 107 for Associate in Arts degree requirements.
Computer Science (CS) offers four one-year certificate programs for those students who wish to develop skills in specialized areas that will also lead into one of two A.A.S degrees. The certificates include Information Systems, Web Development, Database Programming and Networking Systems.

The two A.A.S. programs are: Information Technology A.A.S and Networking Systems A.A.S.

All courses are developed, approved and implemented in coordination with the CS advisory committee, a body of professionals in business, information technology, and computer operations environments.

The curriculum mirrors local, regional, and statewide demands that lead to successful participation in a global economy. Students will be able to apply information processing techniques, demonstrate a basic understanding of application software, communicate effectively, and use the knowledge gained to master new, advanced computer techniques.

Courses fall into instructional areas that include the following:

- COSC  Computer Science
- ARTC  Graphics
- CPMT  Computer Installation and Repair Technology/Technician
- IMED/INEW/ITSC/ITSE  Web Page, Digital/Multimedia and Information Resources Design
- ITCC/ITMC/ITNW/ITSY  Computer Systems Networking & Telecommunications
- ITSC  Computer & Information Sciences, General
- ITSE  Computer Programming/Programmer, General
- ITSE/ITSW  Data Modeling/Warehousing and Database Administration
- ITSW  Data Processing Technology
- POFI  Business/Office Automation/Technology/Data Entry

**CERTIFICATE PROGRAMS**

**INFORMATION SYSTEMS CERTIFICATE**

29 semester hours required to graduate

This certificate prepares students for proficiency in the use of both computer hardware and software. Emphasis of the program is on a wide variety of application programs, a foundation in computer programming, and an introduction to computer hardware to include the networking of microcomputers. This course of study is for the person who wants to gain knowledge and skills for entry-level positions in business and industry. Students must be proficient in keyboarding prior to enrolling in and pursuing this degree.

Students who successfully complete the following courses can be awarded this certificate. This certificate program can also be used for completion of the Information Technology A.A.S.
### First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>TP COSC 1400</td>
<td>Introduction to Computing</td>
<td>4</td>
</tr>
<tr>
<td>TP ARTC 1413</td>
<td>Digital Publishing I</td>
<td>4</td>
</tr>
<tr>
<td>IMED 1416</td>
<td>Web Design I</td>
<td>4</td>
</tr>
<tr>
<td>IITSW 1410</td>
<td>Introduction to Presentation Graphics Software</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL 16**

### Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTC 2413</td>
<td>Digital Publishing II</td>
<td>4</td>
</tr>
<tr>
<td>POFI 2440</td>
<td>Advanced Word Processing</td>
<td>4</td>
</tr>
<tr>
<td>IITSW 2434</td>
<td>Advanced Spreadsheets</td>
<td>4</td>
</tr>
<tr>
<td>ITSC 2186*</td>
<td>Internship, Computer and Information Sciences</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL 13**

* Students work 3 hours each week at an approved place of employment.

Students must adhere to prerequisite courses as described in the course descriptions in this catalog.

### WEB DEVELOPMENT CERTIFICATE

32 semester hours required to graduate

This certificate gives students an introduction to software applications and instruction in designing and developing web sites using current technologies and authoring tools. Students are exposed to the latest technologies and development platforms. Moving beyond basic HTML, web development students learn how to use industry-standard software packages to create multimedia web presentations that work on any computer. Students also learn how to integrate databases into their projects, to create dynamic web environments that change at the direction of the end user.

Students who successfully complete the following courses can be awarded this certificate. This certificate program can also be used for completion of the Information Technology A.A.S.

#### First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COSC 1301</td>
<td>Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>TP COSC 1400</td>
<td>Introduction to Computing</td>
<td>4</td>
</tr>
<tr>
<td>IMED 1416</td>
<td>Web Design I</td>
<td>4</td>
</tr>
<tr>
<td>IITSW 2437</td>
<td>Advanced Database</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL 15**

#### Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITSE 1411</td>
<td>Beginning Web Page Programming</td>
<td>4</td>
</tr>
<tr>
<td>ITSE 2413</td>
<td>Web Authoring</td>
<td>4</td>
</tr>
<tr>
<td>ITSE 2409</td>
<td>Database Programming</td>
<td>4</td>
</tr>
<tr>
<td>INEW 2434</td>
<td>Advanced Web Page Programming</td>
<td>4</td>
</tr>
<tr>
<td>ITSE 2186*</td>
<td>Internship, Computer Programming</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL 17**

* Students work 3 hours each week at an approved place of employment.

Students must adhere to prerequisite courses as described in the course descriptions in this catalog.
DATABASE PROGRAMMING CERTIFICATE

31 semester hours required to graduate

This certificate gives students substantial knowledge of programming techniques required for database management. Students work with desktop database programs as well as client-server applications. Students will solve business computer problems through programming techniques and procedures, using appropriate languages and software.

The primary emphasis of the curriculum is hands-on training in programming, database design, database application, web development and related computer areas that provide the ability to adapt as information systems evolve. Graduates should qualify for employment in business, industry, and government organizations as entry-level programmers, programmer trainees, software developers, database developers, software specialists, or information managers.

Students who successfully complete the following courses can be awarded this certificate. This certificate program can also be used for completion of the Information Technology A.A.S.

First Semester
COSC 1301  Microcomputer Applications .............................................. 3
COSC 1309  Logic Design ................................................................. 3
ITSE 1431  Introduction to Visual Basic Programming ......................... 4
ITSW 2437  Advanced Database .......................................................... 4
TOTAL 14

Second Semester
ITSE 1407  Introduction to C++ .......................................................... 4
ITSE 2409  Database Programming ....................................................... 4
ITSE 2449  Advanced Visual Basic Programming ................................. 4
INEW 2434  Advanced Web Page Programming .................................... 4
ITSE 2186*  Internship, Computer Programming .................................. 1
TOTAL 17

* Students work 3 hours each week at an approved place of employment.

Students must adhere to prerequisite courses as described in the course descriptions in this catalog.
DEGREE PROGRAMS

Students enrolling in Computer Science A.A.S. programs should make every possible effort to complete courses in the required sequence. When circumstances warrant deviation from prescribed plans, the CS department chair or one of the faculty advisors must be consulted for approval of changes including, but not limited to, substitution of courses, waiver of prerequisites, and permission to take courses concurrently.

Upon completion of a two-year A.A.S. program, students will be competent in the understanding and practical use of computer systems and will be prepared to seek job opportunities in the following computer areas: production support specialist, database manager, computer systems analyst, and operations analyst.

INFORMATION TECHNOLOGY

Information Technology prepares students for proficiency in the use of computer system hardware and software. This course of study is for the person who wants to gain knowledge and skills for entry-level information technology positions in business and industry. Students must be proficient in keyboarding prior to enrolling in and pursuing this degree.

In the first year of the program students enroll in courses in one of three certificate programs: Information Systems, Web Development or Database Programming. Completion of one of these certificates qualifies the student to continue their education by completing courses for award of the Information Technology A.A.S. In the second year of this program all students take courses required for all three certificates.

INFORMATION TECHNOLOGY A.A.S.
60-63 semester hours required to graduate

Freshman First Semester
See First Semester in the Information Systems Certificate (16 hrs), the Web Development Certificate (15 hrs) or the Database Programming Certificate (14 hrs).

Freshman Second Semester
See Second Semester in the Information Systems Certificate (13 hrs), the Web Development Certificate (15 hrs), or the Database Programming Certificate (17 hrs).

Sophomore First Semester
ENGL 1301 Freshman College English I .............................................. 3
MATH 1314 College Algebra OR
MATH 1324 Algebra with Business Application ............................... 3
HIST 1301 U.S. History to 1865 .................................................... 3
CPMT 1405 IT Essentials I: PC Hardware and Software ............... 4
KINE 1405 Kinesiology/Physical Education .................................. 1
TOTAL 14
Sophomore Second Semester

ENGL 1302  Freshman College English II ............................................ 3
Elective  Information Technology .................................................... 4
Elective  Humanities OR Visual/Performing Arts.............................. 3
HRPO 1311  Human Relations............................................................... 3
SPCH  Choose one of the following: SPCH 1311 OR 1315 .......... 3
KINE  Kinesiology/Physical Education........................................... 1

TOTAL 17

NETWORKING SYSTEMS CERTIFICATE
31 semester hours required to graduate
This certificate is shown with the Networking Systems A.A.S.

The Networking Systems certificate provides training and education in network design and implementation as well as network security. It emphasizes skills required to perform duties in the workplace as a local area network system specialist. The objectives of the certificate are to provide instruction that presents the fundamentals of computer networking, an introduction to peer-to-peer networking, network security, and the basics of client/server environments.

The certificate also provides an introduction in multi-platform connectivity, network trouble analysis, and network diagnostics. Students design, install, and administer local area networks in the classroom setting.

Upon completion of this certificate program, graduates will have the foundation knowledge of network operating systems, network hardware, network troubleshooting and network management. Graduates will have an understanding of the requirements for certification by network operating system vendors.

Business Systems Networking and Telecommunications

NETWORKING SYSTEMS

Networking Systems is designed to provide the skills needed to design, build and maintain small to medium-sized networks and enter the workforce as a network specialist. Included in this program are courses offered through the Cisco Networking Academy. These courses provide hands-on experience configuring and maintaining routers, switches and other equipment used to connect networks and the Internet together. The curriculum used in these courses is specifically designed to provide students with the knowledge and skills to be successful in pursuit of certifications through Cisco Systems, Inc.

The Cisco certification courses, those with a prefix of ITCC, must be taken in sequence. There will be no enrollment allowed in a given ITCC course without the prerequisite course being completed with a grade of C or higher. Students who enroll in these courses are also enrolled at the Cisco Networking Academy website maintained by Cisco Systems, Inc.

A student who has not passed the Cisco requirements for graduation from a specific course cannot be enrolled in the next course in the sequence, both at the Cisco website or at Weatherford College.

Students must be proficient in keyboarding prior to enrolling in this degree.
### NETWORKING SYSTEMS A.A.S.
60 semester hours required to complete

#### Freshman First Semester
<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TP ITCC</td>
<td>ITCC 1402* CCNA-1: Networking Basics</td>
<td>4</td>
</tr>
<tr>
<td>ITSY</td>
<td>1300 Fundamentals of Information Security</td>
<td>3</td>
</tr>
<tr>
<td>CPMT</td>
<td>1405 IT Essentials I: PC Hardware and Software</td>
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</tr>
<tr>
<td>ITMC</td>
<td>1441 Implementing Microsoft Windows Pro/Server</td>
<td>4</td>
</tr>
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</table>

**TOTAL 15**

#### Freshman Second Semester
<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TP ITCC</td>
<td>ITCC 1406* CCNA-2: Router and Routing Basics</td>
<td>4</td>
</tr>
<tr>
<td>TP ITNW</td>
<td>ITNW 1425 Fundamentals of Networking Technologies</td>
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</tr>
<tr>
<td>CPMT</td>
<td>1409 IT Essentials II: Network Operating Systems</td>
<td>4</td>
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<tr>
<td>ITCC</td>
<td>2407 Fundamentals of UNIX</td>
<td>4</td>
</tr>
<tr>
<td>ITNW</td>
<td>1453 Supporting Network Server Infrastructure</td>
<td>4</td>
</tr>
<tr>
<td>HRPO</td>
<td>1311 Human Relations</td>
<td>3</td>
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<tr>
<td>ITNW</td>
<td>1164** Practicum – Computer Systems Networking &amp; Telecommunications</td>
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</table>

**TOTAL 16**

Upon completion of the first two semesters of this program, students can be awarded the Networking Systems Certificate.

#### Sophomore First Semester
<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TP ITCC</td>
<td>ITCC 1442* CCNA-3: Switching Basics and Intermediate Routing</td>
<td>4</td>
</tr>
<tr>
<td>ENGL</td>
<td>1301 Freshman College English</td>
<td>3</td>
</tr>
<tr>
<td>ITSY</td>
<td>1442 Information Technology Security</td>
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</tr>
<tr>
<td>Elective</td>
<td>Humanities OR Visual/Performing Arts</td>
<td>3</td>
</tr>
<tr>
<td>KINE</td>
<td>Kinesiology/Physical Education</td>
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</table>

**TOTAL 15**

#### Sophomore Second Semester
<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TP ITCC</td>
<td>ITCC 1446* CCNA-4: WAN Technologies</td>
<td>4</td>
</tr>
<tr>
<td>MATH</td>
<td>1314 College Algebra OR Higher Mathematics</td>
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</tr>
<tr>
<td>SPCH</td>
<td>Choose one of the following: SPCH 1311 OR 1315</td>
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<tr>
<td>Elective</td>
<td>Behavioral Science</td>
<td>3</td>
</tr>
<tr>
<td>KINE</td>
<td>Kinesiology/Physical Education</td>
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</tr>
</tbody>
</table>

**TOTAL 14**

* Students must take these courses in sequence.
** Students work 7 hours each week at an approved place of employment.
The Cosmetology program is designed to incorporate theoretical and laboratory experiences required to achieve the basic competencies necessary for a career in cosmetology. The Weatherford College Cosmetology Department is committed to providing students with excellent educational programs that meet the demands of today’s full-service salons as well as providing excellence in teaching and learning to meet the needs of each student enrolled.

Articulation agreements are established with area high schools for juniors and seniors allowing students to earn high school credits as well as 40 semester hour credits in the Cosmetology Certificate Program.

Upon completion of 1,500 hours of instruction and successfully meeting all requirements set forth by the Texas Department of Licensing and Regulation, students will be able to perform all salon services including cutting, styling, perming, coloring and manicuring. In addition, general academic courses complement the program to enhance the student's marketability in related career choices.

Positions in cosmetology vary to include specialization in hair design, cutting, perming, coloring and make-up, and teaching. Exciting careers are available in salons, aboard cruise ships, and platform work.

**COSMETOLOGY CERTIFICATE**

42 semester hours required to graduate

<table>
<thead>
<tr>
<th>Freshman Year</th>
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</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
</tr>
<tr>
<td>CSME 1401 Orientation to Cosmetology ................4</td>
</tr>
<tr>
<td>CSME 1405 Fundamentals of Cosmetology ................4</td>
</tr>
<tr>
<td>CSME 1451 Artistry of Hair, Theory and Practice ....4</td>
</tr>
<tr>
<td>CSME 2310 Intermediate Haircutting and Related Theory 3</td>
</tr>
<tr>
<td><strong>Spring Semester</strong></td>
</tr>
<tr>
<td>CSME 1547 Principles of Facial Care ................5</td>
</tr>
<tr>
<td>CSME 1553 Chemical Reformation and Related Theory ...5</td>
</tr>
<tr>
<td>CSME 2244 Preparation for Texas Cosmetology Examination 2</td>
</tr>
<tr>
<td>CSME 2343 Salon Development ...........................3</td>
</tr>
<tr>
<td><strong>Summer Semester</strong></td>
</tr>
<tr>
<td>CSME 1543 Manicuring and Related Theory .............5</td>
</tr>
<tr>
<td>CSME 2501 Principles of Haircoloring and Related Theory 5</td>
</tr>
<tr>
<td>CSME 2245 Preparation for Texas Cosmetology Examination 2</td>
</tr>
</tbody>
</table>

**TOTAL 42**

Upon completion of the first two semesters shown above as well as the courses listed below, the student will be awarded a **COSMETOLOGY CERTIFICATE**. 42 semester hours required to complete.
This program is designed to provide students with the skills and knowledge required to pass the state Cosmetology Commission examination for licensing in Texas and for successful entry into the field of cosmetology. Students must have a high school diploma or GED equivalent and complete 1,500 hours of training.

**Capstone: Texas Department of Licensing and Regulation Licensure Exam**

To complete

**COSMETOLOGY A.A.S.**

**Sophomore First Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACNT 1303</td>
<td>Introduction to Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1301</td>
<td>Microcomputer Applications OR</td>
<td></td>
</tr>
<tr>
<td>COSC 1400</td>
<td>Introduction to Computing</td>
<td>3-4</td>
</tr>
<tr>
<td>POFT 1301</td>
<td>Business English</td>
<td>3</td>
</tr>
<tr>
<td>POFT 1325</td>
<td>Business Math and Machine Applications</td>
<td>3</td>
</tr>
<tr>
<td>KINE</td>
<td>Kinesiology/Physical Education</td>
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</table>

**TOTAL 13-14**

**Sophomore Second Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Freshman College English I</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2301</td>
<td>General Psychology OR</td>
<td></td>
</tr>
<tr>
<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
<td></td>
</tr>
<tr>
<td>SPCH 1321</td>
<td>Business and Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>KINE</td>
<td>Kinesiology/Physical Education</td>
<td>1</td>
</tr>
<tr>
<td>Elective</td>
<td>Visual/Performing Arts OR Humanities</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Math OR Lab Science</td>
<td>3-4</td>
</tr>
</tbody>
</table>

**TOTAL 16-17**

**COSMETOLOGY INSTRUCTOR**

20 semesters hours required to complete / State-certified cosmetologists only

Refinement of skills is offered for the cosmetologist seeking an instructor's license. Student instructors must first have a valid Texas Operator's License as well as an A.A.S. degree and three years work experience as an operator before entering the cosmetology department to complete the additional 750 hours necessary in cosmetology courses and methods.

Upon successful completion of the course and licensing examination, students can enter the field of teaching in cosmetology. Instructor positions are available in the private sector, vocational area, or at the state level.

**Area of Training**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSME 1434</td>
<td>Cosmetology Instructor I</td>
<td>4</td>
</tr>
<tr>
<td>CSME 1435</td>
<td>Orientation to Instruction of Cosmetology</td>
<td>4</td>
</tr>
<tr>
<td>CSME 2414</td>
<td>Cosmetology Instructor II</td>
<td>4</td>
</tr>
<tr>
<td>CSME 2415</td>
<td>Cosmetology Instructor III</td>
<td>4</td>
</tr>
<tr>
<td>CSME 2444</td>
<td>Cosmetology Instructor IV</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL 20**

**Capstone: Texas Department of Licensing and Regulation Licensure Exam**
The Criminal Justice Institute offers in-service courses that are Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) approved and are available to law enforcement and corrections agencies in order to promote efficiency and effectiveness for their personnel. The Criminal Justice Institute also offers a TCLEOSE approved Basic Peace Officer Academy and Basic Jail Training for the individual seeking a career in law enforcement and/or corrections. If requested and upon approval, Weatherford College Basic Peace Officer graduates may earn up to 12 semester credit hours toward the Weatherford College Criminal Justice Degree. For additional information regarding course specifications and requirements, refer to the Criminal Justice section of this catalog.

CRIMINAL JUSTICE LAW ENFORCEMENT A.A.S.
66-67 semester hours required to graduate

Freshman First Semester
CRIJ 1301/ Introduction to Criminal Justice .............................................. 3
TP *CJSA 1322
CRIJ 1307/ Crime in America ................................................................. 3
TP **CJSA 1312
ENGL 1301 Freshman College English .................................................... 3
HIST 1301 United States History to 1877 ................................................ 3
SOCI 1301 Introduction to Sociology ....................................................... 3
KINE Kinesiology/Physical Education ..................................................... 1
TOTAL 16

Freshman Second Semester
CRIJ 1306 Court Systems and Practices .................................................. 3
CRIJ 1310 Fundamentals of Criminal Law ............................................... 3
ENGL 1302 Freshman College English II ................................................... 3
HIST 1302 United States History Since 1877 ........................................... 3
SPCH 1315 Public Speaking ................................................................... 3
KINE Kinesiology/Physical Education ..................................................... 1
TOTAL 16

Sophomore First Semester
CRIJ 1373 Cooperative Work Experience ................................................... 3
CRIJ 2314 Criminal Investigation ............................................................ 3
CRIJ 2328 Police Systems and Practices .................................................. 3
TP ***COSC 1400/ Introduction to Computing .......................................... 4
ITSC 1401
GOVT 2301 Principles and Institutions of the American and Texas Systems of Government ........................................... 3
TOTAL 16
Sophomore Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRIJ 2315</td>
<td>Contemporary Issues in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1313</td>
<td>Juvenile Justice System</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2323</td>
<td>Legal Aspects of Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302</td>
<td>Functions of the Institutions of American Govt.</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>College Mathematics OR Natural Science</td>
<td>3-4</td>
</tr>
<tr>
<td>Elective</td>
<td>Visual/Performing Arts OR Humanities</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>18-19</strong></td>
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</tr>
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*CJSA 1322 will only be articulated as Tech Prep credit.

**CJSA 1312 will only be articulated as Tech Prep credit.

***ITSC 1401 will only be articulated as Tech Prep credit.

CRIMINAL JUSTICE CORRECTIONS A.A.S.
66-67 semester hours required to graduate

Freshman First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>CRIJ 1301/</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>TP *CJSA 1322</td>
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<tr>
<td>CRIJ 1307/</td>
<td>Crime in America</td>
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<tr>
<td>TP **CJSA 1312</td>
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<tr>
<td>ENGL 1301</td>
<td>Freshman College English I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301</td>
<td>United States History to 1877</td>
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<tr>
<td>SOCI 1301</td>
<td>Introduction to Sociology</td>
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<td>KINE</td>
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Freshman Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CRIJ 1306</td>
<td>Court Systems and Practices</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1310</td>
<td>Fundamentals of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Freshman College English II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>United States History Since 1877</td>
<td>3</td>
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<tr>
<td>Elective</td>
<td>Speech</td>
<td>3</td>
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<td>KINE</td>
<td>Kinesiology/Physical Education</td>
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<td><strong>Total</strong></td>
<td><strong>16</strong></td>
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Sophomore First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CRIJ 1373</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2313</td>
<td>Correctional Systems and Practices</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2323</td>
<td>Legal Aspect of Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1400/ Introduction to Computing</strong></td>
<td>4</td>
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<tr>
<td><strong>Total</strong></td>
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**Total 16**
Sophomore Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRIJ 2301</td>
<td>Community Resources in Correction</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2302</td>
<td>Functions of the Institutions of Am. Government</td>
<td>3</td>
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<tr>
<td>Elective</td>
<td>Suggested elective: CRIJ 2315 OR 1313</td>
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<tr>
<td>Elective</td>
<td>Suggested elective: CRIJ 2315 OR 1313</td>
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</tr>
<tr>
<td>Elective</td>
<td>College Mathematics OR Natural Science</td>
<td>3-4</td>
</tr>
<tr>
<td>Elective</td>
<td>Visual/Performing Arts OR Humanities</td>
<td>3</td>
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</table>

TOTAL 18-19

*CJSA 1322 will only be articulated as Tech Prep credit.
**CJSA 1312 will only be articulated as Tech Prep credit.
***ITSC 1401 will only be articulated as Tech Prep credit.

Drama

www.wc.edu/programs

Nancy McVean, Program
Fine Arts Building (FINE), RM 112
817-598-6307

Drama majors should see page 107 for Associate in Arts degree requirements.

Education/Teacher Preparation

Sharron Lawrence, Director
Student Services Building (STSV-uf)
817-598-6446

An Associate of Arts in Teaching (AAT) is a degree developed by the Texas Higher Education Coordinating Board that was implemented in Fall 2005. Students who wish to obtain Texas Teacher Certification may complete the required coursework and receive an AAT. Once students complete the AAT, they must transfer to a university that offers a Bachelor’s degree and also complete requirements for Standard Teacher Certification. Students should work closely with an academic advisor/counselor. Students should consult with the college/university to which they wish to transfer to understand the specific requirements at that institution. Additional information may be reviewed at the state website www.sbec.state.tx.us for specifics related to obtaining certification in Texas.

In order to be eligible to receive this degree, a student must:

1. Complete a minimum of 66 hours including all the required courses listed.
2. Earn a grade of “C” or better in English 1301; Speech 1311 (Tarleton requires a grade of “B”); and EDUC 1301 and EDUC 2301.
3. Receive a GPA of at least 2.00.
4. Meet all THEA requirements.
ASSOCIATE OF ARTS IN TEACHING: PROGRAM OF STUDY
66 hours required to graduate
Leading to Texas Teacher Certification Generalist 4-8; EC-4 without Early Childhood Specialization; EC-12 Special Education

Special Note: Students must agree to a background check, disclosing previous arrest, conviction, and/or deferred adjudication. Local districts will not allow observation in their classrooms if a person has a criminal history. Additionally, the State Board for Educator Certification may refuse to issue a certificate based on criminal history. 66 hours required to graduate

Freshman First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Freshman College English</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301</td>
<td>U.S. History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 1301</td>
<td>Introduction to the Teaching Profession</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1314</td>
<td>College Algebra or higher</td>
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<tr>
<td>KINE</td>
<td>Kinesiology</td>
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</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
<td>3</td>
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<tr>
<td>PSYC 1100</td>
<td>Freshman Orientation</td>
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TOTAL 17

Freshman Second Semester

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>ENGL 1302</td>
<td>Freshman College English II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>U.S. History since 1877</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 2301</td>
<td>Introduction to Special Populations</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Science with Lab</td>
<td>4</td>
</tr>
<tr>
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TOTAL 17

Sophomore First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>Elective</td>
<td>Sophomore English Literature</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2301</td>
<td>Principles/Institutions of American/Texas Systems of Government</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1350</td>
<td>Fundamentals of Mathematics I</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Visual/Performing Arts</td>
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<tr>
<td>Elective</td>
<td>Elective</td>
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<tr>
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TOTAL 16

Sophomore Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>GOVT 2302</td>
<td>Functions of the Institutions of American Government</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1351</td>
<td>Fundamentals of Mathematics II</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Sophomore English Literature</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Social/Behavioral Science</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Science with lab</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL 16
ASSOCIATE OF ARTS IN TEACHING
Leading to Texas Teacher Certification Generalist EC-4 with Early Childhood Specialization

**Special Note:** Students must agree to a background check, disclosing previous arrest, conviction, and/or deferred adjudication. Local districts will not allow observation in their classrooms if a person has a criminal history. Additionally, the State Board for Educator Certification may refuse to issue a certificate based on criminal history.

66 semester hours required to graduate

**Freshman First Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Freshmen College English I</td>
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</tr>
<tr>
<td>HIST 1301</td>
<td>U.S. History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1301</td>
<td>Family and Community</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1314</td>
<td>College Algebra or higher</td>
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</tr>
<tr>
<td>KINE</td>
<td>Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>Elective</td>
<td>Social/Behavioral Science elective</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 1100</td>
<td>Freshman Orientation</td>
<td>1</td>
</tr>
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</table>

**TOTAL 17**

**Freshman Second Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGL 1302</td>
<td>Freshmen College English II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>U.S. History since 1877</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1311</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>Fundamentals of Speech</td>
<td>3</td>
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<tr>
<td>Elective</td>
<td>Science with lab</td>
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<tr>
<td>KINE</td>
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**TOTAL 17**

**Sophomore First Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elective</td>
<td>Sophomore English Literature</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2301</td>
<td>Principles/Institutions of American/Texas Systems</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1350</td>
<td>Fundamentals of Mathematics I</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Visual/Performing Arts</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1318</td>
<td>Nutrition, Health, and Safety</td>
<td>3</td>
</tr>
<tr>
<td>KINE</td>
<td>Kinesiology</td>
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</tr>
</tbody>
</table>

**TOTAL 16**

**Sophomore Second Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2302</td>
<td>Functions of the Institution of American Government</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1351</td>
<td>Fundamentals of Mathematics II</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1354</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Sophomore English Literature</td>
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</tr>
<tr>
<td>Elective</td>
<td>Science with lab</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL 16**
English majors should seek advisement within the English department regarding specific transfer degree requirements in the Associate in Arts Degree.

**Histotechnology A.A.S.**

Glenda F. Hoye, BS, HT (ASCP), Histotechnology Program Director, Tarleton State University
817-926-1101 ext. 234, hoye@tarleton.edu

Katherine Boswell, MS, RN Dean of Health and Human Sciences, Weatherford College
817-598-6217, boswell@wc.edu

Weatherford College in partnership with Tarleton State University, a part of the Texas A&M University System, offers the Histology Technician Certification program through its Department of Clinical Laboratory Sciences in Fort Worth, Texas.

Histotechnicians work in the medical laboratory where they process surgical, autopsy or research tissues for examination by a pathologist for determination of disease conditions in patient tissue. People who enjoy working in histopathology laboratories possess and exhibit manual dexterity, attention to detail, ability to work as a team member, and the desire to be an integral part of quality health care delivery. Due to current histopathology laboratory workforce shortages, the employment outlook for Histotechnology is very good, with opportunities for employment in the North Texas area and across the nation.

Upon completion of 33-35 hours of required courses from Weatherford College, students will complete 37 hours of sophomore level courses. The sophomore courses comprising the technical program will be taken in Fort Worth, at the Schaffer Building and at affiliated clinical hospital sites. These courses will comprise the certification portion of the degree plan. Students are admitted at the beginning of each semester; the program’s technical courses are completed in 12 months. Acceptance into the program is on a competitive basis.

The program is accredited by the National Accrediting Agency for Clinical laboratory Sciences (NAACLS). After successful completion of the program, students are eligible for the Associate of Applied Science degree in Histotechnology, awarded by Tarleton State University and to apply for the Histotechnician (HT) national certification examination administered by the American Society for Clinical Pathology Board of Registry (ASCP).

**PREREQUISITIE COURSES FOR HISTOTECHNOLOGY, TAKEN AT WC INCLUDE**

**BIOLOGY**

<table>
<thead>
<tr>
<th>Option 1</th>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td></td>
<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
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<td></td>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
</tr>
<tr>
<td></td>
<td>BIOL 2421</td>
<td>Microbiology</td>
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</table>
Option 2
BIOL 1406* General Biology I
BIOL 1407* General Biology II
BIOL 2421 Microbiology

CHEMISTRY
Option 1
CHEM 1411 General Chemistry I
HPRS 1206 Medical Terminology
Option 2
CHEM 1411* General Chemistry I
CHEM 1412* General Chemistry II

ENGLISH
ENGL 1301 English Composition I

PSYCHOLOGY
PSYC 2301 Introduction to Psychology

SPEECH
Option 1
SPCH 1321 Business and Professional Speaking
Option 2
SPCH 1311 Fundamentals of Speech

MATH
Option 1
MATH 1314 College Algebra
Option 2
MATH 1332 Contemporary Mathematics

ELECTIVE
Humanities and Fine Arts Elective

*Students planning to articulate from the Histotechnology Associate of Applied Science Degree to the Medical Technology Bachelor’s Degree should choose BIOL 1406, 1407, and CHEM 1411, 1412.

REQUIRED HISTOTECHNOLOGY COURSES TO BE TAKEN IN FORT WORTH THROUGH TARELTON STATE UNIVERSITY AND AFFILIATED CLINICAL SITES

FALL SEMESTER:
- HLAB 282 Introduction to Medical Laboratory Sciences (1)
- HLAB 295 Clinical Histotechnology I (4)
- HLAB 214 Introduction to Histotechnology (4)
- HLAB 215 Histotechnology I (4)

SPRING SEMESTER:
- HLAB 296 Clinical Histotechnology II (4)
- HLAB 224 Functional Histology II (4)
- HLAB 225 Histotechnology II (4)

SUMMER SEMESTER:
- HLAB 285 Capstone Cases and Review (2)
- HLAB 297 Clinical Histotechnology III (4)
- HLAB 234 Functional Histology (3)
- HLAB 235 Histotechnology III (3)

Students may begin the Histotechnology program during the fall, spring or summer semester.
KINESIOLOGY
Dr. Karen, Austen, Department Chair, Kinesiology
817-598-6826, kausten@wc.edu

Mary Jo Crumm Graber Athletic Center (GYMN)
817-598-6355

Physical education majors should seek advisement within the Kinesiology/Physical Education Department regarding specific transfer degree requirements.

MATHEMATICS
Shirley Brown, Department Chair
Faculty Offices (FACL), RM 101f
817-598-6330

Mathematics majors should see page 107 for Associate in Science degree requirements.

MEDICAL LABORATORY TECHNOLOGY A.A.S.
Lynda Gunter, Ph.D., MT(ASCP), MLT Program Director,
Tarleton State University
817-926-1101 ext.228, gunter@tarleton.edu

Katherine Boswell, RN, MS, Dean of Health and Human Sciences,
Weatherford College
817-598-6217, boswell@wc.edu

Weatherford College in partnership with Tarleton State University, a part of the Texas A & M University System, offers the Medical Laboratory Technician Certification program through its Department of Clinical Laboratory Sciences in Fort Worth, Texas.

The Medical Laboratory Technician (MLT/CLT) is a laboratory professional that performs analyses of patient specimens in all areas of the clinical laboratory including, hematology, clinical microbiology, clinical chemistry, immunology, urinalysis and immunohematology. Test results assist physicians in the diagnosis and monitoring of patient diseases such as diabetes, heart disease, kidney disease, infectious disease, malignancies and other disease states. Medical Laboratory Technicians must be dedicated and self-motivated and be able to work independently, think analytically, exhibit manual dexterity, and must be willing to perform as an integral part of the health care team. Current shortages of laboratory personnel in Texas and the nation offer Medical Laboratory Technicians many employment opportunities.

Upon completion of 32-35 hours of required courses from Weatherford College, students will complete 37 hours of sophomore level courses. The sophomore courses comprising the technical program will be taken in Fort Worth at the Schaffer Building and affiliated clinical hospital sites. These courses will comprise the certification portion of the degree plan. Students are admitted at the beginning of each semester; the program’s technical courses are completed in 15 months. After successful completion of the program, students are eligible for the Associate of Applied Science degree in Medical Laboratory Technology awarded by Tarleton State University and are also eligible to apply for the Medical Laboratory
Technology (MLT) national certification exam administered by the American Society for Clinical Pathology (ASCP) Board of Registry. Acceptance into the program is on a competitive basis.

The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), in cooperation with the Commission of Accreditation of Allied Health Education programs (CAAHEP) and the American Medical Association (AMA).

**PREREQUISITE COURSES FOR MEDICAL LABORATORY TECHNOLOGY, TAKEN AT WC INCLUDE**

**BIOLOGY**

**Option 1**
- BIOL 2401 Anatomy and Physiology I
- BIOL 2402 Anatomy and Physiology II
- BIOL 2421 Microbiology

**Option 2**
- BIOL 1406* General Biology I
- BIOL 1407* General Biology II
- BIOL 2421 Microbiology

**CHEMISTRY**

**Option 1**
- CHEM 1411 General Chemistry I
- HPRS 1206 Medical Terminology

**Option 2**
- CHEM 1411* General Chemistry I
- CHEM 1412* General Chemistry II

**ENGLISH**
- ENGL 1301 English Composition I

**PSYCHOLOGY**
- PSYC 2301 Introduction to Psychology

**SPEECH**

**Option 1**
- SPCH 1321 Business and Professional Speaking

**Option 2**
- SPCH 1311 Fundamental of Speech

**MATH**

**Option 1**
- MATH 1314 College Algebra

**Option 2**
- MATH 1332 Contemporary Mathematics

**ELECTIVE**
- Humanities and Fine Arts Elective

*Students planning to articulate from the Medical Laboratory Technology, Associate of Applied Science Degree to the Clinical Laboratory Science, Bachelor of Science Degree should choose BIOL 1406, 1407, and CHEM 1411, 1412.*
REQUIRED MEDICAL LABORATORY COURSES TO BE TAKEN IN FORT WORTH THROUGH TARELTON STATE UNIVERSITY AND AFFILIATED CLINICAL SITES

FALL SEMESTER:
- MLAB 282  Introduction to Medical Laboratory Sciences (1)
- MLAB 264  Introduction to Immunology/Serology (3)
- MLAB 244  Introduction to Immunohematology (4)
- MLAB 274  Laboratory Operations (4)
- MLAB 294  MLT Field Practicum I (1)

SPRING SEMESTER:
- MLAB 276  Introduction to Clinical Chemistry (4)
- MLAB 224  Introduction to Hematology (4)
- MLAB 228  Coagulation (2)
- MLAB 295  MLT Field Practicum II (1)

SUMMER SEMESTER:
- MLAB 234  Introduction to Medical Microbiology (5)
- MLAB 214  Introduction to Urinalysis (2)
- MLAB 293  MLT Field Practicum III (1)

FALL SEMESTER:
- MLAB 292  MLT Field Practicum IV (2)
- MLAB 285  Advanced Topics and Capstone Review (2)

Students may begin the Medical Laboratory Technology program during a fall, spring, or summer semester.

MUSIC – JAZZ BAND & CHOIR

www.wc.edu/programs
Cal Lewiston, Department Chair
Fine Arts Building (FINE), RM 108
817-598-6237

Music majors should see page 107 for Associate in Arts degree requirements.
OFFICE TECHNOLOGY
www.wc.edu/programs

Marilyn St. Clair, Department Chair
Technology Building (TECH), RM 105
817-598-6344

OFFICE TECHNOLOGY A.A.S
Hours: 69-72

The Associate of Applied Sciences Degree in Office Technology has programs that are specifically designed for individuals who plan to enter the world of work after one or two years of study. The A.A.S. degree in Office Technology is designed to incorporate both the technical and behavioral aspects of jobs in the automated office. Three one-year office technology certificates are offered in administrative assistant, office clerk, and desktop/web publishing. Today’s office or administrative support worker is often considered a person who complements the executive in making decisions, conducting research, and meeting the public. Knowledge of basic computer applications and office machinery as well as good communication skills will be obtained with any of these certificates. Students who successfully complete the courses for a certificate and/or the two-year degree program may seek job opportunities which include receptionist, data-entry operator, word processor, secretary, desktop publisher, and administrative assistant.

Office Technology courses fall into instructional areas that include the following: POFI, ITSC, POFT, HRPO, ARTC, IMED, ITSW, ARTC, and ACNT.

DEGREE PLANS

Students enrolling in Office Technology degree programs should make every possible effort to complete courses in the required sequence. When circumstances warrant deviation from prescribed plans, the department chair or one of the faculty advisors must be consulted for approval of changes including, but not limited to, substitution of courses, waiver of prerequisites, and permission to take courses concurrently.

CERTIFICATE PROGRAMS

ADMINISTRATIVE ASSISTANT CERTIFICATE
35 hours to complete

This certificate prepares students for proficiency in the use of both computer hardware and software as well as being prepared to work in an office environment. Students must adhere to prerequisite courses as described in the course descriptions in this catalog. This course of study is for the person who wants to gain knowledge and skills for entry-level positions in business and industry. This certificate program can be used for completion of the Office Technology A.A.S.

FRESHMAN FIRST SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>POFI 1449</td>
<td>Spreadsheets</td>
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<tr>
<td>POFT 1309</td>
<td>Administrative Office Procedures I</td>
<td>3</td>
</tr>
<tr>
<td>POFT 2401</td>
<td>Intermediate Keyboarding</td>
<td>4</td>
</tr>
<tr>
<td>POFI 2401</td>
<td>Word Processing</td>
<td>4</td>
</tr>
<tr>
<td>POFT 1301</td>
<td>Business English</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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150
CURRICULA

FRESHMAN SECOND SEMESTER

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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ITSC 2421</td>
<td>Integrated Software Applications II</td>
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<tr>
<td>POFT 1120</td>
<td>Job Search Skills</td>
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<tr>
<td>POFI 2331</td>
<td>Desktop Publishing for the Office</td>
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<tr>
<td>POFT 1313</td>
<td>Professional Development for Office Personnel</td>
<td>4</td>
</tr>
<tr>
<td>POFT 2312</td>
<td>Business Correspondence and Communications</td>
<td>3</td>
</tr>
<tr>
<td>POFT 1325</td>
<td>Business Math and Machine Applications</td>
<td>3</td>
</tr>
</tbody>
</table>

Total 18

DESKTOP /WEB PUBLISHING CERTIFICATE

This certificate gives students an introduction to software applications and instruction in designing web sites and desktop publishing documents using current technologies and software. Students must complete courses from the following list to satisfy the certificate. Students must adhere to prerequisite courses as described in the course descriptions in this catalog. This certificate program can also be used for completion of the Office Technology A.A.S.

FIRST FRESHMAN SEMESTER

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>POFI 2401</td>
<td>Word Processing</td>
<td>4</td>
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<tr>
<td>POFT 1301</td>
<td>Business English</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 1311</td>
<td>Human Relations OR</td>
<td></td>
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<tr>
<td>MRKG 1301</td>
<td>Customer Relations</td>
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<tr>
<td>IARTC 1413</td>
<td>Digital Publishing I</td>
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</tr>
<tr>
<td>IMED 1416</td>
<td>Web Page Design I</td>
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</table>

Total 18

SECOND FRESHMAN SEMESTER

<table>
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<th>Title</th>
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</thead>
<tbody>
<tr>
<td>POFI 2331</td>
<td>Desktop Publishing for the Office</td>
<td>3</td>
</tr>
<tr>
<td>ITSW 1410</td>
<td>Presentation Graphics Software</td>
<td>4</td>
</tr>
<tr>
<td>IMED 1345</td>
<td>Interactive Multimedia</td>
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<tr>
<td>POFT 2312</td>
<td>Business Correspondence and Communications</td>
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<tr>
<td>POFI 1120</td>
<td>Job Search Skills OR</td>
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<tr>
<td>POFT 1164</td>
<td>Practicum</td>
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<tr>
<td>ARTC 2413</td>
<td>Digital Publishing</td>
<td>4</td>
</tr>
</tbody>
</table>

Total 18

OFFICE CLERK CERTIFICATE

This certificate gives students an introduction to a variety of office software and office practices. Graduates should qualify for employment in business, industry, and government organizations as entry-level clerks. Students must complete courses from the following list to satisfy the completion of the certificate. Students must adhere to prerequisite courses as described in the course descriptions in this catalog.

Students who successfully complete the following courses can be awarded this certificate. This certificate program can also be used for completion of the Office Technology A.A.S.
FRESHMAN FIRST SEMESTER
POFI  1449  Spreadsheets .......................................................... 4
POFT  1309  Administrative Office Procedures I .......................... 3
POFT  2401  Intermediate Keyboarding ........................................ 4
ACNT  1303  Introduction to Accounting ........................................ 3
POFT  1301  Business English ...................................................... 3
Total 17

FRESHMAN SECOND SEMESTER
ITSC  2421  Integrated Software Applications II ............................ 4
POFT  1313  Professional Development for Office Personnel ................ 3
POFT  1325  Business Math and Machine Applications ....................... 3
ACNT  1329  Payroll & Business Tax Accounting ............................. 3
Elective Select one of the following: ACNT 1304, ACNT 1311, POFI 2401, MRKG 1301 .......................... 3-4
POFT  1120  Job Search Skills ...................................................... 1
Total 17-18

DEGREE PROGRAM
The Office Technology AAS prepares students for proficiency in the use of office software as well as other components necessary for the office. In the first year of the program, students enroll in courses in one of three certificate programs: Administrative Assistant, Desktop/Web Publishing, or Office Clerk. Completion of one of these certificates qualifies this student to continue their education by completing courses for award of the Office Technology A.A.S. In the second year of this program, all students take courses required for all three certificates.

OFFICE TECHNOLOGY A.A.S.

FRESHMAN FIRST SEMESTER
See First Semester in the Administrative Assistant, Desktop/Web Publishing, or Office Clerk Certificates.

FRESHMAN SECOND SEMESTER
See Second Semester in the Administrative Assistant, Desktop/Web Publishing, or Office Clerk Certificate.

SOPHOMORE FIRST SEMESTER
TP  COSC  1400  Introduction to Computing ........................................ 4
ACNT  1303  Applied Accounting I ** ............................................. 3
ECON  2301  Principles of Economics (Macro) ................................. 3
KINE  Kinesiology/Physical Education .............................................. 1
HRPO  1311  Human Relations OR
MRKG  1301  Customer Relations .................................................. 3
SPCH  1321  Business and Professional Speaking* ........................... 3
Total 17

*May substitute SPCH 1311 or SPCH 1315
**May substitute ACNT 1304 or ACNT 1311 or ACCT 2401
SOPHOMORE SECOND SEMESTER

Elective  Humanities OR Visual/Performing Arts Elective .................. 3
Elective  Math OR Natural Science............................................. 3-4
ACNT  1304  Applied Accounting II OR
ACNT  1311  Computerized Accounting................................. 3
POFT  1164  Practicum (or Field Experience) Administrative Asst/
             Secretarial Science, General.................................. 1
Elective  May choose any business, accounting, or computer
             course not already used in the program.................... 3-4
Elective  Behavior Science .................................................... 3
KINE  Kinesiology/Physical Education.................................... 1

Total 17-19

PHARMACY TECHNOLOGY
www.wc.edu/programs

James Austin, Program Director
Allied Health Building (ALHE)
817-598-6229 • austin@wc.edu

Tonya Edwards, Department Chair, Allied Health
Allied Health Building (ALHE)
817-598-6452

The Weatherford College Pharmacy Technology program of study is designed
to provide quality instruction to students through exposure to highly qualified faculty
consisting of experienced pharmacists and other allied health professionals. Upon
completion of the certificate segment of the curriculum students may obtain national
certification by successful completion of the Pharmacy Technician Certification Board
(PTCB) examination. The Pharmacy Technology curriculum is based on the Model
Curriculum for Pharmacy Technician Training of the American Society of Health-
System Pharmacists (ASHP). In 2000, the Pharmacy Technology Department was
awarded full accreditation by the American Society of Health System Pharmacists.
ASHP program reaccreditation was awarded in 2007.

The increasing clinical emphasis of pharmacists’ responsibilities, the increasing
pharmacy work load due to an aging population, and the need to control health
care costs make the employment outlook for well-trained and certified pharmacy
technicians very good. Pharmacy technicians are expected to be in high demand
for entry-level/mid-level supervisory positions and as educators as more colleges
add pharmacy technology programs.

ADMISSION TO PHARMACY TECHNOLOGY PROGRAM

Admission to Weatherford College does not guarantee select admission to the
various Pharmacy Technology programs. Students are admitted on the basis of
admission to the college, reading and math levels, prior educational achievements
and health status. Students admitted to the entry-level Pharmacy Technician (Basic)
Certificate Program must pass a criminal background check and drug screen and
obtain student registry status with the Texas State Board of Pharmacy prior to
admission to the program. Only certified Pharmacy Technicians may be admitted
to the A.A.S. degree program. Proficiency in spoken English is a requirement for
admission. Applicants whose native language is not English must meet requirements outlined under “English Proficiency Requirements.” Contact the department chair for additional information. For specific application information and deadlines, contact the Pharmacy Technology Department.

TRACK 1 (9-MONTH CERTIFICATE PROGRAM & A.A.S DEGREE)
66 semester hours required to complete
Pending Texas Higher Education Coordinating Board Approval

Freshman First Semester
HPRS 1206 Essentials of Medical Terminology ........................................ 2
PHRA 1264 Practicum I. ........................................................................ 2
PHRA 1209 Pharmaceutical Mathematics I ............................................ 2
PHRA 1301 Introduction to Pharmacy .................................................. 3
PHRA 1304 Pharmacotherapy & Disease Process ................................... 3
PHRA 1313 Community Pharmacy Practice .......................................... 3
TOTAL 16

Freshman Second Semester
PHRA 1243 Pharmacy Tech Certification Review .................................. 2
PHRA 1247 Pharmaceutical Mathematics II ........................................... 2
PHRA 1305 Drug Classification............................................................. 3
PHRA 1345 Intravenous Admixture & Compounding ............................ 3
PHRA 1349 Institutional Pharmacy Practice .......................................... 3
PHRA 1367 Practicum II ....................................................................... 3
TOTAL 16

Sophomore First Semester
ENGL 1301 English Composition .......................................................... 3
Elective BIO* or CHEM .................................................................... 4
KINE Kinesiology Elective (Activity Course) ......................................... 1
HPRS 2301 Pathophysiology ................................................................ 3
Elective PSYCH 2301 or SOCI 1301 .................................................... 3
HPRS 2331 General Health Prof Management ...................................... 3
TOTAL 17

Sophomore Second Semester
Elective BIO* or CHEM .................................................................... 4
Elective HUM/VISUAL/PERFORMING ARTS ....................................... 3
Elective POFT(keyboarding/word processing) ....................................... 4
PHRA 2230 Innovative Pharmacy Practice .......................................... 2
KINE Kinesiology Elective (Activity Course) ......................................... 1
Elective SPCH(Speech) ...................................................................... 3
PHRA 2167 Practicum ........................................................................ 1
TOTAL 18

* - BIOL 1322 - Nutrition does not meet BIO requirement

TRACK 2 (12-MONTH CERTIFICATE PROGRAM & A.A.S DEGREE)
64-66 semester hours required to graduate
Pending approval by the Texas Higher Education Coordinating Board
### Fall Semester

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<td>Essentials of Medical Terminology</td>
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<td>PHRA 1264</td>
<td>Practicum I</td>
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<td>PHRA 1304</td>
<td>Pharmacotherapy &amp; Disease Process</td>
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<td>Community Pharmacy Practice</td>
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**TOTAL 15**

### Spring Semester

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<td>PHRA 1305</td>
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<td>PHRA 1345</td>
<td>Intravenous Admixture &amp; Compounding</td>
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<td>PHRA 1349</td>
<td>Institutional Pharmacy Practice</td>
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<tr>
<td>PHRA 1164</td>
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**TOTAL 14**

### Summer Semester

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**TOTAL 2**

### Sophomore First Semester

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<td>HPRS 2301</td>
<td>Pathophysiology</td>
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<tr>
<td>Elective</td>
<td>PSYC 2301 or SOCI 1301</td>
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<tr>
<td>HPRS 2331</td>
<td>General Health Prof Management</td>
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**TOTAL 17**

### Sophomore Second Semester

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<tr>
<td>Elective</td>
<td>HUM/VISUAL/PERFORMING ARTS Elective</td>
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</tr>
<tr>
<td>Elective</td>
<td>POFT (keyboarding/word processing)</td>
<td>4</td>
</tr>
<tr>
<td>PHRA 2230</td>
<td>Innovative Pharmacy Practice</td>
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</tr>
<tr>
<td>KINE</td>
<td>Kinesiology Elective (Activity Course)</td>
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<tr>
<td>Elective</td>
<td>SPCH (Speech)</td>
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<tr>
<td>PHRA 2167</td>
<td>Practicum</td>
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</tbody>
</table>

**TOTAL 18**

### Physical Sciences

**Richard Bowers, Department Chair**

Biology Building (BIOL), RM 106
817-598-6230

Astronomy, Chemistry, Geology, Meteorology and Physics majors should see page 101 for Associate in Science degree requirements.
PSYCHOLOGY
Don Jacobs, Department Chair, Behavioral Sciences
Business Building (BUSI), RM 210
817-598-6423

The psychology department prepares students to succeed in the demanding requirements of university studies with an emphasis on neuropsychology. All PSYC courses for psychology majors and forensic science majors absolutely require a neuropsych emphasis: PSYC 2301 (Intro), PSYC 2302 (Criminal Psychology); 2302 introduces students to CMA—criminal mind analysis through ‘Neurocriminalistics’ (NeuroCrim). NeuroCrim introduces students to brain neuroimaging, criminal profiling, and analysis of sexual psychopathy of serial killers: Clinical forensic psychology is introduced in PSYC 2389.

With a national honor society (Psi-Beta), an active student organization (The Psych Club), and TA (teaching Assistant) training prior to entering the university, psychology offers students much more than academic curricula.

Psychology and sociology majors should see page 95 for Associate in Arts and Associate in Science degree requirements.

PUBLIC SAFETY PROFESSIONS
Steve Malley, Department Chair, Public Safety Professions
Couts Hall (COUT), RM 413
817-598-6347

LAW ENFORCEMENT ACADEMY
Donovan Potter
Law Enforcement Academy Coordinator
817-598-6313 • 800-287-5471 ext. 313

Steve Malley, Department Chair, Public Safety Professions
Couts Hall (COUT), RM 413
817-598-6347

BASIC PEACE OFFICER
704-hour continuing education course

The Basic Peace Officer course is designed to prepare an individual for a career in law enforcement as a police officer. This course provides students with the knowledge and skills necessary for the TCLEOSE Basic Peace Officer certification.

The Basic Peace Officer course is now eligible for Texas Public Education Grant (TPEG) assistance for qualified applicants.

Successful completion of this course and the TCLEOSE state test increases a student’s marketability for positions with law enforcement agencies as certified law enforcement personnel.
REQUIREMENTS
Proof of general good health from a physician, drug screen, proof of education level, criminal history background search, and passing a physical agility test. Call the Weatherford College Public Safety Professions for further information at 817-598-6347

COURSE OF STUDY ELEMENTS
Introduction and Orientation
Fitness, Wellness and Stress Management
Professional Policing
Professionalism and Ethics
U.S. & Texas Constitution, Bill of Rights and Criminal Justice System
Multiculturalism and Human Relations
Code of Criminal Procedure
Arrest/Search/Seizure
Penal Code
Traffic
Intoxicated Driver and SFST
Civil Process
Alcoholic Beverage Code
Health and Safety Code – Controlled Substances Act
Family Code – Juvenile Issues
Written and Verbal Communications
Spanish
Force Options
Mechanics of Arrest
Firearms
Emergency Medical Assistance
Emergency Communications
Professional Police Driving
Problem Solving and Critical Thinking
Patrol/Consular Notification
Victims of Crime
Family Violence and Related Assaultive Offenses
Crisis Intervention (CIT) and Mental Health Code
Hazardous Materials Awareness
Criminal Investigations
The Associate of Applied Sciences degree in Emergency Medical Service Paramedic is designed for students seeking a broad program of study in EMS Paramedic. EMS personnel are finding an ever increasing number of applications for the training and experience they possess, but moving into these areas requires an expanded and comprehensive education beyond the basic training of EMS certificate programs. The purpose of this degree program is to provide the expanded education necessary for the future licensed paramedic.

The EMS associate’s degree plan provides students with a comprehensive educational package. The primary emphasis of this degree program is the development of professional attitudes, reasoning/analytical capabilities, and patient care skills.

The future of EMS as an in-demand health care profession is bright. Graduates may find employment as prehospital paramedics, emergency department technicians, EMS educators, and EMS managers. Additional opportunities for graduates are developing in health and safety engineering, and public health.

**ASSOCIATE OF APPLIED SCIENCE EMS DEGREE**

Pending approval by the Texas Higher Education Coordinating Board

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<thead>
<tr>
<th>Fall Semester</th>
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<tbody>
<tr>
<td>EMSP 1438</td>
<td>Introduction to Advanced Practice</td>
<td>4</td>
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<tr>
<td>EMSP 1456</td>
<td>Patient Assessment &amp; Airway Management</td>
<td>4</td>
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<tr>
<td>EMSP 2248</td>
<td>Emergency Pharmacology</td>
<td>2</td>
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<tr>
<td>EMSP 2260</td>
<td>Paramedic Clinical</td>
<td>2</td>
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<th>Spring Semester</th>
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<tbody>
<tr>
<td>EMSP 1455</td>
<td>Trauma Management</td>
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<tr>
<td>EMSP 2248</td>
<td>Emergency Pharmacology</td>
<td>2</td>
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<tr>
<td>EMSP 2434</td>
<td>Medical Emergencies</td>
<td>4</td>
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<tr>
<td>EMSP 2261</td>
<td>Paramedic Clinical</td>
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Summer Semesters (One and Two)
EMSP 2544 Cardiology ................................................................. 5
EMSP 2330 Special Population ...................................................... 3
EMSP 2338 EMS Operations .......................................................... 3
EMSP 2361 Paramedic Clinical ...................................................... 3
TOTAL 14

Fall Semester (Year Two)
EMSP 2243 Assessment Based Management ............................... 2
EMSP 2264 Paramedic Practicum .................................................. 2
TOTAL 4

Upon completion of 41 Semester Hours The Paramedic Certificate is completed.

To continue on in the EMS Paramedic Degree Program the following courses must be completed:

Elective Humanities OR Visual/Performing Arts Elective ............ 3
Elective Math OR Natural Science .................................................. 3 - 4
Elective Behavioral Science or Speech ........................................... 3
ENGL 1301 ..................................................................................... 3
EMSP 1260 EMT ............................................................................ 2
EMSP 1501 EMT-Basic ................................................................. 5
TOTAL 19-20

EMERGENCY MEDICAL TECHNICIAN CERTIFICATE
Certificate programs are for individuals who have an interest in emergency medical services or who are interested in advancing their level of certification. Students may obtain certificates of completion from Weatherford College after completion of the EMT Basic, EMT Intermediate, and Paramedic Certification levels. Graduates are eligible for state certification by successfully completing a written examination administered by the Texas Department of Health.

EMERGENCY MEDICAL TECHNICIAN–BASIC CERTIFICATE
Pending Texas Higher Education Coordinating Board Approval
7 semester hours required for completion

EMSP 1260 EMT–Basic Clinical (Capstone) ................................... 2
EMSP 1501 EMT–Basic ................................................................. 5
TOTAL 7
EMERGENCY MEDICAL TECHNICIAN–PARAMEDIC CERTIFICATE

Pending Texas Higher Education Coordinating Board Approval

42 semester hours required for completion

**Fall Semester**
- EMSP 1438  Introduction to Advanced Practice ........................................... 4
- EMSP 1456  Patient Assessment & Airway Management ................................. 4
- EMSP 2248  Emergency Pharmacology .......................................................... 2
- EMSP 2260  Paramedic Clinical ............................................................... 2

**TOTAL 12**

**Spring Semester**
- EMSP 1455  Trauma Management .............................................................. 4
- EMSP 2248  Emergency Pharmacology .......................................................... 2
- EMSP 2434  Medical Emergencies ................................................................. 4
- EMSP 2261  Paramedic Clinical ............................................................... 2

**TOTAL 12**

**Summer Semesters (One and Two)**
- EMSP 2544  Cardiology ................................................................................. 5
- EMSP 2330  Special Population ................................................................. 3
- EMSP 2338  EMS Operations ............................................................... 3
- EMSP 2361  Paramedic Clinical ............................................................... 3

**TOTAL 14**

**Fall Semester (Year Two)**
- EMSP 2243  Assessment Based Management ............................................. 2
- EMSP 2264  Paramedic Practicum ................................................................. 2

**TOTAL 4**
Weatherford College offers two A.A.S. degree tracts as well as a Texas Commission on Fire Protection approved basic structural firefighter academy. The fire academy provides the basic training for students wanting to become firefighters. Upon successful completion of the fire academy, students have the option to enter into one of the two A.A.S. degree programs utilizing the semester credit hours awarded within the fire academy program. The Fire Protection and Safety Technology A.A.S. degree gives students an expanded knowledge base to help them improve as firefighters. The Fire Services Administration A.A.S. degree helps prepare the firefighter for their move into supervision and/or helps the supervisor improve in their role as an administrator.

ADMISSION TO FIRE SCIENCE TECHNOLOGY PROGRAM

Admission to Weatherford College does not guarantee selective admission to the Fire Science program. The number of students admitted to this program is limited. Students admitted to the Fire Science program are selected on the basis of admission to the college, reading level, math ability, prior educational achievements and health status. For specific application information and deadlines, contact the Fire Science program director or the academic counselor.

FIRE SERVICES ADMINISTRATION A.A.S.
69-70 semester hours required to graduate
CIP 43.0202

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<td>EMSP 1160 EMT–Basic Clinical</td>
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<td>EMSP 1501 EMT–Basic</td>
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<td>FIRS 1313 Firefighter Certification III</td>
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<td>FIRS 1407 Firefighter Certification II</td>
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<tr>
<td>HPRS 1206 Medical Terminology</td>
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<td>FIRS 1323 Firefighter Certification V</td>
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<td>FIRS 1329 Firefighter Certification VI</td>
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<td>FIRS 1433 Firefighter Certification VII</td>
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<td>FIRT 1309</td>
<td>Fire Administration I .................................................. 3</td>
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<td>ENGL 1301</td>
<td>Freshman College English I ............................................ 3</td>
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<td>Principles/Institutions of the American/Texas Systems of Government ........................................ 3</td>
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* The following FIRT courses can be used to fulfill the FIRT elective requirement either degree tract:
  
  FIRT 1301, FIRT 1303, FIRT 1305, FIRT 1307, FIRT 1319, FIRT 1329, FIRT 1331, FIRT 1353, FIRT 2331, FIRT 2333

FIRE PROTECTION AND SAFETY TECHNOLOGY/TECHNICIAN A.A.S.
69-70 semester hours required to graduate
CIP 43.0201

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### Sophomore Second Semester

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<tr>
<td>FIRT</td>
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<td>( \text{3} )</td>
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<tr>
<td>COSC 1400</td>
<td>Introduction to Computing</td>
<td>( \text{4} )</td>
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<td>SPCH</td>
<td>Speech Elective</td>
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<td>Elective</td>
<td>Humanities or Visual/Performing Arts</td>
<td>( \text{3} )</td>
</tr>
</tbody>
</table>

**TOTAL 18**

* The following FIRT courses can be used to fulfill the FIRT elective requirement either degree tract:
- FIRT 1301, FIRT 1303, FIRT 1305, FIRT 1307, FIRT 1319, FIRT 1329, FIRT 1331, FIRT 1353, FIRT 2331, FIRT 2333

### BASIC FIRE CERTIFICATION

The Fire Academy prepares the student for a career as a professional firefighter. Students successfully completing the program will have obtained a well-balanced classroom and skills based education. This technical knowledge prepares them for a career in combating the fire problems created by modern living. Students take the TCFP State Exam upon successful completion of the academy.

Special Note: Students interested in attending the fire academy must contact the Fire Academy office in advance due to prerequisites and entrance requirements. Students are also required to successfully pass a background check and drug testing prior to acceptance once all other requirements are met.

### BASIC FIREFIGHTER CERTIFICATE

32 semester hours required to complete

#### CIP 43.0203

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Firefighter Certification I</td>
<td>( \text{3} )</td>
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<tr>
<td>FIRS 1313</td>
<td>Firefighter Certification III</td>
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</tr>
<tr>
<td>FIRS 1407</td>
<td>Firefighter Certification II</td>
<td>( \text{4} )</td>
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<td>FIRS 1319</td>
<td>Firefighter Certification IV</td>
<td>( \text{3} )</td>
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<td>FIRS 1323</td>
<td>Firefighter Certification V</td>
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<tr>
<td>FIRS 1329</td>
<td>Firefighter Certification VI</td>
<td>( \text{3} )</td>
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<tr>
<td>FIRS 1433</td>
<td>Firefighter Certification VII (Capstone)</td>
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<tr>
<td>EMSP 1260</td>
<td>EMT–Basic Clinical</td>
<td>( \text{2} )</td>
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<td>EMSP 1501</td>
<td>EMT–Basic</td>
<td>( \text{5} )</td>
</tr>
<tr>
<td>HPRS 1206</td>
<td>Medical Terminology</td>
<td>( \text{2} )</td>
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</table>

**TOTAL 32**

### BASIC FIRE ACADEMY

23 semester hours required to complete

#### CIP 43.0203

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</tr>
<tr>
<td>FIRS 1313</td>
<td>Firefighter Certification III</td>
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<tr>
<td>FIRS 1407</td>
<td>Firefighter Certification II</td>
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<td>Firefighter Certification IV</td>
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<tr>
<td>FIRS 1323</td>
<td>Firefighter Certification V</td>
<td>( \text{3} )</td>
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<tr>
<td>FIRS 1329</td>
<td>Firefighter Certification VI</td>
<td>( \text{3} )</td>
</tr>
<tr>
<td>FIRS 1433</td>
<td>Firefighter Certification VII (Capstone)</td>
<td>( \text{4} )</td>
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</table>

**TOTAL 23**
Radiologic Technology is the segment of the healthcare team that produces diagnostic medical images for the treatment and care of patients. Radiographic imaging takes place in different venues including hospitals, out-patient clinics, and physician offices. Students will be performing radiography on patients from all age groups and suffering from a broad spectrum of diseases. The program is designed for students to be trained to work in diagnostic radiology, but will be shown other modalities such as Cat Scan, MRI, Nuclear Medicine, and Ultrasound.

The program includes didactic lecture and laboratory classes along with clinical rotations for field experience throughout the 2 year curriculum. The course of study is comprised of 68 semester credit hours and is designed to prepare the graduate for employment as a diagnostic radiologic technologist. Students will be assigned a preceptor in the practicum courses and will be responsible to complete a specific number of competencies. At the conclusion of the program, the students will be awarded an A.A.S. degree in Radiologic Technology and be eligible to sit for the ARRT national registry exam. Radiologic Technology provides a rewarding career in the healthcare industry. The need for technologists is high all over the nation.

ADMISSION TO RADIOLOGIC TECHNOLOGY PROGRAM
The program begins in the fall of each year and is a two-year continuous program requiring all day attendance Monday through Friday. All applicants will need to show evidence of successful completion of the TASP/THEA or of being exempt. All college transcripts will be required, not only submitting them to the Allied Health Department, but to the office of student affairs as well.

Admission to Weatherford College is required along with application to the program. Completion of all prerequisite courses with a GPA of 2.67 or higher is mandatory.

RADIOLOGIC TECHNOLOGY CURRICULUM
68 credit hours
Pending approval by the Texas Higher Education Coordinating Board

It is highly recommended that students complete all general education courses prior to application to the program.

<table>
<thead>
<tr>
<th>Prerequisite</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tr>
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<td>BIOL 2401</td>
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<td>4</td>
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<td>Anatomy and Physiology II</td>
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TOTAL 10
### Freshman First Semester
- **RADR 1409** Introduction to Radiography and Patient Care .......... 4
- **RADR 1411** Basic Radiographic Procedures ........................................ 4
- **RADR 1313** Principles of Radiographic Imaging I ...................... 3
- **RADR 1260** Clinical I ............................................................................ 2
  **TOTAL 13**

### Freshman Second Semester
- **RADR 2401** Intermediate Radiographic Procedures ................. 4
- **RADR 1360** Clinical II ............................................................................ 3
- **RADR 2305** Principles of Radiographic Imaging II ................. 3
- **ENGL 1301** Freshman English I ............................................................ 3
  **TOTAL 13**

### Summer (10 Weeks)
- **RADR 1560** Clinical III ........................................................................ 3
  **TOTAL 5**

### Sophomore First Semester
- **RADR 2313** Radiation Biology and Protection ......................... 3
- **RADR 2460** Clinical IV ............................................................................ 4
- **RADR 2331** Advanced Radiographic Procedures ................. 3
- **RADR 2309** Radiographic Imaging Equipment ........................................ 3
- **Elective** Humanities or Visual/Performing Arts Elective ................. 3
  **TOTAL 16**

### Sophomore Second Semester
- **RADR 2461** Clinical V ............................................................................ 4
- **PSYC 2301** Introduction to Psychology ........................................ 3
- **RADR 2217** Radiographic Pathology ................................................ 2
- **RADR 2335** Radiologic Technology Seminar ........................................ 3
  **TOTAL 12**

**READING**

Rhonda Torres, Dean of Education and Instructional Support
Liberal Arts Bulding (LART), RM 1
817-598-6212
The clinical practice of respiratory care involves the application of skills and knowledge in the diagnosis and treatment of cardiopulmonary diseases. Respiratory care practitioners engage in the care of patients from all age groups who suffer from a broad spectrum of diseases. They perform their duties in all patient care areas of hospitals, although primary involvement is in the intensive care units. They staff diagnostic laboratories, provide respiratory services for patients at home and in rehabilitation centers, are involved in the transportation of patients who require respiratory care en route, and serve as managers or educators.

The curriculum balances general educational and technical courses with supervised clinical work in local hospitals under the direction of qualified therapists and technicians. Physicians proficient in pulmonary medicine provide medical direction. This setting provides students with an excellent opportunity for educational development and occupational competence.

Respiratory care offers a satisfying and rewarding career for individuals who are interested in caring directly for patients and their families. The health care industry for registered respiratory therapists is increasing rapidly. Recent surveys have indicated that the supply of trained respiratory care professionals has not been sufficient to meet the progressive growth in demand.

**TRANSITION PROGRAM**

Weatherford College offers a transition program to allow those with a CRT credential from the NBRC and a minimum of one year recent experience to enter the therapist program. Contact the program chair for additional information.

**ADMISSION TO RESPIRATORY CARE PROGRAM**

Admission to Weatherford College does not guarantee selective admission to the Respiratory Care program. The number of students admitted to this program is limited. Students admitted to Respiratory Care program are selected on the basis of admission to the college, reading level, math ability, prior educational achievements and health status. For specific application information and deadlines, contact the Respiratory Care program director or the academic counselor.

**RESPIRATORY CARE A.A.S.**

70 credit hours required to graduate

**Prerequisite**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
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</table>
Freshman First Semester
HPRS 1206 Medical Terminology ....................................................... 2
RSPT 1410 Respiratory Care Procedures I ............................................. 4
RSPT 1307 Cardiopulmonary Anatomy and Physiology ...................... 3
RSPT 1201 Introduction to Respiratory Care ........................................ 2
RSPT 1160 Clinical I .......................................................................... 1
TOTAL 12

Freshman Second Semester
ENGL 1301 Composition and Rhetoric I .............................................. 3
RSPT 2310 Cardiopulmonary Disease .................................................. 3
RSPT 1411 Respiratory Care Procedures II .......................................... 4
RSPT 1213 Basic Respiratory Care Pharmacology ............................... 2
RSPT 1361 Clinical II ......................................................................... 3
TOTAL 15

Freshman Summer Semester
RSPT 1362 Clinical III ....................................................................... 3
RSPT 2355 Critical Care Monitoring .................................................... 3
TOTAL 6

Sophomore First Semester
BIOL 2421 Microbiology .................................................................... 4
PSYC 2301 Introduction to Psychology ................................................. 3
KINE Any one hour activity course ....................................................... 1
RSPT 2358 Advanced Respiratory Care Pt. Assess ............................... 3
RSPT 2353 Neonatal/Pediatric Cardiopulmonary Care ......................... 3
RSPT 2360 Clinical IV (Capstone) ......................................................... 3
TOTAL 17

Sophomore Second Semester
KINE Any one hour activity course ..................................................... 1
Elective Humanities or Visual/Performing Arts .................................... 3
RSPT 2361 Clinical V (Capstone) ......................................................... 3
RSPT 2231 (Clinical) Simulations in Respiratory Care ......................... 2
RSPT 2247 Specialties in Respiratory Care .......................................... 2
RSPT 2139 Advanced Cardiac Life Support ........................................ 1
TOTAL 12

It is recommended that students complete all general educational requirements prior to applying to the program.

SOCIAL SCIENCES
Tom Wells, Department Chair
Faculty Offices (FACL), RM 108c
817-598-6327

Government and history majors should seek advisement within the Social Sciences Department regarding specific transfer degree requirements.
SOCIAL AND HUMAN DEVELOPMENT  
Don Jacobs, Department Chair, Behavioral Sciences  
Business Building (BUSI), RM 210  
817-598-6423  

Sociology and social work majors should see page 107 for Associate in Arts and Associate in Science degree requirements.

SOCIAL WORK ASSOCIATE/SUBSTANCE ABUSE COUNSELING  
Joe Reed, Program Director  
Tech 101 (TECH)  
817-598-6332  

The Social Work Associate degree at Weatherford College would prepare the student for careers in the fields of social work, human services, and substance abuse. Specific objectives of this program are to introduce the student to the sociological and social work perspectives of mental health, drug and alcohol issues, interviewing and assessing techniques, case management, counseling techniques, and group dynamics. Practicums and internships will be offered to allow the student to experience the actual field of social work and substance abuse counseling. Students completing this program will have met the requirements for state licensure examination as a licensed chemical dependency counselor. A final internship will be used to verify workplace competencies (Capstone). Students successfully completing the program would be awarded the Associate of Applied Science degree in Social Work Associate.

Articulation agreements and transferability with state universities are available through Texas Two-Step and other special degree programs. For more information contact Joe Reed.

SUBSTANCE ABUSE COUNSELING CERTIFICATE  
The Substance Abuse Counseling Certificate is a one-year certificate program that is designed to prepare students to enter the field of human services and to provide specialized services to individuals and their families who are experiencing the affects of substance abuse. Graduates of this program will have the necessary educational requirements to become eligible to register with the State and function as a Counselor Intern (CI). This will include working in the field with supervision. The practicums will provide structured supervised field experience. The certificate program mirrors the first year of the Associate of Applied Science in Social Work Associate. The final practicum will be developed as the capstone for the program.

Articulation agreements and transferability with state universities are available through Texas Two-Step and other special degree programs.
**SOCIAL WORK ASSOCIATE A.A.S.**

65 semester hours required to complete

<table>
<thead>
<tr>
<th><strong>Fall Semester</strong></th>
<th><strong>Spring Semester</strong></th>
<th><strong>Summer Semester (10 weeks)</strong></th>
<th><strong>Fall Semester II</strong></th>
<th><strong>Spring Semester II</strong></th>
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</thead>
<tbody>
<tr>
<td>DAAC 2341 Counseling Alcohol and Other Drug Addictions</td>
<td>SCWK 2311 Interviewing and Counseling Theories</td>
<td>DAAC 2331 Abnormal Behavior</td>
<td>SCWK 2331 Abnormal Behavior</td>
<td>DAAC 2301 Therapeutic Communities in Criminal Justice System</td>
</tr>
<tr>
<td>DAAC 2307 Addicted Family Intervention</td>
<td>DAAC 2307 Assessment and Case Management</td>
<td>SOCI 1301 Introduction to Sociology</td>
<td>SOCW 2361 Introduction to Social Work</td>
<td>DAAC 2301 Therapeutic Communities in Criminal Justice System</td>
</tr>
<tr>
<td>SOCI 2340 Drug Use and Abuse</td>
<td>DAAC 1166 Practicum</td>
<td>SPCH 1311 Fundamentals of Speech</td>
<td>ELEcTIVE Science Elective</td>
<td>ELECTIVE Science Elective</td>
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<td>ENGL 1301 English Composition</td>
<td>COSC 1400 Introduction to Computing</td>
<td>SCWK 2186 Internship</td>
<td>SCWK 2286 Internship</td>
<td>ELECTIVE Humanities or Visual/Performing Arts Elective</td>
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TOTAL 15

TOTAL 14

TOTAL 5

Fall Semester II:

<table>
<thead>
<tr>
<th><strong>Fall Semester II</strong></th>
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<tbody>
<tr>
<td>SOCW 2362 Social Welfare and Policy</td>
</tr>
<tr>
<td>SCWK 2331 Abnormal Behavior</td>
</tr>
<tr>
<td>SOCI 1301 Introduction to Sociology</td>
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<tr>
<td>SPCH 1311 Fundamentals of Speech</td>
</tr>
<tr>
<td>SCWK 2186 Internship</td>
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<tr>
<td>PHED 1338 Concepts of Fitness and Wellness</td>
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TOTAL 16

Spring Semester II:

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<th><strong>Spring Semester II</strong></th>
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<tbody>
<tr>
<td>SOCW 2361 Introduction to Social Work</td>
</tr>
<tr>
<td>DAAC 2301 Therapeutic Communities in Criminal Justice System</td>
</tr>
<tr>
<td>ELECTIVE Science Elective</td>
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<tr>
<td>ELECTIVE Humanities or Visual/Performing Arts Elective</td>
</tr>
<tr>
<td>SCWK 2286 Internship</td>
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</table>

TOTAL 15

**SUBSTANCE ABUSE COUNSELING CERTIFICATE**

27 semester hours required to complete

<table>
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<tr>
<th><strong>Fall Semester</strong></th>
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</thead>
<tbody>
<tr>
<td>DAAC 1304 Pharmacology of Addiction</td>
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<tr>
<td>DAAC 2341 Counseling Alcohol and Other Drug Addictions</td>
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<tr>
<td>DAAC 2307 Addicted Family Intervention</td>
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<tr>
<td>SOCI 2340 Drug Use and Abuse</td>
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</table>

TOTAL 12
Spring Semester
SCWK 1305 Group Intervention ............................................................ 3
SCWK 2311 Interviewing and Counseling Theories .............................. 3
SCWK 2301 Assessment and Case Management ................................. 3
DAAC 1166 Practicum ........................................................................... 1
TOTAL 10

Summer Semester (10 weeks)
SOCI 1306 Social Problems ................................................................. 3
DAAC 2266 Practicum ........................................................................... 2
TOTAL 5

SOCIAL WORK ASSOCIATE – PROGRAM OF COMPLETION
18 credit hours required for completion

First Semester (Fall)
SOCW 2361 Introduction to Social Work ............................................... 3
ENGL 1301 Freshman College English I .............................................. 3
SOCI 1301 Introduction to Sociology ................................................... 3
TOTAL 9

Second Semester (Spring)
SOCW 2362 Social Welfare as a Social Institution OR .......................... 3
SOCI 1306 Social Problems .................................................................
ENGL 1302 Freshman College English II ............................................ 3
PSYC 2301 Introduction to Psychology ................................................ 3
TOTAL 9

This program of completion is designed for students working toward an AA/AS degree and fulfilling other required courses in pursuit of a four-year baccalaureate degree in social work.

SPEECH
Cal Lewiston, Department Chair Fine Arts and Speech
Fine Arts Building (FINE), RM 113
817-598-6233

Speech majors should seek advisement within the Speech Department regarding specific transfer degree requirements.
VETERINARY ASSISTING
www.wc.edu/programs

Dr. Kathryn Garofalo, Program Director
Animal Science Center
817-599-7109
Agriculture Building (AGRI)
817-598-6279

Dr. Alex Ibe, Department Chair - Natural Sciences
Biology Building (BIOL), RM 106
817-598-6230

VETERINARY ASSISTING CERTIFICATE
33-36 semester hours required to complete

<table>
<thead>
<tr>
<th>First Semester</th>
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</thead>
<tbody>
<tr>
<td>VTHT 1401 Introduction to Veterinary Technology</td>
<td>4</td>
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<tr>
<td>VTHT 1317 Veterinary Office Management</td>
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<tr>
<td>VTHT 1413 Veterinary Anatomy and Physiology</td>
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<td>VTHT 2321 Veterinary Parasitology</td>
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<table>
<thead>
<tr>
<th>Second Semester</th>
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<tbody>
<tr>
<td>VTHT 2301 Canine and Feline Clinical Management</td>
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<tr>
<td>VTHT 1349 Pharmacology</td>
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<td>VTHT 1341 Anesthesia and Surgical Assistance</td>
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<td>VTHT 2305 Equine Clinical Management</td>
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<table>
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<td>VTHT 2025 Large Animal Assisting Techniques</td>
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</table>
Weatherford College provides vocational nursing students with quality instruction from health care professionals who are not only experienced and competent nurses, but also caring individuals. The twelve-month course of study consists of 42 semester hours (1520 clock hours) and graduates are prepared to provide general bedside nursing care to medical, surgical, maternity/newborn, and pediatric patients. There are no prerequisites for the Vocational Nursing Program.

The Texas Board of Nursing (BON) and the Texas Higher Education Coordinating Board (THECB) approve the Vocational Nursing curriculum. Upon completion of the Vocational Nursing program, graduates may apply to take the NCLEX-PN licensure exam. The BNE determines eligibility for licensure. The BON may be reached at 333 Guadalupe, Suite 3-640, Austin, TX 78701; phone: 512-305-7400.

Students participate in clinical in health care facilities located in Parker, Palo Pinto, Tarrant, Wise, and Erath counties. These facilities include area hospitals, long-term care facilities, clinics, doctor offices, public health departments, pediatric facilities, and home health agencies.

Vocational nursing offers a satisfying and rewarding career for men and women interested in giving direct patient care. A vocational nurse cares for acute, sub-acute, convalescent, and chronic clients requiring nursing care at home or in institutions, always under the direct supervision of a licensed physician or registered professional nurse. Hospitals, public health clinics, doctor offices, long-term care facilities, the armed forces, and home health agencies employ men and women as licensed vocational nurses. Job security can be found as a vocational nurse in the rapidly expanding health care field.

ADMISSION TO VOCATIONAL NURSING PROGRAM

Admission requirements considered include the following:
1. Admission to Weatherford College
2. Submit the following to the secretary of the nursing department: passing COMPASS scores, Allied Health application, high school transcript or GED scores, college transcripts (if applicable) and proof of first Hepatitis B immunization or positive titer or Department of State Health Services waiver. Only completed applications with COMPASS scores, transcripts and Hepatitis B information will be accepted.
3. All individuals who are not U.S. citizens must submit all documentation of residency status and INS to Student Services and be accepted by the college prior to making application to the VN program. In addition, applicants whose native language is not English, must provide proof of English proficiency. (More details available on page 22.)
Admission is competitive due to the limited number of slots. Students are selected based on the number of points earned. Points are earned based on scores on Compass Exam and other criteria. Contact Karen Long, ext. 259, for further explanation of the point system.

Once selected as an applicant, the student must:
- complete a criminal background check;
- obtain a TB screen test or chest X-ray (current within one year), a urine drug screen, and a back/spine examination;
- have a physical examination and submit records of up-to-date immunizations;
- submit proof of major medical health insurance;
- provide proof of a current CPR certificate for health care providers from the American Heart Association; and
- provide proof of Hepatitis B vaccine series or SHS waiver. If series is complete, a Hepatitis B titer is required.

Information on methods of obtaining the above criteria will be available to the student upon acceptance into the program.

**VOCATIONAL NURSING CERTIFICATE**

42 semester hours required to complete

**First Semester**

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<td>VNSG 1116</td>
<td>Nutrition</td>
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<td>VNSG 1122</td>
<td>Vocational Nursing Concepts</td>
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<td>VNSG 1320</td>
<td>Anatomy and Physiology for Allied Health</td>
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<td>VNSG 1360</td>
<td>Clinical I</td>
<td>3</td>
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<tr>
<td>VNSG 1400</td>
<td>Nursing in Health and Illness I</td>
<td>4</td>
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<tr>
<td>VNSG 1423</td>
<td>Basic Nursing Skills</td>
<td>4</td>
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**Second Semester**

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<td>VNSG 1136</td>
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<tr>
<td>VNSG 1361</td>
<td>Clinical II</td>
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<tr>
<td>VNSG 1509</td>
<td>Nursing in Health and Illness II</td>
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<tr>
<td>VNSG 1230</td>
<td>Maternal-Neonatal Nursing</td>
<td>2</td>
</tr>
<tr>
<td>VNSG 1234</td>
<td>Pediatrics</td>
<td>2</td>
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<td>VNSG 2331</td>
<td>Advanced Nursing Skills</td>
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**Third Semester**

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<td>VNSG 1362</td>
<td>Clinical III</td>
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<td>VNSG 1510</td>
<td>Nursing in Health and Illness III</td>
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**Capstone experience: Texas Board of Nursing Licensure Exam.**

NOTE: Students who satisfy the requirements of this program are issued a certificate of completion and are eligible to apply to take the NCLEX-PN exam for licensure.
Now, why would a woman with a résumé like that be a student at WC?

"Because WC had the best plan for me," Bena, an Irving resident, says. "When I wanted to explore another career option, WC’s faculty and administration worked with me to get the best degree plan in motion at the most convenient schedule for me."

And having seen education from both sides, as a dean and as a student, Bena says it’s her fellow nursing students that she enjoys most at WC.

“I really like the students. It’s nice to see them learn. I’d be happy with just about any of them taking care of me.”
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NUMBERING OF COURSES
Courses are designated by a four-digit number.
• The first digit indicates the level at which the course is taught:
  1 - indicates freshman level
  2 - indicates sophomore level
• The second digit indicates the semester hour credit value.
• The last two digits indicate the distinguishing number of the course. For example, English 1301 is a Freshman-level (1), three semester-hours (3).

COMMON COURSE NUMBERING SYSTEM
Weatherford College participates in a statewide common course numbering system designed to facilitate the transfer of course work among Texas institutions of higher learning, both public and private. Identical numbers are referenced in the catalogs of other participating Texas institutions and may be used to establish transfer equivalents for WC courses. The Texas Higher Education Coordinating Board Approval number for each course can be found in parentheses immediately following the course title.
ACCT, ACNT/ACCOUNTING

ACCT 2401 – Principles of Accounting I - Financial (52.0301.15 04) 4 semester hours (3-3-0)

Introduction to basic theory of accounting, knowledge and skill in journalizing, posting, adjusting and closing entries, preparing statements, work sheets, inventories, depreciation, and notes. The course emphasizes financial accounting. Suggested prerequisite: ACNT 1303 or high school bookkeeping. Three hours lecture and three hours lab per week.

ACCT 2402 – Principles of Accounting II - Managerial (52.0301.15 04) 4 semester hours (3-3-0)

A continuation of financial accounting including corporation equities, long-term investments, and cash flow statement preparation; also, an introduction to managerial accounting with emphasis on budgeting, cost-profit-volume analysis, decision making, and reporting for management. The course emphasizes managerial accounting. Prerequisite: ACCT 2401. Three hours lecture and three hours lab per week.

ACNT 1166 – Practicum (or Field Experience) – Accounting (52.0301) 1 semester hour (0-0-7)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Prerequisite: Completion of at least four courses in the program. The student must have at least 7 work hours per week.

ACNT 1303 – Introduction to Accounting I (52.0302) 3 semester hours (3-0-0)

Previously: ACCT 1371. A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll. Three hours lecture per week.

ACNT 1304 – Introduction to Accounting II (52.0302) 3 semester hours (3-0-0)

Previously: ACCT 1372. A study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment, and valuation of inventories in both manual and computerized environments. Prerequisite: ACNT 1303. Three hours lecture per week.

ACNT 1311 – Introduction to Computerized Accounting (52.0302) 3 semester hours (3-1-0)

Previously: ACCT 2372. Introduction to utilizing the computer in maintaining accounting records, making management decisions, and processing common business applications with primary emphasis on a general ledger package. Prerequisite: ACCT 2401 or ACNT 1303. Keyboarding proficiency required. Three hours lecture and one hour lab per week.

ACNT 1329 – Payroll and Business Tax Accounting (52.0301) 3 semester hours (3-0-0)

Previously: ACCT 2371. A study of payroll procedures, taxing entities, and reporting requirements of local, state, and federal taxing authorities in both manual and computerized environments. Prerequisites: ACCT 2401 or ACNT 1303, high school accounting, or consent of instructor. Three hours lecture per week.
AERO/AEROSPACE STUDY

AERO 1171 – Leadership Lab
The AS 100 and AS 200 LLabs include a study of Air Force customs and courtesies, drill and ceremonies, and military commands. The LLab also includes studying the environment of an Air Force officer and learning about areas of opportunity available to commissioned officers.

AER0 1172 and 1173 – Aerospace Studies (AS 100)
(The Air Force Today in the fall and The Air Force Today II in the spring)
AERO 1172 and 1173 (AS 100) is a survey course designed to introduce students to the U.S. Air Force and the Air Force ROTC. Featured topics include mission and organization of the Air Force, officership and professionalism, military customs and courtesies. Leadership Lab (AEST 1001) is mandatory for Air Force ROTC cadets (not special students), and it complements this course by providing cadets with followership experiences.

AERO 2172 and 2173 – Aerospace Studies (AS 200)
The Evolution of U.S. Air and Space Power
AS 200 is a survey course designed to examine general aspects of air and space power through a historical perspective. Utilizing this perspective, the course covers a time period from the first balloons and dirigibles to the space-age global positioning systems of the Persian Gulf War. Leadership Lab (AEST 1001) is mandatory for Air Force ROTC cadets (not special students), and it complements this course by providing cadets with followership experiences.

AGAH, AGCR, AGEQ, AGRI/AGRICULTURE

AGAH 1323 – Wildlife Conservation & Management (03.0601.5121) 3 semester hours (3-0-0)

AGAH 1343 – Animal Health (01.0302) 3 semester hours (3-0-0)
Students study basic anatomy and physiology of farm and small animals. Topics such as internal and external parasites, principal diseases, identification and control, handling diseased animals, working with veterinarians in the care and maintenance of farm and small animals, and preventive animal medicine will be discussed. Three hours lecture per week.

AGAH 1353 – Beef Cattle Production (01.0302) 3 semester hours (3-0-0)
An overview of the beef cattle industry. Topics include the organization and operation of beef cattle enterprises, selection, reproduction, health, nutrition, management and marketing.

AGAH 2313 – Principles of Feeds and Feeding (26.0707) 3 semester hours (2-2-0)
The study of feed composition, animal nutrition, livestock feeding practices; feed formulation and blending, feed processing, and modern animal management problems. Prerequisite: Sophomore standing or consent of the instructor. Two hours lecture and two hours lab per week.

AGAH 2401 – Anatomy and Physiology of Animals (26.0707) 4 semester hours (3-3-0)
An introduction to the systematic study of anatomy and physiology of animals with emphasis on functional relationships and interdependence systems. Three hours lecture and three hours lab per week.
AGCR 1307 – Range Management (01.1106) 3 semester hours (2-2-0)

The establishment, development, and maintenance of pasture for livestock grazing. Emphasis is placed on modern techniques of using fertilizer, identification of range plants, and control of weeds. Prerequisite: AGEQ 1311 or consent of the instructor. Two hours lecture and two hours lab per week.

AGEQ 1305 – Equine Enterprise Management (01.0507) 3 semester hours (3-0-0)

A business survey of the equine industry. Topics include equine industry segments and applied management techniques. Three hours lecture per week.

AGEQ 1311 – Equine Science I (01.0507) 3 semester hours (2-2-0)

An introduction to the fundamental aspects of horse production and the importance of the horse in our society. An in-depth study in functional anatomy of the horse will be covered, in addition to principles of breeding, feeding, grooming, handling and health care. Two hours lecture, two hours lab per week.

AGEQ 1315 – Horse Evaluation I (01.0507) 3 semester hours (2-2-0)

Comparative evaluation of stock, pleasure and show horses. Ability to present accurate, clear and concise oral and written reasons will be stressed. Prerequisite: AGEQ 1311 or consent of the instructor. Two hours lecture and two hours lab per week.

AGEQ 1319 – Western Horsemanship I (01.0507) 3 semester hours (1-4-0)

Previously: AGRI 1372. Management and basic training of stock, pleasure and show horses. Topics include grooming, feeding, care of feet, care of tack, conformation, soundness, basics of riding, and care of facilities. Horse and equipment must be furnished by student and approved by the instructor. Prerequisite: AGEQ 1311 or written consent of the instructor. One hour lecture and four hours lab per week.

AGEQ 1350 – Equine Reproduction (01.0507) 3 semester hours (2-2-0)

Principles of genetics as applied to horses. Physiology of mare and stallion. Reproductive processes including hormones, estrus cycles, ovulation, gestation, sterility problems, and artificial insemination in horses. Practices for foaling the mare. Prerequisites: AGEQ 1311 or consent of the instructor. Two hours lecture and two hours lab per week.

AGEQ 1391 – Special Topics in Equestrian/Equine Studies, Horse Management and Training 1 (01.0507) 3 semester hours (3-0-0)

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Three hours lecture per week.

AGEQ 2311 – Equine Science II (01.0507) 3 semester hours (2-2-0)

Study of advanced concepts of equine production. Emphasis on management practices utilized in the horse industry. Identify and describe the functional anatomy of the horse. Explain digestive physiology of the horse. Determine nutrient needs of the horse. Recognize diseases of the horse. Identify and treat parasites of horses. Two hours lecture and two hours lab per week.

AGEQ 2386 – Internship, Equestrian/Equine Studies, Horse Management and Training (01.0507) 3 semester hours (0-0-15)

An experience external to the college for advanced students in a specialized field involving a written agreement between Weatherford College and a business or industry. Mentored and supervised by a workplace employee, students achieve
objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.

AGRI 1231 – The Agriculture Industry (0101035201) 2 semester hour (2-0-0)
An introductory course to the field of agriculture with emphasis placed on career guidance, counseling, educational requirements in the job market, and current trends in the field. Two hour lecture per week.

AGRI 1309 – Computers in Agriculture (0101015101) 3 semester hours (2-2-0)
An introduction to the use of computers in the management of the local farm and ranch. Survey of currently available hardware and software designed for agriculture and agribusiness. Practical usage of prepackaged programs will be demonstrated. No prior computer experience required. Two hours lecture and two hours lab per week.

AGRI 1407 – Agronomy (01.1102.5102) 4 semester hours (3-3-0)
Classification and distribution of farm crops; importance of good varieties and good seed crop improvement; preparation of seed bed; commercial fertilizers; manures and lime; seeding practices; crop tillage; harvesting; meadow and pasture management; weeds; crop rotation; disease and insect enemies. Three hours lecture and three hours lab per week.

AGRI 1415 – Horticulture (0106015101) 4 semester hours (3-3-0)
Structure, growth, and development of horticultural plants. Control of environment and plant growth with consideration of biological competition and progressive improvement of crops. Principles of propagation and greenhouse production of horticultural crops. Three hours lecture and three hours lab per week.

AGRI 1419 – Introductory Animal Science (01.0701.5101) 4 semester hours (3-3-0)
The importance of livestock and livestock farming in the United States with emphasis on Texas; appreciation of improved livestock; efficiency in feeding; market value; breeding; health; adaptability of various species to geographic and climatic regions. Lab consists of identifying and judging the various breeds and market classes. Three hours lecture and three hours lab per week.

AGRI 2301 – Agricultural Power Units (0102045101) 3 semester hours (2-2-0)
Construction, operation, adjustment and servicing of farm engines and tractors; adaptability, selection, economic utilization, construction, operation, and adjustment of the principal tillage, planting, cultivating, harvesting, and feed processing machines. Two hours lecture and two hours lab per week.

AGRI 2603 – Agriculture Construction (0102015101) 6 semester hours (2-6-0)
Fundamentals of oxyacetylene and electric arc welding. Tool identification will be emphasized. Building design and calculating a bill of materials will also be covered. Emphasis will be placed on safety. Identification, selection, care, use, and fitting of hand tools. Planning and calculating bills of materials for farm building and equipment, use and safety with power tools. Woodwork, sheet metal, and concrete form work and painting will be covered. Two hour lecture and six hours lab per week.

AGRI 2313 – Plant Protection (01.1105.5101) 3 semester hours (2-2-0)
Principal orders of insects; relation of anatomy and physiology of insects to control methods; development, habits and economic importance of more common insects with control methods for injurious species. Two hours lecture and two hours lab per week.
AGRI 2317 – Introduction to Agriculture Economics (0101035101) 3 semester hours (3-0-0)
Characteristics of our economic system and basic economic concepts. Survey of the farm and ranch firm and its organization and management; structure and operation of the marketing system; functional and institutional aspects of agriculture finance; government farm programs. Three hours lecture per week.
AGRI 2321 – Livestock Evaluation (01.0901.5201) 3 semester hours (2-4-0)
Comparative evaluation of breeding and market animals. Livestock examined will include cattle, swine, sheep, and horses. Ability to present accurate, clear, concise, oral and written reasons will be stressed. Prerequisite: Sophomore standing or written consent of the instructor. Two hour lecture and four hours lab per week.

ANTH/Anthropology
ANTH 2301 – Physical Anthropology (45.0301.5125) 3 semester hours (3-0-0)
This course examines evolutionary processes acting on human populations; human genetics; non-human primate anatomy (and behavior), classification and ecology of primates; the primate paleontological record, and human variation and adaptation.
ANTH 2346 - General Anthropology
Study of human beings, their antecedents and related primates, and their cultural behavior and institutions. Introduces the major subfields: physical and cultural anthropology, archeology, linguistics, and ethnology. (Counts for Humanities degree requirement)
ANTH 2351 – Cultural Anthropology (45.0201.5125) 3 semester hours (3-0-0)
A survey of the influence of culture in the development of individuals across cultures.
ANTH 2389 Academic Cooperative: Forensic Anthropology
ANTH/FORS 2389 is the forensic application of bone identification as applied to crime scenes and other identifications.
ANTH 2401 – Physical Anthropology (45.0301.5125) 4 semester hours (3-3-0)
A lab-driven course, ANTH 2401 examines evolutionary processes acting on human populations; human genetics; non-human primate anatomy (and behavior), classification and ecology of primates; the primate paleontological record, and human variation and adaptation.

ARTC/Graphic Design
ARTC 1413 – Digital Publishing I (50.0409) 4 semester hours (2-4-0)
The fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout. Prerequisite: COSC 1400(may be taken concurrently) and keyboarding proficiency. Two hours lecture and four hours lab per week.
ARTC 2413 – Digital Publishing II (50.0409) 4 semester hours (2-4-0)
Layout procedures from thumbnails and roughs to final comprehensive and printing; emphasis on design principles for the creation of advertising and publishing materials, and techniques for efficient planning and documenting projects. Prerequisite: ARTC 1413 and keyboarding proficiency. Two hours lecture and four hours lab per week.
ARTS, DESIGN/Art & Design

ARTS 1301 – Art Appreciation (50.0703.5126) 3 semester hours (3-0-0)
Exploration of purposes and processes in the visual arts including evaluation of selected works. Three hours lecture per week.

ARTS 1303 – Art History Survey I (50.0703.5226) 3 semester hours (3-0-0)
A survey of painting, sculpture, and other visual arts from prehistoric times to the 14th century. Three hours lecture per week.

ARTS 1304 – Art History Survey II (50.0703.5226) 3 semester hours (3-0-0)
A survey of painting, sculpture, architecture, and other visual arts from the 14th century to the present. Three hours lecture per week.

ARTS 1311 – Design I (50.0401.5326) 3 semester hours (3-3-0)
A basic course in the study and application of the elements and principles of design and color theory. Studio work involves the use of a wide range of media in solving problems dealing with value, line, space, texture, color and shape in two-dimensional design. Three hours lecture and three hours lab per week.

ARTS 1312 – Design II (50.0401.5326) 3 semester hours (3-3-0)
A study and application of the principles of creative processes using three-dimensional design. Three hours lecture and three hours lab per week.

ARTS 1316 – Drawing I (50.0705.5226) 3 semester hours (3-3-0)
A beginning course investigating a variety of media, techniques, and subjects, exploring perceptual and descriptive possibilities with consideration of drawing as a developmental process as well as an end in itself. Three hours lecture and three hours lab per week.

ARTS 1317 – Drawing II (50.0705.5226) 3 semester hours (3-3-0)
Expansion of Drawing I exploring a variety of drawing media and stressing expressive aspects of drawing. Prerequisite: ARTS 1316. Three hours lecture and three hours lab per week.

ARTS 2316 – Painting I (50.0708.5226) 3 semester hours (3-3-0)
An introductory course in the study and practice of painting. Emphasis on color and composition. Three hours lecture and three hours lab per week.

ARTS 2317 – Painting II (50.0708.5226) 3 semester hours (3-3-0)
Continuation of Painting I with emphasis on individual expression. Prerequisite: ARTS 2316. Three hours lecture and three hours lab per week.

ARTS 2323 – Life Drawing III (50.0705.5326) 3 semester hours (3-3-0)
Basic study of the human form including drawing portraits and figures in a spatial environment. Presentation skills are also emphasized. Three hours lecture and three hours lab per week.

ARTS 2324 – Life Drawing IV (50.0705.5326) 3 semester hours (3-3-0)
A continuation of Drawing III with emphasis on individual style through use of various drawing media and presentation skills. Three hours lecture and three hours lab per week.

Astronomy
(See PHYS/Physics)
BIBL/BIBLE

BIBL 1370 – Old Testament Survey 3 semester hours (3-0-0)
A survey of the Hebrew people and their faith based on a survey of the books of the Old Testament including the authorship, time of writing, and general content of each book. Three hours lecture per week.

BIBL 1371 – New Testament Survey 3 semester hours (3-0-0)
A survey of the New Testament, giving primary consideration to the historical background of the Christian faith, information on the general content, authorship, time, and purpose of each book. Three hours lecture per week.

BIOL/BIOLOGY

BIOL 1322 – Nutrition (1905015109) 3 semester hours (3-0-0)
A survey of the science of human nutrition, including an in-depth study of nutrients and the roles they play in the body for maintenance, growth and health. Three hours lecture per week.

BIOL 1406 – Principles of Biology I (for Majors) (2601015103) 4 semester hours (3-3-0)
An introduction to the physical and chemical organization of living organisms, cell structure, function, and metabolism. Students learn to understand and interpret terms and discover principles covering all aspects of living organisms. Intended for science majors and pre-health professionals. Three hours lecture and three hours lab per week.

BIOL 1407 – Principles of Biology II (for Majors) (2601015103) 4 semester hours (3-3-0)
An introduction to plant and animal growth, plant and animal tissues and systems, ecology, evolution and behavior. Intended for science majors and pre-health professionals. Three hours lecture and three hours lab per week.

BIOL 1411 – General Botany (2603015103) 4 semester hours (3-3-0)
Study of structure and function of plant cells, tissues, and organs. Includes an evolutionary survey and life histories of the following representative groups: algae, fungi, mosses, liverworts, ferns, and seed producing organisms. Plant reproductive and functional interactions with their environment and with humans. Selected lab exercises. Three hours lecture and three hours lab per week.

BIOL 1413 – General Zoology (2607015103) 4 semester hours (3-3-0)
Study of the principles of taxonomy, molecular biology, and ecology as they relate to animal form and function, diversity, behavior, and evolution. Three hours lecture and three hours lab per week.

BIOL 2401 – Human Anatomy and Physiology I (2607065103) 4 semester hours (3-3-0)
An in-depth study of the anatomical structures and functions of the human body, including cells, tissues, integumentary, skeletal, muscular and nervous systems. Three hours lecture and three hours lab per week.

BIOL 2402 – Human Anatomy and Physiology II (2607065103) 4 semester hours (3-3-0)
A continued study of anatomical structures and functions of the human body, including respiratory, reproductive, digestive, excretory, endocrine, and circulatory systems. Prerequisite: Successful completion of Biology 2401 is required. Three hours lecture and three hours lab per week.
BIOL 2421 – Microbiology (2605035103) 4 semester hours (3-3-0)
The study of microorganisms and their relationships to man. Emphasis will be placed on the morphology, ecology, and physiology of the disease-causing protozoa, fungi, and bacteria. Prerequisite: Successful completion of a one-semester biology or chemistry course (lab included). Three hours lecture and three hours lab per week.

BMGT, BUSG, BUSI/BUSINESS
BMGT 1301 – Supervision (52.0201) 3 semester hours (3-0-0)
Previously: MGMT 1371. A study of the role of the supervisor. Managerial functions as applied to leadership, counseling, motivation, and human skills are examined. Three hours lecture per week.
BMGT 1303 – Principles of Management (52.0201) 3 semester hours (3-0-0)
Previously: MGMT 2374. Concepts, terminology, theory, and issues that are the substance of the practice of management. Three hours lecture per week.
BMGT 2309—Leadership (52.0201) 3 semester hours (3-0-0)
A study of the concepts of leadership and its relationship to management. This course prepares the student with leadership and communication skills needed to inspire and influence. Prerequisite: permission of instructor. Three hours lecture per week.

BUSG 1166 Practicum (or Field Experience) –Business/Commerce, General (52.0101) 1 semester hour (0-0-7)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Prerequisite: Completion of at least four courses in the program. The student must have at least 7 work hours per week.
BUSG 1391 – Special Topics in Business, General (52.0101) 3 semester hours (3-0-1)
Previously: BUSI 1377. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Enrollment limited to SIFE members during spring semesters. Three hours lecture and one hour lab per week.

BUSI 1301 – Business Principles (52.0101.51 04) 3 semester hours (3-0-0)
A general survey of business organization, problems, practices, and procedures. Various fields of specialization in business are examined to assist students in the selection of a major field of study and further courses to be taken. Three hours lecture per week.
BUSI 1307 – Personal Finance (19.0401.51 09) 3 semester hours (3-0-0)
A study of the problems and techniques of budgeting, insurance planning, purchasing on credit, financing, taxes, and investing for the future. Three hours lecture per week.
BUSI 2301 – Business Law (First semester Business Law) 3 semester hours (3-0-0)
(22.0101.51 24) Principles of law which form the legal framework for business activity. Three hours lecture per week.
BUSI 2302 – Legal Environment of Business. (Second semester Business Law) (22.0101.52 24) 3 semester hours (3-0-0)

Role of law and government regulations in business and society. Includes legal reasoning, sources of law, social policy and legal institutions, and laws relating to antitrust protection, security regulations, consumer protection, environmental protection, worker health and safety, and employment discrimination. Three hours lecture per week.

CDEC, TECA/CHILD DEVELOPMENT
CDEC 1164 – Practicum in Child Development (19.0706) 1 semester hour (1-0-8)

Practical, general training supported by individualized learning plan developed by the employer, college, and student. The guided external experience may be paid or unpaid. One hour lecture and eight hours field experience per week. Offered spring only.

CDEC 1195 – Issues of Abuse and Neglect (19.0709) 1 semester hour (1-0-0)

(Special Topics in Early Childhood Provider/Assistant) Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Course focuses on the causes and symptoms of abusive behavior. Emphasis is placed on developing skills and competencies for working with the abused child and families to help alleviate abusive experiences. One hour lecture per week.

CDEC 1313 – Curriculum Resources for Early Childhood Programs (19.0709) 3 semester hours (3-0-0)

Fundamentals of curriculum design and implementation in developmentally appropriate programs for young children. The history, philosophy, and ethics of child care, types of child care facilities. Three hours lecture per week.

CDEC 1317 – Child Development Associate Training I (19.0709) 3 semester hours (3-0-0)

Based on the requirements for the Child Development Associate National Credential (CDA). Topics on the CDA overview, general observational skills, and child growth and development overview. The four functional areas of study are creative, cognitive, physical, and communication. Topics on general observation skills and child growth and development overview. Three hours lecture per week.

CDEC 1319 – Child Guidance (19.0709) 3 semester hours (3-0-0)

An exploration of guidance strategies for promoting prosocial behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement, and cultural influences. Practical application through direct participation with children. Three hours lecture per week.

CDEC 1356 – Emergent Literacy for Early Childhood (19.0706) 3 semester hours (3-0-0)

An exploration of principles, methods, and materials for teaching young children language and literacy through a play-based, integrated curriculum. Prerequisite or corequisite: CDEC 1313. Three hours lecture per week. Offered fall only.

CDEC 2307 – Math and Science for Early Childhood (19.0709) 3 semester hours (3-0-0)

An exploration of principles, methods, and materials for teaching young children math and science concepts through discovery and play. Prerequisite or corequisite:
CDEC 1313. Three hours lecture and one hour lab per week. Offered fall only.

CDEC 2322 – Child Development Associate Training II 3 semester hours (3-0-0)

A continuation of the study of the requirements for the Child Development Associate National Credential (CDA). The six functional areas of study include safe, healthy, learning environments, self, social and guidance. Prerequisite: CDEC 1317. Three hours lecture per week.

CDEC 2324 – Child Development Associate Training III 3 semester hours (3-0-0)

A continuation of the study of requirements for the Child Development Associate National Credential (CDA). Three of the 13 functional areas of study include family, program management, and professionalism. Prerequisites: CDEC 1317 and CDEC 2322. Three hours lecture per week.

CDEC 2326 – Administration of Programs for Children I (19.0708) 3 semester hours (3-0-0)

Application of management procedures for early care education programs. Includes planning, operating, supervising, and evaluating programs. Topics include philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. Prerequisite: Six hours in Child Development/Early Childhood or consent of division director. Three hours lecture per week. Offered fall only.

CDEC 2328 – Administration of Programs for Children II (19.0708) 3 semester hours (3-0-0)

An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis and planning, parent education/partnerships, and technical applications in programs. Prerequisite: CDEC 2326 or consent of division director. Three hours lecture per week. Offered spring only.

CDEC 2486 – Internship: Child Development and Early Childhood (19.0709) 4 semester hours (1-0-20)

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Prerequisite: Consent of Department Chair. One hour lecture and twenty hours field experience per week. Offered spring only.

TECA 1303/CDEC 1303 (TP) – Family, School and Community (13.0101.5205) 3 semester hours (3-0-16)

A study of the child, family, community, and schools, including parent education and involvement; family and community lifestyles, child abuse and current family life issues; content is aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; students will participate in field experiences with children from infancy through age 12. Three hours lecture per week and 16 hours of field experiences.

TECA 1311 – Educating Young Children (13.1202.5109) 3 semester hours (3-0-16)

An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues; content is aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; students will participate in field experiences with children from infancy through age 12. Three hours lecture per week and 16 hours of field experiences.
Responsibilities standards; students will participate in field experiences with children from infancy through age 12. Three hours lecture per week and 16 hours of field experiences.

**TECA 1318/CDEC 1318 (TP) – Wellness of the Young Child (13.0101.5309) 3 semester hours (3-0-16)**

A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focus on local and national standards and legal implications of relevant policies and regulations; content is aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; students will participate in field experiences with children from infancy through age 12. Three hours lecture per week and 16 hours of field experiences.

**TECA 1354/CDEC 1354 (TP) – Child Growth and Development (13.1202.5209) 3 semester hours (3-0-0)**

A study of the physical, emotional, social, and cognitive factors impacting growth and development of children through adolescence. Three hours lecture per week.

**CHEM/Chemistry**

**CHEM 1411, 1412 – General Chemistry I & II (4005015203) 4 semester hours (3-3-0)**

Modern basic concepts in chemistry, with special emphasis placed upon nuclear and electronic structures, kinetic theory, solutions, equations, oxidation-reduction reactions, and ionization. Includes concepts of inorganic, organic, and physical chemistry. Lab experiments include modern approaches to basic concepts and relevant instrumentation. Course designed for freshman college students with or without high school chemistry. Prerequisite or concurrent enrollment: MATH 1314 or MATH 1324. Three hours lecture and three hours lab per week. Must be taken in sequence.

**CHEM 2423, 2425 – Organic Chemistry (4005045203) 4 semester hours (3-3-0)**

Modern introductory course dealing with the compounds of carbon. Special emphasis will be given to the study of functional groups, their reactions and mechanisms. Includes theory and practice of spectral analysis by infrared, ultraviolet, and nuclear magnetic resonance spectroscopy. Theory and practice of analysis by gas chromatography. Prerequisites: CHEM 1411 and CHEM 1412. Three hours lecture and three hours lab per week. Must be taken in sequence.

**COMM/Communication**

**COMM 1131, 1132, 2131, 2132 – Publications—Yearbook (09.0401.5406) 1 semester hour (0-3-0)**

Presents students with the opportunity to work on the staff of the college yearbook, the Oak Leaf. Members of the staff are required to work during prescribed periods under supervision. Three hours lab per week.

**COMM 1307 – Introduction to Mass Communication (09.0102.5106) 3 semester hours (3-0-0)**

Study of the media by which entertainment and information messages are delivered. Includes an overview of the traditional mass media: their functions, structures, supports and influences. Three lecture hours per week.
COMM - COSC

COMM 1318 – Photography I (Photojournalism Emphasis) (50.0605.5126) 3 semester hours (2-4-0)
Introduction to the basics of photography. Includes camera operation, techniques, knowledge of chemistry, and presentation skills. Emphasis on design, history, and contemporary trends as a means of developing an understanding of photographic aesthetics. Two hours lecture and four hours lab per week.

COMM 1319 – Photography II (Photojournalism Emphasis) (50.0605.5226) 3 semester hours (2-4-0)
Extends the students’ knowledge of techniques and guides them in developing personal outlooks toward specific applications of the photographic process. Prerequisite: COMM 1318 or its equivalent. Two hours lecture and four hours lab per week.

COMM 1336 – Television Production (10.0202.5206) 3 semester hours (2-4-0)
Study of the operation of a Television studio and control room equipment, including both pre- and post-production needs. Two hours lecture and four hours lab per week.

COMM 2303 – Audio/Radio Production (10.0202.5106) 3 semester hours (3-0-0)
Introduction to concepts and techniques of sound production, including the coordinating and directing processes. Hands-on experience with equipment, sound sources, and direction of talent. Three hours lecture per week.

COMM 2324, 2325 – Practicum in Electronic Media (09.0701.5306) 3 semester hours (2-4-0)
Study and participation in the operation of an electronic media. Two hours lecture and four hour lab per week.

COMM 2327 – Principles of Advertising (09.0903.5106) 3 semester hours (3-0-0)
Fundamentals of advertising including marketing theory and strategy, copy writing, design and selection of media. Three hour lecture per week.

COSC/Computer Science

COSC 1301 – Microcomputer Applications (11.0101.5207) 3 semester hours (3-1-0)
Overview of computer information systems. Introduces computer hardware, software, procedures, systems, and human resources and explores their integration and application in business and other segments in society. Fundamentals of computer problem solving and programming in a higher level programming language may be discussed and applied. Prerequisites: High school algebra or MATH 1312, and keyboarding proficiency. Three hours lecture and one hour lab per week. NOTE: COSC 1301 is recommended for business, mathematics and computer science majors – this course teaches basic programming skills.

COSC 1309 – Logic Design (11.0201.5107) 3 semester hours (3-0-0)
A disciplined approach to problem solving with structured techniques and representation of algorithms using pseudo-code and graphical tools. Discussion of methods for testing, evaluation, and documentation. Three hours lecture per week.

COSC 1400/ITSC 1401 (TP) – Introduction to Computing (11.0101.5107) 4 semester hours (3-3-0)
Study of basic hardware, software, operating systems, and current applications in various segments of society. Current issues such as the effect of computers
on society and the history and use of computers are also studied. Labs may include but are not limited to introduction to operating systems, the Internet, word processing, spreadsheets, databases, and programming concepts with emphasis on critical thinking/problem solving. This course is intended for non-Business and non-Computer Science majors. ITSC 1401 meets the requirements for COSC 1400 for Tech Prep students. Prerequisite: Keyboarding proficiency. Three hours lecture and three hours lab per week.

**CPMT/Computer Installation and Repair Technology/ Technician**

**CPMT 1405 – IT Essentials I: PC Hardware and Software** (47.0104) 4 semester hours (2-4-0)
An introduction to information technology and data communication. Includes topics on personal computer hardware and software and basic networking concepts. Two hours lecture and four hours lab per week.

**CPMT 1409 – IT Essentials II: Network Operating Systems** (47.0104) 4 semester hours (2-4-0)
An overview of network operating systems; specifically covers Linux Red Hat Network operating system. Students will learn how to use the Linux operating system, the K Desktop Environment (KDE) and GNU Network Object Model (GNOME). Prerequisite: CPMT 1405. Two hours lecture and four hours lab each week.

**CPMT 2434 – Network Security** (47.0104) 4 semester hours (2-4-0)
Overall security processes with particular emphasis on hands-on skills in the following areas: security policy design and management; security technologies, products and solutions; firewall and secure router design, installation, configuration and maintenance; AAA implementation using routers and firewalls; VPN implementation using routers and firewalls. Prerequisite: ITCC1346 or current CCNA certification. Two hours lecture and four hours lab per week.

**CRIJ/Criminal Justice**

**CJSA 2334 – Contemporary Issues in Criminal Justice** 3 semester hours (3-0-0)
Upon completion of this course the student will have an enhanced understanding of specific issues in the criminal justice system. Current issues will be related directly to the objectives of police, courts, and corrections agencies. The student will have a broader understanding of crime and criminals as well as being better equipped to deal with them. The course may be repeated with each topic change. Three hours lecture per week. (CJSA 2334)

**CJSA 2483 – Cooperative Work Experience** 3 semester hours (1-0-20)
Students who complete this course will have a hands-on knowledge of the criminal justice system. Students participate in a combination of seminars and on-the-job activities in various criminal justice agencies. Learning is guided by objectives set at the beginning of the semester. Performance is graded by the instructor through conferences with the student and employer, through submission of scheduled reports and by adherence to stated objectives. One hour lecture and a minimum of twenty working hours per week on the job.
CRIJ 1301/CJSA 1322 – Introduction to Criminal Justice (43.0104.5124) 3 semester hours (3-0-0)

History and philosophy of criminal justice and ethical considerations; crime defined; its nature and impact; overview of the criminal justice system; prosecution and defense; trial process; corrections. CJSA 1322 meets the requirements of CRIJ 1301. Three hours lecture per week.

CRIJ 1306/CJSA 1313 – Court Systems and Practices (22.0101.5424) 3 semester hours (3-0-0)

The judiciary in the criminal justice system; right to counsel; pretrial release; grand juries; adjudication process; types and rules of evidence; sentencing. Three hours lecture per week.

CRIJ 1307/CJSA 1312 – Crime in America (45.0401.5225) 3 semester hours (3-0-0)

American crime problems in historical perspective; social and public policy factors affecting crime; impact and crime trends; social characteristics of specific crimes; prevention of crime. CJSA meets the requirements of CRIJ 1307. Three hours lecture per week.

CRIJ 1310/CJSA 1327 – Fundamentals of Criminal Law (22.0101.5324) 3 semester hours (3-0-0)

A study of the nature of criminal law; philosophical and historical development; major definitions and concepts; classification of crime; elements of crimes and penalties using Texas statutes as illustrations; criminal responsibility. Three hours lecture per week.

CRIJ 1313/CJSA 1317 – Juvenile Justice System (43.0104.5224) 3 semester hours (3-0-0)

Upon completion of this course the student will have a basic understanding of the issues that cause juvenile delinquency and deviancy. The student will also learn state laws, Supreme Court decisions, and police policies and practices relating to delinquency. This knowledge will allow the student to function at a higher degree of competency in the workplace when dealing with juveniles. Three hours lecture per week.

CRIJ 2301/CJCR 2324 – Community Resources in Corrections (43.0104.5324) 3 semester hours (3-0-0)

An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; and future trends in community treatment. Three hours lecture per week.

CRIJ 2313/CJCR 1307 – Correctional Systems and Practices (43.0104.5424) 3 semester hours (3-0-0)

Corrections in the criminal justice systems; correctional role; institutional operations; alternatives to institutionalization; treatment and rehabilitation; and current and future issues. Three hours lecture per week.

CRIJ 2314/CJSA 1342 – Criminal Investigation (43.0104.5524) 3 semester hours (3-0-0)

Theories and concepts of the investigator’s role in modern criminal investigation. Basic skills necessary in conduct of investigations; development of information sources, and evidence collection and preservation. Concentration is on crime solution and case preparation. Three hours lecture per week.
CRIJ 2323/CJSA 2300 – Legal Aspects of Law Enforcement (43.0104.5624) 3 semester hours (3-0-0)

Covering a brief history and philosophy of modern law including the structure, definition and application of commonly used penal statutes and leading case law. Also includes a review of the elements of crimes, laws of arrest, search and seizure. Three hours lecture per week.

CRIJ 2328/CJSA 1342 – Police Systems and Practices (43.0104.5724) 3 semester hours (3-0-0)

The police profession; organization of law enforcement systems; the police role; police discretion; ethics; police-community interaction; current and future issues. Three hours lecture per week.

CRTG/Cartography

CRTG 1401 – Cartography and Geography in Geographical Information Systems (GIS) and Global Positioning Systems (GPS) (45.0702)

Introduction to the principles of cartography and geography. Emphasis on global reference systems and the use of satellites for measurements and navigation. Prerequisites: IITSW 2401 or CRTG 1411, and keyboarding proficiency. Three hours lecture and three hours lab per week.

CRTG 1411 – Introduction to Geographic Information Systems (GIS) and Global Positioning Systems (GPS) (45.0702)

Introduction to the basic concepts of vector GIS using several industry specific software programs, including nomenclature of cartography and geography. Prerequisite: Keyboarding proficiency. Three hours lecture and three hours lab per week.

CRTG 2280 – Cooperative Education, Cartography. (45.0702)

Career related activities encountered in the student’s area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the paid work experience. This course may be repeated if topics and learning outcomes vary. One hour lecture and eight hours work per week.

CRTG 2401 – Data Acquisition and Analysis in Geographic Information Systems (GIS) (45.0702)

Study of the management of geographic information system life cycles, and costs and benefits. Topics include demographic management and institutional issues such as data providers, data management, combination of attribute and graphical data, information storage and access, Texas and national standards for spatial data; and applications of GIS for demographic modeling and analysis. Prerequisites: CRTG 1401 and keyboarding proficiency. Three hours lecture and three hours lab per week.

CSME/Cosmetology

CSME 1401 – Orientation to Cosmetology (12.0403) 4 semester hours (3-8-0)

Comprehension of professional ethics, sanitation and safety; and the rules and regulations of the institution, department and state. Three hours lecture and eight hours lab per week.
CSME 1405 – Fundamentals of Cosmetology (12.0403) 4 semester hours (2-8-0)
Basic fundamentals of Cosmetology. Service preparation, manicure, facial, chemical service, haircut, wet styling, combout and salon management. Two hour lecture and eight hours lab per week.

CSME 1451 – Artistry of Hair, Theory and Practice (12.0403) 4 semester hours (2-8-0)
Identify terminology related to hair structure, growth, and distribution; exhibit workplace competencies related to the artistry of hair, and demonstrate the proper application of hair design. Two hour lecture and eight hours lab per week.

CSME 1543 – Manicuring and Related Theory (12.0403) 5 semester hours (3-8-0)
Presentation of the theory and practice of nail technology. Topics include terminology, application, land workplace competencies related to nail technology. Three hours lecture and eight hour lab per week.

CSME 1547 – Principles of Facial Care (12.0403) 5 semester hours (2-8-0)
In-depth coverage of the theory and practice of skin care, facial, and cosmetics. Demonstrate the proper application related to skin care and cosmetics; and exhibit workplace competencies in skin care and cosmetics. Two hours lecture and eight hours lab per week.

CSME 1553 – Chemical Reformation and Related Theory (12.0403) 5 semester hours (3-8-0)
Presentation of the theory and practice of chemical reformation. Topics include terminology, application and work place competencies related to chemical reformation. Three hours lecture and eight hours lab per week.

CSME 2244 – Preparation for Texas Cosmetology Commission Examination (12.0403) 2 semester hours (1-4-0)
This course will allow the student to exhibit the skills required for the completion of the Texas Cosmetology practical exam. One hour lecture and fours hours lab per week.

CSME 2245 – Preparation for Texas Cosmetology Commission Examination (12.0403) 2 semester hours (1-4-0)
This course will allow the student to exhibit the skills required for the completion of the Texas Cosmetology theory examination. One hour lecture and four hours lab per week.

CSME 2310 – Intermediate Haircutting and Related Theory (12.0403) 3 semester hours (1-8-0)
Advanced concepts and practice of haircuffing. Topics include haircuts utilizing scissors, razor and/or clippers. One hour lecture and eight hours lab per week.

CSME 2343 – Salon Development (12.0403) 3 semester hours (2-4-0)
Exploration of salon development. Topics include professional ethics and goals, salon operation, and record keeping. Two hour lecture and four hours lab per week.

CSME 2501 – The Principles of Haircoloring and Related Theory (12.0403) 5 semester hours (3-8-0)
Presentation of the theory and practice of hair color and chemistry. Topics include terminology, application, land workplace competencies related to hair color; and exhibit workplace competencies. Three hour lecture and eight hour lab per week.
CSME 1435 – Orientation to the Instruction of Cosmetology (13.0301) 4 semester hours (2-6-0)
Develop an understanding of the rules and regulations of the school, department, and state; demonstrate an understanding of teaching methodologies; and exhibit an understanding of lesson plan development. Two hours lecture and six hours lab per week.

CSME 1434 – Cosmetology Instructor I (13.0301) 4 semester hours (2-8-0)
Develop an understanding of classroom/clinic management; design teaching methodologies; and design and implement lesson plans. Two hours lecture and eight hours lab per week.

CSME 2414 – Cosmetology Instructor II (13.0301) 4 semester hours (2-8-0)
A continuation of the fundamentals of instruction of cosmetology students. Two hours lecture and eight hours lab per week.

CSME 2415 – Cosmetology Instructor III (13.0301) 4 semester hours (2-8-0)
Develop proper assessment and evaluation techniques in a cosmetology program; and design an evaluation tool for a cosmetology program. Two hours lecture and eight hours lab per week.

CSME 2444 – Cosmetology Instructor IV (13.0301) 4 semester hours (2-8-0)
Advanced concepts of instruction in a cosmetology program. Topics include demonstration and implementation of advanced evaluation and assessment techniques. Two hours lecture and eight hours lab per week.

DAAC/Drug and Alcohol Abuse Counseling

DAAC 1166 – Practicum (51.1501) 1 semester hour (0-0-7)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Seven contact hours per week.

DAAC 1304 – Pharmacology of Addiction (51.1501) Three semester hours (3-0-0)
Psychological, physiological, and sociological effects of mood altering substances and behaviors. Emphasizes pharmacological effects of tolerance, dependency/withdrawal, cross addiction, and drug interaction. Three hours lecture per week.

DAAC 2266 – Practicum (51.1501) 2 semester hours (0-0-14)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Fourteen contact hours per week.

DAAC 2307 – Addicted Family Intervention (51.1501) Three semester hours (3-1-0)
The family as a dynamic system focusing on the effects of addiction on family roles, rules, and behavior patterns. Includes the effects of mood altering substances, behaviors, and therapeutic alternatives as they relate to the family from a multicultural and transgenerational perspective. Three hours lecture and one hour lab per week.

DAAC 2341 – Counseling Alcohol and Other Drug Addictions (51.1501) Three semester hours (3-0-0)
Special skills and techniques in the application of counseling skills for the Alcohol and Other Drug (AOD) client. Development and utilization of advanced treatment planning and management. Includes review of confidentiality and ethical issues. Three hours lecture per week.
DAAC 2401 – Therapeutic Communities in a Criminal Justice Setting (51.1501)
4 semester hours (4-0-0)
Insight into use of the therapeutic community as an approach in rehabilitation of the incarcerated substance abuser. Therapeutic community issues such as lifestyle change, abstinence, elimination of antisocial activity, employability and pro-social attitudes and values are emphasized. Both social and psychological goals are integrated. Four hours lecture per week.

DRAM/Drama
DRAM 1120, 1121, 2120, 2121 – Theatre Practicum (50.0506.5326) 1 semester hour (0-3-0)
Practicum in theatre with emphasis on techniques and procedures with experience gained in play productions. May be repeated for credit up to six semester hours. Three hours lab per week.

DRAM 1161, 1162 – Musical Theatre (50.0903.6126) 1 semester hours (0-5-0)
Study and performance of works from the musical theater repertoire. Also listed as MUSI 1159, 2159. Five hours lab per week.

DRAM 1310 – Introduction to Theatre (50.0501.5126) 3 semester hours (3-0-0)
Survey of all phases of theatre including its history, dramatic works, stage techniques, production procedures, and relation to the fine arts. Three hours lecture per week.

DRAM 1330, 2331 – Stagecraft I & II (50.0502.5126) 3 semester hours (3-2-0)
Study and application of visual aesthetics of design which may include the physical theater, scenery construction and painting, properties, lighting, costume, makeup, and backstage organization. Three hours lecture and two hours lab per week.

DRAM 1341 – Makeup (50.0502.5226) 3 semester hours (3-3-0)
Design and execution of makeup for the purpose of developing believable characters. Includes discussion of basic makeup principles and practical experience of makeup application. Three hours lecture and three hours lab per week.

DRAM 1342 – Introduction to Costume (50.0502.5326) 3 semester hours (3-1-0)
Principles and techniques of costume design and construction for theatrical productions. Three hours lecture and one hour lab per week.

DRAM 1351 – Acting I (50.0503.5126) 3 semester hours (3-3-0)
A lab course in all phases of drama theatre, with emphasis on techniques and procedures, with practical experience gained by participating in a play production. Three hours lecture and three hours lab per week.

DRAM 1352 – Acting II (50.0503.5126) 3 semester hours (3-3-0)
Study with practical experience in problems of creating characterization, with emphasis on developing vocal and physical skill in acting. Prerequisite: DRAM 1351. Three hours lecture and three hours lab per week.

DRAM 2351 – Acting III (50.0503.5126) 3 semester hours (3-3-0)
Advanced study with practical experience focusing on such topics as ensemble performing, styles of acting, character and script analysis. Prerequisite: DRAM 1351. Three hours lecture and three hours lab per week.
ECON/ECONOMICS
ECON 2301 – Principles of Economics (Macro) (45.0601.5125) 3 semester hours (3-0-0)
A study of macroeconomic principles including economic organization, national income determination, the measurement of economic aggregates, economic stability and worth, money and banking, and the use of monetary and fiscal policy. Three hours lecture per week.
ECON 2302 – Principles of Economics (Micro) (45.0601.5125) 3 semester hours (3-0-0)
A study of microeconomic principles including the theories of demand, production, the firm, and income determination. Also covered are the topics of international trade, economic development, and comparative systems. Three hours lecture per week.

EDUC/EDUCATION
EDUC 1300 – Learning Framework (42.0301.5125) 3 semester hours (3-0-0)
A study of the research and theory in the psychology of learning, cognition and motivation; factors that impact learning; and application of learning strategies. Theoretical models of strategic learning, cognition and motivation serve as the conceptual basis for the introduction of college-level student strategies. Students use assessment instruments (e.g. learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply learning skills discussed to their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. This course is considered an open elective. Three lecture hours per week.
EDUC 1301 – Introduction to the Teaching Profession (13.0101.5109) 3 semester hours (3-0-16)
Introduction to how learning occurs; opportunities to observe selected classrooms in local schools, EC-12 with varied and diverse student populations; will study and analyze the culture of schooling and classrooms; will develop knowledge and skills about instruction needed to be a successful teacher in schools of today. 3 hours lecture per week and 16 hours observation/field experience.
EDUC 2301 – Introduction to Special Populations (13.1001.5109) 3 semester hours (3-0-16)
An overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic, and academic diversity and equity with an emphasis on factors that facilitate learning; will have opportunities to participate in early field observations of EC-12 special populations; will develop knowledge and skills about instruction needed to work with special populations. 3 hours lecture per week and 16 hours observation/field experience. Pre-requisite for this course is EDUC 1301.
EMSP/EMERGENCY MEDICAL TECHNOLOGY

EMSP 1260 – Clinical EMT-Basic (51.0904) 2 semester hours (0-0-6)

A method of instruction providing detailed education, training and work-based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement are the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. A minimum course grade of 80 is required. Corequisite: EMSP 1501 or EMSP 1313. Six contact hours per week.

EMSP 1305 - Emergency Care Attendant (51.0904) 3 semester hours (2-3-0)

Basic first responder course in basic emergency medical care. Emphasis on requirements of national and state accrediting agencies. A minimum course grade of 80 is required. Prerequisite: Current American Heart Association Health Care Provider or American Red Cross Professional Rescuer or equivalent course completion. Suggested Corequisite: HPRS 1206. Two hours lecture, three hours lab per week.

EMSP 1355 – Trauma Management (51.0904) 3 semester hours (3-4-0)

A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with traumatic injuries. A minimum course grade of 80 is required. Prerequisite: Completion of the Fall Semester of the Paramedic Certificate. Corequisites: EMSP 1438, 1456, 2248, AND 2260.

EMSP 1438 – Introduction to Advanced Practice (51.0904) 4 semester hours (3-2-0)

An exploration of the foundations necessary for mastery of the advanced topics of clinical practice out of the hospital. Topics include, roles and responsibilities, EMS systems, rescue operations, scene management, basic concepts of human development and pathophysiology, basic pharmacology, effective communications, medical/legal and ethical issues, and the well being of the Paramedic. A minimum course grade of 80 is required. Prerequisite: Current Texas EMT-Basic certification. Corequisites: EMSP1456 AND 2248.

EMSP 1456 – Patient Assessment & Airway Management (51.0904) 4 semester hours (3-4-0)

A detailed study of the knowledge and skills required to reach competence in performing patient assessment and airway management. A minimum course grade of 80 is required. Prerequisite: Current Texas EMT-Basic certification. Corequisite: EMSP 1438, 2248, and 2260.

EMSP 1501 – Emergency Medical Technician-Basic (51.0904) 5 semester hours (6-4-0)

Introduction to the level of Emergency Medical Technician (EMT) - Basic. Includes all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized services. A minimum course grade of 80 is required. Prerequisite: Current American Heart Association Health Care Provider or American Red Cross Professional Rescuer or equivalent course completion. Corequisite: EMSP 1260.

EMSP 2243 – Assessment Based Management (51.0904) 2 semester hours (1-4-0)

The capstone course of the EMSP programs. Designed to provide for teaching and evaluating comprehensive, assessment-based patient care management. A minimum course grade of 80 is required. Prerequisite: Completion of the Fall and
Spring and summer semesters of the Paramedic Certificate. Corequisite: EMSP 2243. Prerequisite: completion of fall, spring and summer course work.

EMSP 2200 – Methods of Teaching EMS (51.9999) 2 semester hours (1-2-0)

Instruction in teaching methodology for instructors of emergency medical services. This course examines the basic theory of adult education methods and resources for presentation, procedures for EMS skills and knowledge evaluations, and applicable Texas Department of Health regulations. NOTE: Completion of this course does not automatically impart eligibility to become certified as an instructor or examiner. A minimum course grade of 80 is required. Prerequisite: Paramedic Certification. One hour lecture and 2 hours lab per week.

EMSP 2248 – Emergency Pharmacology (51.0904) 2 semester hours (2-1-0)

A comprehensive course covering all aspects of the utilization of medications in treating emergency situations. Course is designed to compliment Cardiology, Special Populations, and Medical Emergency courses. A minimum course grade of 80 is required. Prerequisite: Completion of the Fall Semester of the Paramedic Certificate.

EMSP 2260 – Paramedic Clinical I (51.0904) 2 semester hours (0-0-6)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Practical general training and experiences in the workplace. Corequisite: EMSP 1438, 1456, 2248. Prerequisite: Certified State of Texas EMT.

EMSP 2261 – Paramedic Clinical II (51.0904) 2 semester hours (0-0-6)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student’s general and technical course of study. The guided external experiences may be paid or unpaid. Students will practice all paramedic level skills. A minimum course grade of 80 is required. Prerequisite: Successful completion of the Fall semester of the WC Paramedic Certificate. Corequisite: EMSP 1455,2348, 2434.

EMSP 2330 Special Population (51.0904) 3 semester hours. (2-3-0)

The in depth study of patients with special conditions including geriatric, pediatric, obstetrical, and neonatal patients. Included in this module is psychological emergencies. The focus is on how assessment techniques and therapeutic modalities differ in patients with special needs or conditions. Corequisites: EMSP 2544, 2338, 2391. Prerequisites: Completion of fall, spring and summer semester course work.

EMSP 2338 EMS Operations (51.0904) 3 semester hours. (3-0-0)

This module focuses on proper operations and maintenance of an emergency vehicle and scene operations. Included in this module are extrication and rescue techniques, water rescue procedures, high angle rescue techniques, crime scene preservation, and communications. Corequisites: EMSP 2544, 2330, 2361. Prerequisite: Completion of all fall, spring and summer semester course work. EMSP 2361 Clinical III - Field Experience-EMTP (51.0904) 3 semester hours. (1-0-8)

Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student’s general and
technical course of study. The guided external experiences may be paid or unpaid. Students will practice all paramedic level skills. A minimum course grade of 80 is required. Prerequisite: Successful completion of the Fall and Spring semesters of the WC Paramedic Certificate. Corequisite: EMSP 2544, 2330, 2338.

**EMSP 2434 – Medical Emergencies** (51.0904) 4 semester hours (3-4-0)
A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with medical emergencies. This includes the management of ill or injured patients in nontraditional populations. A minimum course grade of 80 is required. Prerequisite: Completion of Fall semester of the Paramedic Certificate. Corequisite: EMSP 1455, 2348, 2261. .

**EMSP 2544 - Cardiology** (51.0904) 4 semester hours (3-6-0)
A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with cardiac emergencies. A minimum course grade of 80 is required. Prerequisite: Completion of the Fall Semester for Paramedic Certificate. Corequisite: EMSP 2330, 2338, 2361.

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**ENGL/English**

**ENGL 0100-- Special Tutorial/Writing** 1 semester hour (1-1-0)
English 0100 is an option for developmental writing students whose scores on the state required assessment test fall in the standard deviation range and indicate a need for supplemental activities to master specific writing skills in a flexible scheduling format. The course provides non-course-based, non-credit activity utilizing tutorial services, computer-assisted instruction, and software available through Instructional Support Centers. Permission of the Developmental Writing/Reading Department Chair is required. Special Tutorial/Writing (ENGL 0100) will not transfer to a senior institution and will not count for non-degree credit from Weatherford College. Completion of an individually-prepared schedule requiring 12 hours of tutorials per semester is mandatory.

**ENGL0301—Developmental Writing I** 3 semester hours (3-1-0)
English 0301 emphasizes development of skills needed for college level writing including grammar, paragraph structure, and essay form. Critical reading and analytical skills are also developed. English 0301 will not transfer but will count for non-degree credit. Three hours lecture and twelve hours of tutorials required.

**ENGL0302—Developmental Writing II** 3 semester hours (3-1-0)
English 0302 emphasizes basic rhetorical principles needed for college-level writing, particularly development of effective paragraphs and organization of essays. The major focus is on preparing students to be successful in college-level English courses and in all courses requiring writing skills. English 0302 will not transfer but will count for non-degree credit. Three hours lecture and twelve hours of tutorials required.

**ENGL 1301 – Freshman College English I.** (23.0401.5112) 3 semester hours (3-0-0)

Techniques for effective written expression and development of critical reading, thinking, and writing. Emphasizes reading critically, using library resources, selecting appropriate content for and creating, organizing, writing, and revising academic essays. Students must have met THEA requirements. Three hours lecture per week.

**ENGL 1302 – Freshman College English II (23.0401.5112)** 3 semester hours (3-0-0)

Techniques for creating effective oral and written expression; developing critical reading and thinking skills; writing effective essays including a major research paper.
and a literary analysis paper; and conducting library research. Prerequisite: ENGL 1301 or consent of the English Department Chair. Three hours lecture per week.

**ENGL 2307 Creative Writing I** (23.0501.5112) 3 semester hours (3-0-0)

This course focuses on the study of forms and genres in creative writing with an emphasis on the current trends in contemporary literature. The development of style through modeling and analysis are the primary tools in developing writing skills. The emphasis of the course is the relationship between the study of literature and its influence on creative writing. Prerequisite: ENGL 1301 and ENGL 1302 or consent of instructor. Three hours lecture per week.

**ENGL 2308 Creative Writing II** (23.0501.5112) 3 semester hours (3-0-0)

The course focuses on developing techniques for effective creative writing. Students are expected to enhance their creative writing skills through the examination of literary models, workshop experience, peer and instructor critiques, and revision. Although all genres will be examined, students will select a particular genre for the bulk of their assignments. Students are expected to analyze various forms of literature, as well as understand the fundamentals of literary critique. Prerequisites: ENGL 1301 and ENGL 1302 or the submission of a writing portfolio. Three hours lecture per week.

**ENGL 2311 – Technical Writing** (23.1101.5112) 3 semester hours (3-0-0)

Practice in workplace writing skills. Of special benefit to students planning to enter technical fields, the course involves students in writing technical reports, business correspondence, and other forms of technical writing. Students are encouraged to use their own work experience or areas of specialized study in fulfilling the various assignments in the course. Prerequisites: ENGL 1301 and 1302 or, in the case of certain occupational degree programs, ENGL 1301 and consent of instructor. Three hours lecture per week.

**ENGL 2321 – British Literature** (23.0801.5112) 3 semester hours (3-0-0)

This course includes selected significant works of British literature. May include study of movements, schools, or periods. The course may include literature of England from Anglo-Saxon times to the twentieth century. Students are provided opportunities to analyze and evaluate the progression of ideas and emphasizes religious, political, and socioeconomic commentaries and encourages students to practice critical thinking and critical analysis by reading literature and writing about literature. Corequisites/prerequisites: ENGL 1301 and ENGL 1302. Three hours lecture per week.

**ENGL 2322 – Survey of English Literature** (23.0801.5112) 3 semester hours (3-0-0)

A survey of the literature of England from Anglo-Saxon times to the establishment of England as a political entity in the Renaissance, and continues through the neoclassical period. This course emphasizes religious, political, and socioeconomic commentaries and encourages students to practice critical thinking and critical analysis by reading literature and writing about literature. Prerequisites: ENGL 1301 and 1302. Three hours lecture per week.

**ENGL 2323 – Survey of English Literature** (23.0801.5112) 3 semester hours (3-0-0)

A survey of the literature of England from the mid-nineteenth century through the twentieth century. Representative writers from the Romantic Period, the Victorian Age, and the Modern Period are studied. Students are provided with opportunities to analyze and evaluate the progression of ideas from an agrarian society to an industrialized society to the modern technological world. Prerequisites: ENGL 1301 and 1302. Three hours lecture per week.
ENGL 2326 – American Literature (23.0701.5112) 3 semester hours (3-0-0)
Selected significant works of American literature. May include study of movements, schools, or periods. A critical study of American literary writers and their works, ranging from the pre-colonial period to the twentieth century. This course emphasizes reading, analyzing, and interpreting literary works, relating the relevant influences on the writers of this period, using library resources including electronic resources, and writing essays about literature. Corequisites/Prerequisites: ENGL 1301 and ENGL 1302. Three hours lecture per week.

ENGL 2327 – Studies in American Literature (23.0701.5112) 3 semester hours (3-0-0)
A critical study of American literary writers and their works, ranging from the pre-colonial period to approximately 1865. The course emphasizes reading, analyzing, and interpreting literary works, relating the relevant influences on the writers of the period, using library resources including electronic resources, and writing essays about literature. Prerequisites: ENGL 1301 and 1302. Three hours lecture per week.

ENGL 2328 – Studies in American Literature (23.0701.5112) 3 semester hours (3-0-0)
A critical study of American literary writers and their works, ranging from approximately 1865 to the present. The course emphasizes reading, analyzing, and interpreting literary works, relating the relevant influences on the writers of the period, using library resources including electronic resources, and writing essays about literature. Prerequisites: ENGL 1301 and 1302. Three hours lecture per week.

ENGL 2331 – World Literature (16.0104.5213) 3 semester hours (3-0-0)
Single semester course covering selected significant world literature from ENGL 2332, 2333 World Masterpieces I and II. Prerequisites: ENGL 1301 and 1302. Three hours lecture per week.

ENGL 2332 – World Literature I (16.0104.5213) 3 semester hours (3-0-0)
Previously: ENGL 2331. A study of major world authors and their masterpieces from the ancient world through the Renaissance. The course examines historical, cultural, and aesthetic values emphasizing critical and analytical methods of reading, writing, and thinking. The course emphasizes the relationships between literary masterpieces and the real world and between cultural elements evident in the literature throughout the ages and in today’s world. Prerequisites: ENGL 1301 and 1302. Three hours lecture per week.

ENGL 2333 – World Literature II (16.0104.5213) 3 semester hours (3-0-0)
Previously: ENGL 2332. A study of major world authors and their masterpieces from the Enlightenment through the present. The course examines historical, cultural, and aesthetic values emphasizing critical and analytical methods of reading, writing, and thinking. The course emphasizes the relationships between literary masterpieces and the real world and between cultural elements evident in the literature throughout the ages and in today’s world. Prerequisites: ENGL 1301 and 1302. Three hours lecture per week.

ENGL 2341 – Forms of Literature (16.0104.5113) 3 semester hours (3-0-0)
Previously: ENGL 2371. A study of the three major literary genres: fiction, poetry, and drama. Students practice critical thinking and critical analysis by reading literature, writing about literature, and researching the ideas encountered in literature. This course emphasizes the relationships between literary masterpieces and the real world. Prerequisites: ENGL 1301 and 1302. Three hours lecture per week.
FIRS, FIRT/Fire Science Technology

FIRS 1301 – Firefighter Certification I. (43.0203) 3 semester hours (2-3-0)
This course is an introduction to firefighter safety and development. Topics include Texas Commission on Fire Protection Rules and Regulations, firefighter safety, fire science, personal protective equipment, self-contained breathing apparatus, and fire reports and records. This is the first in a series of courses designed for certification as a basic structural firefighter in Texas. Prerequisite: Department Approval. Two hours lecture and three hours lab per week.

FIRS 1313 – Firefighter Certification III. (43.0203) 3 semester hours (2-2-0)
This course is designed to identify the general principles of fire apparatus, pump operations, fire streams, and public operations as they relate to fundamental development of basic firefighter skills. This is the third in a series of courses designed for certification as a basic structural firefighter in Texas. Prerequisite: Department Approval. Two hours lecture and two hours lab per week.

FIRS 1319 – Firefighter Certification IV. (43.0203) 3 semester hours (2-2-0)
This course is a study of equipment, tactics, and procedures used in forcible entry, ventilation, salvage, and overhaul in preparation for certification as a basic firefighter. This is the fourth in a series of courses designed for certification as a basic structural firefighter in Texas. Prerequisite: Department Approval. Two hours lecture and two hours lab per week.

FIRS 1323 – Firefighter Certification V. (43.0203) 3 semester hours (2-4-0)
This course is the study of ropes and knots, rescue procedures and techniques, and hazardous materials. Preparation for certification as a basic firefighter. This is the fifth series of courses designed for certification as a basic structural firefighter in Texas. Prerequisite: Department Approval. Two hours lecture and four hours lab per week.

FIRS 1329 – Firefighter Certification VI. (43.0203) 3 semester hours (2-2-0)
This course is the study of fire inspection techniques and practices, public transportation, fire cause determination. Topics include fire protection systems, wildland fire, and pre-incident planning. Preparation for certification as a basic firefighter. This is the sixth course in a series of courses designed for certification as a basic structural firefighter in Texas. Prerequisite: Department approval. Two hours lecture and two hours lab per week.

FIRS 1407 – Firefighter Certification II (43.0203) 3 semester hours (3-3-0)
This course is the study of basic principles and skill development in handling fire service hose and ladders. Topics include the distribution system of water supply, basic building construction, and emergency service communication, procedures, and equipment. This is the second in a series of courses designed for certification as a basic structural firefighter in Texas. Prerequisite: Department approval. Three hours lecture and three hours lab per week.

FIRS 1433 – Firefighter Certification VII (43.0203) 3 semester hours (2-3-0)
This course is an in-depth study and practice of simulated emergency operations and hands-on live fire training exercises, incident command procedures, and combined operations using proper extinguishing methods. Emphasis on safety. This is the seventh and last course in series designed for certification as a basic structural firefighter in Texas. Prerequisite: Department approval. Two hours lecture and hours three lab per week.
FIRT 1301 – Fundamentals of Fire Protection (43.0202) 3 semester hours (2-2-0)
Overview to fire protection, career opportunities in fire protection and related fields, philosophy and history of fire protection/service, fire loss analysis, organization and function of public and private fire protection services, fire department as part of local governments, laws and regulations affecting the fire service, fire service nomenclature, specific fire protection functions, and basic fire chemistry and physics. Includes introduction to fire protection systems and introduction to fire strategy and tactics. Prerequisite: None. Two hours lecture and two hours lab per week.
FIRT 1303 – Fire and Arson Investigation I (43.0201) 3 semester hours (2-2-0)
In-depth study of basic fire and arson investigation practices. Emphasis on fire behavior principles related to fire cause and origin determination. Prerequisite: None. Two hours lecture and two hours lab per week.
FIRT 1305 – Public Education Programs (43.0202) 3 semester hours (2-2-0)
Preparation of firefighters and fire officers to develop public fire safety awareness. Emphasis on implementation of fire and public safety programs in an effort to reduce the loss of life. Prerequisite: None. Two hours lecture and two hours lab per week.
FIRT 1307 – Fire Prevention Codes and Inspections (43.0201) 3 semester hours (2-2-0)
A study of local building and fire prevention codes. Emphasis on fire prevention inspections, practices, and procedures. Prerequisite: None. Two hours lecture and two hours lab per week.
FIRT 1309 – Fire Administration I (43.0202) 3 semester hours (2-2-0)
Introduction to the organization and management of a fire department and the relationship of government agencies to the fire service. Emphasizes on fire service leadership from the perspective of the company officer. Prerequisite: None. Two hours lecture and two hours lab per week.
FIRT 1319 – Firefighter Health and Safety (43.0201) 3 semester hours (2-2-0)
A study of firefighter occupational safety and health in emergency and non-emergency situations. Prerequisite: None. Two hours lecture and two hours lab per week.
FIRT 1329 – Building Codes and Construction (43.0201) 3 semester hours (2-2-0)
Examination of building codes and requirements, construction types, and building materials. Topics include walls, flooring, foundations, and various roof types and the associated dangers of each. Prerequisite: None. Two hours lecture and two hours lab per week.
FIRT 1331 – Firefighting Strategies and Tactics I (43.0202) 3 semester hours (2-2-0)
Analysis of the nature of fire problems and selection of initial strategies and tactics including an in-depth study of efficient and effective use of manpower and equipment to mitigate the emergency. Prerequisite: None. Two hours lecture and two hours lab per week.
FIRT 1349 – Fire Administration II (43.0202) 3 semester hours (2-2-0)
An in-depth study of fire service management as pertaining to budgetary requirements, administration, organization of divisions within the fire service, and relationships between the fire service and outside agencies. Prerequisite: FIRT 1309 – Fire Administration I. Two hours lecture and two hours lab per week.
FIRT 1353 – Legal Aspects of Fire Protection  (43.0202) 3 semester hours (2-2-0)

A study of the rights, duties, liability concerns, and responsibilities of public fire protection agencies while performing assigned duties. Prerequisite: None. Two hours lecture and two hours lab per week.

FIRT 1433 – Fire Chemistry I  (43.0201) 3 semester hours (2-2-0)

Introduction to the chemical nature and properties of inorganic compounds as related to the fire service. Topics include fundamental laws of chemistry, states of matter, gas laws, chemical bonding, and thermodynamics with applications to various industrial processes. Prerequisite: None. Two hours lecture and two hours lab per week.

FIRT 2288 – Internship - Fire Protection and Safety Technology/Technician

1 semester hour (0-0-8)

An experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary. Prerequisite: Department approval. Eight contact hours per week.

FIRT 2331 – Firefighting Strategies and Tactics II  (43.0202) 3 semester hours (2-2-0)

This course is a continuation of Firefighting Strategies and Tactics I. Emphasis on use of incident command in large scale command problems and other specialized fire problems. Prerequisite: FIRT 1331 Firefighting Strategies and Tactics I. Two hours lecture and two hours lab per week.

FIRT 2333 – Fire and Arson Investigation II  (43.0201) 3 semester hours (2-2-0)

This course is a continuation of FIRT 1303 Fire and Arson Investigation I. Topics include reports, courtroom demeanor, and expert witnesses. Prerequisite: FIRT 1303 – Fire and Arson Investigation I. Two hours lecture and two hours lab per week.

FORS/FORENSIC SCIENCE

FORS 2440 - CSI - Basic Evidence Gathering & Analysis  4 semester hours (3-3-0)

Forensic Science (FORS 2440), “LAB 40” provides an introduction to crime scene investigation and evidence gathering. Utilizing lecture/lab analyses, the methods, procedures, techniques, and preservation of crime scene evidence will be presented as students learn “hands on” the proper procedures of evidence gathering and how scientific instrumentation upon gathered evidence has change the courtroom into medico-legal suites. Specific labs include trace analysis of hair and fiber, stain analysis, epithelial cell analysis, latent fingerprint analysis, DNA sequencing, and other basic lab analytical techniques. Additional forensic information will be obtained from guest speakers, documented cases, and investigations that have reached a dead end resulting in cold case files. In the process, students will have “hands on” experience in the basic operation of a busy forensic lab. 3 hours lecture & 3 hours lab Pre-requisites: Two labs from the following—BIOL 1406 and BIOL 1407, BIOL 2401 (A & P) and BIOL 2402 (A & P), or CHEM 1411. FORS 2440 need not be taken before FORS 2450.
FORS 2450 - Forensic Neuropsych 4 semester hours (3-3-0)

Forensic Science (FORS 2450) or “LAB 50” is an advanced neuropsychology lecture/lab that focuses on the neuroanatomy of the brain, neurochemistry, psychopathologies and psychopathic characteristics evidenced in violent predatory psychopathy and antisocial violent criminality observed in rape, homicide, and serial homicide. Utilizing documented case studies, enhanced by lecture, discussion, guest speakers, audio-visuals, and a term project of crime scene analysis, LAB 50 will prepare students to understand neuropsych components of antisocial criminals and violent psychopathic predators. The first quarter of LAB 50 will focus on a detailed understanding of brain neuroanatomy, association cortices, neurotransmitter and hormonal chemistry. The second quarter focuses on continua of severity relative to psychopathy, pure psychopathologies, schizotypy, comorbidity, addiction, and dual diagnoses evidenced in violent offenders. The third quarter will focus on diagnostic criteria such as psychometrics, DSM criteria, crimes of psychosexual deviance, and brain-scanning images, primarily PET and fMRI scans. The final quarter addresses FBI criminal profiling and alternatives, and psychosocial influences upon violence and aggression—crowding, YAAVIST society, X, Y generational influences, and hardcore pornography. LAB 50 will conclude with a term project: a full psychological autopsy of a crime scene. 3 hours lecture & 3 hours lab Prerequisites: One biology lab, or a combination of Human A & P, chemistry, or biology for a total of 4 hours. FORS 2440 may be taken before LAB 50 (FORS 2450) or after it.

FREN/FRENCH

FREN 1411, 1412, 1422 - Beginning French I and II (16.0901.5113) 4 semester hours (3-1-0)

Traditional grammar, reading, and writing courses with emphasis primarily on these areas, but with some attention to speaking, especially to authentic pronunciation. Class work is individual as well as group oriented and consists of exercises, answering questions, and reading aloud. Three hours lecture and one hour lab per week. Must be taken in sequence.

FREN 2311, 2312 - Intermediate French III & IV (16.0901.5113) 3 semester hours (3-0-0)

Review and extension of grammatical concepts and vocabulary. Reading of French, practical conversation, and writing. Class work is individual as well as group oriented. Emphasis is placed on comprehension, appreciation, and interpretation of French culture. Three hours lecture per week. Must be taken in sequence.

GEOG/GEOGRAPHY

GEOG 1303 – World Geography (45.0701.5325) 3 semester hours (3-0-0)

Previously: GEOG 1301. Presents the basic terminology of the fields of geography and their application to the prevailing conditions of the major geographical regions of the world. Emphasis is placed on the awareness of the diversity of ideas and practices and on evaluating and interpreting these different fields of information as they apply to the stability, growth, and welfare of a nation and its population. Three hours lecture per week.
GEOL/GEOLGY
GEOL 1403 – Physical Geology (40.0601.5103) 4 semester hours (3-3-0)
A study of earth materials and processes. Included is an introduction to geochemistry, geophysics, the earth’s interior, and magnetism. Three hours lecture and three hours lab per week.

GEOL 1404 – Historical Geology (40.0601.5103) 4 semester hours (3-3-0)
A study of earth materials and processes within a developmental time perspective. Fossils, geological maps, and field studies are used to interpret geologic history. Three hours lecture and three hours lab per week.

GEOL 1447 – Meteorology (40.0601.5103) 4 semester hours (3-3-0)
An introductory course designed to study the earth’s atmosphere and many of the phenomena related to weather and climate. Topics will include atmospheric composition and the environmental processes responsible for weather related events: heating and cooling, clouds, rain, snow, thunderstorms, tornadoes, flash floods, and hurricanes. Emphasis will be on cause and effect meteorological mechanism. Three hours lecture and three hours lab per week.

GOVT/GOVERNMENT
GOVT 2301 – Principles and Institutions of the American and Texas Systems of Government (45.1002.5125) 3 semester hours (3-0-0)
Presents terminology and concepts needed to explain the principles and functions of the United States and Texas governments. Emphasis is placed on evaluating the social contract theory and tracing the historical development of the Declaration of Independence and the Texas and American constitutions. The student will identify the concepts of federalism and evaluate the intergovernmental relationship between the United States government and the states. The course covers the national and state electoral process with emphasis on voting study data. Students will identify the role and functions in the electoral process of political socialization, the mass media, political parties, interest groups, and campaigns. Students acquire information on the organization of the national and Texas executive departments. This course satisfies the Texas legislative requirements for a course on the national and Texas constitutions for teacher certification. Prerequisite: A passing score on the TASP reading section. Three hours lecture per week.

GOVT 2302 – Functions of the Institutions of American and Texas Government 3 semester hours (3-0-0)
(45.1002.5125) Presents terminology and concepts needed to explain the principles and functions of the United States and Texas governments. Emphasis is placed on evaluating the federal and Texas court systems, constitutional law (civil liberties and civil rights), Congress and the Texas legislature, and local governments. Student are required to read a body of material dealing with the Supreme Court’s interpretation of our liberties and freedoms under the Bill of Rights and the Fourteenth Amendment. This course satisfies three of the six hours of government required for a bachelor’s degree from a state institution of higher education, as well as an Associate of Arts degree from Weatherford College. Prerequisite: A passing score on the TASP reading section. Three hours lecture per week.
HECO/Health Nutrition
HECO 1322 – Principles of Nutrition (19.0501.5109) 3 semester hours (3-0-0)
A survey of the science of human nutrition, including an in-depth study of nutrients and the roles they play in the body for maintenance, growth and health. Three hours lecture per week.

HIST/History
HIST 1301 – United States History to 1877 (54.0102.5225) 3 semester hours (3-0-0)
A survey course that develops the ability to organize, interpret, and evaluate oral, printed, and electronic sources of information about the political, economic, and cultural history of the United States from pre-Columbian times through Reconstruction. Prerequisite: A passing score on the TASP/THEA reading section. Three hours lecture per week.
HIST 1302 – United States History Since 1877 (54.0102.5225) 3 semester hours (3-0-0)
A survey course that develops the ability to organize, interpret, and evaluate oral, printed, and electronic sources of information about the political, economic and cultural history of the United States from the end of Reconstruction to the present. Prerequisite: A passing score on the TASP/THEA reading section. Three hours lecture per week.
HIST 2311 – History of Western Civilization to 1700 (54.0101.5425) 3 semester hours (3-0-0)
A survey course that develops the ability to organize, interpret, and evaluate oral, printed, and electronic sources of information about the political, economic, and cultural history of Western Civilization from ancient times to the 1700s. Emphasis is on the development of cultures in the Mediterranean Basin and the Near East. Prerequisite: ENGL 1301. Three hours lecture per week.
HIST 2312 – History of Western Civilization Since 1660 (54.0101.5425) 3 semester hours (3-0-0)
A survey course that develops the ability to organize, interpret, and evaluate oral, printed, and electronic sources of information about the political, economic, and cultural history of Western Civilization from the period leading up to the French Revolution to modern times. The course is supplemented with correlated readings and audiovisual materials. Prerequisite: English 1301. Three hours lecture per week.

HRPO/Human Resources
HRPO 1311 – Human Relations (52.1003) 2 semester hours (2-0-0)
Previously: BUSI 1374. Practical application of the principles and concepts of the behavioral sciences to interpersonal relationships in the business and industrial environment. Three hours lecture per week.
HRPO 2301 – Human Resources Management. (52.1001) 3 semester hours (3-0-0)
Previously: MGMT 2375. Behavioral and legal approaches to the management of human resources of the practice in management. Prerequisite: BUSI 1301 or BMGT 1303. Three hours lecture per week.
HPRS/Health Professions and Related Services

HPRS 1206 – Medical Terminology (51.0000) 3 semester hours (3-0-0)
   A study of word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures. This course is presented in an interactive computer-assisted format and will employ a self-paced, user directed format. Computer literacy is not a requirement. This course is intended for learners currently employed or preparing for a career in health care. A minimum course grade of 75 is required. Three hours lecture per week.

HPRS 1209-Interpretation of Lab Results (51.0000) 2 semester hours (2-0-0)
   An introduction to interpretation of commonly ordered lab test results used evaluate patient’s status. Open admission. Two hours lecture per week.

HPRS 2301 – Pathophysiology (51.0000) 3 semester hours (3-0-0)
   Study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries. Open admission. Three lecture hours per week.

HPRS 2331-General Health Professions Management (51.0000) 3 semester hours (3-0-0)
   Exploration and application of management concepts necessary for effective health profession operations. Open admission. Three hours of lecture per week.

HUMA/Humanities

HUMA 1301, 1302 – Introduction to the Humanities I, II (24.0103.5112) 3 semester hours (3-0-0)
   This course is an interdisciplinary, multi-perspective assessment of cultural, political, philosophical and aesthetic factors critical to the formulation of those values that have shaped the historical development of the individual and of society. This course is open only to students in the leadership program. Requires instructor permission. Three hours lecture per week.

HUMA 1315 – Fine Arts Appreciation (50.0101.5126) 3 semester hours (3-0-0)
   Understanding purposes and processes in the visual, dramatic and musical arts including evaluation of selected works. Three hours lecture per week.

IBUS/International Business

IBUS 1305 – Introduction to International Business and Trade (52.1101) 3 semester hours (3-0-0)
   Previously: BUSI 2371. The techniques for entering the international marketplace are covered. The impact and dynamics of sociocultural, demographic, economic, technological, and political-legal factors on the foreign trade environment are emphasized. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise. Three hours lecture per week.
COURSe DeSCRIPTIONS

ITCC, ITMC, ITNW/Computer Systems Networking & Telecommunications

ITCC 1402 – CCNA-1: Networking Basics (11.1002) 4 semester hours (2-3-0)
A course introducing the basics of networking. Includes network terminology, local area networks (LAN) and wide area networks (WAN). Also covers network protocols such as TCP/IP, Open System Interconnection (OSI) models, cabling, routers, and subnetting. Prerequisites: None. Two hours lecture and three hours lab per week.

ITCC 1406 – CCNA-2: Router and Routing Basics (11.1002) 4 semester hours (2-3-0)
An introduction to basic Cisco router configuration for local area networks. Topics include initial router configuration for TCP/IP, management of Cisco IOS and router configuration files, routing protocols, and access control lists. Prerequisite: ITCC 1402. Two hours lecture and three hours lab per week.

ITCC 1442 – CCNA-3: Switching Basics and Intermediate Routing (11.1002) 4 semester hours (2-3-0)
A course focusing on advanced topics including IP addressing techniques, intermediate routing protocols, Command Line Interface (CLI), configuration of switches, Ethernet switching, VLANs, Spanning Tree Protocol, and VLAN Trunking Protocol. Prerequisite: ITCC 1406. Two hours lecture and three hours lab per week.

ITCC 1446 – CCNA-4: WAN Technologies (11.1002) 4 semester hours (2-3-0)
This course focuses on advanced IP addressing techniques - Network Address Translation (NAT), Port Address Translation (PAT), and Dynamic Host Configuration Protocol (DHCP), WAN technology and terminology, Point to Point Protocol (PPP), Integrated Services Digital Network (ISDN), Dial on Demand Routing (DDR), Frame Relay, network management and introduction to optical networking. Prerequisite: ITCC 1442. Two hours lecture and three hours lab per week.

ITCC 2407 – Fundamentals of UNIX (11.1002) 4 semester hours (2-4-0)
This course provides the student with the fundamental command-line features of the UNIX environment including file system navigation, file permissions, the vi text editor, command shells, and basic network use. Two hours lecture and four hours lab per week.

ITCC 2432 – CCNP-1: Advanced Routing (11.1002) 4 semester hours (2-4-0)
A study of advanced network deployment issues and methods used to configure Cisco routers for effective LAN and WAN traffic management. Topics include designing scalable internetworks, managing traffic, configuring OSPF in single and multiple areas, configuring EIGRP, configuring and using interior and border gateway routing protocols, and techniques used for route filtering and route redirection. Prerequisites: ITCC 1446. Two hours lecture and four hours lab per week.

ITCC 2436 – CCNP-2: Remote Access (11.1002) 4 semester hours (2-4-0)
Designing and building remote access networks with Cisco products. Includes assembling and cabling WAN components, configuring network connections via asynchronous modem, ISDN, X.25, broadband, Virtual Private Network (VPN), and frame relay architectures and associated protocols. Prerequisite: ITCC 2432. Two hours lecture and four hours lab per week.
ITCC 2440 – CCNP-3: Multilayer Switching (11.1002) 4 semester hours (2-4-0)
This course introduces students about the deployment of the state-of-the-art campus LANs. The course focuses on the selection and implementation of the appropriate Cisco IOS services to build reliable scalable multilayer-switched LANs. Students will develop skills with VLANs, VTP, STP, inter-VLAN routing, multilayer switching, redundancy, Cisco AVVID solutions, Quality of Service (QoS) issues, campus LAN security, and emerging transparent LAN services. Key course stresses the design, implementation, operation, and troubleshooting of switched and routed environments. Prerequisite: ITCC 2436. Two hours lecture and four hours lab per week.

ITCC2444 – CCNP-4: Internetwork Troubleshooting (11.1002) 4 semester hours (2-4-0)
This course focuses on documenting and baselining networks and Layer 1 through 4 troubleshooting. Topics include Cisco Troubleshooting Tools, diagnosing and correcting problems within TCP/IP, Frame Relay, and ISDN network connections. Prerequisite: ITCC 2440. Two hours lecture and four hours lab per week.

ITNW 1164 – Practicum: Computer Systems Networking & Telecommunications (11.0901) 1 semester hour (0-0-7)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Prerequisite: Completion of two core courses in the related program. Seven hours work per week.

ITNW 1416 – Network Administration (11.0901) 4 semester hours (2-4-0)
An introduction to network administration. Co-rerequisites: CPMT 1405. Two hours lecture and four hours lab per week.

ITNW 1425 – Fundamentals of Networking Technologies (11.0901) 4 semester hours (2-4-0)
Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software. Prerequisites: CPMT 1405 and keyboarding proficiency. Two hours lecture and four hours lab per week.

ITNW 1451 – Fundamentals of Wireless LANs (11.0901) 4 semester hours (2-4-0)
Designing, planning, implementing, operating, and troubleshooting wireless LANs (WLANs). Includes WLAN design, installation, and configuration; and WLAN security issues and vendor interoperability strategies. Prerequisite: ITNW 1425 or CPMT 1409. Two hours lecture and four hours lab per week.

ITNW 1453 – Supporting Network Server Infrastructure (11.0901) 4 semester hours (2-4-0)
Skills development in installing, configuring, managing, and supporting a network infrastructure. Prerequisites: ITNW 1416 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.
IMED, INEW, ITSE/Web Page, Digital/Multimedia and Information Resources Design

IMED 1416 – Web Page Design I (11.0801) 4 semester hours (2-4-0)
Instruction in web page design and related graphic design issues including mark-up languages, web sites and browsers. Prerequisites: None. Two hours lecture and four hours lab per week.

INEW 2434 – Advanced Web Programming (11.0801) 4 semester hours (2-4-0)
Programming for web authoring. Includes industry-standard languages and data stores. Prerequisites: Any lower level programming course or consent of department chair or faculty. Two hours lecture and four hours lab per week.

ITSE 1411 – Beginning Web Page Programming (11.0801) 4 semester hours (2-4-0)
Skill development in web page programming including mark-up and scripting languages. Prerequisites: None. Two hours lecture and four hours lab per week.

ITSE 2413 – Web Authoring (11.0801) 4 semester hours (2-4-0)
Instruction in designing and developing web pages that incorporate text, graphics, and other supporting elements using current technologies and authoring tools. Prerequisites: IMED 1416 or consent of department chair or faculty. Two hours lecture and four hours lab per week.

ITSC/Computer & Information Sciences

ITSC 1491 – Special Topics in Computer and Information Sciences, General (11.0101) 4 semester hours (2-4-0)
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Prerequisites: Will vary depending on the topics covered. Two hour lecture and four hours lab per week.

ITSC 2186 – Internship, Computer and Information Sciences, General (11.0101) 1 semester hour (0-0-3)
A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Prerequisites: Completion of two core courses in a related program. Three hours work per week.

ITSC 2421 – Integrated Software Applications II (11.0101) 4 semester hours (3-3-0)
Continued study of computer applications from business productivity software suites. Instruction in embedding data and linking and combining documents using word processing, spreadsheets, databases, and/or presentation media software. Three hours lecture and three hours lab per week.
ITSE/Computer Programming/Programmer, General

ITSE 1407 – Introduction to C++ Programming (11.0201) 4 semester hours (2-4-0)
Introduction to computer programming using C++. Emphasis on the fundamentals of object-oriented design with development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. Prerequisites: COSC 1309 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSE 1431 – Introduction to Visual Basic Programming (11.0201) 4 semester hours (2-4-0)
Introduction to computer programming using Visual Basic. Emphasizes the fundamentals of structured design, development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. Prerequisites: COSC 1309 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSE 1491 – Special Topics in Computer Programming (11.0201) 4 semester hours (2-4-0)
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Prerequisites: Will vary depending on topics covered. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSE 2186 – Internship, Computer Programming (11.0201) 1 semester hours (0-0-3)
A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Prerequisites: Completion of two core courses in a related program. Three hours work per week.

ITSE 2417 – JAVA Programming (11.0201) 4 semester hours (2-4-0)
Introduction to object-oriented Java programming. Emphasizes the fundamental syntax and semantics of Java for applications and web applets. Prerequisites: COSC 1309 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSE 2431 – Advanced C++ Programming (11.0201) 4 semester hours (2-4-0)
Further application of C++ programming techniques including file access, abstract data structures, class inheritance, and other advanced techniques. Prerequisites: ITSE 1407 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSE 2449 – Advanced Visual Basic Programming (11.0201) 4 semester hours (2-4-0)
Further applications of programming techniques using Visual Basic. Includes file access methods, data structures and modular programming, program testing and documentation. Prerequisites: ITSE 1431 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.
ITSE, ITSW/Database Modeling/Warehouse and Database Administration

ITSE 2409 – Database Programming (11.0802) 4 semester hours (2-4-0)
Database development using database programming techniques emphasizing database structures, modeling, and database access. Prerequisites: ITSW 2437 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSE 2447 – Advanced Database Programming (11.0802) 4 semester hours (2-4-0)
Database development using complex database programming techniques emphasizing multiple interrelated files, menu design, security implementation, and multiple access. Prerequisites: ITSE 2409 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSW 2437 – Advanced Database Technology (11.0802) 4 semester hours (2-4-0)
Mastery of database design and functionality. Prerequisites: COSC 1400 or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSW/Data Processing Technology/Technician

ITSW 1410 – Introduction to Presentation Graphics Software (11.0301) 4 semester hours (2-4-0)
Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text, sound, animation and/or video may be used in presentation development. Prerequisites: COSC 1400 (may be taken concurrently) or consent of department chair or faculty. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSW 1491 – Special Topics in Data Processing Technology/Technician (11.0301) 4 semester hours (2-4-0)
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Prerequisites: Will vary depending on topics covered. Keyboarding proficiency required. Two hours lecture and four hours lab per week.

ITSW 2186 – Internship, Data Processing Technology/Technician (11.0301) 4 semester hours (0-0-3)
A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Prerequisites: Completion of two core courses in a related program. Keyboarding proficiency required. Three hours work per week.

ITSW 2401 – Fundamentals of Geographic Information Systems (GIS) (11.0301) 4 semester hours (3-3-0)
Introduction to the use of geographic information systems software for planning and problem solving. Prerequisites: COSC 1400 and keyboarding proficiency. Three hours lecture and three hours lab per week.
ITSW 2434 – Advanced Spreadsheets (11.0301) 4 semester hours (2-4-0)
Designed to provide an understanding of advanced functionality of electronic spreadsheets. Prerequisites: COSC 1400 and keyboarding proficiency. Two hours lecture and four hours lab per week.

**ITSY/Computer and Information Security Systems**

**ITSY 1300 – Fundamentals of Information Security** (11.1003) 3 semester hours (3-0-0)
Basic information security goals of availability, integrity, accuracy, and confidentiality. Vocabulary and terminology specific to the field of information security are discussed. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. The importance of appropriate planning and administrative controls is also discussed. Three hours lecture per week.

**ITSY 1442 – Information Technology Security** (11.1003) 4 semester hours (2-4-0)
Instruction in security for network hardware, software, and data, including physical security; backup procedures; relevant tools; encryption; and protection from viruses. Prerequisite: ITSY 1300 and keyboarding proficiency. Two hours lecture and four hours lab per week.

**KINE/Kinesiology Activity**
Courses are designed to meet Physical Education elective requirements.

**KINE 1104 – Beginning Weight Training and Conditioning** (3601085123) 1 semester hour (0-3-0)
Principles of weight training including progression, specificity, overload through an individualized program of basic exercises to improve strength, endurance, and flexibility of major muscle groups. Three hours activity per week.

**KINE 1106 – Beginning Marksmanship** (3601085123) 1 semester hour (0-3-0)
Proper care and use of weapons. Target shooting to improve accuracy. Three hours activity per week.

**KINE 1107 – Outdoor Education: Camping, Canoeing, Orienteering** 1 semester hour (0-3-0) (3601085123) Basic instruction in camping skills. Fundamental strokes and maneuvers for canoeists. Canoeing safety and exercises for flexibility and strength. Map reading and compass skills for orienteering. Course schedule for instructional classes and overnight camping will be discussed at the first class. Three hours activity per week.

**KINE 1110 – Beginning Intramural Sports** (3601085123) 1 semester hour (0-3-0)
This course is recommended for physical education majors. Coordination of various sport activities from promotion to setting up tournament brackets. Participation in administration, officiating, and team play involved in an intramural program. Three hours activity per week.

**KINE 1111 – Beginning Tennis** (3601085123) 1 semester hour (0-3-0)
Stroke techniques for recreational play including ground strokes, volleys, overheads, and serves. Terminology, scoring, and historical background of tennis. Three hours activity per week.
KINE 1112 – Beginning Golf (3601085123) 1 semester hour (0-3-0)
Stroke fundamentals, terminology, and scoring. Three hours activity per week.

KINE 1113 – Beginning Jogging (3601085123) 1 semester hour (0-3-0)
Designed for the beginning student interested in an individualized program for cardiovascular endurance and conditioning. Development of aerobic and anaerobic systems. Three activity hours per week.

KINE 1114 – Self Defense (3601085123) 1 semester hour (0-3-0)
Basic principles of self-defense; stressing physical fitness and utilizing basic martial arts related to self defense. Three hours activity per week.

KINE 1115 – Beginning Softball (3601085123) 1 semester hour (0-3-0)
Throwing, catching, batting skills for recreational slow-pitch team play. Three hours activity per week.

KINE 1116 – Beginning Aerobics (3601085123) 1 semester hour (0-3-0)
Techniques for low impact floor and step aerobics to develop aerobic conditioning. Focus on lowering body fat and increasing muscle through aerobic exercise and basic nutritional guidelines. Field trip to renowned Cooper Clinic Aerobics Center. Three hours activity per week.

KINE 1117 – Beginning Swimming (3601085123) 1 semester hour (0-3-0)
Introductory course for students without swimming background. Stroke techniques for basic crawl, breast stroke, survival stroke, sidestroke, and backstroke. Emergency water safety skills for nonswimmers or beginning swimmers. Three hours activity per week.

KINE 1120 – Flag Football 1 semester hour (0-3-0)
Conditioning drills, passing, receiving, running, offensive and defensive plays. Three hours activity per week.

KINE 1121 – Beginning Basketball (3601085123) 1 semester hour (0-3-0)
Emphasis on conditioning through drills for passing, shooting, rebounding, offensive and defensive plays. Three hours activity per week.

KINE 1122 – Beginning Volleyball (3601085123) 1 semester hour (0-3-0)
An introductory course focusing on fundamentals of passing, serving, setting, and spiking for recreational play. Three hours activity per week.

KINE 1123 – Beginning Power Tumbling (3601085123) 1 semester hour (0-3-0)
Beginning principles incorporating tumbling and gymnastics. For those interested in cheerleading and competitive tumbling. Three hours activity per week.

KINE 1129 – T’ai Chi I (3601085323) 1 semester hour (0-3-0)
The 24 Simplified Yang style for health. Basic Chi Kung (breathing techniques) and relaxations for proficiency in basic T’ai Chi. T’ai Chi terminology, historical background and introduction to Taoist philosophy. Three hours per week. One hour credit.

KINE 1130 – Pilates I (3601085323) 1 semester hour (0-3-0)
The practice of Pilates is designed for fitness enthusiasts who want to experience the bountiful benefits of Pilates by embodying safe body alignment principles, increasing circulation, improving strength and flexibility and learning various relaxation techniques. Three hours per week. One hour credit.

KINE 1140 – Beginning Kickboxing (3601085123) 1 semester hour (0-3-0)
Aerobic exercise class designed to teach beginning basics of kickboxing skills and improve cardiovascular endurance, flexibility, strength and endurance. Three hours activity per week.
KINE 1150 – Yoga I (3601085323) 1 semester hour (0-3-0)
Asanas (postures), Pranayamas (breathing techniques) and relaxation for proficiency in Hatha Yoga technique. Yoga terminology, basic nutrition, and historical background of Yoga. Three hours per week. One hour credit.

KINE 1251 – Scuba I (3601085323) 2 semester hours (1-2-0)
Beginning and Advanced certification will be awarded to students successfully completing all requirements including equipment preparation, entry, surface dives, snorkel skills, open-water diving skills. One hour lecture. Two hours lab per week.

KINE 1252 – Scuba II (3601085323) 2 semester hours (1-2-0)
This course will advance the Openwater diver to the next level and expose the diver to a multitude of different diving conditions. The conditions shall include, but not be limited to, natural and compass diving and search and recovery. These dives will help to improve the diver skill level. The student must have a PADI Openwater or equivalent certification through another certifying agency.

KINE 2104 – Intermediate Weight Training and Conditioning (3601085123) 1 semester hour (0-3-0)
Advanced applications of principles of progression, specificity, and overload. Three hours activity per week.

KINE 2106 – Intermediate Marksmanship (3601085123) 1 semester hour (0-3-0)
This course is designed for students majoring in criminal justice or interested in attending the police academy. Advanced skills for firing weapons. Three hours activity per week.

KINE 2107 – Outdoor Education: Camping, Canoeing, Orienteering (3601085123) 1 semester hour (0-3-0)
Outdoor enthusiasts interested in advanced skills in canoeing and orienteering. Three hours activity per week.

KINE 2110 – Intermediate Intramural Sports (3601085123) 1 semester hour (0-3-0)
Opportunities to plan, promote, officiate, participate and administer intramural activities. Three hours activity per week.

KINE 2111 – Intermediate Tennis (3601085123) 1 semester hour (0-3-0)
Advanced skills for serving, drop shots, doubles and singles tournament play. Three hours activity per week.

KINE 2112 – Intermediate Golf (3601085123) 1 semester hour (0-3-0)
Stroke analysis and opportunity for tournament play. Three hours activity per week.

KINE 2113 – Intermediate Jogging (3601085123) 1 semester hour (0-3-0)
Recommended for aerobically fit students who want to continue a running program designed to provide optimum conditioning. Three hours activity per week.

KINE 2115 – Intermediate Softball (3601085123) 1 semester hour (0-3-0)
Designed for students with fundamental knowledge of softball skills. Three hours activity per week.

KINE 2116 – Intermediate Aerobics (3601085123) 1 semester hour (0-3-0)
Aerobically-fit students interested in maintaining fitness level. Three hours activity per week.

KINE 2117 – Intermediate Swimming (3601085123) 1 semester hour (0-3-0)
Butterfly stroke, competitive turns, racing dive, and improvement of basic stroke development. Recommended for students with beginning swimming skill competency. Three hours activity per week.
KINE

KINE 2121 – Intermediate Basketball (3601085123) 1 semester hour (0-3-0)
   Team play for students with basic basketball knowledge and skills with focus
   on conditioning. Three hours activity per week.

KINE 2122 – Intermediate Volleyball (3601085123) 1 semester hour (0-3-0)
   Advanced skills for volleyball with emphasis on strength training and conditioning.
   Three hours activity per week.

KINE 2123 – Intermediate Power Tumbling (3601085123) 1 semester hour (0-3-0)
   Advanced principles incorporating tumbling and gymnastics. For those interested
   in cheerleading and competitive tumbling. Three hours activity per week.

KINE 2129 – T’ai Chi II 1 semester hour (0-3-0)
   Expanding on the 24 Simplified Yang style for health. Learning the 18 point Chi
   Kung (breathing techniques), Spring Forest Chi Kung and the 8 directional exercises
   and introduction to the 12 Zodiac exercises for health and fitness. Introduction to
   the Meridian system and basic Taoist nutritional philosophy. Three hours per week.
   One hour credit.

KINE 2130 – Pilates II (3601085323) 1 semester hour (0-3-0)
   A continuation of the practice of Pilates is designed for fitness enthusiasts
   who want to experience the bountiful benefits of Pilates by embodying safe body
   alignment principles, increasing circulation, improving strength and flexibility and
   learning various relaxation techniques. Three hours per week. One hour credit.

KINE 2140 – Intermediate Kickboxing (3601085123) 1 semester hour (0-3-0)
   Aerobic exercise class designed to teach intermediate skills of kickboxing and
   improve cardiovascular endurance, flexibility, strength and endurance.

KINE 2150 – Yoga II 1 semester hour (0-3-0)
   Expanding and building on the “Sun Salutation.” Teaching Vinyasa yoga
   combinations, asanas and expanding on various pranayamas, mudras and mantra
   techniques for relaxation and stress relief. Introduction to Agni Yoga and developing
   a personal practice. Deeper understanding of the Chakra system and relaxation
   techniques. Three hours per week. One hour credit.

KINE 2155 – Water Safety-Advanced Swimming (3601085323) 1 semester hour (0-3-0)
   Designed for students interested in preparing for competitive swimming
   activities. Prerequisite: Proficiency in advanced swimming skills. Three hours activity
   per week.

KINE 2156 – Taping and Bandaging (51.0913.5116)
   This course provides the fundamental taping and bandaging techniques used
   in the prevention and care of athletic related injuries.

KINE 2255 – Lifeguarding Training (3601085323) 2 semester hours (1-2-0)
   Preparation, knowledge, and skills training for lifeguard certification through the
   American Red Cross Lifeguarding Program. Prerequisite: Proficiency in advanced
   swimming skills. Course schedule will be discussed at the first class date. Minimum
   of 48 hours of classroom and pool activity.

KINE 2356 – Care and Prevention of Athletic Injuries (51.0913.5216)
   Prevention and care of athletic injuries with emphasis on qualities of a good
   athletic trainer, avoiding accidents and injuries, recognizing signs and symptoms
   of specific sports injuries and conditions, immediate and long-term care of injuries,
   and administration procedures in athletic training.
KINE/KINESIOLOGY HEALTH EDUCATION
Courses are designed for Physical Education or Allied Health majors.

KINE 1304 – Personal and Community Health (51.15045116) 1 semester hour (0-3-0)
Investigation of the principles and practices in relation to personal and community health. Three hours lecture per week.

KINE 1306 – First Aid (51.15045316) 1 semester hour (0-3-0)
Emergency care for injuries. Coverage of topics that include poisoning, burns, strains, sprains, broken bones, snake bites, cardiac care, rescue breathing and CPR. Prevention of injuries is a major focus. Eligible for American Red Cross certification. Three hours lecture per week.

KINE 1338 – Concepts of Physical Fitness (3105015123) 1 semester hour (0-3-0)
Principles of nutrition, exercise, stress management, and health concerns that increase longevity and quality of life. Physical activities that relate to social, mental, physical, spiritual, and emotional domains of wellness. This course is a required course for all physical education majors. Two hours lecture and two hours lab per week.

KINE 1346 – Drug Use and Abuse (5115045316) 1 semester hour (0-3-0)
The study of the use and abuse of drugs in today’s society. This course emphasizes the physiological, sociological, and psychological factors involved. Three hours activity per week.

KINE/KINESIOLOGY INTERCOLLEGIATE ATHLETICS
Courses are designed for team sports only and require prior approval.

KINE 1105 – Beginning Weight Training and Conditioning for Athletes (3601085123) 1 semester hour (0-3-0)
Principles of weight training that enhance conditioning for varsity athletes. Admission by approval of athletic director. Three hours activity per week.

KINE 1131 – Varsity Basketball (3601085123) 1 semester hour (0-3-0)
College varsity level of competition. Admission by approval of instructor. May be repeated for credit. Three hours activity per week.

KINE 1134 – Varsity Cheerleading (3601085123) 1 semester hour (0-3-0)
College varsity level of competition. Admission by approval of instructor. May be repeated for credit. Three hours activity per week.

KINE 1135 – Varsity Rodeo (3601085123) 1 semester hour (0-3-0)
College varsity level of competition. Admission by approval of instructor. May be repeated for credit. Three hours activity per week.

KINE 1136 – Varsity Baseball (3601085123) 1 semester hour (0-3-0)
College varsity level of competition. Admission by approval of instructor. May be repeated for credit. Three hours activity per week.

KINE 2105 – Intermediate Weight Training and Conditioning for Athletes (3601085123) 1 semester hour (0-3-0)
Principles of weight training that enhance conditioning for varsity athletes. Admission by approval of athletic director. Three hours activity per week.

KINE 2131 – Varsity Basketball (3601085123) 1 semester hour (0-3-0)
College varsity level of competition. Admission by approval of instructor. May be repeated for credit. Three hours activity per week.
KINE 2134 – Varsity Cheerleading (3601085123) 1 semester hour (0-3-0)
College varsity level of competition. Admission by approval of instructor. Three hours activity per week.

KINE 2135 – Varsity Rodeo (3601085123) 1 semester hour (0-3-0)
College varsity level of competition. Admission by approval of instructor. Three hours activity per week.

KINE/KINESIOLOGY
Courses are designed for Physical Education or Allied Health majors.

KINE 1301 – Introduction to Physical Fitness and Sports (3105015223) 3 semester hours (3-0-0)
Designed to meet the needs of the beginning professional student of physical education. Study of the historical foundations and philosophical questions relating to the development of sport and physical activity programs in the United States. Investigation of the forces, controversies and leaders affecting sport and physical activity development as an integral part of current society. Scope includes administration, organization, responsibilities, and opportunities associated with physical fitness and sports. Three hours lecture per week.

KINE 1308 – Sports Officiating (3101015123) 3 semester hour (3-0-0)
Rules, interpretation, and mechanics of officiating selected sports. Opportunity to officiate community or school activities. Three hours lecture per week.

KINE 1321 – Coaching/Sports/Athletics I -Basketball and Volleyball (31.0505.5123) 3 semester hours (3-0-0)
Skills, strategies, and administration of coaching basketball in a recreational or competitive athletic program. Opportunity to develop coaching philosophy. Three hours lecture per week.

KINE 1322 – Coaching/Sports/Athletics I I - Baseball and Softball (31.0505.5123) 3 semester hours (3-0-0)
Skills, strategies, and administration of coaching football and track in recreational or competitive athletic programs. Opportunity to develop coaching philosophy. Three hours lecture per week.

KINE/KINESIOLOGY RECREATION
Courses are designed for Physical Education or Allied Health majors.

KINE 1332 – Concepts of Recreation-Motor Skill Development for Children (31.0101.5123) 3 semester hours (3-0-0)
This course is recommended for elementary education, child development, and all-level physical education majors. A study of skills and knowledge basic to proper motor learning and development for children ages 5-14. Three hours lecture per week.

KINE 1336 – Introduction to Recreation I (31.0101.5123) 3 semester hours (3-0-0)
This course is primarily for students planning to enter the field of community recreation, corporate fitness, or intramural programs. Examination of the history of leisure from the prehistoric age to the present. Discussion of the development of leisure, the events that shape and define the use of leisure, and trends that will determine the future of leisure. Three hours lecture per week.
KINE 2336 – Introduction to Recreation II (31.0101.5123) 3 semester hours (3-0-0)

This course is for students planning to pursue recreational sport as a profession. Focus will be on introducing recreational program development, instructional sport, informal sport, intramural and extramural sport, club sport and marketing. Three hours lecture per week.

MATH/MATHEMATICS

MATH 0301 – Developmental Mathematics 3 semester hours (3-1-0)

An introductory course designed to provide a review of fundamental operations in mathematics, based on the individual student’s identified need for developmental work in basic arithmetic, elementary algebra and/or elementary geometry. The course begins with a review of the basic arithmetic operations with whole numbers, including the study of decimal and common fractions along with a review of the basic ideas in the treatment of percentage and the applications of percents to practical problems. Ideas on ratios and proportion are also included. Elementary concepts from introductory algebra are presented in this course, and the basic principles of elementary geometry are studied. This course is designed for students whose placement scores on the campus or certified versions of the TASP test indicate that they would have difficulty passing a more advanced course. This course will not transfer to a four-year university. It will count, however, for non-degree credit from Weatherford College. Required Tutorial. Three hours lecture per week.

MATH 0302 – Elementary Algebra 3 semester hours (3-1-0)

This course is designed for students with a minimum high school background in mathematics or students who may not have completed all mathematics requirements in high school. The course consists of beginning algebra including operations with signed numbers and operations with algebraic expressions. The course includes the study of all basic methods of factoring. Simplifications of algebraic fractions are included. Solving linear equations and inequalities is also a major component of this course. This course is designed to allow students to demonstrate their reasoning ability to solve verbal problems. It is recommended for students whose placement scores in mathematics indicate they are not prepared for MATH 1314–College Algebra. Like MATH 0301, this course is not designed to transfer to a four-year. It will, however, count for non-degree credit from Weatherford College. Required Tutorial. Three hours lecture per week.

MATH 0303 – Intermediate Algebra 3 semester hours (3-1-0)

This course expands the material covered in MATH 0302. The course consists of additional work in factoring, simplifying algebraic fractions, solving linear equations, graphing linear equations, simplifying radical expressions, solving quadratic equations, solving linear inequalities, and systems of linear equations. This course is recommended for students whose placement scores in mathematics indicate they would have trouble passing MATH 1314 – College Algebra. Like MATH 0301 and 0302, this course will not transfer to a four-year university. It will count, however, for non-degree credit from Weatherford College. Required Tutorial. Three hours lecture per week.
MATH 1314 – College Algebra (27.0101.5419) 3 semester hours (3-0-0)
This course is designed for the non-mathematics major. It includes sets and set operations, linear equations, non-linear equations, quadratic equations, inequalities, functions and graphs, systems of equations, algebraic operations with rational and irrational numbers, complex numbers and logarithms. Three hours lecture per week.

MATH 1316 – Plane Trigonometry (27.0101.5319) 3 semester hours (3-0-0)
Trigonometric functions; logarithms; solutions of triangles; trigonometric identities and equations; the inverse trigonometric functions; complex numbers. Prerequisite or corequisite: MATH 1314 or permission of the department chair. Three lecture hours per week.

MATH 1324 – Algebra with Business Application (27.0301.5219) 3 semester hours (3-0-0)
Sets, linear and quadratic functions, systems of linear equations, matrices, linear inequalities and linear programming, math of finance, and probability. Prerequisite: High school background in mathematics which includes a minimum two years of algebra and one year of geometry. Three hours lecture per week.

MATH 1325 – Calculus for Business and Economics Analysis (27.0301.5219) 3 semester hours (3-0-0)
Precalculus review, the derivative, graphing and optimization, exponential and logarithm functions, and integration. Prerequisite: MATH 1314 or 1324. Three hours lecture per week.

MATH 1332 – Contemporary Mathematics (27.0101.5119) 3 semester hours (3-0-0)
This course is designed for liberal arts majors. It will provide knowledge of the nature of mathematics as well as training in mathematical thinking and problem solving. All topics are motivated by real world applications and may include logic, problem solving, financial management, probability, statistics, modeling, and the mathematics of politics. Three hours lecture per week.

MATH 1342 – Elementary Statistics (27.0501.5119) 3 semester hours (3-0-0)
An elementary course in statistics including the following topics and their applications in various fields; probability; population sampling; collection; tabulation and graphing of data; frequency distributions; mean and standard deviation; correlation and regression, the normal distribution; and hypothesis testing. Prerequisite: MATH 1314 or permission of the department chair. Three hours lecture per week.

MATH 1350 – Fundamentals of Mathematics I (2701015619) 3 semester hours (3-0-0)
This course replaces MATH 1335 and is a required part of the approved field of study curriculum for elementary grades teacher certification. This course is also appropriate for early childhood education majors. This course includes a study of concepts of sets, function, numeration systems, number theory, and properties of the natural number, integers, rational, and real number systems. The course places emphasis on problem solving, critical thinking, and the use of math manipulatives. Prerequisite: MATH 1314.
MATH 1351 – Fundamentals of Mathematics II (27.0101.5619) 3 semester hours (3-0-0)
This course is a required part of the approved field of study for the elementary grades teacher certification. This course is also appropriate for early childhood education majors. This course includes study of data analysis, probability, elementary geometry, triangles, quadrilaterals, polygons. The course looks at symmetry, constructions, transformations, rotations, and translations using math manipulatives. Prerequisite: Math1314 and Math 1350 or co-registered in Math 1350.

MATH 2412 – Precalculus Mathematics (2701015819) 3 semester hours (3-2-0)
This course includes the applications of algebra and trigonometry to the study of elementary functions and their graphs including polynomial, rational, exponential, logarithmic, and trigonometric functions. This course is designed to assist students to prepare for their study of the calculus sequence, and it includes five contact hours per week. Prerequisite: Math 1314 or Math 1324 or permission of the department chair.

MATH 2413 – Calculus I (27.0101.5919) 4 semester hours (6-0-0)
This course includes limits, continuity, differentiation of algebraic and transcendental functions, and applications, maxima and minima, antiderivatives and indeterminate forms. A Maple component is included in this course. Prerequisite: MATH 2412 or permission of the department chair. A Maple component is included in this course. Six hours lecture per week.

MATH 2414 – Calculus II (27.0101.5919) 4 semester hours (6-0-0)
This course includes differentiation and integration of inverse trigonometric functions and hyperbolic functions, finding areas and volumes of bounded regions, integration techniques, improper integrals, L'Hopital's Rule, infinite series, conics, parametric equations, polar equations, vectors, surfaces in space, cylindrical and spherical coordinates, and applications. Prerequisite: Math 2413. Six hours lecture per week.

MATH 2315 – Calculus III (27.0101.5919) 4 semester hours (6-0-0)
This course includes vector analysis, functions of several values, including limits and continuity, differentiation, extrema, and applications, Lagrange Multipliers, multiple integration, including area in the plane, volume and surface area. Prerequisite: Math 2414. Three hours lecture per week.

MRKG/Marketing
MRKG 1301 - Customer Relations (52.1401) 3 semester hours (3-0-0)
General principles of customer service including skills, knowledge, attitudes, and behaviors.

MRKG 1311 – Principles of Marketing (52.1401) 3 semester hours (3-0-0)
Previously: BUSI 2376. Introduction to basic marketing functions; identification of consumer and organizational needs; explanation of economic, psychological, sociological, and global issues; and description and analysis of the importance of marketing research. Three hours lecture per week.
MUAP – Individual Instruction (50.0903.5426) 1 semester hour (0-1-1)

Individual instruction in voice (1121), trumpet (1131), trombone (1141), drums (1151), saxophone (1161), guitar (1171), bass guitar (1181), piano (1191), or jazz piano (1191). Subject to availability of instructors. Each course may be repeated for credit to a maximum of 20 hours in this area. Two hours lab per week.

MUEN 1121, 1122 – Band (50.0903.5526) 1 semester hour (0-5-0)

Woodwind, brass, and percussion players. Study and performance of jazz and popular music. Open to woodwind, brass, and percussion players. Enrollment only by audition or by consent of instructor. Five hours lab per week.

MUEN 1131, 1132 – Small Instrument Ensembles (50.0903.5626) 1 semester hour (0-3-0)

Emphasis on performance. Enrollment only by audition or by consent of instructor. Three hours lab per week.

MUEN 1141, 1142 – College Choir (50.0903.5726) 1 semester hour (0-3-0)

The Weatherford College Choir sings music of all types and periods and performs at various functions throughout the year. Open to all students of the college. Three hours lab per week.

MUEN 1151, 1152 – Small Vocal Ensembles (50.0903.5826) 1 semester hour (0-3-0)

Emphasis on performance. Open by audition only. Three hours lab per week.

MUSI 1116, 1117 - Musicianship I & II (50.0904.5626) 1 semester hour (1-2-0)

Singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation of rhythm, melody, and diatonic harmony. One hour lecture and two hours lab per week.

MUSI 1159, 2159 – Musical Theatre (50.0903.6126) 1 semester hour (0-5-0)

The study and performance of works from the musical theatre repertoire. Also listed at DRAM 1161, 1162. Five hours lab per week.

MUSI 1181, 1182, 2181, 2182 – Piano Class (50.0907.5126) 1 semester hour (0-1-1)

Practical instruction in keyboard proficiency for music majors and minors. One hour lab per week with minimum of one hour practice per week.

MUSI 1263, 1264 – Jazz Improvisation I & II (50.0903.6526) 2 semester hour (1-2-0)

A study designed to provide background in the art of improvisation and knowledge of basic materials and practices in playing jazz. Prerequisite: Jazz Improvisation I, prior knowledge of music theory including fundamentals of pitch, scales, and rhythm; Jazz Improvisation II, Jazz Improvisation I or equivalent experience. Enrollment in class is subject to instructor’s discretion. One hour lecture and two hours lab per week.

MUSI 1300 – Foundations in Music (50.0904.5426) 1 semester hour (3-2-0)

Emphasis on participation and the necessary skills for satisfactory performance in singing, playing an instrument, listening, and creating rhythmic responses. Development of increasing ability to manage notation. Recommended for education majors. Three hours lecture and two hours lab per week.
MUSI 1306 – Music Appreciation (50.0902.5126) 3 semester hours (3-0-0)
General survey of the history and literature of music, with the goal of intelligent
listening and appreciation on the part of students. Important composers, forms, and
characteristics of music are heard through recordings and live performances. No
previous knowledge of music required. Recital attendance is required. Three hours
lecture per week.

MUSI 1311, 1312– Music Theory I & II (50.0904.5126) 3 semester hours (3-0-0)
Analysis and writing of tonal melody and diatonic harmony up to and including
the chords. Analysis and writing of small compositional forms. Three hours lecture
per week.

MUSI 2116, 2117 – Musicianship III & IV (50.0904.5726) 1 semester hour (1-2-0)
Singing more difficult tonal music including modal, ethnic, and 20th century
materials. Aural study, including dictation, of more complex rhythm, melody,
chromatic harmony, and extended certain structures. One hour lecture and two
hours lab per week.

MUSI 2311, 2312 – Music Theory III & IV (50.0904.5226) 3 semester hours
(3-0-0)
Advanced harmony part writing and keyboard analysis and writing of more
advanced tonal harmony including chromaticism and extended certain structures.
Introduction to 20th century compositional procedures and survey of the traditional
large forms of composition. Three hours lecture per week.

PHIL/PHILOSOPHY
PHIL 1301 – Introduction to Philosophy (38.0101.5112) 3 semester hours
(3-0-0)
A general introduction to critical and reflective thinking as applied to the basic
problems of existence and the meaning of human life and institutions; study of
methods and types of evidence utilized by authority, intuition, revelation, reason and
scientific methods, and a study of the nature of philosophy, including its relations to
religion, science, and art. Three hours lecture per week.

PHIL 2306– Philosophy of Ethics (38.0101.5312) 3 semester hours (3-0-0)
An introductory course dealing with the problems of standards and behavior
in the world today. Historical and theoretical implications are considered before
specific and practical moral issues are discussed. Three hours lecture per week.

PHRA/PHARMACY TECHNOLOGY
PHRA 1164 - Practicum II (51.0805) 1 semester hour (0-0-7)
Practical, general workplace training supported by an individualized learning
plan developed by the employer, college, and student. Prerequisites: PHRA 1264.

PHRA 1209 – Pharmaceutical Mathematics I (51.0805) 2 semester hours (2-2-0)
Pharmaceutical mathematics including reading, interpreting, and solving
calculation problems encountered in the preparation and distribution of drugs.
Conversion of measurements within the apothecary, avoirdupois, and metric
systems with emphasis on the metric system of weight and volume. Topics include
ratio and proportion, percentage, dilution and concentration, milliequivalent, units,
intravenous flow rates, and solving dosage problems. Two hours lecture per week.
Open admission with consent of program director.
PHRA 1243 – Pharmacy Technician Certification Review (51.0805) 2 semester hours (2-0-0)
A review of major topics covered on the National Pharmacy Technician Certification examination. Open admission with consent of program director. Two hours of lecture per week.

PHRA 1247 – Pharmaceutical Mathematics II (51.0805) 2 semester hours (2-0-0)
In-depth continuation of Pharmaceutical Mathematics I (PHRA 1209). Addresses ratio and proportion, dilution and concentration, alligations, milliequivalent units and intravenous flow rates. Two hours lecture per week. Open admission with consent of program director.

PHRA 1264 – Practicum I (51.0805) 2 semester hours (0-0-14)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Prerequisites: Admission to the program or consent of program director. 14 hours lab per week.

PHRA 1265 Practicum III (51.0805) 2 semester hours (0-0-14)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Prerequisites: PHRA 1264 and 1164.

PHRA 1301 – Introduction to Pharmacy (51.0805) 3 semester hours (3-0-0)
An overview of the qualifications, operational guidelines, and job duties of a pharmacy technician. Topics include definitions of a pharmacy environment, the profile of a pharmacy technician, legal and ethical guidelines, job skills and duties, verbal and written communication skills, professional resources, safety techniques, and supply and inventory techniques. Three hours lecture per week. Prerequisite: Admission to program or consent of program director.

PHRA 1304 – Pharmacotherapy and Disease Process (51.0805) 3 semester hours (3-0-0)
A study of disease processes and the therapeutic properties of the drugs used in treatment. Three hours lecture per week. Prerequisite: Open admission with consent of program director.

PHRA 1305 – Drug Classification. (51.0805) 3 semester hours (3-0-0)
An introduction to the study of disease processes, pharmaceutical drugs, abbreviations, classifications, dosages, actions in the body, and routes of administration. Three hours of lecture per week. Prerequisites: PHRA 1209, 1264, 1301, 1304, and 1313 or consent of program director.

PHRA 1313 – Community Pharmacy Practice. (51.0805) 3 semester hours (2-2-0)
Introduction to the skills necessary to process, prepare, label, and maintain records of physicians’ medication orders and prescriptions in a community pharmacy. Designed to train individuals in supply, inventory, and data entry. Includes customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, record keeping, stock level adjustment, data input, editing, and legal parameters. Prerequisite: Admission to the program or consent of program director. Two hours lecture and two hours lab per week.
PHRA 1345 – Intravenous Admixture and Sterile Compounding (51.0805) 3 semester hours (2-2-0)
   A study of sterile products, hand washing techniques, pharmaceutical calculations, references, safety techniques, aseptic techniques in parenteral compounding, proper use of equipment, preparation of sterile products, and safe handling of antineoplastic drugs. Prerequisites: PHRA 1209, 1264, 1301, 1304, and 1313 or consent of program director. Two hours lecture and two hours lab per week.

PHRA 1349 – Institutional Pharmacy Practice. (51.0805) 3 semester hours (2-2-0)
   Exploration of the unique role and practice of pharmacy techniques in an institutional pharmacy with emphasis on daily pharmacy operation. Topics include hospital pharmacy organization, work flow and personnel, medical and pharmaceutical terminology, safety techniques, data entry, packaging and labeling operations, extemporaneous compounding, inpatient drug distribution systems, unit dose cart fills, quality assurance, drug storage, and inventory control. Two hours lecture and two hours lab per week. Prerequisites: PHRA 1209, 1264, 1301, 1304, 1313 or consent of program director.

PHRA 1364 – Practicum II (51.08050000) 3 semester hours (0-0-21)
   Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Prerequisites: PHRA 1264 or consent of program director. Twenty-one hours lab per week.

PHRA 2167 – Practicum (Advanced) - A.A.S. Degree (51.0805) 1 semester hour (0-0-7)
   Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. Seven hours lab per week. Prerequisite: HPRS 1206, HPRS 2301, HPRS 2331, and PHRA 2230 or consent of program director.

PHRA 2230 – Innovative Pharmacy Practices (51.0805) 2 semester hours (2-0-0)
   Specialized duties and practice settings available to pharmacy technicians. Prerequisite: certified or registered pharmacy technician. Two hours lecture per week.

PHYS/PHYSICS/PHYSICAL SCIENCE/ASTRONOMY

PHYS 1401 – College Physics (40.0801.5303) 4 semester hours (3-3-0)
   Algebra and trigonometry-based applications of mechanics and heat. For life science majors and pre-professional students. Three hours lecture and three hours lab per week.

PHYS 1402 – College Physics (40.0801.5303) 4 semester hours (3-3-0)
   Algebra and trigonometry-based applications of sound, electricity, magnetism, and light. For life sciences majors and pre-professional students. Three hours lecture and three hours lab per week.

PHYS 1403 – Stars and Galaxies (40.0201.5103) 4 semester hours (3-3-0)
   An introduction to the physical characteristics and motions of the stellar and galactic systems. Evening sessions will be held in order for students to use the telescope to make observations. Three hours lecture and three hours lab per week.
PHYS - POFI

PHYS 1404 – Solar System (40.0201.5203) 4 semester hours (3-3-0)
An introduction to the physical characteristics and motions of bodies in the solar system. Evening sessions will be held in order for students to use the telescope to make observations. Three hours lecture and three hours lab per week.

PHYS 1415 – Physical Science (40.0101.5103) 4 semester hours (3-3-0)
Previously: PHYS 1315. A study of mechanics, heat, light, sound, electricity, and magnetism. Open to all students of the college, suggested for elementary education majors. PHYS 1415 and 1417 may fulfill the degree requirement of eight semester hours of lab science for majors in a college of education or in a college of business administration, but does not count towards most university lab science requirements. Three hours lecture and three hours lab per week.

PHYS 1417 – Physical Science (40.0101.5103) 4 semester hours (3-3-0)
Previously: PHYS 1317. A study of selected items of chemistry and geology. Suggested for elementary education majors, open to all students of the college. Three hours lecture and three hours lab per week.

PHYS 2425 – University Physics I (40.0801.5403) 4 semester hours (3-3-0)
A course for engineering and science majors. Mechanics, wave, motion, and heat. Prerequisites: One year of high school or college physics, and MATH 2413 which may be taken concurrently. Three hours lecture and three hours lab per week.

PHYS 2426 – University Physics II (40.0801.5403) 4 semester hours (3-3-0)
Electrostatics, electricity, magnetism, and light. Prerequisite: Physics 2425 or consent of the physics instructor. Three hours lecture and three hours lab per week.

POFI, POFT/Office Systems Technology
Web-enhanced online formats exist for almost all office course listings. Students may tour POFI and POFT online courses by going to www.wc.edu – click on online courses, then Office Systems Technology.

POFI 1449–Spreadsheets (52.0407) 4 semester hours (3-3-0)
Skill development in the use of a spreadsheet software package. Topics include worksheet creation and manipulation functions, templates, macro programming database functions, data-table features, and graphics. Three hours lecture and three hours lab per week.

POFI 2331 – Desktop Publishing for the Office (52.0407) 3 semester hours (2-3-0)
In-depth coverage of desktop publishing terminology, text editing, and use of design principles to create publishing material using word processing desktop publishing features. Emphasis on layout techniques, graphics, and multiple page displays. Prerequisite: POFI 2401. Two hours lecture and three hours lab per week.

POFI 2401 – Word Processing (52.0407) 4 semester hours (3-3-0)
Instruction in the various aspects of a word processing software package. Emphasis on the use of text editing features to produce business documents. Prerequisite: POFT 1429 (grade of C) or speed of 35 words per minute. Three hours lecture and three hours lab per week.
POFI 2440 - Advanced Word Processing (52.0407) 4 semester hours (2-4-0)
Advanced techniques in merging, macros, graphics, and desktop publishing. Includes extensive formatting for technical documents. Emphasis on business applications. Prerequisite: COSC 1400 or consent of instructor. Two hours lecture and three hours lab per week.

POFT 1120 – Job Search Skills (Capstone) (52.040 1) 1 semester hour (1-1-0)
Previously: POFT 1192 and POFT 1193. A course to provide students with the necessary skills to seek and obtain employment in business and industry. Students will assess their abilities, compose and refine various employment documents, and create a professional portfolio. One hour lecture and one hour lab per week.

POFT 1166 – Practicum (or Field Experience): General Office/Clerical and Typing Services (52.0408) 1 semester hour (0-0-8)
Practical general training and experiences in the workplace. The college, along with the employer, develops and documents an individualized plan for students. The plan relates the workplace training and experiences to a student’s general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. Students are required to maintain eight hours a week at workplace.

POFT 1301 – Business English (52.0501) 3 semester hours (3-0-0)
Previously: POFT 1302. Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business. Three hours lecture per week.

POFT 1309 – Administrative Office Procedures I (52.0401) 3 semester hours (3-0-0)
Study of current office procedures including telephone skills, time management, travel and meeting arrangements, mail processing, and other duties and responsibilities in an office environment. Three hours lecture per week.

POFT 1313 – Professional Development for Office Personnel (52.0401) 3 semester hours (3-0-0)
Preparation for the work force including business ethics, team work, professional attire, and promotability. Three hours lecture per week.

POFT 1325 – Business Math and Machine Applications (52.0408) 3 semester hours (3-0-0)
Skill development in the use of electronic calculators and business mathematical functions. Emphasis on business problem-solving skills using spreadsheet software and/or electronic calculator/keyboard. Three hours lecture per week.

POFT 1429 – Beginning Keyboarding (52.0408) 4 semester hours (3-3-0)
Previously: POFT 1329. Skill development in the operation of the keyboard by touch applying proper keyboarding techniques. Emphasis on development of acceptable speed and accuracy levels and formatting basic documents. For students who have had no or limited keyboarding instruction. Three hours lecture and three hours lab per week.

POFT 2312 – Business Correspondence and Communication (52.0501) 3 semester hours (3-0-0)
Skill development in practical applications which emphasize the improvement of writing skills necessary for effective business communications. Prerequisite: POFT 1301. Keyboarding skills required. Three hours lecture per week.
POFT 2401 – intermediate Keyboarding (52.0408) 4 semester hours (3-3-0)

Previously: POFT 2301. A continuation of keyboarding skills in document formatting, speed, and accuracy. Emphasis on proofreading, editing, and following instructions, and keying documents from various copy. Prerequisite: POFT 1429 (grade of C) or speed of 35 words per minute. Three hours lecture and three hours lab per week.

PSYC/Psychology

PSYC 1100 – Freshman Orientation (42.0301.5125) 1 semester hour (1-0-0)

This course is designed to aid students in making a good personal and educational adjustment to college and in making a proper choice of an educational and occupational field. This course does not count for degree credit. One hour lecture per week.

PSYC 1300 – Learning Framework (42.0301.5125) 3 semester hours (3-0-0)

Multiple use course designed for the following students: (1) Excellent first college credit course for high school juniors or senior who seek to take dual credit college courses prior to graduation. (2) College credit course for high school graduates addressing the realities of preparation for the higher expectations of the college experience. Eclectic components of psychology of learning, cognition, motivation, and psycholinguistics are presented as paradigms for success in the college experience. Focusing on reading, analysis of metaphor, and writing skills, students are expected to become strategic learners prior to stepping foot on a college campus. Focusing on psychological preparation for serious academic study. PSYC 1300 is not a study skills course.

PSYC 2301 – Introduction to Psychology (42.0101.5125) 3 semester hours (3-0-0)

Presents a basic understanding of psychological terms, theories, and methodologies in the scientific discipline that studies behavior and mental processes. Cognitive abilities such as problem solving, learning, and communication; affective (emotional) states such as self-esteem, mood states, and sociability; and interpersonal relationships and gender issues are explored. Psychological principles are presented in the context of biology, such as the neuropsychological underpinning of learning and behavior, discrete brain functioning, and the significance of neurotransmitters and neurohormones. In addition, learning theory, epistemology, personality theory, personality disorders, development, psychopathology, and therapies are explored. Three hours lecture per week.

PSYC 2302 – Applied Psychology (42.0101.5225) 3 semester hours (3-0-0)

Criminal psychology is the focus of 2302 Applied Psychology. Students will be introduced to variations of psychopathy, antisocial behavior, and sexual psychopathy (serial killers) through video, lecture, and classroom discussion. Three hours lecture per week.

PSYC 2303 – Business Psychology (42.0101.5225) 3 semester hours (3-0-0)

Presents the psychology of communicating effective people skills within the context of interpersonal relationships. Business psychology covers four components of human behavior contributing to healthy relationship competencies. Part one focuses on skills of self relating to personality integration, stress and adjustment, and insight into sabotaging behavior. Part two focuses on skills of leadership such as communication, motivation, and resolving conflict. Part three focuses on workplace
shenanigans such as internal dialogue, scapegoating, politics, and social influence tactics. Part four focuses on group dynamics, organization, committees, and self-actualization. Students apply psychological principles to solve workplace problems in application exercises identified as “Survival Scenarios.” Solving people problems while gaining insight into developing effective people skills is the intent of business psychology. Three hours lecture per week.

**PSYC 2306 – Human Sexuality** (42.0101.5325) 3 semester hours (3-0-0)

Presents fundamental issues and principles of human sexuality utilizing legal, ethical, psychosocial, and biological perspectives. Presents current theories and research such as the landmark Masters and Johnson studies and contemporary research as it impacts current understanding of sexuality. Principles and issues of human sexuality are presented from a scientific perspective with the intent to educate adults on the fundamental facts of life. Online course available. Also SOCI 2306. Three hours lecture per week.

**PSYC 2307 – Adolescent Psychology I** (42.0701.5125) 3 semester hours (3-0-0)

Adolescent psych deal with the issues and challenges of the adolescent stage of development and growth, a particularly difficult psychosocial stage. Topics include psychophysiological aspects of puberty, emerging gender issues, eating disorders, Eriksonian developmental stages, identity crisis, work and school issues, dating and relationship issues. Individual and group participation highlight the multidimensional aspect of this course. Three hours lecture per week.

**PSYC 2314 – Lifespan Growth and Development** (42.0701.5125) 3 semester hours (3-0-0)

Presents key terms and principles that underlie processes of human growth and development. The course traces and describes normal growth patterns across the life span from conception through old age and the forces of genetic inheritance and environment as they impact life. While built on psychological theories, the course equips students with the ability to identify and apply research to life experiences. The course provides the academic basis for more specialized courses in human development. Three hours lecture per week.

**PSYC 2315 – Psychology of Adjustment** (42.0101.5625) 3 semester hours (3-0-0)

The focus of psychology of adjustment is to assist students in a successful adjustment to the higher expectations of the college experience. Students are introduced to the challenges, issues, and problems successful students overcome as they embrace this life-changing endeavor. Insight into principles of adjustment required in the college experience can be applied to similar adjustments required in social relationships and in the workplace. Chapter topics divided into four parts that include: neurochemical underpinnings of learning and behavior; the S-D cycle; embracing developmental change; learning contingencies; cognitive resolve, psycholinguistics, stress and adjustment, aspects of self-esteem, and “red flag” behavior that leads to academic underachievement. Three hours lecture per week.
PSYC - RADR

**PSYC 2316 – Psychology of Personality** (42.0101.5725) 3 semester hours (3-0-0)
The underlying foundations and influences that comprise the conundrums of personality will be studied from traditional theory, current neurochemical research, and behavioral analysis where aspects of behavior and components of personality are debated as nature (biochemistry) or nurture (learning in various milieus). Presents personality theory in light of neurochemical underpinnings of behavior, thinking, and mood states. Specific neurotransmitters and neurohormones in the CNS and PNS will be analyzed and discussed as precursors to behavior, mood, esteem, and ultimately, personality. Personality disorders, clinical forensic psychology, and psychological profiling will be addressed in relation to psychopathology. Three hours lecture per week.

**PSYC 2319 – Social Psychology: Women’s Studies** (42.1601.5125) 3 semester hours (3-0-0)

Presents an introduction to the psychological specialty of Women’s Studies documenting ‘female psychology’ with issues involving career, family and work. Special topics include sexual harassment, sexuality, stereotyping, balancing family and work, and political clout. Three hours lecture per week.

**PSYC 2389 – Academic Cooperative: Clinical Psychology** (45.0101.5125) 3 semester hours (3-0-0)

Previously: PSYC 2340. Introducing students to the perspectives and practices of the psychological specialty of clinical psychology is the focus of PSYC 2389. This goal is accomplished by the application of DSM guidelines in the delineation of psychopathology often observed in the clinical picture. Students gain experience as members of clinical treatment teams. Students are introduced to 15 clinical cases requiring knowledge and application of clinical tools gained from intervening chapters as well as application of selected DSM taxonomies, domains of information from axes analysis. In addition, clinical perspectives, clinical assessment, psychometrics, issues of biochemistry, descriptions of psychotropic medication, and professional ethics are explored. Online course available. Three hours lecture per week. Prerequisite: PSYC 2301 or permission from the behavioral sciences department chair.

**RADR/RADIOLOGIC TECHNOLOGY**

**RADR 1260 – Clinical I** (51.0911) 2 semester hour (0-0-192)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: HPRS 1206, BIOL 2401, BIOL 2402. Corequisites: RADR 1409, 1411, 1313. 192 contact hours.

**RADR 1313 – Principles of Radiographic Imaging I** (51.0911) 3 semester hours (2-3-0)

An introduction to radiographic image qualities and the effects of exposure variables upon these qualities. Prerequisites: Medical Terminology, A & P I & II. Corequisites: RADR 1409, 1411. Two hours lecture and three hours lab per week.

**RADR 1360 – Clinical II** (51.0911) 3 semester hour (0-0-256)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RADR 1409, 1411, 1313, 1260. Corequisites: RADR 2401, 2305. 256 contact hours.
RADR 1409 – Introduction to Radiography and Patient Care (51.0911) 4 semester hours (3-2-0)

An overview of the historical development of radiography, basic radiation protection, an introduction to medical terminology, ethical and legal issues for health care professionals, and an orientation to the program and to the health care system. Patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology are also included. Prerequisite: Medical Terminology, A & P I & II. Corequisites: RADR 1411, 1313. Three hours lecture and two hours lab per week.

RADR 1411 – Basic Radiographic Procedures (51.0911) 4 semester hours (3-2-0)

An introduction to radiographic positioning terminology, the proper manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of basic anatomy. Prerequisite: A & P I & II, Medical Terminology. Corequisites: RADR 1409, 1313. Three hours lecture and two hours lab per week.

RADR 1560 – Clinical III (51.0911) 5 semester hour (0-0-400)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RADR 2401, 2305, 1360. 400 contact hours.

RADR 2217 – Radiographic Pathology (51.0911) 2 semester hours (2-0-0)

A presentation of the disease process and common diseases and their appearance on medical images. Prerequisites: RADR 1409, 1313, 2305, 1411, 2401. Corequisites: RADR 2335, 2367. Two hours lecture per week.

RADR 2305 – Principles of Radiographic Imaging II (51.0911) 3 semester hours (3-1-0)

A continuation of the study of radiographic imaging technique formulation, image quality assurance, and the synthesis of all variables in image production. Prerequisite: RADR 1313. Corequisites: RADR 2401, 1266. Three hours lecture and one hour lab per week.

RADR 2309 – Radiographic Imaging Equipment (51.0911) 3 semester hours (3-0-0)

Equipment and physics of x-ray production, including basic x-ray circuits. Examination of the relationship of conventional and digital equipment components to the imaging process.

RADR 2313 – Radiation Biology and Protection (51.0911) 3 semester hours (3-0-0)

A study of the effects of radiation exposure on biological systems, typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure. Prerequisites: RADR 1313, 1409, 1411, 2401, 2305. Corequisites: RADR 2331, 2309. Three hours lecture per week.

RADR 2331 – Advanced Radiographic Procedures (51.0911) 3 semester hours (3-0-0)

A continuation of positioning; alignment of the anatomical structure and equipment, evaluation of images for proper demonstration of anatomy and related pathology. Prerequisites: RADR 2401, 1411. Corequisites: RADR 2313, 2366, 2309. Three hours lecture per week.
RADR - READ

RADR 2335 – Radiologic Technology Seminar (51.0911) 3 semester hours (3-2-0)
A capstone course focusing on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning. Prerequisites: All RADR course study in program. Corequisites: RADR 2367, 2217. Three hours lecture per week.

RADR 2401 – Intermediate Radiographic Procedures (51.0911) 4 semester hours (3-2-0)
A continuation of the study of the proper manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of anatomy. Prerequisite: A & P I & II, RADR 1411. Corequisites: RADR 1266, 2305. Three hours lecture and two hours lab per week.

RADR 2460 – Clinical IV (51.0911) 4 semester hour (0-0-384)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RADR 1560. Corequisites: RADR 2313, 2331, 2309. 384 contact hours

RADR 2461 – Clinical V (51.0911) 4 semester hour (0-0-384)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RADR 2313, 2331, 2309, 2460. Corequisites: RADR 2217, 2335. 384 contact hours

READ/READING

READ0100--Special Tutorial/Reading 1 semester hour (1-1-0)
Reading 0100 is an option for students whose scores on the state-required assessment test fall in the standard deviation range indicating a need to master specific reading skills in a flexible scheduling format. READ 0100 will not transfer and will not count for non-degree credit from Weatherford College. Permission of the Developmental Writing/Reading Department Chair is required. Completion of an individually-prepared schedule requiring 16 hours of tutorials supervised by the assigned instructor is mandatory. Students who are not TSI-complete in Reading must also take the Reading portion of the appropriate assessment test.

READ0301—Developmental Reading I 3 semester hours (3-1-0)
Reading 0301 is designed for students whose scores on assessment tests indicate a need for improvement in reading comprehension and vocabulary. This course will not transfer but will count for non-degree credit. Three hours lecture and twelve hours of tutorials required.

READ0302—Developmental Reading II 3 semester hours (3-1-0)
Reading 0302 is designed for students whose scores on assessment tests indicate a need for improvement in critical reading skills including comprehension and vocabulary. This course will not transfer but will count for non-degree credit. Three hours lecture and twelve hours of tutorials required.

READ1376—Study Skills for College Success 3 semester hours
Reading 1376 is a study skills seminar recommended for students on academic probation or suspension; it is designed to improve study skills including time management, effective listening, note-taking, outlining textbook chapters, concentration, retention of information, and taking examinations. Three hours lecture.

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RNSG/ASSOCIATE DEGREE NURSING

RNSG 1161 – Clinical (51.1601) 1 semester hour (0-0-3)
A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary. Clinical experiences focus on the concept of caring while providing care within structured acute care settings: health promotion, RN assessment of adult and geriatric clients, application of a systematic problem solving process, multidisciplinary teamwork, and communication is incorporated. Computers are used in this course. Prerequisite: Admission to the LVN to ADN Transition program. Forty-eight clinical hours.

RNSG 1162 – Clinical (51.1601) 1 semester hour (0-0-3)
A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary. Clinical experiences focus on the concept of caring while providing care within structured and community mental health settings. Computers are used in this course. Prerequisite(s): RNSG 1341, RNSG 1261, RNSG 1144, and PSYC 2314 (or RNSG 1327 and RNSG 1161). Forty-eight clinical hours per semester.

RNSG 1205 – Nursing Skills (51.1601.5214) 2 semester hours (1-4-0)
Study of the concepts and principles essential for demonstrating competence in the performance of nursing procedures. Topics include knowledge, judgment, skills, and professional values within a legal/ethical framework. Computers will be used in this class. Prerequisite: Admission to the ADN program. Corequisite(s): RNSG 1413, RNSG 1260. Sixteen hours lecture and Sixty-four hours lab per semester.

RNSG 1215 – Health Assessment (51.1601) 2 semester hours (1-3-0)
Development of skills and techniques required for a comprehensive adult health assessment within a legal/ethical framework. Computers are used in this course. Prerequisite: Admission to the ADN program. Sixteen hours lecture and forty-eight hours lab per semester.

RNSG 1244 – Nursing SkillsLab II (51.1601.5314) 2 semester hours (1-3-0)
Study of the concepts and principles essential for demonstrating competence in the performance of nursing procedures. Topics include knowledge, judgment, skills, and professional values within a legal/ethical framework. Computers will be used in this class. Prerequisite: RNSG 1205, RNSG 1215, RNSG 1413, RNSG 1260, and RNSG 1301. Corequisites courses are RNSG 1261, RNSG 1341 (or RNSG 1251, RNSG 2160). Sixteen hours lecture and forty-eight hours lab per semester.

RNSG 1251 – Care of the Childbearing Family (51.1601.5714) 2 semester hours (2-1-0)
Study of concepts related to the provision of nursing care for childbearing families. Topics may include selected complications. Topics include knowledge, judgment, skills, and professional values within a legal/ethical framework. Computers are used in this course. Prerequisites: RNSG 1225, RNSG 1260, RNSG 1413; or RNSG 1161 and 1322. Corequisite: RNSG 2160. Thirty-two lecture hours and 16 lab hours per semester.
RNSG 1260 – Clinical (51.1601) 2 semester hours (0-0-6)

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary. Clinical experiences focus on the concept of caring while performing assessment of adult and geriatric clients, provision of basic nursing skills, and beginning medication administration within structured health care settings. Computers are used in this course. Prerequisite: Admission to the ADN program Corequisite: RNSG 1413, RNSG 1205. 96 clinical hours per semester.

RNSG 1261 – Clinical (51.1601) 2 semester hours (0-0-6)

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary. Clinical experiences focus on the concept of caring while providing care for adult and geriatric clients and provision of advancing nursing skills within structured health care settings. Computers are used in this course. Prerequisites: RNSG 1413, RNSG 1260, RNSG 1205, RNSG 1215, and RNSG 1301. Corequisite: RNSG 1341. 96 clinical hours per semester.

RNSG 1301 – Pharmacology (51.1601) 3 semester hours (2-2-0)

Introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects and nursing implications of each drug classification. Topics also include medication administration and dosage calculation. Prerequisite: Admission to the ADN program. Thirty-two lecture hours and thirty-two lab hours per semester.

RNSG 1327 – Transition from Vocational to Professional Nursing (51.1601) 3 semester hours (2-3-0)

Topics include health promotion, expanded assessment, analysis of data, nursing process, pharmacology, multidisciplinary teamwork, communication, and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework throughout the lifespan. Computers are used in this course. Prerequisite: Admission to the LVN to ADN Transition program. Twenty-four hours lecture and thirty-six hours lab hours per semester.

RNSG 1341 – Common Concepts of Adult Health (51.1601.6314) 3 semester hours (2-4-0)

Study of the general principles of caring for selected adult clients and families with common health needs in a structured setting. Emphasis on knowledge, judgment, skills, and professional values within a legal/ethical framework. Content includes, but is not limited to, perioperative care, immunology, oncology, gastrointestinal and genitourinary problems, and respiratory and musculoskeletal problems. Computers are used in this course. Prerequisites: RNSG 1413, RNSG 1260, RNSG 1205, RNSG 1215, and RNSG 1301. Corequisite: RNSG 2261 Thirty-two hours lecture and sixty-four lab hours per semester.
RNSG 1343 – Complex Concepts of Adult Health (51.1601.6414) 3 semester hours (2-1-0)
Integration of previous knowledge and skills into the continued development of
the associate degree nurse - a provider of care, coordinator of care, and member of
a profession - in the care of adult clients/families in structured health care settings.
Incorporates judgments, skills, and professional values within a legal/ethical
framework. Content related to, but not limited to, endocrinology, the reproductive
system, neuromuscular problems, hematology, and community based nursing and
home health for the associate degree nurse. Computers are used in this course.
Prerequisites: RNSG 2213 and RNSG 1162. Corequisite: RNSG 2261. Thirty-two
hours lecture and sixteen lab hours per semester.

RNSG 1413 – Foundations for Nursing Practice (51.1601.5114) 4 semester
hours (3-4-0)
Introduction to the profession of nursing including the roles of the registered
nurse with emphasis on the application of a systematic, problem-solving process
to provide care to diverse clients across the life span; and including applicable
competencies in knowledge, judgment, skills, critical thinking and professional values
within a legal/ethical framework. Content related to adult and geriatric nutrition,
fluid and electrolyte balance, and the integumentary, sensory, gastrointestinal, and
genitourinary systems are included. Computer assisted instruction is used in this
course. Prerequisite: Admission to the ADN program. Forty-eight hours lecture and
sixty-four hours lab per semester.

RNSG 2160 – Clinical (51.1601) 1 semester hour (0-0-3)
A method of instruction providing detailed education, training and work-based
experience and direct patient/client care, generally at a clinical site. Specific
detailed learning objectives are developed for each course by the faculty. On-site
clinical instruction, supervision, evaluation, and placement is the responsibility of
the college faculty. Clinical experiences are unpaid external learning experiences.
Course may be repeated if topics and learning outcomes vary. Clinical experiences
focus on the concept of caring while performing assessment of the child-bearing
client and family, provision of nursing skills, and medication administration within
structured health care settings. Computers are used in this course. Prerequisite:
RNSG 1413, RNSG 1260 and RNSG 1205; or admission to Transition Program;
corequisite course is RNSG 1251. 48 clinical hours per semester.

RNSG 2163 – Clinical (51.1601) 2 semester hours (0-0-3)
A method of instruction providing detailed education, training and work-based
experience and direct patient/client care, generally at a clinical site. Specific detailed
learning objectives are developed for each course by the faculty. On-site clinical
instruction, supervision, evaluation, and placement is the responsibility of the college
faculty. Clinical experiences are unpaid external learning experiences. Course may
be repeated if topics and learning outcomes vary. Clinical experiences focus on
the concept of caring while performing assessment the pediatric client and family,
provision of nursing skills, and medication administration within structured health
care settings. Computers are used in this course. Prerequisite: RNSG 2213 and
RNSG 1162 ; or RNSG 1327 and RNSG 1161; corequisite course is RNSG 2201.
48 clinical hours per semester.
RNSG 2201 – Care of Children and Families (51.1601.5814) 3 semester hours (2-1-0)

Study of concepts related to the provision of nursing care for children and their families, emphasizing judgment, and professional values within a legal/ethical framework. Computers are used in this course. Prerequisites: RSNG 2213 and RNSG 1162. Corequisite: RNSG 1162. Thirty-two lecture hours and sixteen lab hours per semester.

RNSG 2213 – Mental Health Nursing (51.1601.5614) 2 semester hours (2-0-0)

Principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of clients and their families. Computers are used in this course. Prerequisites: RNSG 1341, RNSG 1261, RNSG 1144, and PSYC 2314 (or RNSG 1327 and RNSG 1161). Corequisite: RNSG 1162. Thirty-two hours lecture per semester.

RNSG 2221 – Management of Client Care (51.1601) 2 semester hours (2-0-0)

Exploration of leadership and management principles applicable to the role of the nurse as a provider of care, coordinator of care, and member of a profession. Includes application of knowledge, judgment, skills, and professional values within a legal/ethical framework. Computers are used in this course. Prerequisites: RNSG 1343, RNSG 2261, RNSG 2201, and RNSG 2163. Thirty-two hours lecture per semester.

RNSG 2261 – Clinical (51.1601) 2 semester hours (0-0-6)

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary. Clinical experiences focus on the concept of caring while performing assessment of adult and geriatric clients and families, provision of advanced nursing skills, and medication administration within structured health care settings. Computers are used in this course. Prerequisite: RNSG 1341 and RNSG 1261; or RNSG 1327 and RNSG 1161; corequisite course is RNSG 1343. 96 clinical hours per semester.

RNSG 2331 – Advanced Concepts of Adult Health (51.1601) 3 semester hours (2-1-0)

Application of advanced concepts and skills for the development of the associate degree nurse’s roles in complex nursing situations with adult client/families in structured settings. Emphasis is given to judgment and professional values within a legal/ethical framework. Content related to, but not limited to critical care, the cardiovascular system, emergency care, trauma, spinal cord injuries, and burns. Computers are used in this course. Prerequisites: RNSG 1343, RNSG 2261, RNSG 2201, and RNSG 2163. Corequisite: RNSG 2363. Thirty-two hours lecture and sixteen lab hours per semester.
RNSG 2363 – Clinical (51.1601) 3 semester hours (0-0-9)
A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary. Clinical experiences focus on the concept of caring while providing care for clients of all ages, groups of clients, and management of client care within critical, emergency, and perioperative care settings. Prerequisite: RNSG 1343 and RNSG 2261. Corequisite: RNSG 2331. 144 clinical hours per semester.

RSPT/Respiratory Care
RSPT 1160 – Clinical - Respiratory Care Therapy/Therapist (51.0908) 1 semester hour (0-0-6)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Corequisites: RSPT 1201, RSPT 1410. Six contact hours per week.
RSPT 1201 – Introduction to Respiratory Care (51.0908) 2 semester hours (2-1-0)
An introduction to the field of respiratory care. Topics include the history of respiratory care, hospital organization, medical malpractice, ethics, vital signs, body mechanics, basic cardiopulmonary assessment, infection control, and cardiopulmonary resuscitation (CPR). This class will also include physical science related respiratory care. Corequisites RSPT 1160, RSPT 1307, RSPT 1410. Two lecture hours and one lab hour per week.
RSPT 1213 – Basic Respiratory Care Pharmacology (51.0908) 2 semester hours (2-0-0)
A study of basic pharmacological principles/practices of respiratory care drugs. Emphasis on classification, routes of administration, dosages/calculations, and physiological interaction. Prerequisites: RSPT 1160, RSPT 1201, RSPT 1307, RSPT 1410. Corequisites: RSPT 1361, RSPT 1411, RSPT 2310. Two lecture hours per week.
RSPT 1307 – Cardiopulmonary Anatomy and Physiology (51.0908) 3 semester hours (2-4-0)
An introduction to the anatomy and physiology of the cardiovascular, and pulmonary systems. Corequisites: RSPT 1160, RSPT 1201, RSPT 1410. Two lecture hours and four lab hours per week.
RSPT 1361 – Clinical - Respiratory Care Therapy/Therapist (51.0908) 3 semester hours (0-0-16)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RSPT 1160, RSPT 1201, RSPT 1307, RSPT 1410. Corequisites: RSPT 1213, RSPT 1411, RSPT 2310. Sixteen contact hours per week.
RSPT 1362 – Clinical - Respiratory Care Therapy/Therapist (51.0908) 3 semester hours (0-0-24)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RSPT 1213, RSPT 1361, RSPT 1411, RSPT 2310. Corequisites: RSPT 2355. Twenty-four contact hours per week.

RSPT 1410 – Respiratory Care Procedures I (51.0908) 4 semester hours (3-4-0)

Provides students with the essential knowledge of the equipment and techniques used in the treatment of pulmonary disease and their clinical application. The following areas are discussed in-depth: oxygen therapy, humidity and aerosol therapy, hyperinflation therapy, chest physiotherapy, pulse oximetry, arterial puncture, and interpretation. Corequisites RSPT 1160, RSPT 1201, RSPT 1307. Three lecture hours and four lab hours per week.

RSPT 1411 – Respiratory Care Procedures II (51.0908) 4 semester hours (3-4-0)

Provides student with essential knowledge of airway care and mechanical ventilation. Airway care includes indications, techniques, equipment, and hazards and complications. Mechanical ventilation includes indications, initiation, modes, clinical application, management, complications, and weaning. Prerequisites: RSPT 1160, RSPT 1201, RSPT 1307, RSPT 1410. Three lecture hours and four lab hours per week.

RSPT 2139 - Advanced Cardiac Life Support (51.0908) 1 semester hour (1-2-0)

A comprehensive course designed to develop the cognitive and psychomotor skills necessary for resuscitation of the adult. Includes strategies for managing and stabilizing the cardiopulmonary arrested patient. May include certification. Prerequisites: RSPT 2353, RSPT 2358, RSPT 2360. Corequisites: RSPT 2231, RSPT 2247, RSPT 2361. One hour lecture and two hours lab per week.

RSPT 2231 – Simulations in Respiratory Care (51.0908) 2 semester hours (1-4-0)

The theory and history of clinical simulation examinations. Includes construction types, scoring, and mechanics of taking the computerized simulation examination. This class will also offer a comprehensive review for the RRT exam. Prerequisites: RSPT 2353, RSPT 2358, RSPT 2360. Corequisites: RSPT 2139, RSPT 2247, RSPT 2361. One hour lecture and four hours lab per week.

RSPT 2247 – Specialties in Respiratory Care (51.0908) 2 semester hours (2-0-0)

Emerging and specialty practices in respiratory care. Prerequisites: RSPT 2353, RSPT 2358, RSPT 2360. Corequisites: RSPT 2139, RSPT 2231, RSPT 2361. Two hours lecture per week.

RSPT 2310 – Cardiopulmonary Disease (51.0908) 3 semester hours (2-4-0)

A discussion of pathogenesis, pathology, diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases. Prerequisites: RSPT 1160, RSPT 1201, RSPT 1307, RSPT 1410. Corequisites: RSPT 1213, RSPT 1361, RSPT 1411. Two lecture hours and four lab hours per week.
RSPT 2353 – Neonatal/Pediatric Cardiopulmonary Care (51.0908) 3 semester hours (2-4-0)
Advanced concepts of acute care, monitoring and management as applied to the neonatal and pediatric patient. Prerequisites: RSPT 1362, RSPT 2355. Corequisites: RSPT 2358, RSPT 2360. Two lecture hours and four lab hours per week.

RSPT 2355 – Critical Care Monitoring (51.0908) 3 semester hours (2-4-0)
Advanced monitoring techniques used clinically to assess a patient in the critical care setting. This course will also include weaning of the ventilator patient. Prerequisites: RSPT 1213, RSPT 1361, RSPT 1411, RSPT 2310. Corequisites: RSPT 1362. Two lecture hours and four lab hours per week.

RSPT 2358 – Respiratory Care Patient Assessment (51.0908) 3 semester hours (2-4-0)
Instruction in the integration of patient examination techniques, clinical lab studies, x-ray, pulmonary function, arterial blood gases, and invasive and non-invasive hemodynamics results in patient assessment. This class also includes instruction on pulmonary function testing and ECG analysis. Prerequisites: RSPT 1362, RSPT 2355. Corequisites: RSPT 2353, RSPT 2360. Two lecture hours and four lab hours per week.

RSPT 2360 – Clinical - Respiratory Care Therapy/Therapist (51.0908) 3 semester hours (0-0-16)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RSPT 1362, RSPT 2355. Corequisites: RSPT 2353, RSPT 2358. Sixteen contact hours per week.

RSPT 2361 – Clinical - Respiratory Care Therapy/Therapist (51.0908) 3 semester hours (0-0-16)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RSPT 2360, RSPT 2353, RSPT 2358. Corequisites: RSPT 2247, RSPT 2231, RSPT 2139. Sixteen contact hours per week.

Sociology

SOCI 1301 – Introduction to Sociology (45.1101.5125) 3 semester hours (3-0-0)
Presents the basic terminology and concepts needed to understand major sociological theories and application to society. Emphasis is placed on the comprehension of sociological vocabulary appraisal of applications to various social situations, and analysis of the complex interrelationships involved in individual, small group and societal interactions. Three lecture hours per week.

SOCI 1306 – Social Problems (45.1101.5225) 3 semester hours (3-0-0)
Presents the basic terminology needed to comprehend the behaviors and conditions which society defines as social problems. Emphasis is placed on evaluation of the juxtaposition of the consequences of human behaviors and expectations of societal norms. Students learn to recognize unacceptable behaviors and to project the impact of such problematic behavior on American culture and society. Three lecture hours per week.
SOCI 2301 – Marriage and Family Living (45.1101.5425) 3 semester hours (3-0-0)
Presents the terminology needed to explain the constructs, principles, and dynamics of the family unit. Emphasis is placed on communication, types of families, comprehension of the delicate interrelationships of family members, and the importance of family as the basic component unit of all societies. Three hours lecture per week.

SOCI 2306 – Human Sexuality (42.0101.5325) 3 semester hours (3-0-0)
Presents fundamental issues and principles of human sexuality utilizing legal, ethical, psychosocial, and biological perspectives. Presents current theories and research such as the landmark Masters and Johnson studies and contemporary research as it impacts current understanding of sexuality. Principles and issues of human sexuality are presented from a scientific perspective with the intent to educate adults on the fundamental facts of life. Online course available. Also PSYC 2306. Three hours lecture per week.

SOCI 2326 – Social Psychology (42.1601.5125) 3 semester hours (3-0-0)
Presents an introduction to the specialty of social psychology within the field of general psychology and sociology. Terms, concepts, methodologies, and studies are analyzed in regard to relationships and context. Social influences factors in communication, interrelationships, and groups highlight this fascinating psychosocial specialty. Also PSYC 2319. Three hours lecture per week.

SOCI 2340 – Drug Use and Abuse (51.1504.5216) 3 semester hours (3-0-0)
Study of the use and abuse of drugs in today’s society to include: alcohol, caffeine, ecstasy, hallucinogens, herbal drugs, inhalants, marijuana, nicotine, opiates, sedatives, steroids, and stimulants. Emphasize the physiological, sociological, and psychological factor related to drug use and abuse. The relationship and consequences of the adaptive process to drug use will be explored. Three lecture hours per week.

SCWK, SOCW/SOCIAL WORK

SCWK 1305 – Group Work Intervention (44.0701) 3 semester hours (3-0-0)
Examination of the various stages of the group work treatment process with emphasis on roles, tasks, and potential problem areas. Topics include mechanics of group function, structure of groups, communication patterns within groups, effective group facilitation skills, and techniques used to address special population issues and needs. Three hours lecture per week.

SCWK 2186 – Internship (44.0701) 1 semester hour (0-0-3)
A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Three contact hours per week.

SCWK 2286 – Internship (44.0701) 2 semester hours (0-0-12)
A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Twelve contact hours per week.
SCWK 2301 – Assessment and Case Management (44.0701) 3 semester hours (3-0-0)

Exploration of procedures to identify and evaluate an individual’s and/or family’s strengths, weaknesses, problems, and needs in order to develop an effective plan of action. Topics include oral and written communications essential for assessment, screening, intervention, prevention, case management, and referral. Three lecture hours per week.

SCWK 2311 – Interviewing and Counseling Theories (44.0701) 3 semester hours (3-0-0)

A comprehensive study of major theories of various treatment modalities including person-centered, psychodynamic, rational-emotive, and reality therapy etc. Topics include cognitive/behavioral approaches such as behavior modification, life skills training, and role playing in a simulated situation. Three lecture hours per week.

SCWK 2331 – Abnormal Behavior (44.0701) 3 semester hours (3-0-0)

An exploration and identification of maladaptive behavior including characteristics, classification, diagnosis, and treatment modalities. Topics include factors associated with defining and identifying abnormal behavior. Three hours lecture per week.

SOCW 2361 – Introduction to Social Work (44.0701.5124) 3 semester hours (3-0-0)

Presents an introduction to the concepts, terms, theory, and practice of social work. Family dynamics, interrelations, and patterns of communication will be explored. The role of social work practitioners will be analyzed in relation to psychiatric team members. Data gathering in the preparation of the psychosocial history will be analyzed for content and application. Three hours lecture per week.

SOCW 2362 – Social Welfare as a Social Institution (44.0101.5224) 3 semester hours (3-0-0)

This course gives a general introduction to human services in the United States. Current social policies and issues affecting the development of social welfare services will be covered. Emphasis is on services and programs provided to meet human needs determined by societal values. Three hours lecture per week.

SPAN/Spanish

SPAN 1411, 1412 – Beginning Spanish I and II (16.0905.5113) 4 semester hours (3-1-0)

Traditional grammar, reading, and writing courses with emphasis primarily on these areas, but with some attention to speaking using authentic pronunciation. Class work is individual as well as group-oriented and consists of exercises, answering questions, and reading aloud. Three hours lecture and one hour lab per week. Must be taken in sequence.

SPAN 2311, 2312 – Intermediate Spanish I and II (16.0905.5213) 3 semester hours (3-0-0)

Review and extension of grammatical concepts and vocabulary. Reading of Spanish and Spanish-American literature, practical conversation, and writing. Class work is individual as well as group-oriented. Emphasis is placed on comprehension, appreciation, and interpretation of the Hispanic culture. Three hours lecture per week. Must be taken in sequence.
SPCH - VNSG

COURSE DESCRIPTIONS

SPCH/SPEECH

SPCH 1311 – Fundamentals of Speech (23.1001.5112) 3 semester hours (3-0-0)

Theories and practice of speech communication behavior in interpersonal, small group, and public communication situations. Three hours lecture per week.

SPCH 1315 – Public Speaking (23.1001.5312) 3 semester hours (3-0-0)

Research, composition, organization, delivery, and analysis of speeches for various purposes and occasions. Three hours lecture per week.

SPCH 1321 – Business and Professional Speaking (23.1001.5212) 3 semester hours (3-0-0)

Theories and practice of speech communication as applied to business and professional situations. Three lecture hours per week.

SPCH 2341 – Oral Interpretation of Literature (23.1001.5712) 3 semester hours (3-0-0)

Theories and techniques in analyzing and interpreting literature. Preparation and presentation of various literary forms. Three hours lecture per week.

VNSG/VOCATIONAL NURSING

Prerequisite: Requires admission to the program.

VNSG 1115 – Disease Control and Prevention (5116130000) 1 semester hour (1-0-0)

Study of the general principles of prevention of illness and disease, basic microbiology, and the maintenance of aseptic conditions. Prerequisite: Admission to the program or permission of instructor. Sixteen hours lecture per semester.

VNSG 1116 – Nutrition (5116130000) 1 semester hour (1-0-0)

Introduction to nutrients and diet therapy and the role of each in proper growth and development and the maintenance of health. Prerequisite: Admission to the program. Sixteen hours lecture per semester.

VNSG 1119 – Professional Development (5116130000) 1 semester hour (1-0-0)

Study of the importance of professional growth. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education. Prerequisite: Successful completion of all spring semester courses with a grade of 75 (C) or better. Sixteen hours lecture per semester.

VNSG 1122 – Vocational Nursing Concepts (5116130000) 1 semester hour (1-0-0)

Introduction to the nursing profession and its responsibilities. Includes legal and ethical issues in nursing practice. Concepts related to the physical, emotional, and psychosocial self-care of the learner/professional. Prerequisite: Admission to the program. Sixteen hours lecture per semester.

VNSG 1136 – Mental Health (5116130000) 1 semester hour (1-0-0)

Introduction to the principles and theories of positive mental health and human behaviors. Topics include emotional responses, coping mechanisms, and therapeutic communication skills. Prerequisite: Successful completion of all fall semester courses with a grade of 75 (C) or better. Sixteen hours lecture per semester.
VNSG 1230 – Maternal-Neonatal Nursing (5116130000) 2 semester hours (2-0-0)
Utilization of the nursing process in the assessment and management of the childbearing family. Emphasis on the biological, psychological, sociological, and cultural needs of the family during the phases of pregnancy, childbirth, and the neonatal period including abnormal conditions. Prerequisite: Successful completion of all fall semester courses with a grade of 75 (C) or better. Thirty-two hours lecture per semester.

VNSG 1234 – Pediatrics (5116130000) 2 semester hours (2-0-0)
Study of childhood diseases and child care from infancy through adolescence. Focus on the care of the well and the ill child utilizing the nursing process. Prerequisite: Successful completion of all fall semester courses with a grade of 75 (C) or better. Thirty-two hours lecture per semester.

VNSG 1320 – Anatomy and Physiology for Allied Health (5116130000) 3 semester hours (3-0-0)
Introduction to the normal structure and function of the body including an understanding of the relationship of body systems in maintaining homeostasis. Prerequisite: Admission to the program or permission of instructor. Forty-eight hours lecture per semester.

VNSG 1360 – Clinical I (5116130000) 3 semester hours (0-0-18)
A health-related, work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences. Pre-requisite: Admission to the program. 288 laboratory hours per semester.

VNSG 1361 – Clinical II (5116130000) 3 semester hours (0-0-18)
A health-related, work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences. Pre-requisite: Successful completion of all fall semester courses with a grade of 75 (C) or better, 288 laboratory hours per semester.

VNSG 1362 – Clinical III (5116130000) 3 semester hours (0-0-18)
A health-related, work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences. Pre-requisite: Successful completion of all spring semester courses with a grade of 75 (C) or better, 288 laboratory hours per semester.

VNSG 1400 – Nursing in Health and Illness I (5116130000) 4 semester hours (3-2-0)
Introduction to general principles of growth and development, primary health care needs of the client across the life span, and therapeutic nursing interventions. Prerequisite: Admission to the program. Forty-eight hours lecture and thirty-two hours lab per semester.

VNSG 1423 – Basic Nursing Skills (5116130000) 4 semester hours (2-6-0)
Mastery of entry-level nursing skills and competencies for a variety of health care settings. Utilization of the nursing process as the foundation for all nursing interventions is included. Also includes medication administration skills. Prerequisite: Admission to the program. Thirty-two hours lecture and ninety-six hours lab per semester.
VNSG 1509 – Nursing in Health and Illness II (5116130000) 5 semester hours (5-0-0)

Introduction to common health problems requiring medical and surgical interventions. Prerequisite: Successful completion of all fall semester courses with a grade of 75 (C) or better. Eighty hours lecture per semester.

VNSG 1510 – Nursing in Health and Illness III (5116130000) 5 semester hours (5-0-0)

Continuation of VNSG 1509. Further study of common medical-surgical health problems of the client, including concepts of mental illness. Incorporates knowledge necessary to make the transition from student to graduate vocational nurse. Prerequisite: Successful completion of all spring semester courses with a grade of 75 (C) or better. Eighty hours lecture per semester.

VNSG 2331 – Advanced Nursing Skills (5116130000) 3 semester hours (2-4-0)

Mastery of advanced-level nursing skills and competencies in a variety of health care settings utilizing the nursing process as a problem-solving tool. Prerequisite: Successful completion of all fall semester courses with a grade of 75 (C) or better. Thirty-two hours lecture and sixty-four hours lab per semester.

VTHT/VETERINARY ASSISTING

VTHT 1166 – Practicum (51.0808) 1 semester hour (0-0-7/10)

A work-based instruction activity that provides students the opportunity gain practical experience in the treatment and care of animals. Emphasis is placed on practical work experience for which the student has already acquired the necessary theoretical knowledge and basic skills. The clinical professional provides direct supervision and determines if compensation is to be granted. Students are required to work 7-10 hours per week in the external learning environment.

VTHT 1317 – Veterinary Office Management (51.0808) 3 semester hours (3-0-0)

Veterinary Office Management is a comprehensive study of the veterinary practice. This course discusses the efficiency and the procedures that are used in a hospital or clinic. Emphasis is placed on office etiquette, employer employee relationships, the electronic office technology, and on client-veterinary relationships. This course provides a hands-on approach to popular software applications currently in use in the veterinary office. Three hours lecture per week.

VTHT 1401 – Introduction to Veterinary Technology (51.0808) 4 semester hours (3-3-0)

Survey of the profession of veterinary technology with emphasis on basic techniques, handling and care of domestic animals, and ethical and professional requirements. Three hours lecture and three hours lab per week.

VTHT 1413 – Veterinary Anatomy and Physiology (51.0808) 4 semester hours (3-3-0)

Gross anatomy of domestic animals including physiological explanations of how each organ system functions. Three hours lecture and three hours lab per week.

VTHT 2301– Canine and Feline Clinical Management (51.0808) 2 semester hours (3-1-0)

Survey of feeding, common management practices, and care of canines and felines in a clinical setting. Review of common diseases of canines and felines encountered in the practice of veterinary medicine. Prerequisite: VTHT 1401. Three hours lecture and one hour lab per week.
VTHT 2321 – Parasitology (51.0808) 3 semester hours (2-3-0)
Study of parasites common to domestic animals including zoonotic diseases.
Prerequisite: VTHT 1401. Two hours lecture and three hours lab per week.
FACULTY & STAFF
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Ramon Garza Head Clerk/ Textbook Mgr............................................ ext. 286

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Ruth Campfield, B.S.B.A. Controller......................................................ext. 388
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Gloria Matthews
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X. Carolina Tejeda

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Diane Slocum.....................................................................................ext. 200
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Sam Coody, B.S. ................................................................................ext. 420
Cheryl (Dixie) Harrison......................................................................ext. 363
Lydia Osborne, A.A.S. .....................................................................ext. 362
Diane Slocum Switchboard Operator..................................................ext. 200
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Dina Cross .................................. Secretary .............................................................. ext. 469

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M.S., Washington State University

Meredith, Kay ........................................................................................................ Reading  
B.A., Michigan State University  
M.A., Michigan State University
<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Program</th>
<th>Education Details</th>
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WEATHERFORD COLLEGE MAIN CAMPUS
225 College Park Drive • Weatherford, Texas 76086
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A ................................ Memorial Plaza
AGRI ............ Agriculture, Maintenance
ALHE .................. Allied Health
B ..................... Old Main Bell, Arch
BASB .......... Roger Williams Ballpark
BIOL ..................... Biology
BUSI ........ Business, Business Office, Human Resources
C ......................... Tennis Courts
COUT .................. Campus Police
COVL .................. Coyote Village
                   Student Housing
D .......................... Water Tower
DOSS .............. Doss Student Center
                   Allene Strain Community Room
                   Bookstore, Cafeteria
                   Conference Room
E ...................... Electronic Sign
FACL ................. Faculty Offices

FINE  .......... Marjorie Black Alkek
                   Fine Arts Center
GYMN .......... Betty Jo Crumm Graber
                   Athletic Center
LART ............... Liberal Arts
                   Success Connection
LIBR ................ Library
                   Streib Center
MINC ............... E.W. Mince Building
                   Auditorium,
                   President’s Office
                   Institutional Advancement Office,
                   Tech Prep
PHYS .................. Physical Science
STSV ............... Student Services
                   Upper Level - Career Center
                   Continuing Education
                   Financial Aid, Special Services
                   Lower Level - Admissions,
                   Registration
TECH ............. Jim & Veleda Boyd
                   Technology Building
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1200B South FM 51 • Decatur, Texas 76234
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EDUCATION CENTER AT MINERAL WELLS
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817-599-6261 • 800-300-2591

Building 704
Academic Center

Building 790
Welding / Machine Shop

Building A
Truck Driving Academy

Fort Wolters
Industrial Park

Hwy 180

Mineral Wells
Weatherford